

PERFORMANCE PANEL

Monday, 22 May 2023

Attendance:

Councillors
Horrill (Chairperson)

Laming
Bolton

Pett

Other members in attendance:

Councillor Porter, Councillor Tod

1. DETAILED REVIEW OF DRAFT Q4 PERFORMANCE MONITORING

Questions that had been pre-submitted had been circulated to panel members ahead of the meeting (these questions were attached in appendix 1.)

The panel reviewed the draft report as follows (any page numbers referenced relate to the page numbers of the panel's report pack.)

1. Page 7. Further to the pre-submitted question number 1 regarding the detailed uses proposed by Jigsaw. Sharon Evans advised that Jigsaw, having recently been appointed as the Council's development partner, had yet to prepare a master plan for the Central Winchester Regeneration (CWR) area or any detailed proposals or uses for the site, and this would be some time off. Their first priority was to undertake meaningful engagement with a wide range of stakeholders to help inform the development of a scheme. Any proposals would have to accord with the requirements of the Supplementary Planning Document (SPD), including the approved land uses.
2. Page 8. Further to the pre-submitted question number 2 regarding how much of the £200k Cost of Living (CoL) monies that had been spent, Simon Howson advised that the total value of CoL grants was £43,870 but that officers would need to advise how much of the balance of these monies remained available. A further question was asked regarding what action the council would be taking to ensure that residents and local organisations knew that this money was available and accessible to ensure it was fully utilised. **Action. Officers to ensure that Service Leads were aware of these comments, Councillor Porter advised that on behalf of the cabinet, she would look further into this.**
3. Page 10. A question was asked concerning flytipping and whether a process existed regarding the availability of standard metrics for this service, such as the number of incidents, prosecutions, etc. Simon Howson advised that this information was gathered as part of the monthly

key performance reports, and a number of these metrics would be reported to the performance panel as part of revised quarterly performance reports beginning in August 2023.

4. Page 11. Further to the pre-submitted question number 3 regarding work being progressed in the market towns to enhance cycle parking, Simon Hendey stated that officers were currently investigating suitable locations for cycle stands in Wickham and Alresford. A further question was asked regarding the timescales involved in this. **Action. Officers to advise on timescales for this work to be completed.**
5. Page 11. Further to the pre-submitted question number 4 regarding whether the benches in the High Street met the regulatory standards required, Simon Hendey stated that only the planters had been removed, and the remaining section, now utilised as benches provided the anti-terrorism measure. A further question was asked as to whether the benches had been reviewed by the relevant "security body" connected with the County Council. Simon Hendey stated that he had been advised that all necessary checks and approvals had been undertaken.
6. Page 11. Further to the pre-submitted question number 5 concerning consultation on the strategy with market towns regarding public conveniences, Simon Hendey advised that a cabinet report was being brought forward on 21 June 2023 regarding the long-term proposals for public conveniences and that officers were in discussions with Town and Parish councils concerning this. A further question was asked regarding the involvement of city councillors in the wards affected as part of this process. **Action. Councillor Porter advised that she would ensure that relevant city councillors would be consulted as part of this process.**
7. Page 11. Further to the pre-submitted question number 6 regarding whether the residents' survey was being made available to all Councillors, Simon Howson advised that an all-member briefing had been undertaken previously and that officers were looking at how best to share this information with all members. **Action, officers to review as above, Councillor Porter agreed to take this message back to the cabinet.**
8. Page 13. A question was asked regarding the council's priority of tackling the climate emergency. Specifically, regarding the council's own carbon emissions and the use of offsetting of carbon emissions. Councillor Porter advised that offsetting was a last resort and was not something the council wished to use. A further question was asked as to whether the possible or potential use of offsetting should be removed as an option for the council. **Action. Councillor Porter to discuss this with the cabinet.**
9. Page 15. A question was asked regarding the cost of solar panels and any income generated from the energy sold and whether there was a break-even date. **Action. Officers to follow up on this question.**
10. Page 15. Further to the pre-submitted question number 7 regarding the Council undertaking a comprehensive survey of its estate to establish where solar rooftop panels would provide a benefit? Councillor Porter advised that she understood that a survey had been commissioned recently and that consultants were asked to provide a full range of opportunities in this regard. A further question was asked as to how the

results of this survey would be fed into the council's decision-making process. **Action. Councillor Porter agreed to enquire further on this but felt that the HEP committee may be the appropriate policy committee.**

