

REPORT TITLE: Q4 PERFORMANCE REPORT

22 MAY 2024

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 January 2024 to 31 March 2024 (Q4).

Appendix 2 provides the data and information against the strategic key performance for Q4.

Appendix 3 includes progress highlight reports for each of the council's 'Tier 1' programmes and projects.

Appendix 4 sets out the proposed Strategic Key Performance Indicators for 2024/25

RECOMMENDATIONS

That Cabinet:

1. Notes the progress achieved during Q4 of 2023/24 and endorses the contents of the report.
2. Adopts the performance measures in Appendix 4 as the strategic key performance indicators (KPIs) to measure progress against the Council Plan 2020 to 2025 from 1 April 2024.

IMPLICATIONS:

1. COUNCIL PLAN OUTCOMES

This report forms part of the framework of performance 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.

The information in this report, including the narratives in Appendix 1 relate to Q4 - 1 January 2024 to 31 March 2024.

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.

Since that time there has been no significant changes in strategic direction however the council has added a focus on delivering against the following four areas: *cost of living support, greener faster, pride in place and listening better*. Progress against these four areas is included in this report.

The set of key performance indicators adopted in December 2022 are presented in Appendix 2 with the latest data available.

2. FINANCIAL IMPLICATIONS

There are no direct financial implications arising from the contents of this report. Almost all the programmes, projects and activities 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 direct workforce implications, however 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 a number of priorities included in the Council Plan.

6. CONSULTATION AND COMMUNICATION

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

Cabinet members considered the report at Leaders Board on 9 May.

All members were invited via an article in the Democratic Services Update (DSU) email sent on 15 March to comment on the existing set of strategic key performance indicators and to propose any new ones.

7. ENVIRONMENTAL CONSIDERATIONS

Many of the activities detailed in this report actively protect or enhance our natural 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

There are 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

There are no Data Protection Impact assessments required for this report.

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 variations to the budget. 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 changes.	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.		
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:

This report provides an update on the council's progress achieved against the priorities included in the Council Plan 2020-25 and Key Performance Indicators (KPIs).

The strategic key performance indicators included in Appendix 2 were adopted by Cabinet at its meeting on 14 December 2022 (Report CAB3370 refers). The purpose of the indicators is to demonstrate the progress achieved against the five priorities included in the Council Plan.

Information is also provided in the form of highlight reports (Appendix 3) that set out the progress of the council's 'Tier 1' projects. All information and data are as at the end of Q4 (31 March 2024).

At the time 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 quarter four 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.

In February, the council approved an increase to the income banded thresholds of the Council Tax Reduction scheme for the 2024/25 Financial Year. This increase ensures that any inflation of national benefits, like Universal Credit, can be fully realised by those residents on low income who are in desperate need of that support.

In Q4, Citizen Advice Winchester District (CAWD) helped 1,577 people, which is consistent with the same period last year, but the complexity of issues is increasing and resulted in the busiest three-month period in the last six years.

Benefits issues were up 30% on the previous quarter (and 32% on last year), driven by requests for Personal Independence Payment and Universal Credit advice. This work resulted in £650,000 of additional income secured for clients during the quarter. They also helped people with 617 utilities related issues - the highest number recorded.

There has been a sustained level of outreach activity, with the following support provided via outreach services:

- 34 outreach sessions held to reach a total of 302 people. These were delivered in community settings across the district, including two scam awareness sessions and one energy advice session. The highest engagement numbers came at the Beehive (St Barnabas Church) and MHA Communities' lunch club.*
- 'Advice First Aid' sessions were delivered to four partner organisations to help them support and signpost their clients to help and advice. This has now been delivered to almost 60 organisations since 2020 and has increased the capacity of the community network to provide ongoing support.*

In the February half term and primary schools in the major housing estates were contacted and asked if they required food parcels or, as an alternative, membership vouchers to their local Food Pantries. Bishop's Waltham Primary – a newly engaged school – took 5 parcels and 30 pantry vouchers.

In addition to the regular monthly Community Hub launched at Unit 12, Winnall, second monthly Community Hub launched at Wickham Community Centre to coincide with their popular Social Supper Clubs. Partner organisations included Citizens Advice, Stop Domestic Abuse, Utilitas and Itchen Valley College.

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 17 households with food and fuel vouchers totalling £1,600. The food vouchers reach tenants within the hour, providing fast access to help which they can redeem at their closest supermarket. We gave out 80 emergency food parcels and 12 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 31 tenants with essential items totalling £9,796.95.

Across our support services for tenants, we were able to help them secure additional income totalling £181,330.80.

Breakdown of Maximised Income across teams:

Tenancy Sustainment	£91,890.56
Financial Inclusion	£770
Sheltered	£29,525.24
CAB	£59,145.00

During Q4, the dedicated section on the council's website with information for residents on cost-of-living support and advice, received 2,070 visits from 651 users, bringing total visits up to over 27,000 since the pages were launched. Facebook activity involved three shared posts and three original posts linking into cost-of-living work. The three original posts were viewed 1487 times and engaged with 26 times.

Greener faster

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

The fleet vehicles managed by the Neighbourhood Services and Community Safety team are now all-electric. The new vans have been sign written with the 'Greener Faster' logo to promote the council's commitment to becoming a carbon neutral council.

