

REPORT TITLE: Q1 2023/24 FINANCIAL AND PERFORMANCE MONITORING

13 SEPTEMBER 2023

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

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WARD(S): ALL

PURPOSE

The Council Plan sets out the strategic priorities of the council and this report and Appendix 1 provides a summary of the council's progress during the period 1 April 2023 to 30 June 2023 (Q1).

Appendix 2 provides a financial update for both the General Fund and Housing Revenue Account (HRA) as of 30 June 2023.

Appendix 3 provides the refreshed set of key performance indicators adopted in December 2022.

Appendix 4 includes highlight reports for each of the council's 'Tier 1' programmes and projects.

Appendix 5 are the action notes of the Performance Panel meeting that took place on 21 August 2023.

RECOMMENDATIONS

That Cabinet notes the progress achieved during Q1 of 2023/24 and endorses the contents of the report.

IMPLICATIONS:

1. COUNCIL PLAN OUTCOMES

This report forms part of the framework of performance and financial monitoring in place to provide an update on the progress being made against the projects and programmes supporting delivery of the priorities included in the Council Plan 2020-25.

All the information in this report, including the narratives in Appendix 1 relate to Q1; 1 April 2023 to 30 June 2023.

The council takes the opportunity to review the Council Plan on a periodic basis to make any necessary strategic changes. The current Council Plan was refreshed late 2022 and adopted by Council at its meeting in January 2023.

There were no significant changes in strategic direction, but the council proposed four areas of focus for the coming year, *cost of living support, greener faster, pride in place and listening better* all of which are detailed in this report. The refreshed set of key performance indicators adopted in December 2022 are presented in Appendix 3.

2. FINANCIAL IMPLICATIONS

There are no direct financial implications arising from the contents of this report. Almost all the programmes and projects undertaken to deliver the priorities included in the Council Plan will have financial implications, some significant and these are agreed and reported separately before the commencement and during the project life cycle.

3. LEGAL AND PROCUREMENT IMPLICATIONS

To ensure effective council governance, Key Performance Indicators (KPIs) and performance reporting must be fit for purpose, monitored and managed. KPIs enable evidence based quantitative management reporting and highlight when performance falls below agreed targets for improvement plans including remedial actions to be agreed and implemented.

There are no legal and procurement implications arising directly from this report, though individual projects are subject to review by Legal Services and Procurement as and when necessary and where they require consideration of the council's Financial Procedure Rules, Contract Procedure Rules and Public Contracts Regulations 2015 (PCR2015).

4. WORKFORCE IMPLICATIONS

There are no workforce implications directly, but staff are engaged and actively working across all projects.

5. PROPERTY AND ASSET IMPLICATIONS

There are no property or asset implications directly, but council assets are used to deliver this work.

6. CONSULTATION AND COMMUNICATION

Cabinet members, Executive Leadership Board, Corporate Heads of Service and Service Leads have contributed to the content of this report.

This report and appendices were reviewed and considered by Performance Panel on behalf of The Scrutiny Committee on 21 August 2023. Refer to Appendix 5 of this report for the action notes from this meeting.

A verbal update from the Chairman of the Performance Panel was given at the Scrutiny Committee meeting held 6 September 2023.

7. ENVIRONMENTAL CONSIDERATIONS

Many of the activities detailed in this report actively protect or enhance our environment and support the council and district to reduce its carbon impact. These will be considered as part of each detailed business justification case.

8. PUBLIC SECTOR EQUALITY DUTY

None arising from the content of the report. However, officers will need to consider the council's Public Sector Equality Duty and complete an Equality Impact Assessment on any specific recommendations or future decisions to be made.

This report is not making any decisions and is for noting and raising issues only.

9. DATA PROTECTION IMPACT ASSESSMENT

None required.

10. RISK MANAGEMENT

The council's Corporate Risk Register identifies the main risks associated with service delivery and performance and is reviewed by Executive Leadership Board (ELB) each quarter.

Risk	Mitigation	Opportunities
Financial Exposure Budget deficit or unforeseen under or overspends.	Regular monitoring of budgets and financial position including forecasting to year end to avoid unplanned over/underspends. Exceptional Inflation	Early notification of unplanned under/overspends through regular monitoring allows time for plans to be put in place to bring the finances back

Risk	Mitigation	Opportunities
	Reserve approved in July 2022 to offset financial impact of increased inflation and price rises of some commodities particularly in the construction industry and energy price pressures.	into line with budget forecast.
Exposure to challenge	Legal resources are discussed with project leads.	Opportunity for the use of in-house resources able to input through the life of a project with local Winchester and cross council knowledge.
Innovation Improvement in service delivery.		KPIs used to evidence the need for innovation to improve service delivery
Reputation Ensuring that the council delivers the outcomes as set out in the Council Plan.	Regular monitoring and reporting of the progress the council is achieving against its priorities included in the Council Plan, including this report.	Work with communications team on press releases to promote and celebrate successes.
Achievement of outcome	Through the quarterly monitoring report, officers and members can monitor the progress of the priorities in the Council Plan.	Benefits of lessons learned from completed projects.
Property	Effective property management including carrying out timely repairs and maintenance ensures the council's property portfolio is fit for purpose.	Investment in property and building new council homes supports priorities included in the Council Plan
Community Support Lack of consultation and community engagement on significant projects that affect residents and can	Regular consultation and engagement with stakeholders and residents regarding projects or policy	Positive engagement and consultation can bring forward alternative options that might not have otherwise been considered.

Risk	Mitigation	Opportunities
cause objections and lead to delay.	changes.	
Timescales Delays to project delivery can lead to increased cost and lost revenue.	Regular project monitoring undertaken to identify and resolve slippage.	Improve subsequent forward planning and identify bottle necks.
Project capacity - Availability of staff to deliver projects.	Resources to deliver projects are discussed at the project planning stage and agreed by the project board and monitored by the Programme and Capital Strategy Board.	Opportunities present themselves for staff to get involved in projects outside their normal role enabling them to expand their knowledge and skills base as well as working with others.
Other	None	None

11. SUPPORTING INFORMATION:

Appendix 1 to this report provides an update on the council's progress achieved during the period April to June 2023 (Q1) against the priorities included in the refreshed Council Plan 2020-25 that was adopted by Council on 18 January 2023.

Cabinet adopted a new set of strategic key performance indicators (report CAB3370, 14 December refers) to be reported from 1 April 2023 and replace the previous set of performance indicators that were appended to the quarterly report.

Data for a significant number of the previously reported indicators was provided by third parties and is no longer being collected or made available. For these reasons a future report providing an update against the previously reported indicators will not be produced or forwarded to the Performance Panel.

Appendix 2 provides the first quarterly report including the new strategic key performance indicators. A draft report was provided to the Performance Panel at their meeting on 15 February and comments from the Panel have been incorporated in the revised report.

At the time that the refreshed Council Plan was adopted, Council also set out four areas of enhanced focus for the current year. Progress against the four areas of enhanced focus during Q1 is as follows:

Cost of living support

Pivoting our services and resources to support our residents, businesses and voluntary organisations with the cost-of-living crisis.

Additional funding provided to Citizen Advice Winchester District (CAWD) has been extended until the end of September enabling them to provide further support to people experiencing cost-of-living challenges. In the month of April, CAWD supported more people with energy issues than in each of the three years 2019, 2020 and 2021, and energy issues continue to track above 2022. They are also now seeing an upward trend in homeowners coming to them for support. Figures for those seeking advice in June were up 27% on the figure for the same month last year. On average, CAWD supported 579 clients each month during this quarter.

Citizens Advice have provided the following support via outreach services:

- 6 'Advice First Aid' sessions were delivered to 8 local partners to help organisations support and signpost their clients to help and advice.*
- 17 outreach sessions were held, with an average of 107 attendees each month. The outreach sessions were delivered via sessions at housing schemes, food pantries, community café/lunch clubs, schools and support groups.*

The CoL emergency grant fund was closed during pre-election period. One grant was awarded in June totalling £2,306 to provide cooking workshops for disadvantaged families with children during the summer holidays.

The dedicated section on the council's website with information for residents on cost-of-living support and advice, received 2,787 visits and has now received almost 20,000 visits since it was launched.

There is ongoing collation and promotion of all special offers offered by attractions and businesses including discounts at Marwell for students and senior citizens and Hampshire Cultural Trust joint ticket (3 attractions for the price of 1).

Following on from 'Energy Bills Support Scheme' and the 'Alternative Fuel Payment Scheme', the government asked councils to assist in the roll-out of additional Funding Schemes for those households that were ineligible to claim payments from these original schemes. In response, the Revenues & Benefits teams paid out £255,000 to over 800 residents.

The Revenues & Benefits teams also commenced the roll-out of Council Tax Support Fund payments, a one-off payment of up to £50 which reduces the amount of council tax for low-income households in receipt of Council Tax Reduction. Payments of £129,000 were awarded to 2,700 households.

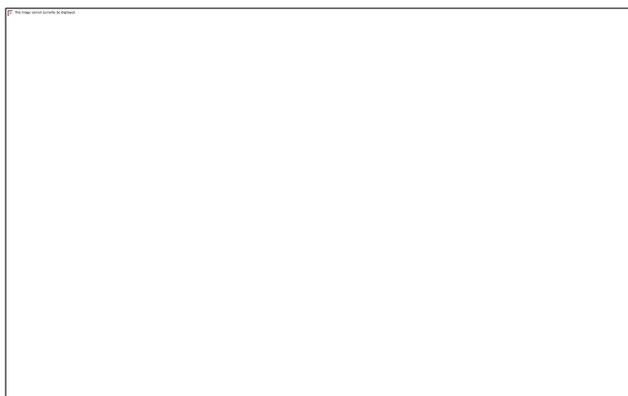
Further meetings of the Social Inclusion Partnership (SIP) have seen each group making considered efforts to engage People with Lived/ Living Experience and begin to devise a collaborative project. The Health Inequalities group have refined their focus on supporting Transsexual people and have successfully engaged a small number of people from the LGBTQ+ community to partake in an engagement workshop specifically designed to

inform and enable participants to join - if they chose to - a permanent place within the working group. The Food Resilience group have secured funding and designed a series of community engagement events, beginning with 'Street Meets', moving on to offer a series of Community Arts activities and culminating in a Stakeholder engagement event. The Digital Inclusion group has enabled Winchester City Council to partner with the NHS Integrative Care Board and Ability Net that will result in the training of 8 Hampshire-based Digital Champions offering Digital drop-in's in Sheltered Housing Schemes across the Winchester district.

We continue to assist council and private rented tenants in maintaining their tenancies through support with budget plans and money management. Crisis food provision has provided FareShare food to tenants in immediate need, supplemented by food and fuel vouchers. We were able to support 25 families with food and fuel vouchers totalling £2,500. The food vouchers reach tenants within the hour, providing fast access to help which they can redeem at their closest supermarket. We gave out 14 emergency food parcels and 5 sanitary packs to families and single people in immediate need. A welfare fund supports tenants with items such as white goods and furniture as a last port of call and was able to assist 44 tenants with essential items totalling £19,727.

Across our support services for tenants, we were able to maximise their incomes by £200,000.

Tenancy Sustainment	£126,017.21
Financial Inclusion	£34, 212.33
Sheltered Housing	£5,341
CAB	£33,637



The team also recognises the impact of the cost-of-living crisis on tenants' mental health and is working with the Money and Mental Health Partnership.

Greener faster

Adding weight to our commitment to achieve our net zero targets for 2024 and 2030.

The Council Plan overarching priority is to deal with the climate crisis and for the council to be carbon neutral by 2024 and the district to be carbon neutral by 2030. The climate emergency is considered to be one of the most significant challenges facing our communities and a key focus for 2023 is to go 'greener faster'. A full narrative of climate change work is set out in the main report, but accelerated activities are set out here.

The 'Retrofit Ready' programme was launched to all council tenants occupying traditionally constructed houses and bungalows with an EPC rating of 'D' or below. Due to the very high demand received, the resulting 800 Energy Assessments requested were split into 2 delivery and procurement programmes. Phase 1 has now seen 280 property assessments completed. For the 400 Energy Assessments in Phase 2, the procurement exercise is due to be completed early July and successful contractor appointed for delivery through to late autumn.

Electric storage batteries now installed at Barfield2 park and ride car park fed by solar panels on the roof.

Progress with the various workstreams delivering energy improvement measures to council homes on the Retrofit Ready programme are set out in Appendix 1 – Priority – Homes for All.

The lead consultant has started work on the positive delivery of utility scale renewable energy generation scheme(s) across the district. Initial work has focussed on identifying sites with maximum solar potential and preparing material with which to engage local people and increase understanding of renewable energy options and the need for more renewable energy to be generated in the district.

Cultural strategy – extensive desk research has been completed that include asset mapping, including demographics and audience profiles of Winchester, along with service engagement and consultation exercises.

The Prosperity Fund 2023/2024 is under way. Applications for the Rural England Fund includes two net zero infrastructure and four enhancing rural green and blue infrastructure thereby supporting the council's 'greener faster' outcome.

Pride in place

Making a visible difference to our places to delight residents and visitors.

The newly refurbished benches were re-installed to Winchester High Street in May. An on-street waste bin replacement programme is planned to start over the summer (around 40 new bins). Work is progressing to provide new bin storage areas in Winchester and Bishops Waltham; the first having now been installed at Lower Lane car park on Bishops Waltham.

The council supported various Coronation events by providing grants to parish councils, erecting street dressing and projecting on to the Guildhall (6-8 May).

To celebrate and support Winchester's summer season of festivals, new bunting has been added to the city's High Street. The new bunting incorporates the colour palette of St Maurice's Covert mural and will remain in

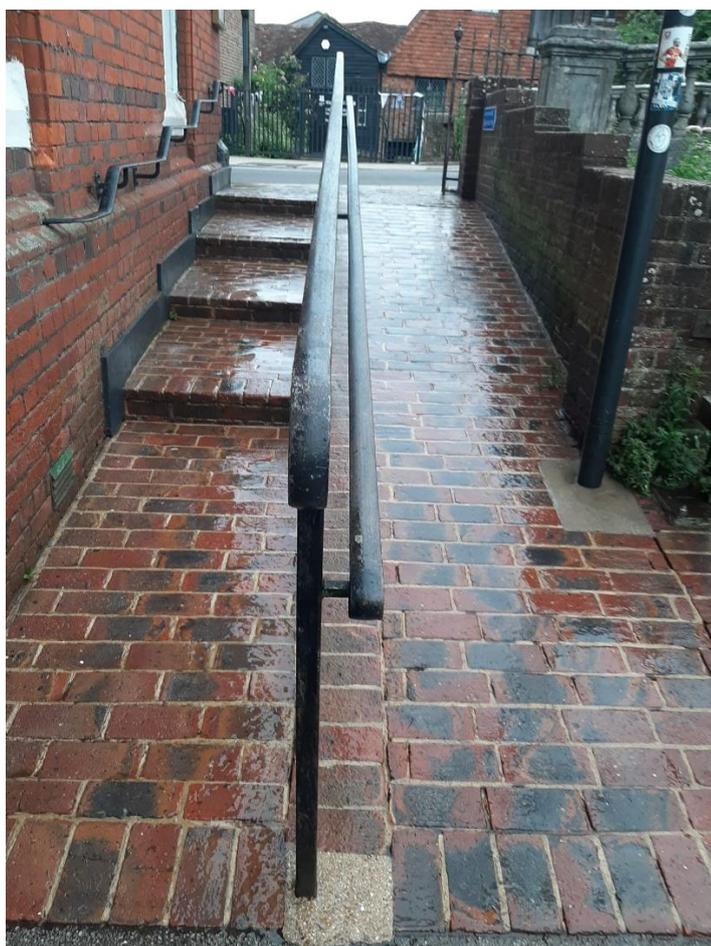
place until September. Winchester City Council issued a press release which was featured in the Hampshire Chronicle: Winchester festivals celebrated with new High Street bunting | Hampshire Chronicle

A green beech tree was planted by the Mayor of Winchester in the new sustainable play area of Abbey Gardens in recognition of the accession and coronation of King Charles. A commemorative plaque at its base includes the official Coronation logo and reads 'In celebration of the Kings Coronation – Winchester City Council'.

On 1 June, the Royal Logistic Corps based in Worthy Down exercised their Freedom of Entry to the City in a Freedom Parade to celebrate their 30th anniversary. The event, arranged jointly between the Corps and the City Council was attended by the Colonel in Chief, Her Royal Highness The Princess Royal.

The following work has been carried out across the district during the quarter:

- the removal of graffiti (around 30 – 40 incidences removed each month jointly with Winchester BiD) using chemicals, jet washing and soda blasting.*
- Jetting washing side passages to remove bird droppings.*





- *Deep cleansing car parks including stairwells.*
- *Removing bubble gum from bus stops around Marks and Spencer's*
- *Providing a new bin store in Bishops Waltham.*



- *Installation of a bike shelter at Colebrook Street and Middlebrook Street car parks and increasing bike parking at other existing locations including parking for larger bikes.*

- *Faded and damaged signage in car parks and Park and Ride sites have been replaced.*

Listening better

Being more effective at hearing the voice of residents and enabling them to influence our decision-making.

