

Finance and Performance Report – July to September 2024

Recommendation

That Cabinet notes the progress achieved during Q2 of 2024/25 and endorses the contents of the report.

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PERFORMANCE REPORT

Section 1 Tackling the Climate Emergency and Creating a Greener District

Delivery highlights – July to September 2024

- Consultation on the draft Air Quality Strategy launched on 13 September.
- Installed three new electric vehicle (EV) charge points and upgraded four existing charge points. A total of 35 EV charge points have now been installed in car parks by the council across the district.
- Rolled out garden waste collection service for 2024/25 with 400 new residents signing up.
- Launched and promoted a second round of the 'Go Greener Faster Grant Scheme' which aims to support not-for-profit organisations to take action in response to the climate emergency, helping them to become more sustainable and to reduce energy use and carbon emissions. Grants of between £5,000 and £10,000 were available and organisations were required to secure a minimum of 25% of the total project cost in match funding from other sources. The closing deadline for the grant was 30 September 2024.
- Delivered a Carbon Neutrality Open Forum with a focus on nature-based solutions. Presentations delivered by The Campaign to Protect Rural England on their Hedgerow project and Arcadian on carbon sequestration of council land.
- Progressing with implementation of the statutory Biodiversity 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. We are working with potential local habitat bank providers to help facilitate off-site BNG solutions.
- Supported the development of the HCC led 'Local Nature Recovery Strategy.' Regular meetings and feedback into the approach and content of the strategy.
- Delivery against the Biodiversity Action Plan progressing, including assessing Hedgerow Removal Notices under the Hedgerow Regulations 1997 (three Hedgerow Removal Notices issued and currently assessing a further 12) and undertook hazel dormouse monitoring surveys at WCC open spaces in Kings Worthy on 20 September and Knowle on 30 September where this vulnerable species are known to be present.
- Delivered an All-Member briefing on Landscapes showcasing the importance of landscapes and the many benefits which they provide.
- Supporting delivery of re-roofing works and retrofit works in 20 properties where roosting bats are present. All works are being done under licence from Natural England, supervised by a qualified ecologist, and in accordance with the necessary method statements to ensure the conservation status of bats is maintained.

Our Carbon Neutrality Action Plan (Council)

Lead Cabinet Member: Cllr Kelsie Learney	Project Sponsor: Dawn Adey		
Programme RAG status	Timeline	Budget	Carbon
RAG Status Update <p><u>Carbon – Amber.</u> Risk that carbon savings attributed to switching all council fleet to low carbon vehicles by March 2025 will not be achieved due to vehicle availability and procurement lead time. Business case seeking approval is required before this can be progressed.</p>			
Progress achieved during the last quarter: <ul style="list-style-type: none"> • Draft annual carbon footprint report for 2023/24 received - report reviewed and results analysed. (see actions for next quarter) • Received Arcadian report identifying potential sites on council owned land for increased carbon sequestration, which will be used as the basis of an internal review to scope sites with the ambition of improving annual baseline of 125tCO₂e. • CNAP communications strategy and plan developed for delivery of messaging for council 2024 target. Launched staff sustainability intranet pages to help staff save energy and reduce carbon at home and at work. • Cabinet approved procurement of Energy for WCC portfolio for 2025 - 2029 via the LASER Energy Framework for the supply of gas and electric to the council, ensuring WCC continues to purchase green energy (CAB3467 refers). • Delivered communication campaign for the rerouting of waste round kerbside collection and procured EV waste vehicle truck. • Optimised Building Management system at City Offices / Guildhall to improve heating controls and temperature. Heating at offices has been reduced over the weekend. • Appointed contractor for LED lighting replacement at Chesil Car Park 			
Actions for the next quarter: <ul style="list-style-type: none"> • Results of annual carbon footprint report to be shared via an all members briefing on 7 November, and Carbon Neutrality Open Forum on 19 November. • Works for LED lighting replacement at Chesil Car Park to commence. • Special Maintenance to prepare and submit business case seeking procurement of new vehicles. • Undertake techno-economic feasibility study for all seven small scale solar PV options on five council sites and develop outline business case. • Internally review recommended carbon sequestration sites, identified in Arcadian report, to determine which projects are viable for improving carbon sequestration and how this will be managed. • Delivery of communications and stakeholder engagement for CNAP targets and annual carbon footprint report via all member briefing on 7 November. 			

Our Carbon Neutrality Action Plan (District)

Lead Cabinet Member: Cllr Kelsie Learney	Project Sponsor: Dawn Adey		
Programme RAG status	Timeline	Budget	Carbon
RAG Status Update			
<p>A key challenge for the district CNAP is tracking the carbon saved by the actions identified under the five pathways. The actions will make a significant impact, ensuring that we have ambitious plans and projects to help the work towards the district carbon neutrality target. However, due to the way the district emissions are reported it is not possible to directly attribute carbon saved to these actions.</p>			
Progress achieved during the last quarter:			
<ul style="list-style-type: none"> • Submitted a ‘Bike Bus Active Travel Grant’ to HCC; to work with three groups (including two schools) to encourage cycling and improve bike-ability. • Organised and launched the ‘Greener Futures Partnership Forum’: a face-to-face event for local organisations, agencies and businesses to learn, network and discuss achieving net zero targets across the district. Ten businesses attended. Terms of Reference agreed. • Rural England Prosperity funding awarded to five solar PV installations in the district, this includes three businesses and two community groups saving an estimated 17.7tCO₂ annually. Another three businesses received Rural England Prosperity funding for the installation of six EVCP in district, including E-Bike charge point. • Continue to support the development and delivery of community energy schemes through Energise South Downs who have delivered two Future Energy Landscape events in Upham and Clanfield. • Completed pilot project with Scottish Southern Energy Network to initiate the development of a digital Local Area Energy Plan (LAEP) using their Geographic Information System (GIS) spatial planning tool. Workshops focused on developing portfolios for decarbonising heat, decarbonising transport, decarbonising energy and new development. Key internal officers engaged to introduce them to LAEP and feed into the pilot project. Stakeholder mapping work progressed. Stakeholder engagement plan developed and formulation of governance arrangements for the delivery of LAEP have been initiated. 			
Actions for the next quarter:			
<ul style="list-style-type: none"> • Continue working with partners to ensure that the micro-consolidation scheme is operational by Q4. • Closure of the HCC Solar Together scheme, auction and progress with installs. • Deliver Carbon Neutrality Open Forum on 19 November: ‘Working Towards Carbon Neutrality: what we have done and what we are doing’. • Further Future Energy Landscape events planned in Swanmore & Waltham Chase. • Review and allocation of Go Greener Faster funding. 			