A second phase of Retrofit Ready Invites were sent out to council residents and 60 responses have been received during this quarter. There is now a total of 866 of 1600 properties within the Retrofit Ready Programme.

Meadowside Leisure Centre and Winchester Sports and Leisure Park switched to a green electricity tariff for a fixed 2-year period starting 1 April 2024 which sees Winchester become the first site in the Everyone Active national portfolio to draw electricity from renewable supply only.

Special Maintenance's continued segregation and recycling of Special Maintenance skip waste has achieved a 99% carbon saving for its skip waste in 2022/23.

An Air Source Heat Pump has been installed at Magdalen Cemetery House with all energy efficiency work now completed.

Pride in place.

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

The Mayor of Winchester's Community Awards were held on 7 March where over 100 award certificates were presented to organisations and individuals who have provided outstanding services to the people of the Winchester district. The aim of the awards is to celebrate the selfless activity that brightens the lives of many residents and makes the district a wonderful place in which to live.

An accessible and inclusive swing seat made of recyclable polyethylene (including recycled cloths and fishing nets) has been added to Abbey Gardens play park.

A further 40 CCTV cameras have been added to the Chesil Street Multi Storey car park to provide additional reassurance for users and to help deter anti-social behaviour.

Repainting with anti-graffiti paint of the stairwells in Chesil Street Multi-storey car park begun.

Refurbishment of the Market Lane public toilets was completed.

Fly tipping incidents have reduced by 40% since 2022/23 with another successful prosecution during this quarter.

Listening better

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

The Neighbourhood Services and Community team carried out three Walkabouts in Whiteley, Swanmore and Wickham aimed at listening to residents and ward councillor concerns related to community issues. These walkabouts help to develop a wider partnership action plan to resolve issues.

As a planned response by professionals about ASB concerns in and around the location of West View House, a newsletter was delivered to all residents in the Hyde area updating them on the delivery of the Community Safety Partnership Task and Finish group, action plan.

Satisfaction surveys 'How are we doing' have been launched, inviting residents living in council owned blocks of flats to provide continual feedback on, cleaning contract, grounds maintenance and health & safety inspections. Residents have started to utilise this opportunity and the outcomes will be reported on a quarterly basis from end of Q1 2024/25.

A consultation on the proposal to carry out improvements to the communal outdoor spaces at King Alfred Place took place during March. The aim of the consultation is to provide residents with better opportunities to enjoy the communal outdoor spaces, improved drying facilities and secure cycle storage.

The Natural Environment and Recreation team carried out a review of the Talavera Road play in March. The existing play equipment and seating will be removed, and a new play area created. Residents have been asked to complete a questionnaire to give their views which will help in deciding what equipment will be installed in the area.

Following feedback from users of the car park, the operating times for the lifts in Chesil multi-storey car park have increased to Monday to Sunday 9am to 8pm.

Review of Strategic Key Performance Indicators (KPIs)

The strategic key performance indicators included in the quarterly performance reports were adopted by Cabinet at its meeting on 14 December 2022 (Report CAB3370 refers). The purpose of the indicators is to demonstrate the progress achieved against the five priorities included in the Council Plan.

The indicators are reviewed annually to reflect any required changes in priority or availability of data. Members were invited to comment on the existing suite of indicators, but no responses were received with potential changes to the current performance indicators or proposals for new performance indicators. It is proposed to retain the existing suite of indicators due to the Council Plan being in the final year of the current version and the proposed minor amendments and deletions are set out below:

Minor amendments are proposed to the following indicators:

- LW4 & LW6 – “Winchester Sport & Leisure Park - number of concessionary rate visits (Inc junior)” & “Meadowside - number of concessionary rate visits (Not inc. junior) – amended for both to now include all concessionary rate visits.
- LW11 – “Number of reported fly-tips (actual incidents)” – the definition be expanded to include percentages for clearance rates within contracted timescales.
- HFA3 – “Homelessness – numbers recorded as rough sleepers (as at period end)” - minor amendment to change the reporting frequency to an annual figure.
- HFA6 – “Number of households in temporary accommodation (at month close)” – this KPI be amended to a more meaningful measure of the “average time for homeless households to receive an offer of a permanent home.”
- VLE5 – “City centre high street footfall metrics (total footfall)” - minor amendment to clarify this as being for unique visits per month (i.e. unique individual visitor count)
- YSYV6 – “Number of residents digitally interacting with the council - number of online reports submitted on My Council Services platform” - Minor amendment to expand this to include other online forms services as we obtain them (for instance, Benefits online forms package).

The following indicators are recommended for deletion:

- LW10 – “Number of housing tenants in arrears owing 4 months or more” – this KPI to be removed as it does not reflect that tenants may be keeping to repayment plans,
- HFA4 & HFA5 – “Number of new homes being built (active total at end of quarter)” & “Number of new homes completed by the council (during quarter)” - to remove these as there is an existing KPI in place (HFA2) which already reports on the running total of new home completions.
- YSYV3 – “Value for Money - total net expenditure per head (via annual LGA Value for Money toolkit)” – this KPI to be removed as it is created from external factors and organisations, so adds no value.

Appendix 4 to this report sets out the list of proposed key performance indicators to be monitored and reported quarterly during 2024/25.