Following the engagement exercise undertaken during the previous quarter with parish councils, the Policy Team has analysed the results from the 19 parish councils who responded and created a draft action plan for consideration that would deliver a series of small improvements benefitting parish councils, residents and businesses. Once the action plan has been considered and approved by Executive Leadership Board (ELB) an update will be provided to members and parish councils during Q2.

Census 21 data has been analysed to create an infographic for each of the 16 wards in the district and shared with members following the local elections in May. These have also been published on the council's website along with other key Census 21 data sets.

Further updates have been added to the newly created consultation and engagement calendar page of the council's website and now includes the dates and times of forum meetings, including Winchester Town Forum, Kings Barton Forum and West of Waterlooville Forum. This page will be updated on an ongoing basis to ensure that the most up to date information is published.

The Neighbourhood Services and Community Safety Team undertook several consultations with residents across the district including a Community Together and Growing for Wellbeing consultation to learn about how safe residents feel in the St Barnabas Ward and if they had experienced any form of anti-social behaviour. 20 residents attended the event and of those 50% had experienced anti-social behaviour. The consultation also asked if residents in this area were aware of where they could get help with a range of services 83% of attendees said yes. A consultation was also undertaken with residents of Kings Worthy on proposals for improvements to council owned open spaces in Westfield Road.

12. OTHER OPTIONS CONSIDERED AND REJECTED

This is a report for Cabinet to review the comments of the Scrutiny Committee and consider the activity of the council for the period April to June 2023.

BACKGROUND DOCUMENTS: -

Previous Committee Reports:

CAB3403 – Q4 Performance Monitoring dated 18 July 2023.

Other Background Documents:

None.

APPENDICES:

Appendix 1: Council Plan 2020-25 progress update – Q1 1 April 2023 to 30 June 2023.

Appendix 2: Financial update to 30 June 2023.

Appendix 3: Strategic Key Performance Indicators Q1 update.

Appendix 4: Programme and Project Management – Tier 1 project highlight reports Q1 update.

Appendix 5: Notes from Performance Panel meeting 21 August 2023.

COUNCIL PLAN 2020–25

Q1 2023/24 Progress Update

Priority – Tackling the climate emergency and creating a greener district.

Dealing with the climate crisis and reaching carbon neutrality is the city council's overarching priority. Recent extreme weather events have demonstrated urgent action is needed to avoid catastrophic climate change and the associated nature crisis. We all need to play our part in tackling this challenge and hand our district to our children and grandchildren in a better state than it is now.

What we want to achieve:

- Winchester City Council to be carbon neutral by 2024.
- The Winchester district to be carbon neutral by 2030.
- Reduced energy demand and an increase in local renewable energy.
- Highly insulated homes with low energy bills.
- Homes and businesses protected against extreme climate events.
- Reduced levels of waste and increased recycling, exceeding national targets.
- Cleaner air than national targets.
- Everything most residents need in reach by foot, bike or public transport.
- Our district's natural habitats are safeguarded and enhanced.

Over the last quarter we have achieved the following:

- **Working with and enabling businesses, organisations and residents to deliver a clear plan to net zero guided by the Carbon Neutrality Roadmap for the district.**

The latest meeting of the council's Carbon Neutrality Open Forum in June attracted approximately 40 attendees, plus councillors and officers, for an update on the recently published Carbon Neutrality Roadmap. The meeting included contributions from Buro Happold and Community Energy South, the consultants working with the council to increase the generation of renewable energy across the district.

The WeCAN network, led by WInACC and part-funded by the council, continues to foster community involvement in reducing carbon emissions. Notable activity includes:

- *WeCAN network event in June at Droxford about low carbon travel.*
- *Itchen Valley Parish Council held a Green Homes Fair attended by 50 people.*

- *South Wonston Sustainability held their first open afternoon on their new community allotment.*

Three businesses in Winchester and Whiteley secured funding from Low Carbon Across the South & East (LoCASE) to undertake low carbon and energy efficiency adaptations to their premises, saving a combined 10.32t CO₂e. More details can be found in the 'greener faster' section of this report. The council published a new guide to help owners of historic buildings to make their homes or businesses more energy efficient. The guide provides an easy reference to the likely planning permissions needed for different types of energy efficiency upgrades, helping owners to understand what measures they may be able to install on their properties.

Further benefit was gained by Winchester households from the government's Sustainable Warmth funding schemes:

- *HUG 1 is the scheme for households with off mains gas and a local marketing campaign took place in May comprising print and online advertising, radio adverts and a direct mail out, funded by the consortium of which we are a member. The total funding secured by Winchester households increased by £170,000, bringing the total to £318,000 with a total of 37 decarbonisation measures installed.*
- *LAD3 supports mains-gas properties and closed in April. A final £8,000 was secured by Winchester households. The total secured during the life of the scheme was £217,000 with 36 decarbonisation measures installed.*

The Solar Together scheme saw 117 installations completed in the Winchester district.

- **Retrofit our own council homes and work with others on schemes to provide insulation, energy efficient heating and home renewable energy to private homes.**

The 'Retrofit Ready' programme was launched to all council tenants occupying traditionally constructed houses and bungalows with an EPC rating of 'D' or below. Due to the very high demand received, the resulting 800 Energy Assessments requested were split into 2 delivery and procurement programmes. Phase 1 has now seen 230 property assessments completed. For the 400 Energy Assessments in Phase 2, the procurement exercise is due to be completed early July and successful contractor appointed for delivery through to the late autumn.

The energy improvement measures on the Retrofit Ready delivery programme are progressing as follows:

- *Loft Insulation top-up and ventilation is procured and ready for September start.*
- *Cavity Wall Insulation extract and install has been tendered and the contractor will be appointed in July.*
- *Conservation Area - Single Glazed Window Replacements – 37 properties to be completed. 1 pilot property completed, survey and quotation for the*

remaining 36 is underway. Planning Application for a block of flats is imminent.

- *Conservation Area - Single Glazed Doors – 10 to complete in total, 5 have been issued for installation, 5 require specific architectural features, suppliers being investigated.*
- *All single glazed doors have been ordered for superior energy performing replacements.*

On void homes, the existing voids contractor will begin another strand of work to improve insulation to the council's homes. This will see loft top-ups and ventilation improvements being carried out to houses, bungalows and top-floor flats as they become empty, along with cavity wall insulation to houses and bungalows.

Preparations are underway following the council's successful grant bid under the Social Housing Decarbonisation Fund (SHDF). The loft top-up and ventilation installs and whole house retrofit to post-war Swedish timber frame homes is due to be awarded to the successful contractor in July, ready for the 2-year delivery period.

The predicted outcome from the 2-year SHDF work and the Retrofit Ready delivery programme, depending on tenant uptake, is that over 20% of SAP D homes could be lifted into SAP 'C', which will be key progress towards the councils' 2030 climate targets.

To maximise the tenant uptake on these works a dedicated engagement project is underway on tenant advice and information. A digital tenant survey and focus group have already been undertaken, a communication strategy is planned and dedicated resident liaison officer to be appointed. Some other intentions are to recruit resident champions, to extend targeted retrofit communication through social media and community events, and to develop clear post-retrofit technical information through home user guides and online resources and FAQ's.

The council is part of the Warmer Homes Consortium headed up by Portsmouth City Council and Agility ECO. Inclusive of WCC it comprises of 22 different local authorities mainly located in Hampshire and the south east, as well as local authorities as far away as Peterborough City Council and Rutland County Council. Funding is available through either HUG (Home Upgrade Grant) towards the upgrading of off-gas properties or LAD (Local Authority Delivery) towards the upgrading of on-gas properties. For either scheme eligible homes must have an EPC of E, F or G and either have an annual total household income of £30k or less before housing costs / bills or be in receipt of certain benefits.

From the commencement of the scheme up to the end of this quarter, 37 HUG installation measures have been completed comprising of:

- *5no. Solar PV*
- *3no. Loft insulations*
- *8no. Park home wall insulations*
- *12no. Air source heat pumps*

- 1no. High retention storage heater
- 8no. Park home floor insulations

This has brought £318,982 of funding into the district.

From the commencement of the scheme up to the end of this quarter, 36 LAD installation measures have been completed, comprising of:

- 11no. Solar PV
- 5no. Cavity wall insulations
- 1no. Flat roof insulation
- 8no. Loft insulations
- 9no. Park home wall insulations
- 1no. Room in roof insulations
- 1no. Air source heat pump

This has brought £217,421 of funding into the district.

- **Build our own buildings to the highest possible environmental standards.**

A tender was issued for the install of solar PV panels and air-source heat pump at Meadowside Leisure Centre in Whiteley. This would reduce the energy consumption of the building and the associated carbon emissions.

A decarbonisation review of the council Campus buildings is currently being undertaken. This includes Guildhall; West Wing; City Offices; Cipher House; Unit F Bar End Road (F2 Store); and Magdalen Hill Cemetery Lodge. External Consultants have completed their surveys and are currently preparing their reports.

The council is currently constructing the new King George V Pavilion which aims to achieve a BREEAM rating of Excellent and will include a number of sustainable measures comprising of solar panels; green roof; efficient fixture and fittings.

The installation of an air source heat pump to Magdalen Hill Cemetery Lodge is planned for later this year and will reduce the energy consumption of the building and the associated carbon emission.

- **Promote recycling and increase what can be recycled, including food waste.**

There are significant proposed changes around waste and recycling; mostly driven by national requirements, and as a Waste Collection Authority (WCAs), Winchester City Council wants to take this opportunity to improve its household waste and recycling collections. These changes and how they impact on Winchester's residents will inform the new waste strategy, the outcomes of which will be the core of Future of Waste and Recycling project.

Details on the national changes and how these will be funded are still to be confirmed by the Government.

A report was considered by Cabinet in July approving a consultation exercise to be undertaken later this year to help inform the new waste strategy for household properties, develop service options based on the outcome of the consultation, environmental factors and affordability and implement any changes. The Government has since announced a delay to introducing changes for 1 year in relation to its national waste consistency programme and extended producer responsibilities, this delay also impacts on associated Government new burdens funding to support local authorities in bringing in the new requirements. The impact of this and progress of Hampshire County Council's new waste recycling centre is currently being considered.

A further report will be brought forward to consider and agree the next steps.

- **Switch council vehicles to low and zero-carbon fuels**

The Neighbourhood Services Team has 5 new electric fleet vehicles on order with an expected delivery date for July 2023. Once delivered the team will have use of 6 electric vehicles and only 1 petrol vehicle.

Work on the decarbonisation of the Park and Ride bus service and waste collection service can be found in the 'Greener Faster' work in section 11.6.

Initial work is underway to explore using Hydrotreated Vegetable Oil (HVO) instead of Diesel Engine Road Vehicle (DERV) to decarbonise the current waste and recycling vehicles. Further information can be found in the Future of Waste and Recycling highlight report in Appendix 3.

- **Continue working with Hampshire County Council to deliver the City of Winchester Movement Strategy and prioritise walking, cycling and public transport throughout the district.**

Work is progressing on the district wide and city local cycling and walking improvement plans. Officers are considering funding sources and bids to support scheme implementation. Some smaller schemes are planned to start towards the end of this year and early next all of which have been consulted on. These include pedestrian improvements at Worthy Lane and Romsey Road and some city centre cycle schemes aimed at making it easier for cyclists to traverse the one-way system.

- **Deliver the Air Quality Management Action Plan**

Commencement on work to develop and adopt a new Air Quality Strategy (AQS) - reviewing the impact of adopting more stringent air quality standards across the district in line with government policy [LAQM-Policy-Guidance-2022.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/114222/LAQM-Policy-Guidance-2022.pdf) ([defra.gov.uk](https://www.gov.uk)). It is expected that a new AQS will be adopted by April 2024.

- **Agree a local plan which delivers low carbon homes, increased biodiversity and 20-minute neighbourhoods.**

Officers are in the process of finalising their recommendations on the comments that have been submitted on the draft Regulation 18 Local Plan that includes

policies on low carbon homes, biodiversity net gain and 20-minute neighbourhoods.

Consultants were appointed to assist with analysing the technical comments that were submitted on Policy CN3 (Energy efficiency) and to recommend a way forward in terms of a Local Plan policy on embodied carbon. Once finalised, this will be shared with members.

- **Continue to roll out our Biodiversity Action Plan**

Gained approval for the Technical Advice Note on Biodiversity Net Gain (BNG), which provides interim guidance for developers and planners on BNG prior to it becoming mandatory in November.

Initiated pilot with PfSH investigating potential for BNG on council-owned land.

Community engagement with local groups Badger Farm and New Alresford in relation to the biodiversity road verge pilot.

Reptile surveys have identified adders present at Whiteshute Ridge, Badger Farm (one of our wildflower meadows) alongside common lizards and slow worms.

Great crested newt (protected species) district-level licensing agreement signed submitted to Natural England for approval to allow another option for developers which can enhance newt habitat.

Hedgehog training delivered internally and 2 members of staff utilising survey equipment.

Dormice have been found during surveys of the woodland at Topfield, Kings Worthy.

Please refer to the Carbon Neutral programme highlight report at Appendix 3, the 'Greener Faster' work in section 11.6 and carbon neutrality objectives in the 'Homes for All' and 'Vibrant Local Economy' sections that follow.

Priority – Living Well

We want all residents to live healthy and fulfilled lives, to feel safe and secure in their neighbourhood, and enjoy the recreational and cultural opportunities that the district offers. We want to ensure the district offers the right facilities to support good physical and mental health for all ages and abilities.

What We Want To Achieve:

- Support for those most affected by the cost of living.
- Reduced health inequalities, tackling the environmental, financial and housing problems that most affect those with the biggest health challenges.
- Attractive public spaces where people feel safe and secure.
- Well-used and maintained public facilities and green spaces with space to play.
- A wide range of physical and cultural activities for all ages and abilities.
- Increased opportunities for active travel.
- Close work with local charities and voluntary organisations helping those most in need.

Over the last quarter we have achieved the following:

- **Focus on the most disadvantaged areas, communities and groups, supporting a greater diversity of residents.**

Homes for Ukraine Scheme

A further 11 Ukrainian families (14 individuals) moved to Winchester district. This brings the total of arrivals to 246 families (506 individuals), of which 326 guests remain with their hosts.

Community support mini hub sessions were held in Kings Worthy and Sparsholt and were attended by 1 family. This shows that our Ukrainian guests are settling into their local communities and that they are aware of how they may contact the Ukraine team directly. Other confidential advice, guidance and support is also provided via one-to-one assistance, online and face-to-face, for both hosts and guests. The most common enquiries were about language courses, professional qualifications courses and employment advice.

The Community Liaison Officer for Ukraine received and supported 109 enquiries, including 16 people through the independent support forum and 15 others through the biweekly online drop-ins during this quarter.

The council peer to peer wellbeing support group, run in collaboration with Olive Branch commenced in May. A total of 6 sessions were run during this quarter. The support was provided to 14 Ukrainians in a group setting and 2 directly on an individual basis as part of this programme of support.

Grants to enable targeted support.

A total of £472,700 has been awarded for 2023/24 as core grants to key voluntary sector organisations supporting our more vulnerable residents. This includes funding to 16 organisations such as Citizens Advice, Home-Start and Winchester Young Carers.

Health improvement

The Active Lifestyle programme of classes and bespoke activities for people with long-term health conditions continues to operate well in the hands of Winchester City Primary Care Network (PCN) and Everyone Active (EA). There were 69 referrals made to the PCN, and 73 made to EA, meaning that since the opening of the new leisure centre there have been 595 referrals made. Community classes for people with long-term health conditions continues to operate, with a throughput of 924 attendees during the quarter.

In partnership with ActiveMe 360, WCC's half term football project took place in May within 8 communities across the district including South Wonston, Weeke, Stanmore, Colden Common, Highcliffe, Denmead, Winchester City and Whiteley. Overall, 131 children took part, 105 boys and 26 girls 12% deemed 'inactive' by their parent/guardian.

WCC launched park yoga in May at the Garrison Ground in Winchester and Meadowside recreation ground in Whiteley. To date, we have 62 people registered for Winchester and 38 people registered for Whiteley. Sessions take place every week until the end of September 2023. This initiative is part funded by EA and a Sport England grant.

- **Support residents in need through our Cost of Living response and the distribution of new government funding, including Council Tax Support Fund payments, Energy Bills Support and Alternative Fuel Payment schemes.**

Please see full details under section 3.1 'Cost of Living'.

Citizen Advice Winchester District (CAWD) have:

- Helped more residents with their energy issues than in previous years.
- Assisted on average 579 clients each month.
- Delivered 6 'Advice First Aid' sessions to 8 local partners to help organisations support and signpost their clients to help and advice.
- Held 17 outreach sessions, with an average of 107 attendees each month.