11. Page 17. Further to the pre-submitted question number 8 regarding resident and Councillor input to the changes to the waste system detailed in the final paragraph. Simon Hendey advised that an all-member briefing would be provided before the HEP Committee in July 2023, and a cabinet paper in July 2023. This report would set out plans for consultation with the public on waste and recycling. This timetable was subject to external influence. A further question was asked concerning the phrase in the final paragraph, which stated, "highest resident satisfaction," and whether KPIs would be used to measure this. Simon Hendey advised that the reports during the Summer would not at this stage discuss in detail the measurement of customer satisfaction but would need to be considered at a later date.
12. Page 18. Further to the pre-submitted question number 9 regarding the number of Ukrainian families who had entered WCC housing stock in Q4. Gillian Knight advised that for Q4, this was 7 families, and this requirement was ongoing. A further question was asked about the numbers housed in the private rented sector in the district. Following the meeting, Gillian Knight advised that there were 47 Ukrainian households assisted into privately rented accommodation for 22/23, 14 of those were in the 4th quarter. **Action. Officers were asked to consider whether some form of tracking data would be possible for families entering various forms of housing stock.**
13. Page 20. Further to the pre-submitted question number 10 regarding the issue of offering cash as well as a card facility at the Sport & Leisure Park. Councillor Porter advised that a system was being examined that would enable a card to be loaded with cash and used at the leisure park. **Action. Councillor Porter advised that she would endeavour to provide further details on this.**
14. Page 20. A question was asked regarding the final paragraph on this page concerning Community Infrastructure Levy (CIL) monies and specifically if officers could advise the amount claimed and the amount available for bids. Councillor Porter advised that more applications had been received than funding was available. **Action. Officers to advise as above.**
15. Page 24. Further to the pre-submitted question number 11 regarding when the conservation areas Retrofit Ready plan would be available, Gillian Knight advised that officers were aiming for this plan to be available by the end of July 2023.
16. Page 24. Further to the pre-submitted question number 12, regarding whether the Retrofit Ready programme did commence on 24th April as stated and how many were completed. Gillian Knight advised that the programme commenced on 2nd May 2023, and to date, 47 completions had been achieved. A further question was asked regarding the statement in the penultimate paragraph that indicated that properties with the South Downs National Park (SDNP) had not been included in the replacement window scheme. Councillor Porter advised that the different planning

policies in operation in WCC and the South Downs National Park might have been the cause of this. **Action. Councillor Porter agreed to review the wording of the paragraph with officers.**

17. Page 24. A question was asked regarding the retrofit measures and whether the council was engaging with organisations such as Historic England to understand how retrofitting could be achieved in historic or listed properties. Councillor Porter advised that this was very much part of the council's plans and they were working with several organisations to achieve this.
18. Page 25. A question was asked regarding the build works for Southbrook cottages. Councillor Horrill asked that any arranged tours or visits should remember that the properties were occupied. **Action. Officers to note.**
19. Page 29. Further to pre-submitted question number 13 regarding paragraph 2 of the page and why Jigsaw only referred to young people in their commitment to the CWR project. Sharon Evans advised that the commentary on Jigsaw's commitment to working closely with local young people was in specific response to the section in the Council Plan: 'Prioritising the needs of younger people in the redevelopment of Central Winchester'. Although the Supplementary Planning Document (SPD) for CWR highlighted the requirement to address the needs of younger people, Jigsaw's submission to the Council demonstrated that they would develop proposals that would lead to enhanced facilities for people of all ages, including new homes to suit people of all life-stages. Jigsaw Consortium is currently preparing a stakeholder engagement plan, which will set out a comprehensive strategy for undertaking meaningful engagement with a wide range of stakeholders, both young and old, including businesses, the education sector, formal institutions, and statutory operators, through to the voluntary sector and community groups and all points in between. This engagement will inform and shape the development of their proposals. A further question was asked in the same paragraph, regarding working closely with businesses in Winchester and whether further information on this was available. Officers were asked to re-look at the wording in paragraph 2 on this page to see if it could be re-worded to better reflect the answer given regarding young people and to provide further information regarding the question on businesses. **Action. Officers to review as above.**
20. Page 30. Further to pre-submitted question number 14 and whether the February 2023 stakeholder group which was developing the Cultural Strategy involved creative and arts groups from across the district. **Action. Sharon Evans advised that officers would need to take this question away.**
21. Following a question regarding "legacy KPIs" i.e., KPIs used in the current quarterly reports that had not been fully reported against, Simon Howson advised that officers would consider whether a separate, one-off report would be required to formally report against. **Action. Officers to action as above.**
22. Page 37. A question was asked regarding the reported recycling figures for 2022/23 and whether the commentary accompanying the KPIs should reflect the historical issues with garden waste collections in that period.