Tenancy Satisfaction Measures

The Transparency, Influence and Accountability Standard, which came into effect from April 2024 requires all registered providers of social housing to collect and report annually on their performance using a core set of defined measures. These measures known as the Tenant Satisfaction Measures (TSM) which will provide our tenants with greater transparency about the council's performance as a landlord. These measures will be absorbed into the 2025-30 Council Plan and reviewed by Cabinet Housing Committee during the year.

12. OTHER OPTIONS CONSIDERED AND REJECTED

This is a report for Cabinet to review the performance of the council for the period January to March 2024.

BACKGROUND DOCUMENTS

Previous Committee Reports

CAB3441 - Q3 Finance and Performance Monitoring dated 14 March 2024.

Other Background Documents

None

APPENDICES

Appendix 1: Council Plan 2020-25 progress update – Q4, 1 January 2024 to 31 March 2024.

Appendix 2: Strategic Key Performance Indicators Q4 update.

Appendix 3: Programme and Project Management – Tier 1 project highlight reports Q4 update.

Appendix 4: Proposed 2024/25 Strategic Key Performance Indicators

COUNCIL PLAN 2020–25

Quarter 4 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 Sustainable Business Network, which is funded by the council held an online event on hybrid working on 15 March 2024. This included speakers from Sustrans, Carbon Footprint and local businesses about how to minimise your staff commute, how to account for emissions at home and how to rationalise your office space to maximise the advantages of hybrid working. The event also included a presentation from the council on the benefits of sustainable travel. 39 businesses attended live and a further 116 downloaded the content on Youtube.

Please refer to the Green Economic Development Strategy section under 'Vibrant Local Economy' for an update on low carbon assessments and green project grants.

Grants totalling £41,910 were awarded through the new 'Go Greener Faster' grant scheme to five not-for-profit organisations for a range of projects which

support the priorities and pathways set out in the council's Carbon Neutrality Action Plan:

- *Trinity Winchester for an energy study to reduce its carbon footprint.*
- *The Gratton Trust for solar panels and battery storage.*
- *Durley Parish Council for battery storage at the memorial hall.*
- *Otterbourne Parish Council for energy efficiency works to the sports pavilion.*
- *Energise South Downs for community energy engagement workshops.*

Liaison with HCC on-going on LEVI funding for electric vehicle charging points (EVCPs). Proposal discussed with JoJu for further charging points within WCC car parks with Joju to develop more EV charge points in car parks.

EVCP MER will replace some fast EVCP with Rapid charge points. One at Winchester sport and leisure park which the Council is funding – four will be installed alongside existing chargers and the other three will be replacing existing chargers.

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

Private Sector Housing

The council is part of a consortium of 23 local authorities, led by Portsmouth City Council, who were successful in bidding for £41.4m of Home Upgrade Grant (HUG2) funding, provided by the Government's Department for Energy Security & Net Zero (DESNZ). This funding is delivered through the Warmer Homes programme and is available to residents until March 2025.

Funding is available to homes that are not heated by gas mains gas and use electric, oil or LPG, solid fuel or have no heating at all. Funding of up to £38,000 is available depending on the property's composition.

Funding can enable a number of different energy efficiency measures to be installed including:

- *Solid wall insulation external or internal)*
- *Cavity wall insulation*
- *Underfloor insulation*
- *Loft insulation.*
- *High heat retention storage heaters*
- *Room-in-roof insulation*
- *Air source heat pumps*
- *Park home external wall insulation*
- *Solar PV panels*
- *Heating controls*

Eligible households must live in a property with an EPC rating of D, E, or G and either have a total household income of £36,000 or less / or receive a means tested benefit or live within an Indices of Multiple Deprivation (IMD) Income Decile 1-3 postcode area.

The funding is available to private households: owner occupiers or private rental tenants. Unfortunately, the funding is not available for social housing or housing association homes.

For private rental properties, landlords must contribute of 50% of the funding available and must not have a portfolio of more than 4 properties.

At the end of Q4, 79 applications had in total been received although 42 applications were cancelled due to various reasons.

Out of the remaining 37 live applications, 10 properties had been completed and 44 active installation measures were in progress with a total budget funding spend of £111,027.70.

Council Housing

A second phase of Retrofit Ready Invites were sent out to council residents and 60 responses have been received during this quarter. There is now a total of 866 of 1600 properties within the Retrofit Ready Programme.

The Retrofit programmes have developed during 2023-2024 from improvements to a few properties to a target of +500 properties. The team have improved 350 properties with many of the programmes ongoing because works have begun but are not 100% completed.

The pilot project looking at energy retrofit work to a pair of the council's post-war system-built, Pre-cast Reinforced Concrete (PRC) homes has faced some delays due to the shortage of expertise within the construction industry. Following a feasibility analysis it has become clear that training our own surveyors will allow for inhouse expertise that we could utilise on the +40 Aireys that the council owns.

The installation of loft insulation under the Social Housing Decarbonisation Fund (SHDF) has met delays due to a number of eligibility requirements including tenant refusals, asbestos soffits and lack of roof ventilation.

The SHDF programme funding requirements would delay the work to Swedish cottages and also drives up costs due to lack of suitable contractors. Therefore, the Retrofit Board decided that the works would progress outside the funding programme thus offering more contractor and scheme options to improve the energy performance of the homes.