One grant from the CoL emergency grant fund was awarded in June totalling £2,306 to provide cooking workshops for disadvantaged families with children during the summer holidays.

Special offers by attractions and businesses across the district continue to be offered.

Revenues & Benefits teams paid out £255,000 to over 800 residents to assist with energy bills.

From 1 April, Revenues & Benefits teams also commenced the roll-out of the one of payment of £50 to reduce the council tax of low-income households in receipt of Council Tax Reduction Support. During the quarter payments of £129,000 were awarded to 2,700 households.

We continue to assist council and private rented tenants in maintaining their tenancies through support with budget plans and money management.

Crisis food provision has provided FareShare food were able to support 25 families with food and fuel vouchers totalling £2,500.

we gave out 14 emergency food parcels and 5 sanitary packs to families and single people in immediate need.

A welfare fund supports tenants with items such as white goods and furniture as a last port of call and was able to assist 44 tenants with essential items in the last quarter totalling £19,727.

Across our support services for tenants, we were able to maximise their incomes by £200,000 this quarter.

- **Work closely with the police and other partners to address anti-social behaviour and improve community safety.**

The council is in the process of allocating 3 deployable cameras to ASB hot spot locations within the district for a minimum period of 3 months. Funding for the camera's was secured via the OPCC on the back of a collaborated effort between council officers and the police.

Police and partners work together to tackle ASB and increase feelings of safety across the district using a variety of methods to address concerns. 5 Acceptable Behaviour Contracts were issued to young people identified as causing ASB within the city centre. 4 Community Protection notices, issued for street activity (begging).

The team worked in collaboration with partners across the district through 5 Street meets and 1 beat surgery with the neighbourhood police team at Badger Farm to help prevent ASB incidents. The team carried out 52 patrols (40 town forum, 12 across the wider district) to provide a visible presence and safety reassurance to communities.

The city council employs a dedicated ASB lead within the Neighbourhood Services & Community Safety team to cover the Winchester district alongside the Housing Tenancy team who also deal directly with ASB related concerns for council tenants.

- **Invest in improved cleaning and maintenance of our city and market towns – and in improving outdoor areas and facilities for our council estates.**

Some deep cleaning of alleyways, passageways and bin storage areas has been organised along with further cleaning of Winchester High Street to remove chewing gum working in partnership with The BiD. Graffiti has also continued to

be removed as soon as possible and deep cleaning of Tower Street car park was undertaken.

- **Partner with the new NHS local bodies to address the health and well-being needs of priority communities and priority populations.**

Joint meetings with representatives of the Hampshire Integrated Care Board (ICB), local GP network and voluntary sector considered on how we could improve working together to use health data and the role of the Local Plan in securing strategic investment in health facilities.

Established a community wellbeing forum jointly with Hampshire ICB to meet quarterly and enable voluntary and community groups to link with each other and agencies to support/ promote existing projects and to enable progress in new initiatives. This quarter's topic was 'Supporting over 50s and those with long term conditions to maintain fitness and mental health'. Key actions from the meeting included WCC, HCC & ICB to collaborate on a 'Move More' campaign (January 24) under the umbrella of the Live Longer Better programme to encourage more over 50's to increase their activity levels.

- **Offering and supporting a wide range of inclusive and accessible activities across the district including investment in our leisure centres, sports grounds, parks and play areas.**

WSLP continued to perform well. Health and fitness membership numbers are at an all-time high of over 5,400 throughout the quarter and swim-only membership rising above 500. The overall attendance remained consistent, with a quarterly visitor number of 199,678 of which 28% were concessionary visits (56,388).

Everyone Active achieved Swim England's Water Wellbeing accreditation, which reflects a commitment to accessibility and inclusivity, focus on supporting people with long-term health conditions and improving the customer journey from the car park or bus stop to water facilities and back.

Construction work has continued of a new pavilion at KGV playing fields in Highcliffe, with completion expected late 2023.

The replacement of Abbey Gardens play area was completed ahead of the May bank holidays and has been very well received. This included the addition of a communication board to assist non-verbal users of the play area – the first on any play area on the district and something that received a very positive response from park users.

Work commenced on the refurbishment of the play area at River Park, with completion due ahead of the school summer holidays.

- **Make it more attractive to use active travel, with new cycle and walkways and secure bike parking.**

Secure bike parking has recently been completed in a variety of locations to provide a choice of stands for different bikes and needs. Work is progressing to

enhance facilities in the market towns. New information about bike parking has been added to the council's website.

Our newly appointed active travel officer is working with a variety of groups to encourage and facilitate active travel options. The Local Cycling and Walking Improvement plan for the district is progressing and has been subject to consultation.

- **Develop Local Plan policies that promote healthy lifestyles in healthy surroundings: giving access to green spaces, protecting countryside and controlling urban development.**

Following the draft Regulation 18 Local Plan consultation, ongoing work is being carried out by officers on analysing the feedback in respect of the policy on promoting Biodiversity and the Natural Environment.

Officers met with Natural England on 20 April, Environment Agency on 17 May and Historic England on 30 June to discuss their representations on the Regulation 18 Local Plan.

Priority - Homes For All

Housing in our district is expensive and young people and families often struggle to find and retain suitable accommodation they can afford, particularly at a time when costs are rising steeply. We are focused on providing homes for all in the Winchester district – homes that are affordable, sustainable, with low energy usage and low bills, and built in the right areas for our changing communities.

What We Want To Achieve:

- More young people and families living and working in our district.
- All homes to be energy efficient and affordable to run.
- Diverse, healthy and cohesive communities - not just homes.
- Increasing the availability of housing for young people and key workers.
- Support to help people stay in their homes.
- No-one sleeping rough, except by choice.

Over the last quarter we have achieved the following:

- **Building significantly more homes ourselves, with a target to build 1,000 new homes by 2030.**

20 new homes were completed at Whiteley with a further 98 on-site at Winnall, Whiteley and Southbrook Cottages.

Planning consent was granted for a scheme of 5 dwellings at Woodman Close, Sparsholt.

Contracts were exchanged on 16 ex council properties subsidised by funding from the governments Local Authority Housing Fund (LAHF) programme.

- **Strengthening our Local Plan to ensure the right mix of homes is built for all sectors of our society, including young people.**

Following the draft Regulation 18 Local Plan consultation, ongoing work is being carried out by officers on analysing the feedback in respect of the policy on promoting high quality and well-designed places.

On 15 June a Planning Inspectorate Advisory meeting took place with Officers and the Cabinet Member of Place and Local Plan. Officers raised several issues including the Regulation 18 Local Plan approach to the distribution of housing.

- **Creating a new Winchester Housing Company to address the limited supply of affordable private rented housing.**

Following CAB3401 (March 2023), Venta Living Ltd was incorporated in May, and will remain dormant pending agreement of the financial business plan by full Council on 20 September.

Three directors have been appointed in accordance with the authority delegated in March, with the councillor nomination to the board to be reviewed in 12 months' time to reflect external legal guidance.

The board of directors have agreed the submission of the draft financial business plan. They have also considered and agreed the resourcing contract that contains the services to be provided to the company by the council subject to shareholder agreement.

A further report was considered by Cabinet Committee: Housing in July 2023 (CAB3406(H) refers). The report noted that in response to external legal guidance a turnover lease model was now proposed, which differed to the model presented in December 2022 (CAB3366 refers). Committee approved the draft financial business plan and the appointment of external auditors for Venta Living Ltd for referral to full Council.

It also authorised, subject to approval of the financial business plan by full Council:

- the lease of one block of 41 flats at Winnall be finalised.*
- General Fund expenditure of £150,000 for the equity investment in Venta Living Ltd by the council.*
- The soft marketing of the units at Winnall by Venta Living Ltd.*
- **Providing support for our homeless and most vulnerable people by working directly and in partnership with the voluntary sector**

An additional Housing Options Officer has been recruited for a period of 18 months to assist with the increase in approaches. The council saw an increase of 32% in homeless approaches in 2022/23 compared to 2021/22.

During the quarter the housing options service.

- Accepted 29 prevention cases.*
- Accepted 29 Relief cases.*
- Closed 20 general advice cases.*
- Prevented 35 cases from homelessness.*
- Relieved 12 cases from homelessness*
- Received 18 Duty to Refers*
- 4 Rough Sleepers at the end of quarter 1*

An outreach worker has been recruited to work with those individuals at risk of becoming street homeless or who are already street homeless. This role was previously funded by HCC and employed by Two Saints. This role is being funded by the homeless prevention grant 2023/24 allocation.

A further £270,000 of homeless prevention grant has been awarded to the council for the 2023/24 allocation to assist with the increasing homeless pressures due to the war in Ukraine, closing of Bridging hotels and cost of living crisis.

Housing First - funding was secured from DLUHC to secure up to 7 units with support. A2 will be providing the support and are in the process of recruiting a support worker. All 7 units will be obtained through existing Registered Providers affordable housing units to be secured by 2025. The accommodation will be provided by various social housing registered providers.

The council has secured Local Authority Housing Funding (LAHF round 1a) to secure 38 units of accommodation to assist supporting Ukrainian and Afghan households. 17 units have already been identified. An expression of interest has been submitted to DLUHC for LAHF funding round 2 to secure 6 further units to support homeless households, 1 unit will be for temporary accommodation and 4 units of accommodation for Afghan households exiting the bridging hotels.

SWEP wasn't called during this quarter.

Update on Ukraine families

- 8 households moved on.*
- 4 returned to Ukraine.*
- 1 went into private rented accommodation.*
- 1 moved out of area.*
- 2 were housed into social housing (1 Vivid, 1 WCC)*

There are currently 10 Ukrainian Households threatened with homeless at the end of the quarter and 3 households in triage state.

- **Helping vulnerable residents struggling with the rising cost of living to stay in their homes.**

The council received £86,000 from HCC as part of the DWP household support fund to assist with exceptional housing circumstances and costs. £2954.16 was spent assisting 2 households with 8 applications waiting assessment.

- **Using targeted Disability Facilities Grants to help people adapt their homes as their needs change.**

A new Disabled Facilities Grant (DFG) Officer was recruited to assist in the increased demand of applications.

The team received 48 new applications, 36 applications were assessed and approved, and 23 adaptations were started/completed.

- **Moving the energy efficiency of new and existing homes towards zero carbon**

The 'Retrofit Ready' programme was launched to all council tenants occupying traditionally constructed houses and bungalows with an EPC rating of 'D' or below. Due to the very high demand received, the resulting 800 Energy Assessments requested were split into 2 delivery and procurement programmes. Phase 1 has now seen 230 property assessments completed. For the 400 Energy Assessments in Phase 2, the procurement exercise is due to be completed early July and successful contractor appointed for delivery through to the late autumn.

The energy improvement measures on the Retrofit Ready delivery programme are progressing as follows:

- *Loft Insulation top-up and ventilation is procured and ready for September start.*
- *Cavity Wall Insulation extract and install has been tendered and the contractor will be appointed in July.*
- *Conservation Area - Single Glazed Window Replacements – 37 properties to be completed. 1 pilot property completed, survey and quotation for the remaining 36 is underway. Planning Application for a block of flats is imminent.*
- *Conservation Area - Single Glazed Doors – 10 to complete in total, 5 have been issued for installation, 5 require specific architectural features, suppliers being investigated.*
- *All single glazed doors have been ordered for superior energy performing replacements.*

On void homes, the existing voids contractor will begin another strand of work to improve insulation to the council's homes. This will see loft top-ups and ventilation improvements being carried out to houses, bungalows and top-floor flats as they become empty, along with cavity wall insulation to houses and bungalows.

Preparations are underway following the council's successful grant bid under the Social Housing Decarbonisation Fund (SHDF). The loft top-up and ventilation installs and whole house retrofit to post-war Swedish timber frame homes is due to be awarded to the successful contractor in July, ready for the 2-year delivery period.

The predicted outcome from the 2-year SHDF work and the Retrofit Ready delivery programme, depending on tenant uptake, is that over 20% of SAP D homes could be lifted into SAP 'C', which will be key progress towards the councils' 2030 climate targets.

To maximise the tenant uptake on these works a dedicated engagement project is underway on tenant advice and information. A digital tenant survey and focus group have already been undertaken, a communication strategy is planned and dedicated resident liaison officer to be appointed. Some other intentions are to recruit resident champions, to extend targeted retrofit communication through social media and community events, and to develop clear post-retrofit technical information through home user guides and online resources and FAQ's.

Priority – Vibrant Local Economy

Our urban and rural areas are home to a host of successful businesses and enterprises. Following the pandemic, employment levels remain high but fresh challenges now face our business community.

The changing face of the high street, increasing costs, labour shortages and tackling climate change are forcing businesses to quickly adapt.

What We Want To Achieve:

- A stronger, greener, more sustainable local economy.
- New and renovated offices and workspaces to meet changing business needs in areas with sustainable transport links.
- More young people choosing to live and work in the district.
- Our city, market towns and rural areas all have a distinctive and competitive offer.
- Existing businesses are supported and new and relocating businesses attracted.

Over the last quarter we have achieved the following:

- **Implement our Green Economic Development Strategy to deliver green growth.**

As part of the data gathering for the Green Economic Development Strategy (GEDS) the team have commissioned a quarterly economy dashboard. The second edition of the dashboard is published here:

www.winchester.gov.uk/business/economic-development.

*The **Co-Mentoring Scheme** was launched in June 2023. The vision is to help to break down barriers and improve business skills for creative and non-creative enterprises. The scheme, the first of its kind in the district, will be provided free of charge to local businesses. Four businesses have signed up and six further businesses have expressed an interest.*

The local plan has been updated to incorporate the need to develop green skills. Officers have held meetings with Hampshire County Council to explore the use of UKSP funding for 2024/2025 to enhance the delivery of their Hampshire Retrofit Academy in the Winchester District with the possibility of Sparsholt College as a delivery partner.

The support for sustainable business web page has been updated to include some of the recommendations in the GEDS and the Carbon Neutrality Action Plan. This information has been circulated to businesses with accompanying social media activity.

Officers have attended a pre-planning site visit and supported the full planning application for the construction of flexible incubation space for new businesses within a two storey, BREEAM Excellent, office building in Otterbourne.

- **Take action to attract investment to:**

- **Tackle run-down and derelict areas.**

A vacant property register has been created to help match vacant spaces with businesses looking to start up or expand in the area. Three ongoing investment or expansion enquiries are being dealt with.

- **Support new business and create new jobs.**

An employment and skills plan for development in North Whiteley has been secured which will help create local work placements, jobs and training opportunities.

The construction company Vistry is working with Fareham College to locate a skills academy on site at north Whiteley. The academy will encourage more workers into the construction industry at all levels.

Wates Residential who is building new homes in Winnall have been creating employment and training opportunities for local people.

Nine Hampshire Futures training programmes have supported a total of 77 residents. The image shows the site tour for the cohort of eight on 24 April 2023.



As at the end of the quarter the Wates programme has achieved the following outcomes:

- *44 weeks of work experience placements*
- *19 jobs created.*
- *A site visit for Winnall Primary school to encourage careers in construction.*
- *9 apprenticeships created with supply chain partners.*

- **Work with partners to promote and develop our unique cultural, heritage and natural environment assets.**

[Visit Winchester](#) marketing campaigns this quarter have carried themes including the district's local makers (Made in Winchester) sustainable travel, May half term and bank holidays, value of money, outdoor performances and competitions.

These multi-channel marketing campaigns along with tailored promotional activities for partners including promoting the launch of the joint ticket for City Museum, The Westgate and 878AD attractions, have been promoted via the Visit Winchester website (over 85,399 users in Quarter 1), Visit Winchester social media platforms, (56k followers on Facebook, Instagram, 62k Twitter and LinkedIn impressions and 143k users viewing Facebook and Instagram content.

Two Visit Winchester business to consumer e-newsletters have been issued (29 June and 5 May): [Enjoy locally made art, craft, food and drink this July \(mailchi.mp\)](#)

[The latest industry news from Visit Winchester \(mailchi.mp\)](#) business to business e-newsletter was issued on 28 June. The e-newsletter detailed latest results from Visit Winchester campaigns, information on the Rural Prosperity Fund and details of VisitEngland's 'Taking England to the World' workshop. The e-newsletter also informed businesses of the success of Visit Winchester's attendance at the CLIA (Cruise Lines International Association) Trade Show in May in which Visit Winchester engaged with over 600 travel agents from across the UK (pictured right).



The Visitor Information Centre also provided a 'meet and greet' service on 23 June for over 1000 cruise passengers who stopped off in the city enroute to London airports for onward travel.

Winchester Attractions and Discover Winchester PR meeting partnerships have taken place this quarter covering the PR plan for the year ahead and content planning for upcoming campaigns. Partner meetings have also been held with seven key accounts to discuss the Visit Winchester Partnership and Marketing programme and schedule in activity related to the benefits available for each partner. Working with Vineyards of Hampshire, Visit Winchester promoted English Wine Week via Visit Winchester channels and also via a dedicated area in Winchester Visitor Information Centre.