Action. Councillor Porter and Simon Hendey advised that they would take this point away and provide clarification.

23. Page 38. Further to pre-submitted question number 15 regarding KPI ref, YSYV04 and what different action was taken in Q4 to deliver the 58% figure stated. Sharon Evans advised that this was a result of a reduction in complaint volumes and better resources rather than a change in processes.
24. Page 38. A question was asked regarding VLE 13a and VLE 13b, and understanding how that activity would have driven that objective. Simon Howson advised that a number of the legacy KPIs were restricted by available data, and VLE 13a and VLE 13b were examples of where measurement data had been restricted. **Action. Officers to monitor this issue.**
25. Page 40. A question was asked regarding the KPIs connected to Tackling the Climate Emergency and whether more frequent, i.e., quarterly data was available that would have helped the council understand its position sooner. Simon Howson advised that this table had been redrafted as part of the revision of KPIs and would be split between long-term trackers and quarterly data. While there was a delay in receiving climate emergency data, officers were working with partners and suppliers to get relevant data, for example, energy usage data, in a more timely fashion.
26. Page 41. Further to the pre-submitted question number 16 regarding KPI, TCE11, and the number of trees planted in 22/23. Simon Howson advised that this number was not known at that time. **Action. Officers were to review whether a figure for this could be provided.**
27. Page 43. A question was asked regarding HA03 and understanding how that activity would have driven that objective. Simon Howson advised that officers appreciated that the availability of data for this KPI was an issue that had been acknowledged. **Action. Officers to monitor this issue.**
28. Page 50. Further to pre-submitted question number 17 regarding the original date to sell the Depot site. Simon Hendey advised that Cabinet approved that the marketing should take place when market conditions were right. Stage one marketing took place in June 2022. Stage two marketing is scheduled for June 2023. A further question was asked as to whether an update would be tabled at a future cabinet meeting. Simon Hendey advised that he understood that there was no intention of a cabinet update ahead of the next formal stage of marketing. Following further discussion, Simon Hendey advised that bids would need to comply with relevant council policies. **Action. Councillor Porter agreed to discuss this further with the cabinet.**
29. Page 54. A question was asked regarding the numbers in the RAG status on this page. Simon Howson advised that he believed that these numbers related to the overall programme and that the individual projects followed. **Action Officers to confirm the above following the meeting.**
30. Page 55. A question was asked regarding the reference to Home Upgrade Grant (HUG) funding streams on page 55, it was believed that Winchester City Council hadn't been awarded funding under this scheme and so wasn't clear why the reference to HUG appeared in the report. **Action Officers to follow up on this question.**