Future of Waste and Recycling

Lead Cabinet Member: Cllr Kelsie Learney	Project Sponsor: Simon Hendey	
Programme RAG status	Timeline	Budget
<p>RAG Status Update.</p> <p>Due to a delay in decision making regarding the new materials recovery facility (MRF), the introduction of additional plastics recycling such as pots, tubs and trays in Hampshire will be delayed. A decision is expected in November, and we will then be able to set a definitive timeline for delivery of this element of the project. This will impact all councils in Hampshire and DEFRA have been made aware of the delay.</p> <p>The project has identified additional capital costs of up to circa £161k which, subject to Cabinet approval in November will require additional resource which is likely to be funded by borrowing.</p>		
<p>Progress achieved during the last quarter:</p> <p><u>Waste and Recycling Round re-routing</u> – New, optimised bin collection rounds are on track to start on 7 October. The change affects around 60% of households, all of whom have received a letter and a new bin calendar during September. Full details can be found on the council’s website.</p> <p><u>New Route – New Electric RCV</u> - The council has invested in a fully electric Refuse Collection Vehicle (RCV) which has been added to the existing frontline fleet and will begin operations in the district in October.</p> <p><u>November Cabinet Preparations</u> - To facilitate starting a food waste collection service, the council will submit a Cabinet paper in November that covers the solution to the problem of lack of depot space for the new service, the recommended date of implementation and rollout method, a spending plan that supports all implementation activities, including communications, and the total cost to the council for all recommendations.</p>		
<p>Actions for the next quarter:</p> <ul style="list-style-type: none"> • Continue to prepare ‘CAB3475 - Future of Waste and Recycling, New Food Waste Collections and recycling service’ report for submission to Cabinet in November. • Continue to prepare for communal property engagement in Spring 25. • Continue to prepare new depot space arrangements – subject to Cabinet approval in November. • Prepare for procurement of bins / caddies – subject to Cabinet approval in November. • Start contract variation process to introduce food waste collections – subject to Cabinet approval in November. • Work with Biffa on vehicle procurement and delivery. 		

Nutrient Mitigation Solution

Lead Cabinet Member: Cllr Jackie Porter, Cllr Chris Westwood	Project Sponsor: Dawn Adey	
Programme RAG status	Timeline	Budget
<p>Progress achieved against last quarter.</p> <ul style="list-style-type: none"> • Technical reports have been received and reviewed by Natural England, who agree with the conclusions. This confirms the sites are suitable to provide nutrient mitigation. • The full grant fund has been awarded by 'Partnership for South Hampshire' to WCC, following their governance meeting on 23 July. • The project and authorisation to receive grant money, and enter into procurement arrangements, received approval from Cabinet on 11 September (CAB3459 refers) and Full Council on 18 September. • Inter-authority agreement between all Partnership for South Hampshire authorities is being reviewed. 		
<p>Actions for the next quarter:</p> <ul style="list-style-type: none"> • Determine the order of plant upgrades, alongside Housing and Partnership for South Hampshire officers. • Procure equipment and construction works. • Commence construction on first plant(s), dependent on procurement process. • Investigate next five plants – including desk based studies, hydrogeological reports and Natural England review. 		

Climate Emergency - 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	Complete
3	Complete the final phase of the repairs to the Weirs	Cllr Learney	Jul 24	Complete
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	Complete
10	Adopt and implement an Active Travel Plan	Cllr Learney	Apr 25	Complete
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	

Red/Amber Status

4 - The above target is dependent on the results of exploratory and developmental work such as the Asset Strategy which will inform the Retrofit carbon reduction plan. The Retrofit team are also working on a number of SAP calculations that will demonstrate the necessary measures required to ensure significant enough carbon reduction to the housing stock to meet Governmental mandatory requirements. The proposed plan will need to be worked into a financial strategy that the Retrofit Team are current hoping to bolster with potential funding from a National Government Scheme.

8 - Due to a delay in decision making regarding the new materials recovery facility (MRF), the introduction of additional plastics recycling such as pots, tubs and trays in Hampshire will be delayed. The council is awaiting news of a decision in November 2024 and will then be able to set a definitive timeline for delivery of this element of Simpler Recycling. DEFRA have been advised of the delay which will impact all councils in Hampshire.

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	Status
TCE1	Carbon emissions for the council (tonnes)	Learney	Dawn Adey	2,665	4,147	3,837	Available in Q3	3,700	n/a
			Lead Director	2020	2021	2022	2023	Target 2023	Status
TCE2	Carbon emissions for the district (tonnes)	Learney	Dawn Adey	545,300	578,300	555,200	Not yet available	520,000	n/a

Practical real-time measures (Quarterly)										
No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q2 - 23/24	Q3 - 23/24	Q4 - 23/24	Q1 - 24/25	Q2 - 24/25	Target 24/25	Status
TCE3	% of household waste sent for reuse, recycling and composting	Learney	Simon Hendey	42.31%	38.53%	36.13%	42.84%	43.26%	40%	
TCE4	Residual household waste average kg / household	Learney	Simon Hendey	102.00	102.83	102.63	105.36	98.55	<420 kg/hh	
TCE5	Energy usage (kWh) corporate buildings: Electricity ¹	Learney	Simon Hendey	125,340	164,739	151,545	116,815	135,277	Measure only	n/a
TCE6	Energy usage (kWh) corporate buildings: Gas ¹	Learney	Simon Hendey	26,644	180,191	198,383	59,794	59,211	Measure only	n/a
TCE7	Retrofit adjustments – total number of houses completed (running total for financial year) ²	Westwood	Simon Hendey	Began 02/05/23	226	358	47	172	265	
TCE8	Retrofit adjustments – total number of measures completed across the houses in TCE7 (running total for financial year) ²	Westwood	Simon Hendey		301	543	81	411	890	
TCE9	Renewable energy generated (kWh) from solar panels ³	Learney	Simon Hendey	121,809	33,138	43,197	138,388	113,011	Measure only	n/a

Commentary:

TCE1 - This figure consists of the Councils carbon scope 1,2 and 3 emissions. Scope 1 and 2 emissions are those within the councils direct control and scope 3 are non-direct emissions such as suppliers emissions when delivering our services.