As a result of a collaboration with Visit Hampshire and associated journalists, press coverage has been secured on the BBC Travel website – 'St James Way: The return of the UK's medieval highway' (12 June) and National Geographic Traveller – Stay at home: Winchester (July/August printed edition and will also be available online).

Arts News was sent to 445 subscribers. As well as regular what's on and jobs and opportunities the issue promoted current opportunities including access to Grant funding. The council received six applications for project grants from creative organisations as a result. A Cultural Networking event took place at The Nutshell in June and featured an exhibition and artist talk from Simon Bray; 20 local creatives attended the event.

In May, the council spoke at an event organised by Winchester School of Art entitled “A conversation on cultural strategies” which explored the various approaches to undertaking the development of a cultural strategy for a place.

The council supported an award at the Winchester Business Excellence Awards, with a new category ‘Culture and Creative Award’. The new category was promoted by the council and resulted in a record number of nominations (19) for a WCC sponsored award.

The council has engaged in partnership groups including Festivals in Winchester, Creative Network South, Hampshire Arts Officers Network and Hampshire Cultural Education Partnership. The council has also engaged with stakeholders on an individual basis and attended events to ensure representation from WCC.

A tender was issued to recruit an agency for the renewed Public Art Programme at the West of Waterlooville development, a brief was issued for creation of a war memorial at St Maurice’s Covert and research has been undertaken to develop an events and festival programming policy.

- **Work with businesses, local universities and colleges to position Winchester as a centre for digital, creative and knowledge based industries.**

Meetings have taken place with Winchester University to agree the council’s support in delivering Global Entrepreneurs week and how this opportunity can support the digital, creative and knowledge based industries.

Working with our partners Partnerships & Places t/a Jigsaw Consortium to design in and plan for affordable homes for young people and key workers.

- **Increase the attractiveness of all our high streets.**

Potential market management companies have been contacted for soft market testing purposes to inform the revision of city street market operating policies, the procurement of an ongoing market provided and the implementation of a new visual identity for the markets.

City dressing has been deployed over the summer to celebrate the King’s Coronation and Winchester’s festival season.

Provide tailored, sector specific business support.

The regular Winchester Business Bulletin has provided information for businesses to access funding, intelligence from the Economic Dashboard, advice on energy efficiency measures along with a range of business opportunities offered by the council.

Business support and grants through The Low Carbon Across the South East programme have supported businesses to reduce their carbon reduction of 174.87 tonnes of CO₂e. This programme came to an end in June after supporting over 40 businesses.

Two in person and two on-line events have been delivered to support businesses and community organisations considering making an application to the Rural England Fund.

Promote independent businesses and encourage start-ups.

Made in Winchester campaign (funded by UKSPF) launched in May to support local makers (including food and drink) and creatives: The campaign featured twenty four local businesses in eight social media films. Promotion through Facebook advertising, supported by all Visit Winchester digital platforms including dedicated campaign pages: [Made in Winchester - Visit Winchester](#) generated over 250,000 impressions and a reach of over 180,000.

- **Work with partners to help disadvantaged groups including the homeless and refugees access work.**

Following on from last quarter's business startup course for Ukrainian guests a more bespoke employment support package to help individuals into work is being developed.

Priority – Your Services, Your Voice

We will continue to provide high quality, good value, resilient services that are continuously improving to address the changing needs and expectations of residents, tenants, visitors, businesses and not-for-profit organisations across our district – and are accessible to all whatever their circumstances.

We will give all our residents the opportunity to make their voice heard and be able to understand how the council makes its decisions.

What We Want To Achieve:

- An open, transparent, inclusive and enabling council.
- Improved satisfaction for our services.
- Good value compared to other similar authorities.
- Continuous improvement in cost-effectiveness.
- High accessibility and usage of our services.
- Constructive and effective partnerships across the district.
- A balanced budget and stable council finances.

Over the last quarter we have achieved the following:

- **Continuously improving processes that:**
 - **Involve the public, businesses, stakeholders and ward councillors earlier in the design, deliberation and decision-making process.**

The Neighbourhood Services and Community Safety team carried out a consultation on reducing the fear of crime and the incidence of crime and disorder.

A consultation was opened on 29 June asking residents for their views on the options for how to generate more renewable energy in the district. The consultation will run until 31 July. In addition residents have been invited to meet with the sustainability teams panel of experts to talk through the council's ideas on expanding renewable energy generation. An in-person drop in event has been scheduled for July.

As part of the Estate Improvement programme a consultation opened on 25 June inviting local residents to comment on the proposals to carry out improvements to Westfield Road in Kings Worthy. An informal street meet at the site was held on 27 June for local residents to come along and discuss their ideas and thoughts. The consultation ends on 12 July.

- **Effectively respond to and learn from complaints and feedback to drive service improvement.**

In relation to the data reported against YSYV5 shown in Appendix 4, the percentage of closed complaints either partially or fully upheld increased from 54% in Q4 to 68%.

- **Embed effective partnership working with the community, voluntary groups and organisations, local businesses, our suppliers and other public bodies.**

As part of the council's Green Economic Development Strategy, a new co-mentor scheme has been developed by the council to help break down barriers and improve business skills for creative and non-creative enterprises. The scheme, the first of its kind, will be provided free of charge to local businesses.

Winchester City Council re-opened a raft of community-focused grant schemes that aim to empower voluntary organisations and bring about positive benefits for the district's communities. Four grant schemes are now available for not-for-profits in the district, with funding intended to support community events and activities, fund the set-up of new voluntary initiatives, finance new equipment and more. Two Webinars were held in June to help with the online application process and to provide advice on the activities the grant can support.

- **Cut cost and focus spending where it makes the biggest difference.**

The Transformation Challenge 2025 Programme (TC25) got underway during the quarter with the appointment in June of a Head of Programme who will lead the delivery of projects across the organisation that will address the forecast budget shortfall in 2025/26 and beyond.

- **Successfully establish a new Equality, Diversity & Inclusion Forum**

The forum met for the third time in June and during the meeting, officers provided to members a short update on the council's self-assessment against the Equality Framework for Local Government which highlighted success stories as well as an update on the actions requiring further work before the council can self-classify as "Developing". Officers will provide another update on the framework at the next meeting – scheduled for September – with the hopes of being able to move onto the "Achieving" level of the framework over the next year.

The meeting also welcomed guest speakers from Peter Symonds college who provided a summary of their equality, diversity and inclusion work within their staff and student body and established how the council and local education providers can work together to achieve our shared EDI aims and objectives.

- **Transparent and publicly visible performance measures which drive improved satisfaction and performance.**

The member led Performance Panel reviews this quarterly performance report and the notes from these meetings are presented to The Scrutiny Committee and available to the public via publication on the council's website.

This report provides for the first time, data against the new set of strategic key performance indicators that were approved by Cabinet in December 2022 (Report CAB3370 refers).

Each of the quarterly performance indicator reports are published on the council's website under the Open Data heading - [Strategic Key Performance Indicators - Winchester City Council](#).

- **More effective use of technology to make it simpler and easier to deal with the council and its delivery partners while reducing cost.**

In February 2023 a budget of £400k was approved for digital transformation to continue the drive to increase digital platforms to offer 24/7 services. (CAB3388 refers). In June a Head of Programme for Transformation Challenge 2025 (TC25) was appointed to lead the programme which will consider proposals for increased digitisation.

- **Focus on accessibility and inclusiveness to ensure our decision-making and services are accessible to and usable by all.**

The council continued to enhance its support available to officers completing Equality Impact Assessments. This included creating and publishing a guidance and policy document for council staff to guide them through the EIA process and ensure all assessments met and exceed our legal obligations. This document was informed by a course attended by a member of the Policy Team on the demands of the Public Sector Equality Duty. In line with the requirements of the council's Public Sector Equality Duty (PSED), the council published 5 equality impact assessments on our website this during the quarter.

The council continues to ensure the services it provides are accessible to all. This has included providing a BSL interpreter for its Hoarding Conference, utilising "Easy Read" resources to explain the changes to voter ID to residents with learning disabilities and providing Dementia Friendly training to over 200 staff.

- **A wider diversity of residents and businesses involved in ensuring our services work for all.**

The Equality, Diversity and Inclusion Forum continues to act as a successful platform for diverse members of our community to share their experiences of equality and diversity within and beyond the services we provide. Hampshire and IOW Youth Commission have already been organised to share their work at the next meeting, with an emphasis on magnifying the voices of young people with experience in the criminal justice system.

- **Investing in our staff and making the most of their skills and talents**

In June, HR appointed a new Learning and Development officer. She has met with managers to plan training in project management; climate change; Health and Safety (H&S) and service-related topics over the 2023/24 training period.

Employees have used the 'Skill gate' learning system to access on-line training including Dementia Awareness. HR has also provided face to face training for managers on the new appraisal process.

- **Keeping Council Tax increases below inflation.**

The Council Tax increase for 2023/24 was approved by Council at 2.65% in February 2023 (CAB3388 refers).

FINANCIAL UPDATE

As of 30 June 2023

This section presents a summary of the council's financial position as of 30 June 2023 regarding the General Fund and Housing Revenue Account budgets.

General Fund Revenue

Summary

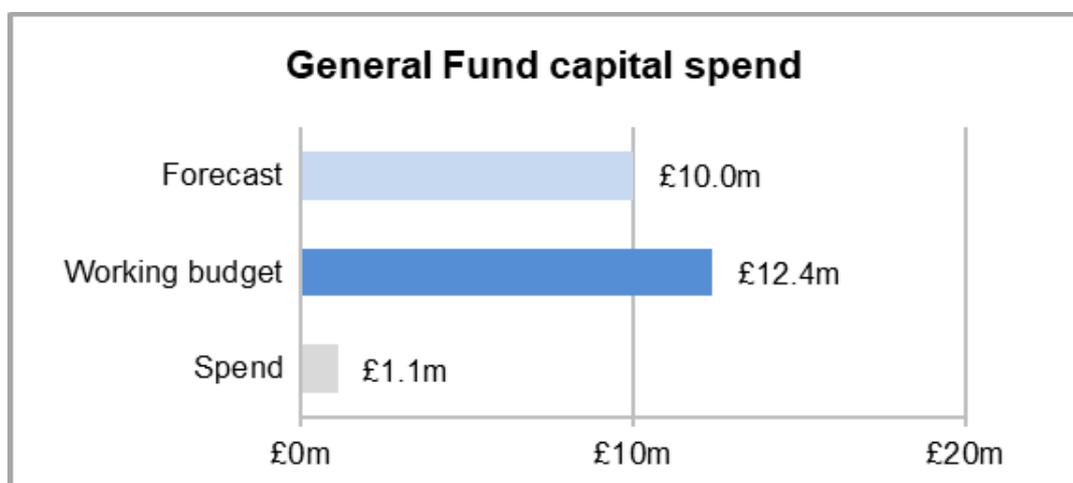
1. A balanced 2023/24 budget was set by Council in February 2023 (CAB3388 refers).
2. Inflation has continued to remain 'sticky' in recent months and work is underway to review and update the current MTFS assumptions. As inflation was forecast at 10% for 2023/24 this is not expected to impact on the current year.
3. Given the significant uncertainty during budget setting 2023/24 and year-end 2022/23 a number of prudent assumptions were made based on the best available information at that time. This was particularly so in relation to investment property where it was estimated that rental income may reduce by £300k and that some rent reviews may not be achieved. Close management and monitoring of this position has led to a revised favourable forecast of £650k for 2023/24 (£300k of this is baseline and £350k one-off).
4. NNDR appeals on WCC properties (notably the RPLC site) have successfully reduced NNDR costs by a baseline £300k.
5. Retained business rates are subject to significant year-on-year variations and much of this relates to appeals provisions which can date back several years. The latest forecasts are based on a large number of decisions having been made by the Valuation Office Agency (VOA) which have reduced the required appeals provision by £2m of which £800k will be retained by the council. Due to the technical details of the NNDR system this surplus will become available for use in 2024/25.
6. Net interest receivable is subject to potentially significant variance against budget as a result of increasing rates of return and higher than forecast cash and investment balances due to slippage in the capital programme and one-off budgets, as well as higher income and lower expenditure as noted above. As the full year picture becomes clearer, the forecast interest receivable is likely to increase.
7. The above updated forecasts give a total forecast 2023/24 related underspend of £1.75m. It is important to note that only £600k of this is expected to become part of baseline forecasts and the other £1.15m is only available on a one-off basis.

General Fund Budget Forecast 2023/24
(£000)

	<u>Expenditure</u>	<u>Income</u>	<u>NET</u>
Environment	18,046	(11,442)	6,603
Living Well	5,789	(1,251)	4,538
Homes for All	2,332	(145)	2,186
Vibrant Local Economy	1,951	(634)	1,317
Your Services, Your Voice	9,084	(2,027)	7,057
TOTAL before funding	37,201	(15,500)	21,701
TOTAL funding			<u>(22,646)</u>
FORECAST BUDGET UNDERSPEND			(945)
NNDR estimated 2023/24 underspend available in 2024/25			(800)
TOTAL 2023/24 FORECAST UNDERSPEND			(1,745)
of which:			
Baseline			(600)
One-off			(1,145)

General Fund Capital

1. General Fund capital expenditure to the end of June was £1.13m of which the majority relates to the following: Disabled Facilities grants (£0.49m); KGV Pavilion (£0.37m); and St Giles Hill Stabilisation works (£0.16m). There were small amounts of expenditure on several other projects.
2. Capital budgets for 2023/24 are being revised for brought forward balances and other changes such as reforecasting as part of the General Fund 2022/23 outturn to be reported to September cabinet (CAB3416 refers). Due to the nature of capital expenditure, there is 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 2023/24.



4. Key items of expenditure in Q1 2023/24:

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

Exp: Prior years £0.79m Q1 £0.37m Total £1.16m

Work on the new pavilion is well underway and is expected to be complete by December 2023/January 2024. 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.

- **St Giles Hill stabilisation works** *Total Budget: £0.18m*

Exp: Prior years £nil Q1 £0.157m Total £0.157m

Works to stabilise the chalk face backing on Matley's Yard have largely been completed. Matley's Yard is the site of light industrial units owned by the council and the work has become necessary following a partial collapse in December 2022.

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

Expenditure: recurring annually Q1 £0.49m

During the period 1 April to 20 June £494,000 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.

Housing Revenue Account 2023/24**Forecast as at June 23**

	Housing Revenue Account					Notes
	Income	Expenditure	Net contribution / (spend)	Full Year Forecast	Full Year Variance	
	£'000	£'000	£'000	£'000	£'000	
<u>HRA Revenue</u>						
Rent, Service Charges and Other Income	31,406	0	31,406	31,360	(46)	
Housing Management General	164	(6,489)	(6,325)	(6,202)	123	1).
Housing Management Special	1,155	(3,567)	(2,412)	(2,412)	0	
Repairs (including Administration)	101	(8,002)	(7,901)	(6,741)	1,160	2).
External Interest	0	(6,857)	(6,857)	(7,017)	(160)	3).
Contribution to Major Repair Costs (depreciation)	0	(8,821)	(8,821)	(9,341)	(520)	4).
Surplus / (Deficit)	32,826	(33,735)	(909)	(352)	557	
Working Balance at 1 April 2023			16,052	15,354	(698)	5).
Add Surplus / (Deficit)			(909)	(352)	557	
Forecast Working Balance at 31 March 2024			15,143	15,002	(141)	

Summary

The HRA revenue budget for 2023-24 was approved in February and is a deficit budget with a budgeted call on HRA Reserves of £0.909m. The forecast position at period 3 is a positive variance of £0.557m with an anticipated reduction in the call on reserves £0.352m, resulting in forecast HRA year-end general reserves now decreasing from £15.354m to £15.002m.

However, in closing the 2022-23 accounts it was necessary to recognise a one-off accrual of £1.394m, this has now been reversed in the first period of 2023-24 and is not expected to result in any corresponding revenue charge. Consequently, the HRA reserves were reduced at year end by £1.304m, when the actual performance excluding this accrual was a £0.090m contribution to reserves and a positive variance for the year of £0.696m on that originally budgeted for.

Although the headline performance reported above is a positive variance, excluding the reversal of the accrual the actual underlying performance is a forecast adverse variance of £1,042m.

At Period 3 the following major variances are reported: -

[1] Housing Management General – As a result of the high level of vacant posts the employee budget is currently forecast to underspend by £0.122m.