The Website page dedicated to Energy Saving Homes is under development to include the current retrofit programmes as well as technical support and information. The web page also included a descriptive video.

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

A decarbonisation review of corporate occupied buildings concluded that the cost of decarbonising the Guildhall and Abbey House was not viable. However, work on roof insulation at Cipher House and the installation of heating controls and

LED lighting at Abbey House is being considered. City Offices has already been enhanced as far as possible with solar panels, double glazing and energy saving lighting. Further detailed investigations will be undertaken for potential solar panels on Cipher House and Chesil Street Multi Storey Car Park.

The window replacement at City Offices has seen the energy rating improve from a C rating to a B rating, with the Display Energy Certificate received in March.

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

The council continues to collect recycling from all 58,000 households across Winchester. Unaudited data suggests a further increase in recycling for 2023/24 v previous years, and a reduction in overall volumes of residual waste.

It was agreed by Cabinet in February (CAB3439 refers) to seek to introduce a separate collection of food waste by 31 March 2026 with the council's current contractor Biffa, including to provide quoted prices for the required food waste collection vehicles, and that the council will pursue the current lowest carbon viable options as a priority for service delivery.

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

All the fleet vehicles used by the Neighbourhood Services and Community Safety teams are now fully electric vehicles.

Special Maintenance have submitted a Business Case with a proposal to transfer all vehicles to HVO.

BIFFA are finalising costs with a supplier of HVO to ensure that ZEMO (renewable fuels assurance schemes) terms and conditions are met and are due to start in later April / early May ensuring each load of HVO is capable of providing a renewable fuel declaration.

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

We continue to work closely with HCC on the 10 Next Step Priorities from the Movement Strategy including progression of some City LCWIP active travel schemes, engagement with residents on potential walking and cycling improvements in Fulflood, a scheme to improve walking and cycling along Worthy Road, the continued development of the district and City LCWIPs and we continue to work in partnership with HCC to identify potential opportunities to prioritise public transport in the city.

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

Work to develop and adopt a new Air Quality Strategy (AQS) is now in its final stages with a draft AQS nearing completion in advance of June Cabinet agreement to go out to public consultation. This AQS seeks to review the impact of adopting more stringent air quality standards across the district in line with government policy [LAQM-Policy-Guidance-2022.pdf \(defra.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/114222/LAQM-Policy-Guidance-2022.pdf). It is expected that a new AQS will be adopted by Autumn 2024.

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

Officers are in the process of concluding their recommendations from the comments submitted on the draft Regulation 18 Local Plan that includes policies on low carbon homes, biodiversity net gain and 20-minute neighbourhoods.

Consultants assisted with analysis of 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. In light of the Written Ministerial Statement (WMS) on 'Planning Local Energy Efficiency Standards Update' submitted in December and in order to understand and find a way forward in terms of the wording of the policy for the Regulation 19 Local Plan, officers continue to liaise with the Local Plan KC and:

- *Other Local Planning Authorities.*
- *The Town and Country Planning Association.*
- *The Royal Town Planning Institute.*
- *The Planning Advisory Services.*
- *Local Government Association; and*
- *WinACC.*

As part of the analysis of representations on the Regulation 18 Local Plan, officers are reviewing the various representations that have been submitted by a range of organisations and individuals on the 15/20 minute neighbourhoods in discussion with Active Travel England who are a new statutory consultee. Officers are also considering the potential implications of the recently adopted Local Plan 4 (LTP4) by Hampshire County Council and wording of policies for the Regulation 19 Local Plan.

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

New validation checklist and website updated with planning department to enable Biodiversity Net Gain (BNG) applications to be processed, in line with national requirements now it is mandatory.

BNG Interim Technical Advice Note addendum completed and shared publicly on the council website in January.

Community engagement with groups – Nature Recovery Teg Down, Friends of St Giles Hill Park, Friends of St Giles Hill Cemetery, Worthy Conservation Volunteers / Friends of Topfield. Implementation of management plans to manage biodiversity on these sites.

Service Level Agreements with Hampshire and Isle of Wight Wildlife Trust renewed to ensure high level of management and monitoring of our designated wildlife sites including Winnall Moors, St Faith's Meadow and Whiteshute Ridge.

126 trees planted on Council land. 69 Tree Preservation Orders and 58 Trees in Conservation Areas received and validated. 71 Tree Preservation Orders and 56 Trees in Conservation Areas decided.

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

During Q4 134 enquiries were handled, in addition to support for 22 people through the independence support forum and 18 others through bi-weekly online drop-in sessions. We continue to provide confidential advice, guidance and support via one-to-one assistance, online and face-to-face, for both hosts and guests, and a monthly newsletter in Ukrainian.

The Winchester Ukrainian Cultural Association (WUCA) marked the 2nd anniversary of the Russian full-scale invasion with a commemoration event at The Arc and a vigil at Abbey Gardens. The Guildhall flew the Ukrainian flag, and the clock was lit yellow/blue in commemoration.

95 grants were awarded to Ukrainian guests from the Independence and Integration Support Fund, totalling £47,000. To date there have been 285 grants, totalling committed £123,00. 15 people were given assistance with their grant applications.

The first phase of peer-to-peer wellbeing support in March, having supported 9 individuals.