Footnotes:

¹ *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.*

² *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.*

³ *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 – July to September 2024

- Completion of the new £1.4M 3G pitch at the home ground of Winchester City Football Club (FC), which will also be used by Winchester City Flyers girls' and ladies' teams, and Winchester Youth FC, as well as local community use, schools and external partner clubs and for private hire. The new pitch was part-funded by a Football Foundation grant of over £1.1M.
- Completion of The Weirs riverside footpath / cycleway stabilisation and riverbank repair works enabling future use of this important route for residents and visitors.
- We have registered with Housing Associations' Charitable Trust (HACT) to be able to provide energy vouchers to tenants in financial hardship who obtain their electricity or gas on a 'pay as you go' basis. To date we have accessed 48 vouchers for tenants – a total of £2,352 support with energy costs.
- 198 adults with learning and physical disabilities and autism came together in September at Winchester Sport and Leisure Park for the 2024 Paralympic Personal Bests, a one-day event organised by a collaboration of the council, Winchester Go LD, Everyone Active and the University of Winchester.
- The Access All Areas event saw strong attendance, with an estimated 500 attendees. Several residents are now collaborating with the team to plan next year's event, with the goal of enhancing the experience and fostering even greater community involvement.
- 129 activities were delivered in our Sheltered Housing schemes including yoga, dance and chair exercise.
- The Spaces of Sanctuary initiative launched in September, with businesses and organisations in locations across the district enlisting to provide safety and support for local residents through a confidential conversation and signposting to specialist support.
- In response to the serious violence duty the Community Safety Partnership (CSP) has used Safer Streets 5 funding to purchase training and 'trauma kits' for eight licensed premises, including the University of Winchester. Hampshire Police control room have been informed of those premises so in the event of an emergency, response teams will be able to access these trauma kits at the scene.
- Planning consent was granted for all reserved matters related to the community building, with associated parking and landscaping, which will be provided by the developer as part of the North Whiteley major development area.

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	Completed
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	Ongoing	
7	Support for residents with the cost-of-living crisis with the roll out of Council Tax Hardship Grants	Cllr Cutler	Mar 24	Completed
8	Deliver a programme supporting residents to live longer better	Cllr Becker	Mar 25	

Red/Amber Status

8 – A delay in securing approval from Hampshire County Council for the funding to deliver this programme means that the commencement date is likely to slip slightly from March to April 2025. Date will be adjusted and show as ‘on track’ for next quarter.

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	1,900	Measure only

Practical real-time measures (Quarterly)										
No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q2 - 23/24	Q3 - 23/24	Q4 - 23/24	Q1 - 24/25	Q2 - 24/25	Target 24/25	Status
LW3	Winchester Sport and Leisure Park - total number of visits	Becker	Dawn Adey	286,167	287,617	304,205	340,189	340,178	1,233,094	
LW4	Winchester Sport & Leisure Park – total number of all concessionary rate visits	Becker	Dawn Adey	112,564	105,824	128,983	131,095	135,532	442,798	
LW5	Meadowside - total number of visits	Becker	Dawn Adey	14,367	18,296	21,410	19,506	19,886	73,050	
LW6	Meadowside - total number of all concessionary rate visits	Becker	Dawn Adey	884	644	444	2,552	2,677	10,242	
LW7	Number of housing benefit claimants (rolling total)	Cutler	Liz Keys	2,916	2,865	2,811	2,726	2,553	Measure only	n/a
LW8	Number of Council tax reduction claimants (rolling total)	Cutler	Liz Keys	5,757	5,839	5,898	5,854	5,850	Measure only	n/a
LW9	Average time taken to process new housing benefit claims (days)	Cutler	Liz Keys	24	21	19.4	20.73	25.95	24 days	
LW10	Number of reported fly-tips (actual incidents) ⁴	Porter	Simon Hendey	200	181	244	168	163	<1,100	
LW11	% of fly-tips cleared within contract deadlines/days	Porter	Simon Hendey	n/a	n/a	n/a	81%	81%	80%	

No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q2 - 23/24	Q3 - 23/24	Q4 - 23/24	Q1 - 24/25	Q2 - 24/25	Target 24/25	Status
LW12	Number of reported graffiti incidents (online form totals)	Porter	Simon Hendey	18	9	15	26	11	<169	
LW13	Number of "Public Space" issues reported (online form totals inc. litter, bins, etc.) ⁵	Porter	Simon Hendey	133	85	199	143	131	<600	

Commentary:

LW9 - Other priority work, such as DWP requirements for full case reviews has required processing in the quarter, to ensure year end deadlines are met and we retain the new burdens funding allocated. Discretionary Housing Payment applications have also been prioritised to ensure tenants are able to move into more secure & affordable accommodation. The work of this very small team is constantly reviewed by management to ensure the most urgent and important work is dealt with.

LW11 – The table and notes below provide further information relating to the percentage of reported fly-tips cleared within KPI.

	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24
Total fly tips confirmed cleared	57	44	47	46	51	35
Fly- tips up to 1 meter cubed in size	12	12	8	12	12	10
<i>Number of which cleared in time (5 working days submission to clearance)</i>	10	8	5	7	10	8
<i>Percentage cleared in time</i>	83%	67%	63%	58%	83%	80%
Fly-tips size 1 metre cubed and above	45	32	39	34	39	25
<i>Of which in time (15 working days submission to clearance)</i>	41	24	33	21	37	24
<i>Percentage cleared in time</i>	91%	75%	85%	62%	95%	96%
Average percentage fly-tips cleared in time	89%	73%	81%	61%	92%	91%

- The completion targets of 5 and 15 working days include 3 to 5 days for evaluation of fly-tip for any enforcement action and 2 to 10 days for clearance (depending on size of up to a metre cubed / 1 metre cubed and above).
- The target of 80% was selected as a viable baseline as this is the first time it has been included in the strategic key performance indicators and will be reviewed annually.
- Over the first 6 months of 24/25, 83% of fly-tips have been cleared within the KPI target.
- Compared to the same periods for 23/24 (Q1 and Q2), total fly-tips numbers reported have decreased from 455 to 340 over the period.