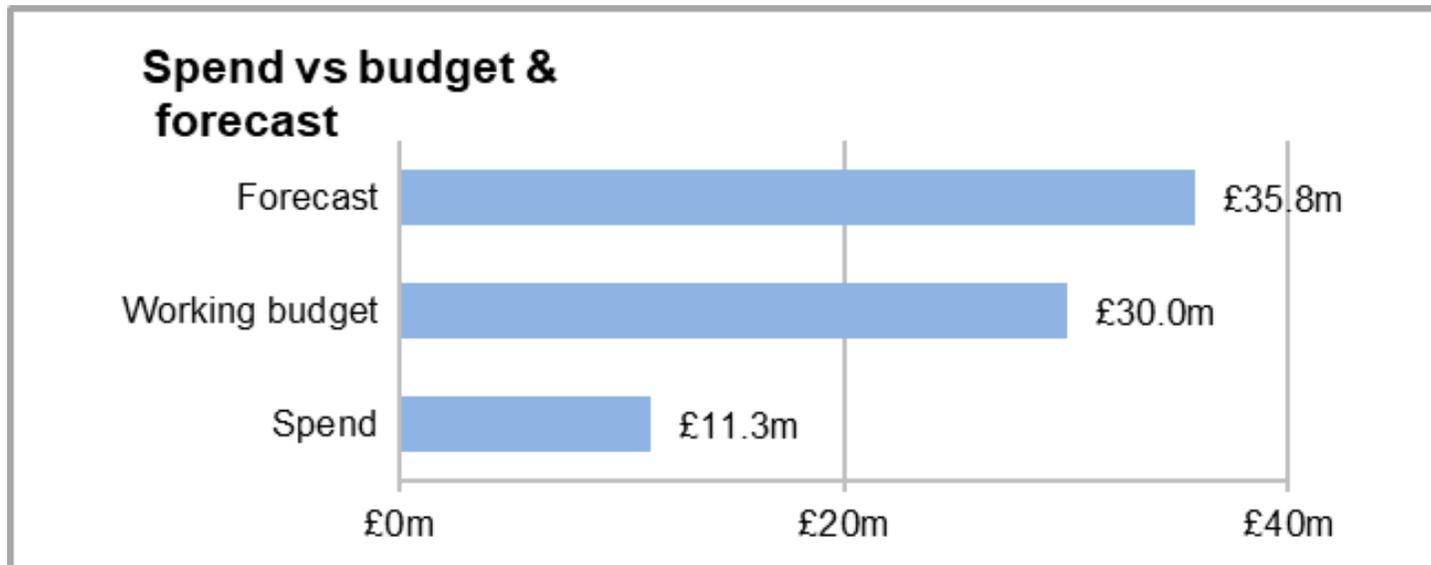
[2] Repairs – There is a projected overspend of £0.280m on responsive repairs, a £0.144m overspend on Void repairs that is currently offset by an unbudgeted insurance claim settlement of £0.189m and the before mentioned accrual of £1.394m.

[3] External Interest -There is a forecast adverse variance here of £0.206m. The forecast outturn on the approved capital programme for 2023-24 is now c.£35.8m and the requirement to borrow is £19.9m with current interest rates for long term PWLB HRA borrowing at c.4.65% (20th July 2023). The intention at present is to fund this in the short term from internal borrowing from HRA cash backed reserves unless interest rates fall to more affordable levels. The impact overall is anticipated to be an overspend of £0.160m on the cost of borrowing and £0.046m on the loss of interest on internal reserves now applied temporarily to fund the need to borrow.

[4] Contribution to major repairs costs (depreciation) – This is the required depreciation charge to revenue that in turn creates the funding pot for major repairs. Following the closing of accounts for 2022-23 it is apparent that there has been a material increase in the likely replacement cost of components that drives the calculation of depreciation. This variance will set aside the same amount of funding as was required in 202-23 to fund depreciation.

HRA Capital Spend

The original HRA Capital budget was approved in February 2023 and has yet to be revised following the closure of accounts to take account of slippage from closing and to re-profile considering the expectations of likely spend in the year. However, since the original budget was set a supplementary budget of £6.723m has been approved. What is currently reported here is performance against the original budget which accounts for the forecast overspend of £35.8m.



HRA Capital Programme			
Budget	Forecast	Variance	Notes

	£'000	£'000	£'000	
<u>HRA Capital Programme</u>				
Housing Major Works	(5,892)	(5,892)	0	
Improvements and Upgrades	(508)	(370)	138	
Other Capital Spend	(3,130)	(3,130)	0	
New Build Programme	(20,518)	(26,362)	(5,843)	1).
Total Capital Spend	<u>(30,049)</u>	<u>(35,754)</u>	(5,706)	

New Build Programme

The reported variance of £5.843m is largely the result of three scheme variances - Winnall £2.4m, and LAHF property acquisitions £6.32m, largely offset by a favourable variance on North whitely (£3.3m).

As mentioned above these variances are largely the result of slippage and profiled budget changes that will be addressed by recommending approval of a budget in the 2022/23 financial outturn report that reflects the likely spend profiles now expected in 2023/24.

Strategic Key Performance Indicators

STRATEGIC KEY PERFORMANCE INDICATORS REPORT

This table provides data against the set of strategic key performance indicators that were approved by Cabinet in December 2022.

This set includes a combination of long-range trackers and real time measures and gives an overview of how the council is performing.

Where targets or standards have been set, a RAG status has been included and a commentary is given at the end of each priority section.

RAG Parameters:	
	This actual data for this performance indicator is meeting or exceeding target
	The actual data for this performance indicator is below target but within 5% of the target
	The actual data for this performance indicator is below target by more than 5%

Figures and percentages are representative of status at end of the reporting quarter, either as a total at end of quarter; cumulative total; or percentage average across that quarter.

PRIORITY: TACKLING THE CLIMATE EMERGENCY & CREATING A GREENER DISTRICT

Long range trackers (Annual)

No.	Performance measure	Cabinet member (Cllr)	Lead Director	2019-20	2020-21	2021-22	2022-23	Target 22/23	Status
TCE1	Carbon emissions for the council (tonnes) – SEE NOTE BELOW	Learney	Dawn Adey	4,268	2,810	4,147	Not yet available	1,873	
TCE2	Carbon emissions for the district (tonnes) – SEE NOTE BELOW	Learney	Dawn Adey	579,700	506,900	456,210	Not yet available	2022: 405,520	

Practical real-time measures (Quarterly)

No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q1 - 22/23	Q2 - 22/23	Q3 - 22/23	Q4 - 22/23	Q1 - 23/24	Target 23/24	Status
TCE3	% of household waste sent for reuse, recycling and composting	Learney	Simon Hendey	42.39%	39.01%	38.70%	35.07%	42.38%	35.87%	
TCE4	Residual household waste kg / household	Learney	Simon Hendey	105.08	103.43	105.01	106.37	104.87	<450 kg/hh	
TCE5	Energy usage (kWh) corporate buildings: Electricity	Learney	Simon Hendey	127,833	124,712	161,865	160,689	131,647	Target not set	n/a
TCE6	Energy usage (kWh) corporate buildings: Gas	Learney	Simon Hendey	59,267	8,575	163,405	254,925	75,624**	Target not set	n/a
TCE7	Retrofit adjustments – total number of houses – SEE NOTE BELOW	Westwood	Simon Hendey	Programme commenced 2 May 2023				See comments	522	n/a
TCE8	Retrofit adjustments – total number of adjustments made – SEE NOTE BELOW	Westwood	Simon Hendey	Programme commenced 2 May 2023				See comments	700-800	n/a
TCE9	Renewable energy generated (kWh) from solar panels – SEE NOTE BELOW	Learney	Simon Hendey	132,132	116,398	32,042	44,148	216,060	Target not set	n/a

INSIGHTS & COMMENTS – Tackling the Climate Emergency & Creating a Greener District

TCE1/TCE2

Emissions of 4,147 tCO₂e for the council in 2020/21 were significantly lower than expected due to the impact of the COVID-19 pandemic, therefore an increase in 2021/22 was unavoidable as activity returned to normal; Data is released annually in arrears.

The status given in the table above reflects the actual carbon emissions recorded for the 2021/22 year when compared to the target for the same period and do not reflect the progress against the council's priority to be carbon neutral by 2024 and for the district by 2030.

TCE5/TCE6

Actual consumption figures relate to electricity and gas usage at City Offices, West Wing/Guildhall and Central Depot only. Gas consumption figures (TCE8) for June were unavailable at the time of compiling this report, therefore Q1 data relates to April and May only. As the council moves towards to achieve net zero carbon emissions, energy saving measures will continue to be pursued for our buildings and target reductions implemented.

TCE7/ TCE8

The 'Retrofit Ready' programme was launched to all council tenants occupying traditionally constructed houses and bungalows with an EPC rating of 'D' or below.

Due to the very high demand received, the resulting 800 Energy Assessments requested were split into 2 delivery and procurement programmes. Phase 1 has now seen 230 property assessments completed.

The recent Business and Housing Policy Committee received a presentation that indicated that the total number of retrofit adjustments targeted for 2023/4 is between 770-890.

TCE9

Data reported relates to the following sites: City Offices, Cipher House, Winchester Sport and Leisure Park, Winchester Depot and Marwell Zoo.

PRIORITY: LIVING WELL

Long range trackers (Annual)

No.	Performance measure	Cabinet member (Cllr)	Lead Director	2019-20	2020-21	2021-22	2022-23	Target 23/24	Status
LW1	% of adults participating in 150+ mins of sport or physical activity per week within the Winchester district	Thompson	Dawn Adey	71%	73.7%	73.0%	Not yet available	73%	
LW2	Number of unemployed (source: Economic Activity data)	Thompson	Dawn Adey	n/a	1,800	1,700	1,235	1,700	

Practical real-time measures (Quarterly)

No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q1 - 22/23	Q2 - 22/23	Q3 - 22/23	Q4 - 22/23	Q1 - 23/24	Target 23/24	Status
LW3	Winchester Sport and Leisure Park - total number of visits SEE NOTE BELOW	Thompson	Dawn Adey	186,722	189,247	164,282	203,110	262,177	1,012,724	
LW4	Winchester Sport & Leisure Park - number of concessionary rate visits	Thompson	Dawn Adey	57,994	61,420	53,396	60,092	56,388	360,000	
LW5	Meadowside - total number of visits SEE NOTE BELOW	Thompson	Dawn Adey	17,674	15,720	16,138	17,706	18,052	71,000	
LW6	Meadowside - number of concessionary rate visits SEE NOTE BELOW	Thompson	Dawn Adey	697	665	664	743	953	2,800	
LW7	Number of housing benefit claimants (rolling total)	Cutler	Sharon Evans	3,110	3,087	3,026	3,026	2,955	Target not set	n/a
LW8	Number of Council tax reduction claimants (rolling total)	Cutler	Sharon Evans	5,663	5,711	5,752	5,752	5,776	Target not set	n/a
LW9	Average time taken to process new housing benefit claims (days)	Cutler	Sharon Evans	25	29	28	25	25	24 days	
LW10	Number of secure tenants in arrears owing 4 months' rent or more	Westwood	Simon Hendey	191	151	123	94	53	45	

LW11	Number of reported fly-tips (actual incidents)	Porter	Simon Hendey	285	264	226	403	298	<1,178	
LW12	Number of reported graffiti incidents (online form totals)	Porter	Simon Hendey	44	74	31	20	30	<169	
LW13	Number of reported litter incidents (online form totals)	Porter	Simon Hendey	28	26	32	58	31	<144	

INSIGHTS & COMMENTS – Living Well

LW1

Sport England have changed the reporting period to calendar year and will be released next in April. The current reporting period in the table above is for the 12 months December 2021 - November 2022, this being the latest available.

LW3

Number of visits during Q1 23/24 shows an increase over that of previous quarters due to inclusion of non-gated visits to Winchester Sport & Leisure Park.

LW5/LW6

Data from Q1 23/24 shows an increase over previous quarters owing to the inclusion of non-gated visits to Meadowside Leisure Centre.

LW9

The average time taken to process new housing benefit claims is taking longer owing to the complexity of the claims being processed.

LW10

The description for this indicator has been amended from what was agreed at Cabinet and now shows the number of secure tenants in arrears owing 4 month's rent or more in place of a percentage of housing tenants in arrears owing 4 month's rent or more.

LW11

The number of fly tipping incidents reported have dropped by around 30% during the quarter April to June when compared with the previous quarter, however, is more in line now with earlier number. There are currently 7 cases pending prosecution with Legal Services, with 1 previous prosecution achieved in September.

PRIORITY: HOMES FOR ALL

Long range trackers (Annual)

No.	Performance measure	Cabinet member (Cllr)	Lead Director	2019-20	2020-21	2021-22	2022-23	Target 23/24	Status
HFA1	% of all WCC homes achieving energy efficiency rating of C or above	Westwood	Simon Hendey		62%	63%	65%	70%	
HFA2	Net total new home completions across the district (rolling total)	Westwood	Simon Hendey			121	139	1,000 by 2030	

Practical real-time measures (Quarterly)

No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q1 - 22/23	Q2 - 22/23	Q3 - 22/23	Q4 - 22/23	Q1 - 23/24	Target 23/24	Status
HFA3	Homelessness – numbers recorded as rough sleepers (as at period end)	Westwood	Simon Hendey	2	2	4	2	4	0	
HFA4	Number of new homes started by the council (active total at end of quarter)	Westwood	Simon Hendey	n/a	130	118	118	100	37	
HFA5	Number of new homes completed by the council (during quarter) SEE NOTE BELOW	Westwood	Simon Hendey	n/a	0	12	6	18	135 for year	n/a
HFA6	Number of households in temporary accommodation (at month close)	Westwood	Simon Hendey	47	54	55	55	55	50	
HFA7	Numbers on housing waiting list	Westwood	Simon Hendey	1,368	1,480	1,537	1,584	1,468	Target not set	n/a
HFA8	Voids cumulative re-let time (general/older persons) (days)	Westwood	Simon Hendey	19.95	17.21	16.30	15.74	12.52	13	

INSIGHTS & COMMENTS – Homes for All

HFA5 – Performance will vary quarter by quarter and for the next report an updated profile will be provided.

HFA6 – Increasing numbers accessing the council’s temporary accommodation provision is due to a 32% footfall increase in homelessness presentations. The main cause of homelessness and temporary placements is parental evictions, relationship breakdowns and Private Housing Sector section 21 evictions.

PRIORITY: VIBRANT LOCAL ECONOMY

Long range trackers (Annual)									
No.	Performance measure	Cabinet member (Cllr)	Lead Director	2019	2020	2021	2022	Target 23/24	Status
VLE1	% of economically active people in employment (aged 16-64 - source: NOMIS)	Thompson	Dawn Adey	75.7%	77.4%	83.7%	75.1%	75%	
VLE2	Business counts (micro, small, medium, large – source: NOMIS)	Thompson	Dawn Adey	8,010	8,035	8,110	8,165	8,200	

Practical real-time measures (Quarterly)										
No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q1 - 22/23	Q2 - 22/23	Q3 - 22/23	Q4 - 22/23	Q1 - 23/24	Target 23/24	Status
VLE3	% of WCC revenue spend with local suppliers	Cutler	Sharon Evans	23.64%	22.73%	22.31%	21.60%	26.44%	Min 25%	
VLE4	% residents claiming out-of-work benefits	Thompson	Sharon Evans	1.9%	1.8%	1.9%	2.0%	2.0%	1.9%	
VLE5	City centre high street footfall metrics – SEE NOTE BELOW	Thompson	Dawn Adey	n/a	404,605	566,086	551,890	308,545*	1.3 million	

INSIGHTS & COMMENTS – Vibrant Local Economy

VLE5

Data provided by the Winchester BID who are changing their system resulting in footfall data not being available for June. Q1 data includes footfall for April and May only.

PRIORITY: YOUR SERVICES, YOUR VOICE

Long range trackers (Annual)									
No.	Performance measure	Cabinet member (Cllr)	Lead Director	2019/20	2020/21	2021/22	2022/23	Target 23/24	Status
YSYV11	Residents' satisfaction with the way the council runs things (Residents' Survey) – SEE NOTE BELOW	Becker	Sharon Evans	79% (SE 65%)	n/a	75% (SE 62%)	n/a	To be agreed	n/a
YSYV2	% of Residents' Survey respondents that feel the council involves residents when making decisions – SEE NOTE BELOW	Becker	Sharon Evans	69%	n/a	58%	n/a	To be agreed	n/a
YSYV3	Value for Money - total net expenditure per head (via: LGA Value for Money toolkit)	Cutler	Sharon Evans	£353	£406	£341	£315	Target not set	n/a

Practical real-time measures (Quarterly)										
No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q1 - 22/23	Q2 - 22/23	Q3 - 22/23	Q4 - 22/23	Q1 - 23/24	Target 23/24	Status
YSYV4	% complaints responded to within 10 working days – SEE NOTE BELOW	Becker	Sharon Evans	51%	81%	73%	67%	57%	90%	
YSYV5	% of upheld and partially upheld complaints – SEE NOTE BELOW	Becker	Sharon Evans	58%	49%	44%	54%	68%	=< 59%	
YSYV6	Number of residents digitally interacting with the council - number of online reports submitted on My Council Services platform	Becker	Sharon Evans	7,528	7,981	5,937	18,140	10,195	40,000	
YSYV7	Number of respondents to consultations	Becker	Sharon Evans	693	716	2,001	653	998	5,000	
YSYV8	% of major planning applications decided within time (WCC / SDNP)	Porter	Dawn Adey	100% / ~	100% / 100%	100% / ~	100% / ~	100% / ~	80%	
YSYV9	% of non-major planning applications decided within time (WCC / SDNP)	Porter	Dawn Adey	98% / 90.7%	93% / 84%	92% / 84%	92% / 84%	96% / 83%	80%	

INSIGHTS & COMMENTS – Your services. Your voice.