16 Ukrainian children were funded to attend Easter holiday camps.

An additional Community Support Officer was appointed to provide employment and personal development support to Ukrainians on the Homes for Ukraine Scheme. Two workshops were delivered in partnership with the National Careers Service in March, with five people attending an employability workshop and thirteen attending one on self-employment. Eight employment/personal

development sessions were held with individual community members, providing a holistic, personalised service that signposts people to relevant training courses, employment opportunities and support for improved wellbeing.

Grants to enable targeted support.

Many small grant applications were received in Q4, and five grant panel meetings held with ward members to review them. In total £19,111 was awarded to 23 district small grants and nine town small grants totalling £4,524. Examples of work enabled by these small grants include:

- *Start-up costs for a LGBTQIA+ group for teens in Alresford.*
- *Equipment to enable a local hygiene bank to support more people.*

We also continued to contribute to the core running costs of 14 organisations who help the most vulnerable people across Winchester district, suffering with mental health, low income, isolation, homelessness and physical inactivity.

Health improvement

The Active Lifestyle programme for people with long-term health conditions received 52 referrals to the Winchester City Primary Care Network (PCN) and 93 to Everyone Active (EA), meaning 595 referrals during 23/24 (the highest since the leisure centre opened in 2021) and 950 in total since the opening. Community classes for people with long-term health conditions had a throughput of 992 attendees during the quarter.

Total attendance at wellbeing walks in Winchester, Bishop's Waltham, Whiteley and Colden Common was 679, meaning a total attendance of 2,651 during 23/24.

- **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.**

An increase in the income banded thresholds of the Council Tax Reduction scheme for the 2024/25 Financial Year has been agreed to ensure that any inflation of national benefits can be fully realised by those residents on low income who are in desperate need of that support.

The cost-of-living support and advice website area received 2070 visits from 651 users., There were three shared posts and three original posts on Facebook linking into cost-of-living work.

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

The Community Safety Partnership (CSP) data showed a reduction in reports of ASB in the high street. During this period:

- *one Community Protection Notice (following a breach of a CPW) was issued by Hampshire and Isle of Wight Police for shop lifting,*
- *currently 9 CBOs (criminal behaviour orders) in place, granted on the back of other criminal charges such as shoplifting, they all carry their own individual sanctions.*

- *Of the 9 CBO's, 2 individuals have breached, with one individual receiving a 12-month suspended sentence. No CBO's have been issued during Q4.*
- *WCC Neighbourhood Services team issued one Community Protection Warning for leaving waste in a communal area.*

Following the successful application for Safer Streets 5 (SS5) Home Office grant funding via OPCC, a partnership delivery plan for Winchester has been approved. This plan focusses on: Night-time economy, public place, engagement, training, awareness raising and the delivery of targeted resources. The plan will be monitored and overseen by Winchester's multi-agency Violence Against Women and Girls (VAWG) strategic group.

In addition, the SS5 funding has secured for the district, Selecta DNA kits for local neighbourhood policing teams to use as part of targeted response to burglary.

A Legacy Project grant fund was also secured via the OPCC with the support of the CSP. It is a local 1:1 mentoring project for 11 to 17 year olds. The Neighbourhood Services & Community Safety Team will be managing the delivery of the nomination process via the school's partnership and ASB panel.

Partner ops/collaboration across the district showed three joint visits with Winchester City Council Housing Tenancy, one joint patrol in the rural areas in Whiteley and two police and partner rough sleeper operations. The three joint visits were arranged in response to reports of ASB and concerns raised by residents and relevant partners. During the rough sleeper's operation (Operation Helicon), 10 individuals were found and signposted to relevant agencies for support.

The city council employs a dedicated ASB lead within the Neighbourhood Services & Community Safety team to cover the Winchester district, working alongside the Housing Tenancy team who also deal directly with ASB related concerns for council tenants. During this period, the ASB lead received 45 reports of ASB 15 via online report forms from Your Winchester and 30 direct to the ASB officer via email or telephone call. Of those 45 reports, 3 required no further action, 3 reported anonymously, 2 linked to a case being managed by Housing Tenancy in conjunction with the ASB lead, 8 reports were linked to ongoing cases or hotspot locations, 26 cases were referred to other internal or external partners who were best placed to manage to the reported concern. The 6 remaining cases were managed by the ASB lead.

The team (ASB lead and one Community Engagement Officer) carried out 69 targeted patrols (41 town forum, 28 across the wider district), providing a visible presence to encourage greater feelings of safety in addition to the delivery of health and safety inspections across our housing sites.

The Neighbourhood Services & Community Safety Team take a collaborated approach to partnership working both externally and internally. Within the reporting period the team successfully worked with WCC Property Services Team and Special Maintenance team to ensure physical changes were made that designed out ASB, for example removal of a bench and additional lighting. There

are currently 5 ASB hot spot locations with action plans in place to address the ASB. A further 2 hotpots were closed during this reporting period.

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

The new St Clements Medical Centre topping out ceremony took place on 13 March. Practical Completion is due at the end of September this year and the facility is scheduled to be operational before Christmas 2024. The new surgery will provide state-of-the-art accommodation for staff and patients, with 16 consulting rooms, three treatment rooms, admin facilities, reception and larger waiting areas.

The Health and Environment Policy Committee met in January to discuss options for new hospital facilities in north and central Hampshire. This included a presentation from Hampshire Together - the partnership of health bodies who are driving the process - and informed the council's response to Hampshire Togethers consultation exercise.