Footnotes:

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

⁵ *Figures based on total form reports received for 'Clean my Street' 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 – 'litter' line was only one item from the form, not inclusive of the wider set of 'street mess' issues.*

Section 3 Homes for All

Delivery highlights – July to September 2024

- Heads of Terms (HOTs) being agreed subject to Cabinet approval, for the acquisition of 194 S106 affordable units spread across three locations.
- A further 22 properties of the 41 privately rented apartments within the Winnall flats development have been let by Venta Living Ltd. This brings the total being occupied to 25 with a further two under offer. Practical completion took place on 23 September.
- The Temporary Accommodation Strategy is to be presented at Cabinet on 5 November and actions taken forwards after this date. The Strategy is a live document and will be reviewed six monthly.
- The Domestic Abuse Advocates network has been launched to help embed our policies and processes across the organisation. Information and details of members can be found on the intranets Domestic Abuse hub. The aspiration is for the network to grow in number and represent the council in terms of diversity, different departments, and levels of leadership.
- Hyde Gate and surrounding area became an Anti-Social Behaviour (ASB) hotspot early Summer and in collaboration with the police, HCC, West View, services within the council and support services the complaints have significantly reduced with the number of complaints showing at 61 between 1 July and 23 August and 16 from 23 August to Date.
- The review of the Hampshire Home Choice Framework is underway, led by the Hampshire Home Choice partnership manager. Progress has currently stalled due to participating local authorities challenging potential changes to vital local connection and banding criteria. In the meantime officers continue to review non contentious changes of the Allocations Framework.

New Homes Programme

Lead Cabinet Member: Chris Westwood	Project Sponsor: Simon Hendey	
Programme RAG status	Timeline	Budget
<p>RAG Status Update</p> <p>There is an increase in programme confidence due to the recent S106 acquisition negotiations, but RAG status remains Amber due to the lack of control over the pace of delivery by the private developer market. Continued commitment to commissioned schemes to mitigate S106 acquisitions risks.</p>		
<p>Progress achieved during the last quarter:</p> <ul style="list-style-type: none"> • 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. • 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. Offers have been accepted on two sites for a total of 156 units, and there are ongoing discussions on several other sites. Heads Of Terms (HOTs) agreed with Alfred Homes for the acquisition of ten S106 affordable units in Twyford. Cabinet approval awaited on 15 October (CAB3477). • HOTs agreed with Cala Homes for the acquisition of 146 S106 affordable units at Kings Barton. Cabinet approval awaited on 20 November (CAB3485). • In negotiation for the acquisition of 38 S106 affordable units at Bar End. • Feasibility studies are underway on a number of pipeline council commissioned schemes with the aim of making them financially viable against a challenging economic backdrop. • Feasibility studies completed on pipeline council commissioned schemes. • The Cornerhouse, Winchester – timeline for progressing the scheme established. 		
<p>Actions for the next quarter:</p> <ul style="list-style-type: none"> • Progress detailed contract negotiations for the S106 acquisitions at Twyford and Kings Barton. • Continue discussions on the potential acquisition of S106 affordable units at Bar End. • Completion of Southbrook Cottages. • Pipeline council commissioned schemes to be reviewed at New Homes Board. • Cornerhouse, Winchester – prepare outline business case and progress appointment of professional services e.g. architects. 		

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	

Comment

1 – The HRA Business Plan & Options paper is now scheduled for the November Cabinet Committee.

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%	70%	70%		70%
HFA2	Net total new home completions across the district (rolling total)	Westwood	Simon Hendey	n/a	121	139	276	1,000 by 2030		1,000 by 2032
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	Q2 - 23/24	Q3 - 23/24	Q4 - 23/24	Q1 - 24/25	Q2 - 24/25	Target 24/25	Status
HFA4	Average time for homeless household to receive offer of a permanent home (days – as at quarter end)	Westwood	Simon Hendey	n/a	n/a	n/a	95	158	365 days	
HFA5	Numbers on housing waiting list	Westwood	Simon Hendey	1,539	1,504	1,538	1,592	1,575	Measure only	n/a
HFA6	Voids cumulative re-let time (general/older persons) (days)	Westwood	Simon Hendey	13.52	14.37	15.63	22.59	19.81	13	

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

HFA6: The increase in void relet time is due to a recent safety change in the void works as requested by the contractor. The change is to allow for asbestos reporting to take place before any void's works are undertaken adding 5 extra days to the void target.

Section 4 Vibrant Local Economy

Delivery highlights – July to September 2024

- All £1.7m of UK Shared Prosperity and Rural England Prosperity funds are now allocated and on track to deliver all completed projects by end of March 2025.
- Green Economic Development Strategy Action Plan 2024 to 2027 finalised. Six low carbon assessments carried out with Winchester district-based businesses. Another round of Green Business grants has been launched.
- The third Jobs & Opportunities Fair has been delivered with over 300 attendees and 39 businesses and community organisations represented.
- Hampshire County Council has been contracted to deliver a retrofit skills project to support 250 people / business over the next six months.
- Suppliers have been contracted and work is underway to deliver a Digital Growth Factory (including commercialisation, acceleration, incubation and scale up support for local businesses) and Digital Skills for residents (both UKSP funded projects).
- The Cultural Strategy celebration event was held at the University of Winchester in September, bringing together 40 stakeholders representing the cultural and creative sectors from across the district.
- The council's official tourism Visit Winchester (VW) website has been launched with a new look ([Visit Winchester](#)). New features will make the user experience more streamlined and include functionality for consumer reviews (powered by TripAdvisor), improved social media integration, AI functionality, insights dashboard and business logins. A competition to celebrate the launch resulted in over 800 entries.
- The Winchester District Art Trail (printed and online) highlighted over 40 galleries and studios participating in Hampshire Open Studios (17-26 August) as part of 'Made in Winchester' campaign activity. Advert in Hampshire Chronicle to promote the trail and VW social media posts and blog content resulted in over 230 page views on the VW website and over 5,000 impressions on VW Facebook and Instagram. (UKSP funded project)
- Liz Lean PR (LLPR) appointed as PR partner for Discover Winchester a consortium of strategic stakeholders operating under Visit Winchester. LLPR will deliver a strategic communications strategy for the consortium to engage with target audiences through editorial coverage. A major element of the PR plan is to support the promotion of activities associated with the 250th anniversary of Jane Austen's birth. View September's evaluation report [here](#).
- West of Waterlooville Public Art Plan and the implementation plan for the delivery of phase 1 was approved at Cabinet Member Decision Day.
- Completion of the recent improvements to St Maurice's Covert saw the reinstatement of the plaque honouring soldiers from St Maurice's Church parish who died in World War One.