YSYV1/YSYV2

Residents' Survey is carried out every two years, with the last survey completed in 2022.

YSYV4/YSYV5

During the reporting period April to June a total of 74 complaints were responded to and closed of which 43 were closed in 10 working days. Of the 31 that were closed later than 10 working days, 15 related to Housing Services and 11 to Waste collection.

Reports containing details of complaints are regularly sent to corporate heads of service to enable the close monitoring of how long is being taken to respond to complaints.

Ways to improve the performance of responding to complaints are being investigated and officer have been reminded via internal communications including the City Voice newsletters of the standard that the council has set that is to respond to all complaints within 10 working days.

The majority of upheld and partially upheld complaints (YSYV2) refer to complaints from tenants relating to housing repairs and maintenance issues.

The Local Government and Social Housing Ombudsman has recently published data relating to complaints registered during 2022/23 during which there were no upheld complaints.

YSYV6

Figures are inclusive of website and My Winchester app totals; they also include payments forms submitted using My Council Services.

The total forms amount is also inclusive of garden waste form submissions and renewals which is the reason behind the figures being higher in January – March (Q4) owing to this being the period for renewals.

YSYV7

This is data is extracted from the council's consultation and engagement platform; 'Citizen Space' and reports the number of responses received within the given period. Fluctuations between quarters is to be expected with numbers of responses dependent on the number of consultations and the topic being consulted on.

Tier 1 Projects

Reporting Period Q1 – 1 April 2023 to 30 June 2023

This report provides an update on the progress of the council's Tier 1 projects for Q1 2023/24 (April to June 2023). Below is a summary of each project and their current RAG Status.

Project Name	RAG Status	
	Timeline	Budget
Bar End Depot	Yellow	Green
Carbon Neutral Programme	Yellow	Green
Central Winchester Regeneration	Green	Green
Future of Waste and Recycling	Yellow	Green
Local Plan	Yellow	Green
New Homes Programme	Yellow	Yellow
Station Approach	Green	Green
Winchester Movement Strategy Programme	Green	Red

Rag Status Key

	"Normal level of attention". No material slippage. No additional attention needed
	"Minor concern – being actively managed." Slippage less than 10% of remaining time or budget, or quality impact is minor. Remedial plan in place
	"Major concern - escalate to the next level". Slippage greater than 10% of remaining time or budget, or quality severely compromised. Corrective Action not in place, or not effective. Unlikely to deliver on time to budget or quality requirements

Bar End Depot

LEAD CABINET MEMBER: Cllr Martin Tod

PROJECT SPONSORS: Dawn Adey / Simon Hendey

PROJECT LEAD: Geoff Coe

PROJECT MANAGERS: Geoff Coe

PROJECT TIER: 1

Project Description and Outcome

CAB3268 approved the marketing of the site and gave delegated authority to the Strategic Director in consultation with the Cabinet Member to take all appropriate action to initiate and complete the marketing of the Bar End Depot site for best consideration, based on the development framework and planning guidance note appended to the report. A public drop-in event was held on 8th March 2022 to invite the community to feedback on the intention to market the site and comment on the Hobbs proposal.

Vail Williams have completed stage one marketing and secured a long list of 47 Expressions of Interest, with uses including residential, industrial, retail, leisure and food and beverage. A further community engagement event took place on 21st and 24th November 2022. The outcome was that.

- I. the local community first preference is for a food convenience store, and
- II. residents living outside this area stated a first preference for more leisure facilities including an Ice Rink.

Preparation for appointment of Selling Agent and Marketing for Best Bids.

Project Managers Progress Report for Q1

Property Board met on 10 July 2023 and produced the following draft minutes:

Bar End Depot report – request to approve Stage 2 marketing and target uses.

3 things to consider.

1. Scope of stage 2 marketing zoning document setting out proposed uses.
2. Timetable – planning consent 2025/26
3. How to evaluate bids

It was agreed to proceed with marketing of site from August to October with a view to report back to Cabinet on the preferred bidders in early 2024.

Information on the timetable and approach to evaluation will be provided to ward Councillors in the next quarter.

It was agreed that the marketing would require potential purchasers to make best offer but also explain how they would address the council's priorities for:

- tackling the climate emergency
- Living well
- Homes for all
- Your services your voice
- Vibrant local economy

With enhanced focus on; -

- Cost of living
- Pride in place
- Greener faster
- Listening better

It was agreed that the percentages of scoring against the council priorities would not be provided to those bidding but would be agreed prior to receiving bids with the leader but percentage for other areas should not outweigh the capital receipt offered and

can be confirmed at next Property board.

Marketing would be based on existing regulation 18 policy position and the indicative uses proposed in schematic land use, for example, residential, Healthcare and convenience store. The retail use in policy to be confirmed as net floor area not gross.

Project gateways

Stage	Start Date	Planned End Date	Projected End Date	Outcome
Marketing appointment	April 2022	June 2022	June 2022	Appointment of Selling Agent – Vail Williams
Public Engagement	March 2022	November 2022		Feedback on marketing plan and subsequent feedback on use type preferences
Marketing for Bids	August 2023	October 2023	November 2023	Marketing for Formal Bids
Developer selection and Planning application	November 2023	September 2025		Selection of Developer(s): Planning Application Submitted
Construction Start	September 2026			Subject to planning
Handover & Review	December 2026			Depends upon whether WCC retains an active development role.

Upcoming milestones for current project stage

Stage	Current Target	Milestones and Actions	Outcome
Feasibility	Mar 2022	Public consultation	Positive feedback on Hobb's scheme. A food retail use would be welcome by the community.
Feasibility	Jul 2022	Appointment of Selling Agent	Vail Williams appointed
Transport Feasibility	August 2023	Transport planning advice	Further transport planning advice and pre-app being sought
Stage One Marketing – Expressions of Interest	Sept 2022	47 Expressions of Interest from market to identify potential market demand were received.	Uses included: residential; retail; leisure; industrial; Food and Beverage
Community Engagement	Nov 2022	Community Engagement re mix of uses proposed	Feedback concluded that the local community's first preference is for a new food store. The wider population of respondents (extending from Basingstoke to Southampton) had a first preference for more leisure including an ice rink. Feedback to be published in May/June 2023
Stage Two Marketing – Formal Bids	August 2023	Request for formal bids	
Preferred Bidder Evaluation and potential request for best and final	September to December 2023	Review and evaluation of bids. Possible request for best and final bids.	

Stage	Current Target	Milestones and Actions	Outcome
offers			
Cabinet	June 2024	Cabinet Approval	
Contract documentation	July 2024	Contract documents issued	
Exchange	March 2025	Contract exchange	Purchaser to progress with planning application
Planning Application	September 2025	Submission of planning application	
Planning approval	March 2026	Planning approval	
Legal Completion	June 2026	Legal completion of sale	
Construction	Sept 2026	Construction starts on site	
Project Completion and Close	Dec 2026	Completion of works on site	Depends upon whether WCC are to retain an active role in development.

Carbon Programme

Lead Cabinet Member	Tier	Project Sponsor	Project Lead	Project Manager	RAG Status		
					Timeline	Budget	Carbon
Cllr Kelsie Learney	1	Dawn Adey	Susan Robbins	Steve Lincoln			

Description and Outcome								
<p>In June 2019, the Council declared a 'Climate Emergency' and to commit to the aim of making activities of the City Council carbon neutral by 2024, and the District of Winchester carbon neutral by 2030. In December 2019, the Council approved the Carbon Neutrality Action Plan sets out a number of priority actions that will help address nearly all the Council's carbon emissions by 2024 and contribute to reducing emissions district-wide by 2030.</p>								
Carbon Emission Targets	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Council by 2024 Target (tCO_{2e})	N/A	3,201	1,873	3,750	3,000	0	0	0
Actual	4,268	2,665	4,147					
District by 2030 Target (tCO_{2e})	N/A	527,000	456,210	These figures will be updated in Q2 when the new Carbon Neutrality Action Plan has been adopted				
Actual	579,700	506,900						

Programme Update Summary							
	RAG Project Status	Key Project Deliverables this Quarter			Tasks for Next Quarter		
Transport	<p>Transport</p> <p>■ Red ■ Amber ■ Green ● Paused ● Complete ● Stopped</p>	<p>Sustainable Travel Officer has joined council on secondment from Sustrans for 12 months. Expected outputs include producing a Workplace Travel Plan and promoting active travel.</p>	<p>Staff Travel Survey completed in June 2023 and showed broadly similar commuting patterns to previous years, with 60% commuting by car. An electric car pool car, a car share programme and 2 bicycles for staff are being considered and HR has been asked to bring forward proposals to assist employees in their sustainable commutes.</p>	<p>No progress on expanding and enhancing public transport services. Budgets at HCC under extreme pressure and waiting for a new public transport team to be set up. On a positive note, it was announced that the £2 single fare for buses will continue until 31 October.</p>	<p>Park and Ride services to be tendered with option for HVO, Business as usual (diesel/Euro 6) and electric bus options.</p>	<p>Cabinet decision in July for move to HVO fuel (biodiesel) for all existing waste vehicles (Biffa contract) to come into effect on 1st April 2024. The Financial business case to follow towards the end of Q2 with detailed costs. This is anticipated to reduce emissions from our waste fleet by around 720 tCO2e/annum.</p>	<p>HCC has been awarded £6.6mil funding for installation of EVCPs for those without on street or driveway chargers. Meetings to be held to see how WCC could benefit from this with aim of increasing EVCP in rural districts .</p>
Domestic Energy	<p>Domestic Energy</p> <p>■ Red ■ Amber ■ Green ● Paused ● Complete ● Stopped</p>	<p>Work on housing void retrofit commenced and new tenant engagement has begun. Retrofit Ready door and window replacement underway and energy assessments have begun, with over 200 complete.</p>	<p>20 new affordable units handed over to the council at North Whiteley, all built to Association for Environment Conscious Building (AECB) standard</p>	<p>No progress in reducing gas energy use at Chesil Lodge. Despite being a new building, the CHP heating system is defective and it has proved difficult to replace the CHP with ASHP for example.</p>	<p>Procurement of retrofit delivery to Swedish Cottages and explanatory video to be produced for Swedish Cottage tenants to explain the proposed work.</p> <p>Retrofit Ready cavity wall Insulation will be procured.</p>	<p>Launch of the Home Upgrade Grant (HUG2) is expected by end July in which WCC is a Consortium Member (led by Portsmouth CC). The Great British Insulation Scheme is also due to launch which the council can opt into. This will provide financial support for insulating properties with EPC D and below.</p>	<p>Solar Together Scheme to reopen this August, run by HCC.</p>

Programme Update Summary							
	RAG Project Status	Key Project Deliverables this Quarter			Tasks for Next Quarter		
Commercial Energy	<p>Commercial Energy</p> <p>■ Red ■ Amber ■ Green ■ Paused ■ Complete ■ Stopped</p>	Buro Happold commenced work on assessment of renewable energy projects for the council.	Consultants appointed to produce a plan for the decarbonisation of the corporate owned and occupied estate, to include the City Office campus, Abbey House, Cipher House and the F2 store.	Tender issued for installation of solar PV panels and ASHP at Meadowside Leisure Centre.	Buro Happold to develop short list of potential sites with renewable energy generation potential, then model viability of projects on those sites.	Identification of further potential for roof-mounted solar across the corporate estate.	Potential bid to the new round of Public Sector Decarbonisation Scheme (PSDS) funding scheduled to open in September 2023.
Land use & Natural Environment	<p>Land use & Natural Environment</p> <p>■ Red ■ Amber ■ Green</p>	Biodiversity net gain (BNG) technical advice note approved at Cabinet Member Decision Day in June.	Second year of the biodiversity grass verge management (pilot verge) project began in New Alresford and Badger Farm.	Due to resourcing, no progress has been made in developing a mechanism to assess carbon impact of NERT team actions through carbon calculator.	Discussion with SDNPA on potential partnership for a nature based solutions platform to sell carbon offsets.		

Programme Update Summary							
	RAG Project Status	Key Project Deliverables this Quarter			Tasks for Next Quarter		
Behaviour Change	<p>Behaviour Change</p> <p>■ Red ■ Amber ■ Green</p>	An engagement exercise was held to promote renewable energy in the Winchester District, including a virtual Open Forum which attracted around 40 participants.	A further 23 staff members attended CL training in March 2023. Carbon Literacy training will be provided as part of induction programme for new councillors and has become compulsory for all staff.	No progress on behaviour change as the scope of internal resource requirement is under discussion. Adoption of carbon/sustainability decision tools in council processes has also been delayed due to priority of other work during Q1.	The council funded Winchester Climate Action Network (WeCAN) to produce a learnings report with useful information on future direction for WeCAN to inform future support for grassroots community activity on climate change.	Integration of HCC carbon assessment tool into council processes and reports aims to be rolled out by end of this quarter. This will require officers to complete a carbon assessment as part of council reports.	The council will be providing a number of events as part of Winchester Green Week (24th Sept to 3rd Oct) which will include a Climate Neutrality Open Forum, Workplace Travel Network Meeting and Carbon Literacy Training Session offered to Parishes.

Central Winchester Regeneration (CWR)

LEAD CABINET MEMBER: Cllr Martin Tod

PROJECT SPONSORS: Dawn Adey & Ken Baikie

PROJECT LEAD: Veryan Lyons

PROJECT MANAGERS: Rachel Robinson

PROJECT TIER: 1

Project Description and Outcome

Central Winchester Regeneration (CWR) is a major regeneration project in the centre of the city. The Central Winchester Regeneration Supplementary Planning document was adopted in June 2018. The vision is for the delivery of a mixed use, pedestrian friendly quarter that is distinctly Winchester and supports a vibrant retail and cultural/heritage offer which is set within an exceptional public realm and incorporates the imaginative re-use of existing buildings.

Development within the Central Winchester Regeneration area should meet the following objectives:

1. Vibrant mixed-use quarter
2. Winchesterness
3. Exceptional Public Realm
4. City Experience
5. Sustainable Transport
6. Incremental Delivery
7. Housing for all
8. Community
9. Climate change and sustainability

Project Managers Progress Report for Q1

The CWR Development Proposals were approved at Cabinet on 10 March 2021 following public consultation. The options for delivery of the CWR site were then explored through the Strategic Outline Case and the preferred delivery option, '*to enter into a contractual agreement with a single development partner across the defined site*' was approved at Cabinet on 21 July 2021 and approval for officers to progress to and develop the Outline Business case was granted.

The Outline Business case was developed alongside the procurement documentation and approved at Cabinet on 22 December 2021. At Full Council on 12 January 2022 authorisation was given to initiate and conduct the procurement process for the selection of a development partner. Final tenders were submitted on 09/12/22. A decision on the recommended development partner was approved by Cabinet on 6 March 2023.

Following Cabinet approval and completion of the 10-day standstill period, the council announced the appointment of Jigsaw. The council and Jigsaw have been working together to finalise the Development Agreement and have begun working towards the first project milestone – Development Delivery Plan.