The quarterly community wellbeing forum attracted 25 voluntary and community group representatives to link with each other and agencies to support and promote existing projects and to enable progress in new initiatives. This quarter's topic was cost of living and the impact on health, with presentations from HCC Public Health team and Citizen's Advice.

The council also partnered with Everyone Active for the leisure centre's second health and wellbeing event in March, with the aim to promote the services of local and national health organisations to older people. More than 100 people attended and met representatives from 27 service providers as well as opportunity to try targeted activities such as walking netball and assisted circuits.

- **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.**

A grant of £1.13m was secured from the Football Foundation in January for a 3G artificial pitch and associated stadium improvements at Winchester City Football Club. The pitch will be available for community use throughout the week, increasing opportunities for under-represented groups including women, girls and disabled people, and will be suitable for rugby training as well as football. Work is expected to commence in Q1 2024-25.

WSLP attendances continued an upward trend. Health and fitness memberships reaching their highest monthly and quarterly totals since the centre opened, with big increases in gym and group workout sessions. The overall attendance during Q4 was 340,205, which represents an 18% increase on the previous quarter.

Work started on the laying out of sports pitches and allotments that are being provided as part of the North Whiteley major development area.

During the February half term holiday, the council's coaching partner provided outdoor football sessions for 23 girls and 63 boys across sites in Weeke, Stanmore, Colden Common and Whiteley.

CIL payments were made to projects including:

- *Wickham pre-school - £21,000 for an outside play area.*
- *Bishops Waltham Parish Council - £40,000 towards the purchase of the St John's Ambulance Hall, which will increase capacity for community activities.*
- *Shedfield Reading Rooms - £15,000 for a new roof and insulation.*
- **Make it more attractive to use active travel, with new cycle and walkways and secure bike parking.**

Work on the district and City LCWIPs is continuing, setting out a network of cycle routes and walking zones from which schemes to improve cycling and walking can be developed. The two LCWIPs will be combined into one document in two parts when adopted later this year.

- **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, officers are in the final stages of analysing the feedback in respect of the policy on promoting Biodiversity and the Natural Environment.

Discussions and work are ongoing with the statutory agencies and neighbouring Local Planning Authorities as part of the work on Statement of Common Grounds.

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.**

By the end of Q4 the council had provided 268 additional homes (of the 1000 home target). This includes 76 new homes at Winnall handed over from the contractor. The scheme includes 35 shared ownership flats and houses and 41 rented flats for Venta Living (the council's housing company).

Planning permission has been granted for the conversion of the Cornerhouse, Winchester to flats.

Feasibility work is ongoing on several other council led developments and discussions are underway with a number of developers with a view to the council purchasing newly built homes across the district as affordable council housing.

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, officers are in the final stages of analysing the feedback in respect of the policy on promoting high quality and well-designed places.

Consultants Icenii have been appointed to prepare a Focussed Strategic Housing Market Assessment. The findings from this commission will directly inform the housing policies in the Regulation 19 Local Plan.

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

Practical completion of the block of 41 one-bedroom apartments at Winnall took place in early March.

Online advertising commenced in mid-March, with onsite viewings and open days/evenings. The feedback from prospective residents has been very positive regarding both the build quality of the apartments and their energy efficiency.

- **Providing support for our homeless and most vulnerable people by working directly and in partnership with the voluntary sector**

During the quarter, the housing options service have:

- *Accepted 81 prevention cases.*
- *Accepted 57 Relief cases.*
- *Closed 43 general advice cases.*
- *Prevented 65 households from becoming homeless.*
- *Relieved 22 households' homelessness*
- *Received 18 Duty to Refers*
- *3 Individuals found to be rough sleeping at the end of Q4.*

HCC have published plans to reduce their budget deficit, and this includes a proposal to cut all social inclusion funding that funds the support element for West View (Stage 1 accommodation), Sussex Street (Stage 2 accommodation) and The Beacon. This puts 42 bedspaces at risk. Public consultation has now ended with a final decision due in November 2024. Officers are developing a Temporary Accommodation Strategy to include bespoke pathways in response to this. A draft paper was taken to EHP on the 20 February 2024

SWEP was called once this quarter due to freezing conditions, this period lasted for 20 days with 8 individuals accessing emergency accommodation during this period.

The council have funded a Housing First worker (from the rough sleepers initiative), who is hosted by A2Dominion to develop a Housing First project in Winchester, to work with up to 7 individuals who have complex needs and are rough sleeping or have a history of rough sleeping. The aim will be to provide a permanent home for these individuals along with intensive wrap around support to enable the individuals to sustain accommodation.

The council has housed 36 Ukrainian families and 2 Afghan families into Local Authority Housing Fund (LAHF) properties from round 1 & 2. The council has completed the task of purchasing/bringing back into use 45 properties for LAHF 1 & 2. The council has submitted an expression of interest to participate in LAHF round 3, the council should be notified of the decision in April 2024

The council was successful in obtaining LAHF & HCC funding to bring 59 Colebrook Street back into use to house 6 single Ukrainian households who would otherwise be homeless. This has now been through planning committee and the council are in contract with relevant contractors for the works to commence.