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	Completed
2	Installation of new information boards with maps and wayfinding information	Cllr Thompson	June 24	Completed
3	Undertake consumer marketing activity including production of a public art trail leaflet	Cllr Thomason	Sep 24	Completed
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 Tactical Plan	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 Green Economic Development Strategy Action Plan 2024 - 2027	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	Completed
13	Implementation of a new Business Rates exemption and relief to support green technologies.	Cllr Cutler	Mar 24	Completed

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%	81.5%	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)										
No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q2 - 23/24	Q3 - 23/24	Q4 - 23/24	Q1 - 24/25	Q2 - 24/25	Target 24/25	Status
VLE3	% of WCC revenue spend with local suppliers	Cutler	Dawn Adey	23.43%	22.28%	31.18%	22.00%	22.00%	25%	
VLE4	% residents claiming out-of-work benefits ⁶	Thompson	Dawn Adey	2.00%	2.00%	2.00%	2.10%	2.30%	Measure only	n/a
VLE5	City centre high street footfall – total number of unique visitor count ⁷	Thompson	Dawn Adey	678,425	688,909	468,438	429,807	402,943	Measure only	n/a

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

VLE3: 95% of the local revenue spend is with SME's, however, 25% of spend with SME's located outside of Hampshire is attributed to agency staff.

Footnotes:

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

⁷ Provided by the Winchester BID Place Informativ 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 – July to September 2024

- Consultation opened on the proposed submission of the Local Plan Regulation 19 running until 13 October, which included several drop-in sessions for residents held during September across the district.
- The introduction of a revised quarterly Finance and Performance report that saw a refocus of performance management information in a streamlined format received positive feedback when considered by Scrutiny Committee on 4 September.
- Completion of the 2024 Residents' and Young Persons' Survey which saw over 1,600 residents' and 500 young people aged between 18 and 24 from across the district take part.
- The council welcomed the Local Government Association (LGA) Peer Challenge team in July to review how the council operates and provide feedback and recommendations for areas of improvement. The Peer Challenge team recognised that the council is a well-respected and high performing council, delivering for residents and partners. The Feedback report and Action Plan will be considered by Cabinet on 15 October.
- The council published the results from its third annual employee attitude survey which showed overall positive results that included over 80% of employees enjoy their work at the council.
- In support of the development of the Council Plan 2025-2030, engagement events with members, staff, partners and the voluntary sector were held during September providing valuable feedback for consideration in the new Plan.
- The EDI Forum met on 16 September with members discussing and agreeing the priority areas for the next year and the work programme for upcoming meetings.
- As part of the digital transformation plans of TC25, the first Digital Dispatch newsletter designed to keep council staff and Members informed on all things digital was released to all staff and via DSU.

Transformation Challenge (TC25)

Lead Cabinet Member: Cllr Neil Cutler		Project Sponsor: Liz Keys	
Programme RAG status	Timeline	Budget	Budget Reduction
<p>RAG Status Update</p> <p>Progress has been achieved with circa £800k of the £3m target reduced from the baseline budget to date, as a result of TC25. Not unexpectedly, as we move further into the programme realising savings becomes more challenging which is reflected in the budget reduction RAG status. We also know from the MTFs that the budget gap is becoming bigger and the challenge greater. In response to this, planning for the next phase of savings, including the HRA is underway but delivery of the existing TC25 programme remains critical.</p>			
<p>Progress achieved during the last quarter:</p> <ul style="list-style-type: none"> • Total budget reductions in the region of £800k achieved to date with the following achieved this quarter. • SIAP Service Level Agreement re-negotiated generating a £5k p.a. budget reduction. • City Lets Rent Deposit Scheme reviewed resulting in a £23k budget reduction. • City Centre Wi-Fi - contract reviewed and not renewed resulting in a £9.5k p.a. budget reduction. • Decision to utilise in-cab technology rather than garden waste stickers in 25/26 resulting in a budget reduction of circa £20k p.a. • New framework agreement for Tree Maintenance tendered and awarded resulting in costs avoidance. • Pest control service - scope and capacity reviewed and full cost recovery implemented. • Bus Shelters - HCC has taken back responsibility for the clear channel shelters which has removed our liability but no direct saving at this stage. <p>In addition, TC25 measures have led to at least £173k of cost avoidance.</p>			
<p>Actions for the next quarter:</p> <ul style="list-style-type: none"> • City Offices and Guildhall cleaning contract - tender to be issued based on reviewed cleaning specification. • Change to reception opening hours to be undertaken to enable peak availability for phones and email responses at beginning and end of day. • Cash and back-office systems (Parking) – phase 1 underway with new machines and systems being installed. • Strategic review of parking management - inflationary tariff increases to commence 1 October. • Winchester City Bus Shelters – review of maintenance and advertising arrangements • A review of Emergency planning annual SLA with Hampshire County Council - Detailed analysis of services provided by HCC under terms of SLA now completed and expected these can be met from within existing resources. Briefing paper for ELB being prepared for consideration by end of Q3. 			