Alongside this, officers are also tasked with:

- Implementing further archaeology investigations across the site. Works have commenced on site. Estimated to complete in November 2023.
- The demolition of Friarsgate Medical Centre (FGMC) and replacement space
- Improvements to Kings Walk ground floor and surrounding public realm sitting with the CWR portfolio

Key Documents

Latest Cabinet Decision / Report: [Cabinet 6 March 2023](#)

Project gateways

Stage	Duration (months)	Start Date	Planned End Date	Projected End Date	Outcome
Roadmap Review	5	Jun 19	Sept 19	Nov-19	Review of CWR project to inform: <ul style="list-style-type: none"> - Land uses / mix - Delivery options and associated timeline - Key risks, constraints, and opportunities
Scenario Options	6	Sept 10	Jan 20	Mar 20	Test different land uses / mix to determine priorities
Development Proposals	3	Jan 20	Jan 20	Apr 20	Generate development framework (preferred option)
Development Proposals & Delivery Strategy	5	Mar 20	Jul 20	Nov 20	Agree solution for bus operations and carry out soft market testing to further inform the development proposals and delivery strategy
Delivery Strategy	13	May 20	Dec 20	July 21	Assessment of delivery models and appetite for risk and control, refinement of development proposals Approval of delivery strategy
Market Preparation	5/6	July 21	Dec 21	Jan 22	Prepare a marketing and procurement strategy, associated documents, and the Outline Business Case. Seek approval to procure a single development partner for the CWR site.
Market Launch and Procurement	13	Jan /	Dec 22	Mar 23	Data room set up, market launch, market engagement with potential developers, carry out the procurement process

Stage	Duration (months)	Start Date	Planned End Date	Projected End Date	Outcome
Process for Development Partner		Feb 22			including evaluations. Identify preferred development partner and seek approval to appoint.
Development Delivery Plan	6	Apr 2023	Sept 2023*	Jan 2024	<p>On signing the Development Agreement, there will be an initial version of the draft Development Delivery Plan drawn from the Jigsaw's tender submission.</p> <p>The draft Development Delivery Plan is to be in accordance with the Development Objectives. The content will describe and enable further work by Jigsaw to support a planning application.</p> <p>Following the signing of the Development Agreement, Jigsaw will update the draft Development Delivery Plan and the projected dates will be amended.</p> <p>The updated Development Delivery Plan will be approved by Cabinet. The Development Agreement Long Stop date for the updated draft Development Delivery Plan is 6 months from signing of the Development Agreement.</p>
Planning Application	18	Sept 2023*	Q3 2025*		<p>Work up detailed scheme, carry out financial modelling, prepare Full Business Case and planning application for Cabinet approval prior to submission - a hybrid application is required, seeking a detailed Planning Permission for Phase 1 and an outline Planning Permission for the remainder of the Development.</p> <p>The Development Agreement Long Stop date for the submission of the planning application is 24 months from the date on which the council approves the Development Delivery Plan.</p>

Stage	Duration (months)	Start Date	Planned End Date	Projected End Date	Outcome
Planning	18	Q3 2025*	Q2 2027*		Planning permission granted - the Development Agreement Long Stop date for the Planning Decision is 42 months from the date on which the council approves the Developer's Development Delivery Plan
Phase 1 Primary Condition Satisfaction	6	Q2 2027*	Q4 2027*		Jigsaw is required to satisfy the Primary Conditions in order to take a Phase 1 Building Lease and commence Development. Phase 1 Primary Conditions to be approved by Cabinet prior to start on site. The Development Agreement Long Stop date for the Phase 1 Primary Conditions to be satisfied is 48 months from the date on which the council approves the Developer's Development Delivery Plan.
Start on Site	3	Q1 2028*			Subject to Cabinet approval of Phase 1 Primary Condition satisfaction. The Development Agreement Long Stop date for start on site is 3 months from the date on which the relevant Phase Building Lease is granted.

**once the Development Delivery Plan has been agreed these dates will be updated.*

Upcoming milestones for current project stage

Task/Milestone	Start Date	End Date	Current End Date	% Complete	Comments / Actions	Outcome
Development Agreement	April 23	April 23	August 23	95%	<p>The council and Jigsaw have worked together to finalise the Development Agreement, this includes:</p> <ul style="list-style-type: none"> • Finalising the drafting • Templates for Building Lease and Long Lease HoTs • Schedules and appendices <p>Awaiting WCC signature – expected early August 23.</p>	<p>Once the Development Agreement has been signed:</p> <p>Jigsaw will update and finalise the draft Development Delivery Plan.</p> <p>Formal Project Board meetings and Quarterly Review meetings can commence.</p>
Development Delivery Plan	April 23	Sept 23	Jan 24	25%	<p>The Development Delivery Plan will be approved by Cabinet. The Development Agreement Long Stop date for the updated draft Development Delivery Plan is 6 months from signing of the Development Agreement. Signing the Development Agreement is anticipated for August 23.</p>	<p>On signing the Development Agreement, there will be an initial version of the draft Development Delivery Plan drawn from Jigsaw's agreed submission.</p> <p>The draft Development Delivery Plan is to be in accordance with the Development Objectives. The content will describe and enable further work by Jigsaw to support a planning application.</p>

Task/Milestone	Start Date	End Date	Current End Date	% Complete	Comments / Actions	Outcome
Archaeology Evaluation (trial trenching)	July 23	Site works – Oct 23 Reporting – Mar 24	Site works – Oct 23 Reporting – Mar 24	5%	<p>Pre-Construct Archaeology started on site on 3 July 23.</p> <p>It is estimated the site works will take up to 4 months, an initial high level summary report will follow in the first month following completion and a full report 6 months after completion.</p>	<p>Further archaeology investigations to build on the current understanding of archaeological potential on the site will help inform and guide proposals for the development and archaeological mitigation strategies.</p> <p>The council has the opportunity to progress this now - in doing so the implications this may have for how the development is brought forward can be gained sooner, helping to progress plans for the site and move towards a planning decision.</p>

Deliverables	Expected Date of achievement	On target (Y/N)	Expected Date of achievement (Revised)	Comment
Finalise and sign the development Agreement	June 23	N	August 23	The council and Jigsaw have worked together to finalise the Development Agreement. This has taken slightly longer than initially anticipated. One reason for this, is the four different Board approvals required from Jigsaw – expected by end of July 23. WCC are expected to sign in early August 23.
Agree and implement governance arrangements	June 23	N	September 23	A joint Board meeting has been arranged for 14 September 23 with key officers, Members and Jigsaw to make sure everyone is aware of the priorities (which need to be agreed), understand roles and responsibilities and start the working relationship that will steer the project in the crucial early months and years.
Agree stakeholder engagement approach and messaging.	June 23	Y		Stakeholder engagement strategy was shared at Cabinet Committee: Regeneration on 7 June
Implement stakeholder engagement strategy	Q3 2023	Y		<p>Key tasks include:</p> <ul style="list-style-type: none"> • Continue engaging key stakeholders. • Prepare for and identify individuals to be involved in workshops. • Prepare for and identify individuals to be involved in youth and futures groups. • Establish youth and futures groups.

				<ul style="list-style-type: none"> Co-creation workshops with Team, Members, Officers and community
Progress the Archaeology trial trenching	Site works – Oct 2023	Y		Works started on site on 3 July 23.
	Reporting – Mar 2024	Y		
Hold public Archaeology Event with CWR Archaeology Panel x2	June 23	N	July 23	<p>Opportunity to introduce the winning bidder for the archaeology trial trenching works, provide details of the works and hold discussion regarding Jigsaw long term approach.</p> <p>Recap on the trial trenching investigations, present initial findings, explain how the findings will be used going forward and implications for the redevelopment.</p>
	Oct 23	Y		<p>There has been a slight delay due to existing diary commitments – the first event took place on 26 July 23.</p>
Agree options for the bus solution	Q3 23	Y		<p>There is a need to pick up on previous discussions with HCC and the bus operators, to introduce Jigsaw and begin conversations in relation to their revised thinking regarding the CWR bus solution whilst ensuring alignment to the wider Winchester Movement Strategy. An initial meeting with HCC took place on 2 May 23, followed by a second meeting joined by the bus operators on 17 July 23.</p>
Investigate the option of	July 23	Y		Jigsaw have expressed an interest in using

taking Coitbury House as the Jigsaw base on site				Coitbury House as their permanent base in Winchester – somewhere located with the site where officers, Members and the community can easily access them.
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Future of Waste and Recycling

LEAD CABINET MEMBER: Cllr Kelsie Learney

PROJECT SPONSORS: Simon Hendey

PROJECT LEAD: Andy Hickman

PROJECT MANAGERS: Debbie Campbell

PROJECT TIER: 1

Project Description and Outcome

As a council, Winchester has seen the fastest growing recycling performance in the County since 2019. It is one of the best performing authorities in Hampshire in terms of waste and recycling and has an ambition to become one of the best nationwide; minimising its carbon emissions, increasing the amount recycled and reducing the amount of waste produced in the fastest and most cost effective way possible.

There are significant proposed changes around waste and recycling; mostly driven by national requirements, and as a Waste Collection Authority (WCAs), Winchester City Council wants to take this opportunity to improve its household waste and recycling collections. These changes and how they impact on Winchester's residents will inform the new waste strategy. The outcome of this strategy is the core of Future of Waste and Recycling project.

The process will include subject to approval by Cabinet in July 23:

- A) A consultation exercise that will help inform the new waste strategy for household properties.
- B) Develop service options based on the outcome of the consultation, environmental factors and affordability.
- C) Implement any changes.

In part-response to the national changes, Hampshire County Council is building a new Material Recovery Facility, which will require partners including Winchester to collect dry recycling from households differently. Hampshire County Council and its partners are discussing an Inter-Authority Agreement (IAA) to act as an overarching agreement to set out how the new

arrangements will work. The development of the IAA is a key work stream. Future of Waste and Recycling is also about decarbonising the waste and recycling collections.

The outcome of stage 1 is to seek approval from July 23 cabinet to undertake a consultation exercise in Autumn 23 that will help inform the new waste strategy for household properties. It is also to seek approval to enter negotiations with the collection contractor to introduce Hydrotreated Vegetable Oil (HVO) to decarbonise the current waste and recycling vehicles and continue discussions with Hampshire County Council and partners to develop an Inter-authority Agreement.

Project Managers Progress Report

Timeline and Finance

Local authorities are awaiting the details of the national changes, including how these changes will be funded. Government originally started consulting on consistent collections in 2019 with a final response due in 2021. This response has since been delayed but is now expected soon. The lack of clarity has delayed Winchester from achieving its ambitions as quickly as it would have liked. The ongoing delay with forthcoming information around government requirements and funding may impact on the development of the new waste strategy and how and when to implement any national and regional changes. This is being managed through regular engagement with external stakeholders to understand when any forthcoming information from government will be available. As this still unknown the rag rating for timing is currently amber.

Cabinet in July (CAB3409 refers) approved the recommendations, mainly to undertake a consultation, start negotiations to initially introduce HVO and progress work around the Inter-Authority Agreement. Next steps are to commission external specialists to undertake the consultation, financial, technical and operational modelling and provide external legal support. There is an existing project budget of £400k which c.£300k has been provisionally allocated based on assumed resource required. There is also a further £500k project reserve. It is likely that costs will increase above the forecast and the reserves will be used to offset these costs. Costs will be budgeted once external support has been commissioned. It is anticipated that there is sufficient funds to develop the strategy. Any mobilisation of changes will require additional funds including capital and will be requested as part of the governance sign-off process. As a result the budget rag rating is green.

The Government has since announced a delay to introducing changes for 1 year in relation to its national waste consistency programme and extended producer responsibilities, this delay also impacts on associated Government new burdens funding to support local authorities in bringing in the new requirements. The impact of this and progress of Hampshire County Council's new waste recycling centre is currently being considered.

Public Consultation

If approved the consultation will set out what we can engage on and what has been set out by government as mandatory requirements and regional requirements by Hampshire County Council i.e. introducing a separate food waste collection to households, introducing a twin-stream collection that collects fibres separately and collecting the minimum suite of dry recycling material as specified by the Environment Act 2021. Although the council may be constrained in the service it can deliver due to these national requirements and local treatment infrastructure, it is important that it consults residents on the changes so as to

allow the responses from residents to be considered and help inform the development of the waste strategy.

The consultation exercise will seek residents' views for example around the colour of containers, how many they can or would want to accommodate, what sizes and types would be preferred and the types of accessibility issues. It will also explore those needs and constraints from communal properties. It will be very important to understand the impact on those who may have accessibility issues/assisted collection etc. Where there are prescribed delivery approaches, residents will be engaged with to ensure we understand their needs. This will include a range of engagement tools including within the communities across the district. Recycling more will mean less waste is likely to be produced by households and how waste should be collected in the future will need to be considered as part of the exercise.

If approved, the consultation is expected to take place during autumn 2023, outcomes from this will be used to inform alternative options that meet the government and local requirements and take into account the consultation, environment and affordability. This will be brought back to Cabinet in 2024.

IAA

The County Council will be asking the eleven local waste collection authorities, which includes Winchester City Council, to sign up to an Inter-Authority Agreement (IAA). This will change the way the current payment mechanism works between Hampshire County Council and the partners including Winchester City Council. The current indicative initial costs due to some of the key changes of this new agreement have the potential to increase by c.£200k for a kerbside residual waste arising target, c.£500k for material income potential removal and c.£75k for contamination cost. Winchester City Council will be continuing to negotiate with Hampshire County Council over the potential cost increases and issues such as income share. Further clarity is still required in relation to the Inter-Authority Agreement, and it is believed that this will be forthcoming once Government publishes details and guidance on consistency collections and the extended producer requirements. The County Council is looking for reassurance that the eleven local waste collection authorities in Hampshire will utilise the new Materials Recovery Facility which it intends to build in Eastleigh and is seeking a commitment by October 2023. This is perfectly reasonable and understandable, but the council needs to fully understand the financial consequences which will not be fully known until the Government publishes further awaited details of how the scheme will work and what additional funding to cover this new burden will be provided.

Decarbonising waste and recycling collections

Hydrotreated Vegetable Oil (HVO) is an initial solution to decarbonise waste and recycling collections. Other alternative fuels such as electric and hydrogen are being considered as part of the future strategy, subject to budgetary and contractual constraints and engagement with partners and residents as required. At present, electric vehicles require a substantial investment up front including infrastructure such as charge points. It is also unlikely that electric vehicles will be able to service all of Winchester. Ongoing consideration will be given to electric vehicles and alternatives as the market grows and the future strategy develops to ensure the best 'greener' solution is achieved. Implementing HVO across the existing fleet for recycling and waste will have increased annual costs. In recent months the cost of diesel and HVO has been volatile with cost per litre fluctuating significantly. Currently the contractor bears the risk of any price fluctuations in the cost of Diesel and so changing to HVO will mean the council bear the risk of the price difference between Diesel and HVO. This risk changes depending on what price Biffa secure for diesel and HVO. This risk is considerable given recent changes in HVO costs. For reasons of cost, and the need to consider and identify a strategic option for alternative fuels longer term subject to consultation, HVO is intended to serve only as an initial solution. It is intended that a report will be brought back to cabinet in Jan 2024 and will include an upper and lower range for increased cost based on historic fluctuations in pricing.

Key Documents:

[CAB3409](#)

Project gateways

Stage	Start Date	Planned End Date	Outcome
Project initiation	31 January 23	18 July 23	The start of a process to develop a new waste strategy. This includes key decisions to be taken at the July Cabinet around approval to go out and consult, start negotiations with the current collection contractor to decarbonise the waste and recycling vehicles through the initial use of Hydrotreated Vegetable Oil (HVO) and to continue working with Hampshire County Council on developing the new Inter-Authority Agreement.
Exploration and Feasibility	Autumn 23	Jan 24	<p>If approved at the July 23 cabinet, the exploration and feasibility work will include undertaking a consultation, financial modelling and technical and operational modelling.</p> <p>Other exploration and feasibility work includes financial modelling around future disposal and treatment costs and understanding the draft Inter-Authority Agreement plus developing a proposal and cost envelop for HVO. These will also be brought to cabinet in January 24.</p> <p>The outcome of these along with understanding what the government requirements and funding are will help shape the new waste strategy that is intended to be brought to January 24 cabinet for a decision.</p>
Design			This will be dependent on government providing details of its requirements and funding. It will also be dependent on the final shaping of the Inter-Authority Agreement.
Delivery			This will be dependent on government providing details of its requirements and funding. It will also be dependent on the final shaping of the Inter-Authority Agreement.

Upcoming milestones for current project stage

Task/Milestone	Start Date	End Date	Current End Date	% Complete	Comments / Actions	Outcome
Approval at July Cabinet	24 May 2023	18 July 2023	18 July 2023	90%	<p>End date excludes call-in period. Call-in period ends 26 July 2023.</p> <p>At the time of drafting this highlight report the July Cabinet has been published prior to the decision being taken.</p>	<p>Approval to seek resident views through a public consultation.</p> <p>To start negotiations to develop an initial solution with the collection contractor to decarbonise the current waste and recycling collections.</p> <p>To continue working with Hampshire County Council to achieve a mutually affordable and sustainable solution so that the council can respond to the offer by October 2023.</p>
Respond to the draft Inter-Authority Agreement	24 August 2023	17 October 2023	17 October 2023	0%	<p>End date excludes call-in period.</p>	<p>To achieve a mutually affordable and sustainable solution for treatment of recycling.</p>
Public Consultation	Autumn 2023	Autumn 2023	Autumn 2	0%	<p>Consultation is planned for around Autumn e.g. September / October 2023. Dates will be confirmed as part of the developmental</p>	<p>The purpose of the consultation will be to seek resident views on the changes needed and to help inform the new waste strategy.</p> <p>The information will be used to develop service options based on the outcomes of the consultation and environmental affordability</p>

Task/Milestone	Start Date	End Date	Current End Date	% Complete	Comments / Actions	Outcome
					work with external specialists.	and factors. Autumn is assumed as the start of September onwards.
Financial modelling around Inter-Authority Agreement	27 July 2023	1 September 2023	1 September 2023		There is a risk that the external funding will still be unknown at this stage. Therefore costs will need to be modelled on what is known against budgets.	To gain an understanding of what the cost implications will be of adopting the revised payment mechanism being proposed as part of the Inter-Authority Agreement
Financial modelling	27 July 23	22 November 23	22 November 23	30%		Model the financial implications and opportunities around the expected changes.
Technical and operational work and modelling	27 July 23	22 November 2023	22 November 2023	10%	Initial work around operational feasibility has been explored by HCC and WCC to start to try and understand what the parameters of any change may be.	Develop service options based on the outcome of the consultation, environmental factors and affordability. Progress increased depot space options. Preparation work to understand requirements for procuring infrastructure to deliver

Task/Milestone	Start Date	End Date	Current End Date	% Complete	Comments / Actions	Outcome
						mandatory requirements such as: <ul style="list-style-type: none"> - what types of specialist food vehicles are available and the operational suitability. - food waste treatment options; and - limitations around flats
Develop detailed proposal to initially decarbonise waste and recycling vehicles using HVO	27 July 23	22 November 23	22 November 23		Assuming no call-in for July Cabinet.	
Approval at January 2024 Cabinet	23 November 23	24 January 24	24 January 24		Excludes call-in period for January 24 cabinet.	