The resettlement team are identifying empty properties that can be used for Temporary Accommodation (TA). 1 King Harold Court, an old Wardens property was identified and is now being used to house up to 3 Ukrainians who would otherwise be homeless. A further property, 17 Eastacre has been identified and is in the process of being brought back into use, this will house 4 Ukrainians. HCC have paid for all the costs associated with these properties.

Update on Ukraine Families

During this quarter:

- 10 households moved on
- two moved out voluntarily.
- One moved temporarily.
- two placed into TA as a result of breakdowns.
- two returned to Ukraine.
- one rematched to new host as a result of breakdown
- two were housed in social housing.

There are currently three Ukrainian households threatened with homelessness. Two families have been offered LAHF TA properties and one single household has been offered TA at King Harold Court (although is trying to seek privately rented accommodation herself to avoid moving to TA).

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

The council received £80,000 from HCC as part of the DWP household support fund to assist with exceptional housing circumstances and costs. During Q4 £57,980 was disbursed assisting 26 households.

The council has received an additional £50,000 of Household Support Fund from the County to spend over the next three to four months.

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

In Q4 the team received 34 new applications, 28 were assessed and approved and 32 cases were completed.

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

A second phase of Retrofit Ready Invites have been sent with 60 responses received during the quarter. A total of 866 of 1600 properties are within the Retrofit Ready Programme.

The team have improved 350 properties with many of the programmes ongoing because works have started but are not 100% completed.

Kings barton MDA

Phase 1A Play Area/Winterbourne Medows – play area was opened on 29 March.

- *Phase 2A combined NEAP/LEAP including MUGA – details have been submitted to discharge RM condition (ref.no. 24/00528. Proposals are currently being amended by CALA following comments from HWPC and others.*

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.**

The next two-year Green Economic Development Strategy (GEDS) Action Plan was considered at the Economy and Housing Committee on 8 February 2024.

As part of the data gathering for the strategy the team have commissioned an economic intelligence dashboard. The March 2024 edition was published here:

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

The dashboard suggests that the UK economy was in a technical recession (two consecutive quarters of negative growth) at the end of last year, but our preliminary estimate suggests that the economy of Winchester district avoided falling into recession.

17 local businesses completed a low carbon assessment with local company GEP environmental. The assessments identified interventions to reduce energy, water, waste and transport emissions, whilst providing the opportunity to discuss funding opportunities. Please refer to the chart below for the local businesses that took part and the recommendations that were suggested.



Two green project grants were given to local businesses to help with LED lighting and solar panels. The team will continue this programme of work in the new financial year.

£96,000 of the government's UK Shared Prosperity Funding has been claimed by seven internal and external projects to support business and community organisations across the district. £144,000 of Rural England Prosperity Funding (REPR) has been claimed by five projects across the rural parts of the district. A third round of REPR was opened for applications in March 2024 and this is covered in the supporting businesses section (below).

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

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

There has been no further progress during this quarter.

- **Create new cultural and creative spaces.**

Cabinet approved the co-designed Cultural Strategy. Over 500 residents completed the survey expressing what culture and creativity mean to them. Smaller 'action groups' were formed to devise action plans and the wider stakeholder group met to co-write the overall vision for the strategy.

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

The vacant property register is featured on the corporate website:

www.winchester.gov.uk/business/invest-in-winchester. There have been 82 hits to this web page in the last quarter. (Please refer to section below on new business and jobs for the results of the council's inward investment activity).

The council has helped international company Saab move into Trilogy three in Segensworth business park. Their presence has grown to 8,400 m² (83,000 ft²) as part of a multi-million-pound investment and more than 100 new jobs are being created.

The council works closely with contractors to create employment and skills plans to help provide employment opportunity for residents of the Winchester district. All large-scale planning applications (10 or more houses/1000sq.m plus floor space) require an employment and skills plan. The council has been

working with Jackson Rowe and Persimmon Homes, who are building around 150 new residential units in North Whiteley, to create five local jobs and complete 192 training weeks on the site.

Consultants are in the process of finalising the updated Retail and Employment Studies that will directly inform the policies and proposals in the Regulation 19 Local Plan.

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

Promotions

<i>Visit Winchester: multi-channel marketing campaigns</i>	
<i>Glowing Galaxies (see below), February half term, Valentine's Day, Mother's Day, Easter holiday ideas, country pubs and discover local food and drink, women of Winchester.</i>	
<i>Visit Winchester website</i>	<i>73,370 users, down 3% compared with Q3 in 2023</i>
<i>social media platforms,</i>	<i>Over 21,126 followers across Facebook, Instagram, Threads, LinkedIn, TikTok and YouTube, up 11% from Q3 in 2023).</i>
<i>business to consumer e-newsletters</i>	<i>22 March 'Easter Holidays across the Winchester district' 27 February 'Winchester district in bloom, Mother's Day and more' and 5 February 'Upcoming events, Valentine's Day and half term ideas' with an average open rate of 36%.</i>
<i>Business to business e-newsletter</i>	<i>15 March (The latest industry news from Visit Winchester (mailchi.mp)) and 21 February (The latest industry news from Visit Winchester (mailchi.mp)). Key stories included information on renewing membership of the Visit Winchester Partnership & Marketing programme as well as latest results from Visit Winchester campaigns, PR coverage, Visit Winchester's website development project, 'Glowing Galaxies' light event and updates from the council including free low carbon assessments and the co-mentor scheme.</i>
<i>PR Activity</i>	<i>PR coverage achieved this quarter has included features in The Guardian, Globetrotter, Hotel Guru and The Times. The council is also working with local influencer and ex Great British Bake Off contestant, Jamie Finn to create series of short form films featuring Discover Winchester members. The aim is to increase weekend visits by the</i>