Your Services. Your Voice - Progress against actions in business plans

Ref	Project	Cabinet Member	Delivery Date	Status
1	Undertake a district wide Residents' and Young Persons' survey	Cllr Becker	Aug 24	Complete
2	Development of a corporate digital strategy that drives innovation across the council	Cllr Cutler	Sep-24	In progress
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	Complete
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	Complete
11	Increase subscription take up to the Your Council News email newsletter	Cllr Tod	Jun 24	Complete

Red/Amber status

2. Digital Vision and Strategy in progress to be presented to the Programme Board in November.

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	Q2 - 23/24	Q3 - 23/24	Q4 - 23/24	Q1 - 24/25	Q2 - 24/25	Target 24/25	Status
YSYV3	% complaints responded to within 10 working days	Becker	Liz Keys	62%	71%	79%	79%	92%	90%	
YSYV4	% of upheld and partially upheld complaints	Becker	Liz Keys	58%	63%	68%	47%	48%	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	9,429	4,972	15,513	8,837	7,294	42,000	
YSYV6	Number of respondents to consultations	Becker	Laura Taylor	734	9,672	1,182	1,182	540	Measure only	n/a
YSYV7	% of major planning applications decided within time or agreed extension (WCC / SDNP)	Porter	Dawn Adey	100% / ~	78% / ~	100% / ~	100% / 100%	100% / ~	80%	
YSYV8	% of non-major planning applications decided within time or agreed extension (WCC / SDNP)	Porter	Dawn Adey	93% / 82%	95% / 81%	96% / 94%	97% / 86%	93% / 81%	80%	

Section 6 Regeneration and Growth

Bar End Depot

Lead Cabinet Member: Cllr Martin Tod	Project Sponsor: Dawn Adey/ Simon Hendey	
Programme RAG status	Timeline	Budget
<p>Progress achieved during the last quarter:</p> <ul style="list-style-type: none"> • Cabinet paper on the Bar End Depot Disposal scheduled for meeting of Cabinet on 15 October. 		
<p>Actions for the next quarter:</p> <ul style="list-style-type: none"> • Officers to attend Scrutiny Committee on 14 October with draft cabinet report for comment on the proposals. • Officers to attend Cabinet on 15 October to present CAB3447 (Bar End Depot Disposal) for approval of conditional freehold sale contract (subject to planning) with McCarthy & Stone Retirement Lifestyles Limited on the terms set out in the exempt heads of terms. • Exchange contracts if decision agreed 		

Central Winchester Regeneration (CWR)

Lead Cabinet Member: Cllr Martin Tod	Project Sponsor: Dawn Adey/Ken Baikie	
Programme RAG status	Timeline	Budget
<p>Progress achieved during the last quarter:</p> <ul style="list-style-type: none"> • The main work has now been completed at the new Friarsgate Park, and the space was open to the public at the beginning of July. A six week community lead archaeological dig took place which included two open day events, seeing over 100 attendees. • Jigsaw and the project team have continued to work on and pull together documents that will make up the Development Delivery Plan (DDP). All documents have now been reviewed by CHoS and feedback has been passed across to the Jigsaw team. • A report detailing the outputs from the co-creation sessions have been shared with the council and are due to be presented at the next Cabinet Committee Regeneration. 		
<p>Actions for the next quarter:</p> <ul style="list-style-type: none"> • Cabinet Committee Regeneration will take place on 15 October, where an update will be given on Friarsgate Park, and the outcomes of co-creation will be presented by Jigsaw. • Work will continue on the DDP working towards the document coming forward to cabinet in December. 		

Local Plan

Lead Cabinet Member: Cllr Jackie Porter	Project Sponsor: Dawn Adey	
Programme RAG status	Timeline	Budget
<p>Progress achieved during the last quarter:</p> <ul style="list-style-type: none"> • Analysis of the representations from the Regulation 18 Local Plan consultation have been finalised. • The draft Local Plan Topic Papers have been completed and are available on the Local Plan website. • Officers have finalised the Local Plan Evidence Base which is available on the Local Plan website. • Integrated Impact Assessment, Habitats Regulation Assessment, Statement of Common Grounds, Statement of Compliance are also available on the Local Plan website. • Officers attended Scrutiny Committee on 29 July, Cabinet 19 August and Full Council on 28 August to agree the Regulation 19 Local Plan. • A six week public consultation on the Regulation 19 Local Plan commenced on the 29 August and is due to conclude on 13 October. 		
<p>Actions for the next quarter:</p> <ul style="list-style-type: none"> • Continue to publicise and attend drop in events at Winchester, Wickham and Sutton Scotney as part of the six-week public consultation Local Plan. • Prepare all the material that is needed to enable the Local Plan to be submitted for examination. • Engage with neighbouring Local Planning Authorities and statutory agencies prior to them submitting their representations. • Continue to liaise with PINS regarding the submission requirements and the timing of the submission. • Ensure that any representations that are submitted via email are entered onto Citizen Space. • Update any of the Topic Papers / Statement of Common Grounds as appropriate. • Appoint a Programme Officer. • Ensure that the Local Plan Examination website is populated with all of the information that is required by PINS. • Analyse material that has been provided by site owners on Biodiversity Net Gain. • Work with Alresford Town Council on their Neighbourhood Plan which is heading towards the first formal engagement stage (this will identify site allocations to meet the housing requirements in the Regulation 19 Local Plan). 		

Station Approach

Lead Cabinet Member: Cllr Martin Tod	Project Sponsor: Dawn Adey/ Ken Baikie													
Programme RAG status	Timeline	Budget												
<p>Progress achieved during the last quarter:</p> <p><u>Concept Master Plan and public consultation:</u></p> <p>Due to the announcement of the general election, the consultation period was delayed until 16 September and will run for six weeks until the 27 October.</p> <p>Over the last three months the project team have finalised the draft concept master plan and launched the public consultation. On the 5 September, a members briefing was held, allowing for members to view the boards and share and comments or questions with the project team. Other activity that has taken place includes:</p> <ul style="list-style-type: none"> • Letter drops to local residents. • Email sent to key stakeholders & local parish. • Social media paid promotion. • Social media organic posts • Pop up event held on 24 September handing leaflets out at the Station. <p>The draft concept masterplan is available via the councils website (Station Approach)</p>														
<p>Actions for the next quarter:</p> <table border="1" data-bbox="288 1317 1385 1637"> <tr> <td data-bbox="288 1317 719 1373">5 October</td> <td data-bbox="719 1317 1385 1373">Pop up event</td> </tr> <tr> <td data-bbox="288 1373 719 1429">9 October</td> <td data-bbox="719 1373 1385 1429">Online Q&A session</td> </tr> <tr> <td data-bbox="288 1429 719 1485">10 October</td> <td data-bbox="719 1429 1385 1485">LPA workshop</td> </tr> <tr> <td data-bbox="288 1485 719 1541">19 October</td> <td data-bbox="719 1485 1385 1541">Drop-in session at Design Engine</td> </tr> <tr> <td data-bbox="288 1541 719 1597">27 October</td> <td data-bbox="719 1541 1385 1597">End of consultation</td> </tr> <tr> <td data-bbox="288 1597 719 1637">27 October – January 2025</td> <td data-bbox="719 1597 1385 1637">Finalise concept masterplan</td> </tr> </table> <ul style="list-style-type: none"> • Cabinet Committee Regeneration will take place on 15 October, where an update will be given on the Concept Masterplan public consultation along with a presentation of the draft Concept Master Plan by Design Engine. • The consultation period will end on 27 October where all responses will be analysed and taken into consideration. Work will then begin on producing the final concept masterplan. 			5 October	Pop up event	9 October	Online Q&A session	10 October	LPA workshop	19 October	Drop-in session at Design Engine	27 October	End of consultation	27 October – January 2025	Finalise concept masterplan
5 October	Pop up event													
9 October	Online Q&A session													
10 October	LPA workshop													
19 October	Drop-in session at Design Engine													
27 October	End of consultation													
27 October – January 2025	Finalise concept masterplan													