31. Page 56. Further to pre-submitted question number 19 regarding the timing for the availability of the Buro Happold report. Councillor Porter advised this linked back to the response to the earlier question number 10 and would endeavour to provide an update. **Action. Officers to clarify the availability of this report.**
32. Councillor Horrill wished to record in the minutes that she felt that due to the importance of the Carbon Neutral Programme and for the panel to undertake its role fully that it would be necessary for an officer from the relevant team to attend future meetings of the Panel. **Action. Officers to consider as above.**
33. Page 69. Further to pre-submitted question number 20 regarding when would the additional data such as the economic reports be available and was it intended to share this at a committee meeting? Councillor Porter advised that the data was due by the end of June 2023 and would request that this is tabled at a future meeting of the Local Plan Cabinet Committee. **Action. Councillor Porter as above.**
34. Page 71. A question was asked regarding the statement under "Project Update Summary" regarding the main risks to the programme and where were these risks being monitored. Simon Hendey advised that the risks were monitored internally but that also external advice was regularly sought regarding certain elements such as the cost of materials. He also advised that the timelines for the projects. on page 72 were being met except for Corner House. A further question was asked as to whether the identified risks were included in an existing risk register and Simon Hendey advised that a process existed for escalating these risks into the council's corporate risk register.
35. Page 72. A question was asked regarding the Woodman Close project and the milestone date of April 2023 for the approval of a planning application and whether this date had been updated. **Action. Officers to follow up on this question.**
36. Page 72. A question was asked regarding Winnall Flats and whether the dates provided for completion remained accurate. Simon Hendey advised that the dates provided reflected the current position but were subject to review. Further comments were made regarding the milestone dates for a number of the projects within the programme and how the dates within the report related to the period under review and not the current position.
37. Page 80. Further to pre-submitted question number 22 regarding the Park and Ride decision being linked to other proposals in the Local Plan such as the inclusion of Sir John Moore Barracks site? Councillor Tod advised that the study looked at the feasibility of several potential Park & Ride sites which included two or three potential sites for a Northern Park & Ride. This would need to be considered fully as part of the Local Plan process.
38. A question was asked about bus services in certain parts of the district and whether there was an opportunity for Hampshire County Council (HCC) to look at bus routes to improve services. Councillor Tod advised on the latest position from Hampshire County Council regarding the bus service improvement plan. The council was awaiting further information regarding the funding that had been provided to the County Council and

their priorities for that funding but ultimately this would be a matter for the County Council as the relevant authority.

2. **MINUTES OF THE PREVIOUS MEETING OF THE 15 FEBRUARY 2023**

The notes of the previous meeting were agreed, and no actions were required.

3. **SUMMARY OF ACTIONS ARISING FROM THIS MEETING**

Members of the panel agreed on the actions as outlined in 1. above. It was agreed that any further updates would be circulated to panel members.

The meeting commenced at 4.00 pm and concluded at 5.40 pm

Chairperson

1. Page 7/11.2 – Please can we confirm that the detailed uses are not those being proposed by Jigsaw, who I understood were yet to develop a plan?
2. Page 8/11.4 – How much of the £200k Cost of Living monies made available in September have been spent across the 12 grants?
3. Page 11/11.4 – What is the further work being progressed in the market towns to enhance cycle parking?
4. Page 11/11.4 – Do the benches in the High street continue to offer the protection against terrorist or criminal attacks the planters were able to offer. Do they meet the regulation standards required?
5. Page 11/11.4 – What is the strategy being discussed with market towns regarding public conveniences? Has this been discussed with City Cllrs in those wards?
6. Page 11/11.4 – When will the Residents Survey be made available to all Cllrs?
7. Page 15 – Has the Council undertaken a comprehensive survey of its entire estate to establish where else the introduction of solar roof top panels would provide a benefit?
8. Page 17 – Do we have resident and Cllr input to the changes to the waste system detailed in the final paragraph?
9. Page 18 – How many Ukrainians have entered WCC housing stock in Q4?
10. Page 20 – Did we solve the issue of offering a cash as well as card facility at the S&LP in Q4?
11. Page 24 - When will the conservation areas Retrofit Ready plan be available?
12. Page 24 - Did the Retrofit Ready programme commence on 24th April and how many have been completed?
13. Page 29 – Why are Jigsaw only referring to young people in their commitment to the CWR project?
14. Page 30 – Did the February stakeholder group developing the Cultural Strategy involve creative and arts groups from across the district?
15. Page 38 - YSYV04 – What different action did we take in Q4 to deliver the 58%?
16. Page 41 - TCE11 – Is the number of trees planted in 22/23 likely to be greater than 21/22?
17. Page 50 – When was the original date to sell the Depot site? My understanding was the original timing was not June 2023.
18. Page 52 - Why do we not have original dates on the timeline?
19. Page 56 – When will the Buro Happold report be available re renewable energy schemes?
20. Page 69 – When will the additional data such as economic reports be available?
21. Page 72 – Are the dates on page 72 all still accurate?
22. Page 80 – How is the Park and Ride decision linked to other proposals in the Local Plan such as the inclusion of SJM?