Local Plan

LEAD CABINET MEMBER: Cllr Jackie Porter

PROJECT SPONSORS: Dawn Adey

PROJECT LEAD: Adrian Fox

PROJECT MANAGER: Adrian Fox

PROJECT TIER: 1

Project Description and Outcome

It is a statutory requirement under planning legislation to have an up-to-date Local Plan with the objective of sustainable development and setting out detailed planning policies for the management and development of land and buildings.

The Local Plan sets out our vision and objectives for future development across the Winchester district outside the South Downs National Park – in Winchester itself, our market towns, villages and countryside. It includes new Development Management policies against which planning proposals will be assessed for housing, employment and open space as well as the specific sites needed to deliver the growth we have to accommodate over the next 15 years or more.

In accordance with planning legislation, the council must review its Local Plan every 5 years.

A consultation on the Regulation 18 took place in November/December 2022. Consultation responses are being analysed by officers.

Project Managers Progress Report for Q1

During Quarter 1 the Strategic Planning team have been analysing the recommendations from the consultation, preparing an officer response and identifying any changes to the draft Regulation 18 Local Plan.

Once all of the comments have been analysed and recommended changes have been reported back through Members, any changes to the wording of the Local Plan will be assessed through the Sustainability Appraisal/Local Plan Viability Assessment.

Alongside this work, officers have been working on completing the Evidence Base which needs to be concluded before the Regulation 19 Local Plan can be agreed by Cabinet / Full Council for public consultation.

Alongside analysing the representations, the team is:

1. completing the Evidence Base to support the Local Plan which includes: -
 - Retail and Town centre study.
 - Strategic Transport Assessment.
 - Strategic Flood Risk Assessment; -
 - Updated 2023 SHELAA.
 - Preparing and agreeing Site Delivery Statements.
 - Undertaking feasibility study to deliver a phosphate mitigation strategy; and
 - Updating the Statement of Community Involvement.
2. Identifying any new work that needs to be undertaken to support the Local Plan that has come out of the representations.
 - The need for student accommodation; and
 - Flood site sequential test.
3. Working on the background information that will inform the content of Statement of Common Grounds.

A revised Local Plan timetable is currently being prepared to allow time for the above evidence base to be completed and to take into account a number challenges such nutrients that still need to be overcome.

Project gateways

Stage	Duration (months)	Start Date	Planned End Date	Projected End Date	Outcome
Concept	28	Jul-18	Oct-20		Produce the new Local Plan Evidence base
Feasibility	2	Feb – 2021	April - 2021	Completed April 2021	Consultation on the Strategic Issues and Priorities document took place between Feb and April 2021 for a period of 8 weeks
Design	2	Nov - 2022	Dec – 2022	Completed December 2022	Consultation on the Draft Regulation18 Local Plan took place between 2 November to 14 December 2022, for a period of 6 weeks.
Plan for Delivery	2	Aug – 2023	Sept - 2023		Consultation on the Submission version of the Regulation 19 Local Plan. This consultation date will need to be revised to take into consideration a range in factor including nutrients and undertaking all of the necessary evidence base.
Delivery	2	July - 2024	Aug - 2024		Adoption of the Regulation 19 Local Plan
Handover & Review	-	Ongoing	Ongoing		Monitoring the Local Plan and start the review process at the appropriate time

Upcoming milestones for current project stage

Task/Milestone	Start Date	End Date	Projected End Date	% Complete	Outcome
Consultation on the SIP Document	Sept 20		Nov/Dec 22	100	<p>Consultation on the Strategic Issues & Options Document took place from 11 February to 12 April 2021. The consultation period was extended to 8 weeks in recognition that it was taking place during a national lockdown. Despite this, there was a really excellent response (over 2,200 representations).</p> <p>A summary of all the feedback received from the Strategic and Priorities consultation informed draft Local Plan ('Regulation 18' stage) was published for consultation in Nov/Dec 2022 on the new LP website. www.localplan.Winchester.gov.uk</p>
Consultation on the draft Reg 18 Local Plan	Nov 22	Nov /Dec 22	Dec 22	100	This milestone has been achieved.
Consultation on the submission version of the Local Plan (Reg 19)	Jan 23	Aug/ Sept 23			Once all of the representations have been entered into Citizen Space, work will commence on analysing these and assessing any sites that have come forward as part of the Reg 18 LP consultation.
Analyse representations and complete the Evidence Base	Jan 23	Aug/ Sept 23			<p>Over 3,400 representations have been received. Representations that were not submitted on Citizen Space had to be entered onto the system and then divided up according to topic.</p> <p>All of the representations are being analysed and any recommended changes to draft policies being made. A Sustainability Appraisal/Habitats Regulations Assessment will need to be undertaken to assess any</p>

Task/Milestone	Start Date	End Date	Projected End Date	% Complete	Outcome
					changes to the policies. Alongside this the evidence base needs to be completed.
Examination of the Local Plan		Feb/ Mar 2024			
Adoption of the Local Plan		Aug 2024			

New Homes Programme

LEAD CABINET MEMBER: Cllr Westwood

PROJECT SPONSORS: Simon Hendeby

PROJECT LEAD: Andrew Palmer

PROJECT MANAGER: Andrew Palmer

PROJECT TIER: 1

Project Description and Outcome

The cost and affordability of housing in Winchester district is a serious problem and there is a genuine shortage of affordable properties in Winchester. Providing affordable housing can help tackle these problems and delivering new homes is a council priority.

The council is constructing new affordable council homes and also working with registered providers (sometimes known as Housing Associations) to provide new affordable housing across the district.

Housing will not be built for profit; it will be to meet the needs of Winchester people who cannot afford a home of their own.

Project Managers Progress Report for Q1

Updated summaries are provided against each project below. A total of 98 new homes are currently on-site (at Southbrook Cottages, Whiteley and Winnall)

The main risks to the programme are workforce productivity and availability, the supply of materials along with property values and economic outlook, all impacted by COVID-19, Brexit, higher interest rates and war in Ukraine. All are being closely monitored.

Programme Detail

Completed to date - 159 (target 1,000 new homes built between 2021 – 2030)

Project Name	No. new homes	Current Project Gateway*	Start Date	Projected End Date	Project Manager	Upcoming Milestone	Comments
Southbrook Cottages	6	Design	Nov-19	Feb-24	Deborah Sunley	Completion – Dec 2023	On target to agreed programme
Woodman Close, Sparsholt	5	Design	Oct-19	Aug-24	Duncan Faires	planning application approved	Proceeding to Tender
Winnall Flats	76	Design	Apr-20	Oct-23	Andrew Palmer	Completion of 3 x shared ownership properties in September 2023	Started on site Dec 2021. Completion Nov 2023
Dyson Drive, Abbotts Barton	8	Design	Jan-20	Jan 25	Deborah Sunley	Final Business Case	Planning application submitted; determination will be delayed whilst nutrient mitigation solution investigated.
Corner House	6	Design	Jan-20	Jan 25	Deborah Sunley	Final Business Case	Planning application submitted determination will be delayed whilst nutrient mitigation solution investigated.
Witherbed Lane	4	Design	Sep-19	Jan 25	Duncan Faires	Approval of planning application	Ecology objection to planning application due to loss of woodland, off-setting options being considered.

Project Name	No. new homes	Current Project Gateway*	Start Date	Projected End Date	Project Manager	Upcoming Milestone	Comments
Whiteley (CAB3304 refers)	54			June-23	Andrew Palmer	Completion	20 properties completed in Q1 2023/4. Final phase will be complete in Aug 23
LAHF Property Purchase	17		Feb 23	Nov 23	Andrew Palmer	Completion of 17 former HMO's plus an additional 7 as part of Govt LAHF programme	Contracts exchanged on 16 properties, a further 8 properties to be acquired by Nov 23

Station Approach – Stage 1

LEAD CABINET MEMBER: Cllr Kelsie Learney & Cllr Martin Tod

PROJECT SPONSORS: Dawn Adey & Ken Baikie

PROJECT LEAD: Emma Taylor

PROJECT MANAGER: Kirstin Shaw

PROJECT TIER: 1

Project Description and Outcome

This is a fresh look at an area of opportunity that has potential to create a welcoming gateway to the city and an enhanced public realm. Stage One of this project will explore the opportunities for development of the area around the Winchester Railway Station known as Station Approach. We are collaborating with Network Rail (NRIL) and London & Continental Railway (LCR) to understand how we can plan a development in the area that considers the whole site and how the elements within it interact. We will explore the opportunities and gather evidence of the aspirations of residents as well as the constraints of the site. The outcome of Stage one will be the production of a capacity study for the area and a Strategic Outline Case to be presented to Cabinet for decision on the future of the project in July 2023.

Project Managers Progress Report for Q1

All Member Briefing – 25.05.23

An all-member briefing was held to inform members of the results of the capacity study which was due to enter the public domain as part of the Cabinet Committee: Regeneration paper on 31 May. This meeting was recorded for those who were unable to attend. This was an extremely helpful meeting with plenty of interesting questions and comments from members. These insights allowed the team to understand how the results should be presented to ensure clear understanding of what the capacity study could tell us at this stage and what information would be provided at the next stage, should Cabinet agree to proceed.

Cabinet Committee: Regeneration 07.06.23 – results of the capacity study and next steps

A meeting of the Cabinet Committee: Regeneration was held on 07 June. The meeting was well attended, and the results of the capacity study were generally well received. This meeting allowed the team to confirm in public the purpose of the capacity study and what it was designed to tell us at this stage. There is now a much better understanding of the process this project wishes to follow by building the evidence base incrementally and following a careful step by step approach.

Reference Group meeting 21.06.23:

On 21 June a meeting was held with the Station Approach reference group to review the draft concept masterplan brief. This gave the team an opportunity to gather useful feedback. The reference group continue to provide a helpful sounding board with many constructive insights from our expert participants.

All Member Briefing – 26.06.23:

An all-member briefing was given to support members knowledge of the project in anticipation of the submission of the Strategic Outline Case and CAB3413 to Scrutiny Committee and Cabinet in July. This meeting was recorded for those who were unable to attend. This was a useful opportunity to outline the work completed to date and highlight the outcome of the Strategic Outline Case and recommendations being put forward. Questions and comments were constructive and helped the team to prepare for the types of questions expected at Scrutiny Committee and Cabinet in July.

Next key milestone for Stage 1:

Cabinet, 18 July 2023 – Cabinet Decision

Project Gateways

Stage	Duration	Start Date	Planned End Date	Projected End Date	Outcome
<p>Start Up</p> <p>Stage 1 - This stage consists of high-level explorative studies to determine indicative viability. It also began the engagement process with stakeholders to determine aspirations and appetite for any potential future proposals.</p>	20 months	Nov 21	July 23	July 23	<ul style="list-style-type: none"> ○ Fresh market analysis to capture changes post COVID. ○ Parking surveys to determine uses and demand for short- and long-term strategy. ○ 1st round of engagement with all stakeholders ○ Key risks, constraints and opportunities ○ A high-level Capacity Study for the whole site ○ Strategic Outline Case ○ End of stage gateway – Cabinet decision on SOC and continued justification of proceeding to the next stage.
<p>Initiation</p> <p>Stage 2 - Dependent on Cabinet decision July 23</p>	TBC	Aug 23			If approved, this stage will consist of a concept masterplan. It will continue to build on the engagement approach approved by Cabinet in July 2022 to ensure stakeholders are involved in shaping the development of the concept masterplan.
Delivery					
Closure					

Upcoming Milestones for Project Stage

Stage	Start Date	End Date	Current End Date	% complete	Comment
Strategic Outline Case	01/04/23	23/06/23	23/06/23	100%	Using the evidence gathered to date, officers have prepared the SOC for submission to Scrutiny Committee and Cabinet in July 2023.
Cabinet Report	01/04/23	23/06/23	23/06/23	100%	Officers have prepared the CAB3413 report for submission to Scrutiny Committee and Cabinet in July 2023. End dates reflect dispatch for Scrutiny Committee – documents enter the public realm.

Winchester Movement Strategy (WMS)

LEAD CABINET MEMBER: Cllr Kelsie Learney

PROJECT SPONSORS: Simon Hendey

PROJECT LEAD: Andy Hickman

PROJECT MANAGERS: Lucy Mckeown

PROJECT TIER: 1

Project Description and Outcome

Winchester City Council and Hampshire County Council are working together to deliver the aims of a long-term Movement Strategy for Winchester designed to improve all forms of movement in and around the city.

Project Managers Progress Report for Q1

Work on the ten next step proposals continues with the city LCWIP primary and secondary cycle route network being updated, working towards implementing a micro consolidation centre trial and providing safe cycle routes in the city. As funding for the Mini Holland schemes was withdrawn by Government we are now looking at options to still continue with this piece of work.

Project gateways

Phase 1 - Identify Options

Phase 2 - Detailed Assessment.

Phase 3 - Engagement with the public

Project Name	Phases	Current Project Gateway*	Start Date	Projected End Date	Internal Resources	Upcoming Milestone	Comments
Cycling and Walking Improvement Plan	Phase 1	Phase 1 study completion	Aug-19	Feb-20	Next stage contained in transport team	Phase 2 study completion Sept	Completed. Phase 1 Summary Report Issued.
	Phase 2	Completion of phase 2	May-20	Nov-20	None required	Review of designs based on engagement with HCC engineers, the walking group and the cycling groups	Completed. Summary Report issued.
Freight & Delivery	Phase 1	Phase 1 study completion	Aug-19	Jan-20	Next stage contained in transport team	Phase 2 study completion Sept	Completed. Phase 1 Summary Report Issued.
	Phase 2	Completion of phase 2	May-20	Oct-20	None required	Comments on Draft Freight and Delivery Plan to be provided	Completed. Summary Report issued.
Bus Provision	Phase 1	Phase 1 study completion	Sep-19	Mar-20	Next stage contained in transport team	Phase 2 study completion Sept	Completed. Phase 1 Summary Report Issued.
	Phase 2	Completion of phase 2	Jun-20	Jan-21	None required	Continued coordination with CWR as design developed	Draft report completed.

Project Name	Phases	Current Project Gateway*	Start Date	Projected End Date	Internal Resources	Upcoming Milestone	Comments
Movement and Place	Phase 1	Phase 1 study completion	Sep-19	Mar-20	Next stage contained in transport team.	Phase 2 study completion Sept	Completed. Phase 1 Summary Report Issued.
	Phase 2	Completion of phase 2	Jun-20	Dec-20	None required.	Engagement with walking and cycling groups	Comments on draft completed. Summary Report issued.
Park & Ride	Phase 1	Phase 1 study completion	Jul-19	Mar-20	Next stage contained in transport team.	Phase 2 study completion Sept	Completed Phase 1. Summary Report Issued.
	Phase 2	Completion of phase 2	May-20	Jan-21	None required.	Review of designs based on engagement with HCC engineers	Summary Report issued.
WMS Public Consultation	Phase 3	Underway	Dec 21	May 22	Transport team assisting HCC who are leading.	Consultation Report issue May 2022	Consultation Report published
Friarsgate / Union Street One-Way Study	Phase 3	Atkins led Study underway	Oct 21	September 22	Transport Team to input and review study.	Study Report August 22	Draft Feasibility Study completed.
Worthy Road / Worthy Lane Study	Phase 3	HCC led Study underway	Oct 21	Spring 23	Transport Team to input and review study.	Feasibility Study Spring 2023	Bid for funding to undertake design work submitted to DfT successful

Project Name	Phases	Current Project Gateway*	Start Date	Projected End Date	Internal Resources	Upcoming Milestone	Comments
W1 Pre-Feasibility Study (section 1) – Upper High Street / Sussex Street	Phase 3	HCC led Study Underway	Oct 21	September 22	Transport Team to input and review study	Study Report September 22	Draft Concept Study completed

Upcoming milestones for current project stage

Task/Milestone	Start Date	End Date	Current End Date	% Complete	Comments / Actions	Outcome
Worthy Road Active Travel Corridor Improvements	Summer 2023	TBC		5	Prelim and detailed design work and engagement	Design of walking and cycling improvements along Worthy Road corridor

Deliverables	Expected date of achievement	On target (Y/N)	Comments
City LCWIP	Spring 2024	Y	
Microconsolidation Centre Trial	Spring 2024	Y	