Winchester Movement Strategy

Lead Cabinet Member: Cllr Kelsie Learney	Project Sponsor: Simon Hendey	
Programme RAG status	Timeline	Budget
<p>RAG Status Update.</p> <p>Current WMS schemes progressing, delays have occurred with the LCWIPs and the micron-consolidation trial, but these are now progressing.</p> <p>Additional CIL funding towards transport schemes being developed through the WMS will be requested and this will help to a certain extent but the current lack of central Government active travel / public transport funding limits what can be achieved at the moment. This means that, in effect, the delivery of the overall strategy will take longer, and the timescales associated are uncertain as this is dependent upon future Government funding sources.</p>		
<p>Progress achieved during the last quarter:</p> <ul style="list-style-type: none"> • The co-design workshops were undertaken, and the draft Co-Design Report based on the feedback from the workshops for the Fulflood Liveable Neighbourhood Pilot scheme was shared by HCC Engagement Team for review. • Work with Solent Transport continued finalising details on a micro consolidation (delivery hub) trial in the city centre. The planning application for the change in use of car parking bays in Friarsgate car park was submitted. • The draft district Local Cycling and Walking Infrastructure Plan was finalised based on the public consultation responses. • The walking and cycling audits for the City Local Cycling and Walking Infrastructure Plan were undertaken and written up for comment. • Design elements of the Phase 1 Worthy Lane walking and cycling improvements were finalised, the scheme was approved in HCC's September Decision Day and the Dedication of Land legal process between WCC and HCC commenced. 		
<p>Actions for the next quarter:</p> <ul style="list-style-type: none"> • HCC to publish the Co-Design Report for the Fulflood Liveable Neighbourhood scheme and will arrange an officer workshop to agree the next steps. • Solent Transport will continue to liaise with WCC on the licence / contract for the trial. Should the planning application get approval, an operator for the trial will be secured and the site will be prepared for operation in Jan 2025. • The district Local Cycling and Walking Infrastructure Plan will be included in HCC's December Decision Day for adoption. • The draft City Local Cycling and Walking Infrastructure Plan will be prepared ready for the public consultation. • The Phase 1 scheme of the walking and cycling improvements on Worthy Road are due to commence on site 21 October. The Dedication of Land and Licence to Work is be signed off by WCC and HCC. HCC will undertake the comms to all stakeholders for the scheme. 		

FINANCE REPORT

Section 7 - Financial Position

This section presents a summary of the council's financial position as of 30 September regarding the General Fund (Revenue and Capital) 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 2.2% in August (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- £0.2m adverse in Q2. Despite government set fee increases, volume has further reduced in 2024/25 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) Garden Waste Income – a further £0.03m is now expected in 2024/25 due to continued increase in usage of the scheme.
 - iii) Car Parking - £0.1m favourable full year forecast. Income in 2024/25 has been higher than expected due to higher usage levels across central car parks.
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 early indications are that this could significantly reduce from 2024/25, by around £0.3m compared to budget.
6. Homelessness Prevention budgets are under review in order to determine medium-term forecast additional costs relating to B&B accommodation. An

additional £0.03m of expenditure is forecast in 2024/25 and rising to around £0.3m per annum in future years.

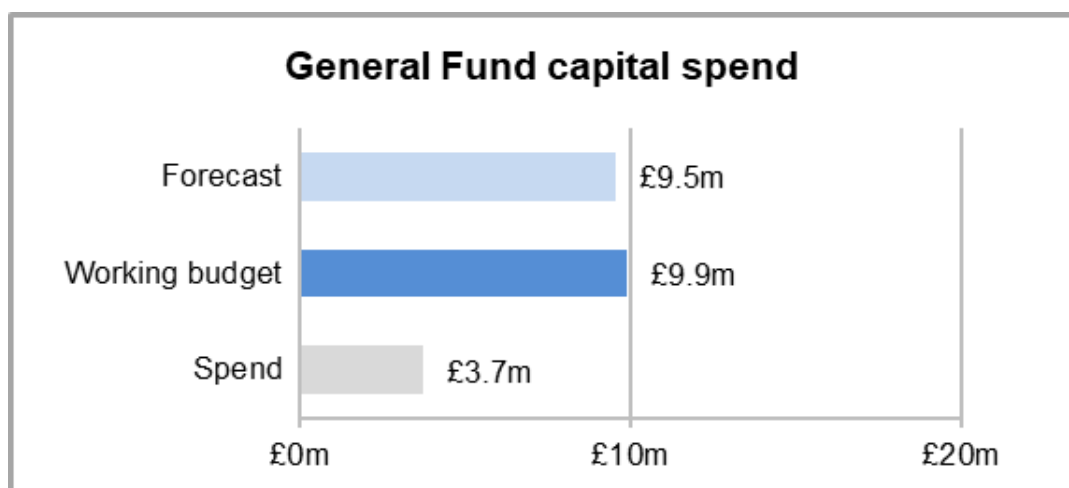
- The above updated forecasts give a total forecast 2024/25 favourable budget variance of £0.20m relating to net service expenditure, plus £1.06m relating to retained business rates. These estimates will be considered as part of the 2025/26 budget process in order to determine whether any ongoing impact is expected.

General Fund Budget Forecast 2024/25

	Budget	Forecast	Variance FAV/(ADV)
	£'000	£'000	£'000
Environment	7,256	7,326	(70)
Living Well	3,984	3,684	300
Homes for All	2,512	2,542	(30)
Vibrant Local Economy	991	991	
Your Services. Your Voice	7,269	7,269	
TOTAL before funding	22,012	21,812	200
TOTAL funding	(22,012)	(23,072)	1,060
FORECAST BUDGET UNDERSPEND			1,260

General Fund Capital

1. General Fund capital expenditure to the end of September was £3.7m most of which relates to the following projects: WCFC all-weather 3G pitch (£1.26m), Disabled Facilities grants (£0.96m), KGV Pavilion (£0.25m), Friarsgate Park (£0.21m), Car Parks (£0.17m), CIL funded community projects (£0.16m), and Venta Living housing company purchase of share capital (£0.15m). There have also been small amounts of expenditure on several other projects.
2. Capital budgets for 2024/25 were 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 working budget 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-Q2 2024/25:

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

Exp: Prior years £3.09m Q1-Q2 £0.25m Total £3.34m

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-Q2 £1.26m Total £1.26m

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-Q2 £0.96m

During the period 1 April to 30 September £955,000 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-Q2 £0.108m Total £0.111m

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

Housing Revenue Account Budget Forecast 2024/25 (£000)	Expenditure	Income	NET
Housing Management - General	7,575	-172	7,403
Housing Management - Special	4,139	-2,162	1,977
Repairs & Repairs administration	9,801	-87	9,713
Debt management & interest income	5,624	0	5,624
Contribution to Major Repairs costs (Depreciation)	10,216	0	10,216
TOTAL	37,355	-2,421	34,934
Rent, Service Charges & Other income			-34,471
FORECAST BUDGET OVERSPEND			463
AGREED BUDGET OVERSPEND			1,706
Forecast movement:			-1,243
Of which (net):			
Baseline			1,593
One-off			-2,836

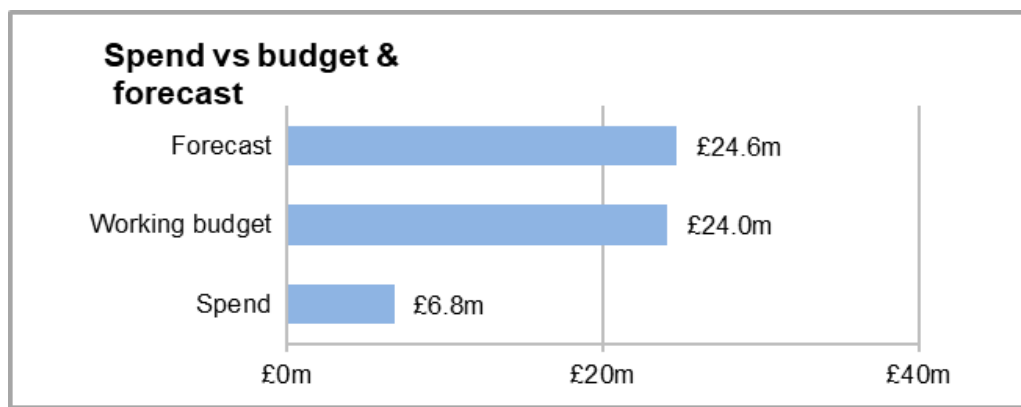
Housing Revenue Account summary

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 £0.46m. This currently excludes the impact of capitalising the extension of time claim at Winnall Flats following agreement in June, 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.
- iv) 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.
- v) The HRA is recharged by the General Fund for support services provided by the GF to the HRA, for example, HR, IT etc. The outturn in 2023/24 against budgeted recharges was approximately £0.15m, which is expected to repeat in 2024/25 creating an adverse variance of £0.15m. This has been accounted for in the HRA business plan 2024/25.
- vi) The council has a number of disrepair claims outstanding. It is proposed to set up provision against the current value of claims, which will create a one-off adverse variance of £0.13m. If claims are successfully defended, the provision will be returned to the HRA working balance. The process for dealing with disrepair claims has been revised to ensure claims are managed effectively in future.
- vii) In addition to the planned restructuring savings, there was a high level of vacancies in the first half of 2024/25. Most of these posts have now been recruited, however, the anticipated one-off vacancy saving arising is forecast at £0.36m.
- viii) Leaseholder charges were calculated in September. The recovery of income was £0.15m over the budget estimate, which was largely driven by increasing costs of repairs.

Housing Revenue Account Capital Spend

1. Housing capital expenditure to the end of September was £6.794m, of which:
 - £1.924m was on major works.
 - £0.145m improvements & upgrades.
 - £3.301m on the New Build programme; and
 - £1.424m on other schemes.
2. Capital budgets for 2024/25 have been revised for carried forward balances and other changes following the approval 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 £7.182m*

Exp: Recurring Annually *Q2 £1.924m*

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. Although expenditure against the budget is comparatively low as at the end of quarter 2, contracts were set up over the course of the summer, and therefore the expectation is that spend will increase over the final two quarters.

- **Climate Emergency** *Total Budget £6.402m*

Exp: Recurring annually *Q2: £0.806m*

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, with a further cost of work commencing in 2023/24 and completing in 2024/25 totalling £1m.

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

Exp: Recurring Annually *Q2 £0.145m*

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:

- **Nutrient Mitigation** *Total budget £0.4m*

Exp: Prior years – None *Q2: £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, following which the capital budget will be profiled accordingly.

- **Winnall flats** *Total budget £19.5m*

Exp Prior years: £16.873m *Q2: £0.861m* *Total £17.734m*

The development at Winnall is expected to be handed over in 2024/25, 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 has been agreed in September.

- **Southbrook Cottages** *Total budget £1.99m*

Exp Prior years: £1.86m *Q2: £0.274m* *Total £2.504m*

The development of six Passivhaus units at Southbrook Cottages is due to complete in 2024/25. There is cost overrun on the scheme, partly as a result of rectification works required to the properties and partly due to cost overrun. A fuller report on the scheme will be brought to Scrutiny Committee in due course.

- **Local Authority Housing Fund** *Total budget: £12.145m*

Exp: Prior years £10.306m *Q2 £0.499m* *Total £10.805m*

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. These properties completed during July and are now undergoing refurbishment works where necessary.