	Gen Z / under 30s demographic by promoting to their audience of over 31k on <i>Instagram</i> , and 12k on <i>TikTok</i> .
Sector Engagement	<i>Delivery of the quarterly meetings of the Attractions Forum and Discover Winchester Partnership. The Meet in Winchester forum also relaunched following a pause as a result of the COVID pandemic. The first meeting sought views from meetings and venue providers on campaigns, activities and priorities that the group would like to see over the next year. Both the Meet in Winchester and Attractions Partnership meetings included a sector workshop relating to the Tourism Strategy</i>
Paid for advertising	<i>Outdoor advertising campaign across Waterloo Underground stations for two weeks in February to encourage people to travel sustainably to Winchester and book their rail tickets using the South Western Railway ticket booking widget on the 'getting here' page on the Visit Winchester website. This project was funded by the UK government through the UK Shared Prosperity Fund and supports the Greener Faster ambition to become a carbon neutral district by 2030.</i>

A Visit Britain press visit was hosted on 14 March with six travel writers from the USA and Canada, as part of the work with partners across Hampshire to develop and promote a programme of activity to mark the 250th anniversary of the birth of Jane Austen.

Hampshire Fare has been commissioned to engage with local food and drink producers under the umbrella 'A Taste of Winchester' to develop a week-long programme of events in the lead up to the city's Food Festival on 14 July.

An exhibition stand was taken at Tourism South East's Group Travel Show in January, along with partners Winchester Cathedral, Winchester Royal Hotel and Holiday Inn Winchester to promote the destination to the travel trade market.



This year's light event, 'Glowing Galaxies', took place in Middlebrook Street and King's Walk and featured galactic light installations, glowing orbs, colourful projections and a selfie station. Local businesses benefited from additional footfall, particularly in the early evening. Some offered themes menus, special

late-night openings, and had lights in their windows to support and promote the event. This was all promoted via Visit Winchester's digital marketing channels (2,214 page views on Visit Winchester website, 37,459 reach on social media). The theme 'galaxies' was developed in order to co-ordinate and support Festival of the Moon at Winchester Cathedral (which ran simultaneously) and also raise awareness of the district's Science Centre and Planetarium.

Culture & Arts

Three issues of Arts News were sent to 440 subscribers. As well as regular what's on and jobs and opportunities the issues promoted: the cultural strategy survey, ACE funding roadshow, opening of the Studio at South Downs Social, Glowing Galaxies, Sound Winchester launch event, Hampshire Cultural Education Partnership CPD, Rural England Prosperity Funding, news from individual artists and organisations. The January Cultural Networking event, held at Chesil Theatre, attracted 25 attendees.

The contractor commission to work on the renewed Public Art programme for the West of Waterlooville / Berewood development has presented their findings from the resident engagement programme to the WoW Forum and is finalising the first draft of the strategy for the area.

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

Funding bids were submitted for UK Shared Prosperity Funding for 2024/2025 for projects to improve the digital skills of residents and a 'Digital and Business Growth Factory' including business incubation and scale up and an SME Digital Productivity Programme.

This year's Winchester Business Excellence Awards were launched on 1 February 2024. The council is sponsoring the Creative and Cultural award showcasing this sector and encouraging innovation and best practice.

The council participated in the 'Future World of Work' conference held at the University of Winchester on 9 January 2024. This involved workshops on how artificial intelligence is advancing in the workplace and managing social connections in a digitised workplace.

- **Use Local Plan policies, our own housing programme and developments such as Central Winchester Regeneration to help provide homes attractive and affordable to younger workers.**

Work with the councils CWR development partner, Jigsaw by Partnerships and Places, to identify opportunities to provide a suitable and affordable residential offer for younger people as the scheme design progresses.

The council's own home building programme (and it's enabling activities using local plan policies) ensure a range of new property types and sizes are provided, which assists in meeting the needs of people of all ages, including younger people. In March the council completed a scheme of 76 no. one and two bed houses and flats at Winnall which have been designed particularly with younger

people who work locally in mind. These homes are for shared ownership, from the council, and for rent through Venta Living Ltd, the council's housing company.

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

Festival bunting, based on the colour palette of the St Maurice's Covert mural, to celebrate Winchester's summer season of festivals was installed during March 2024.

- **Provide tailored, sector specific business support.**

Please refer to the Green Economic Development Strategy section for business support activity for local businesses to reduce their carbon footprint.

- **Promote independent businesses and encourage start-ups.**

Local rural businesses were targeted in March 2024 to apply for the third round of Rural England Prosperity Funding with 'supporting local businesses' as one of the key priorities. This was achieved through:

- *social media promotion and a press release*
- *Winchester Business Bulletin, Arts News, Tourism Industry News articles*
- *giving presentations or advice at Hampshire Chamber of Commerce Business Strategy Group, Attractions Partnership, Meet in Winchester, Business Breakfast Meeting, Creative Network South, Hampshire Rural Network Stewardship Group, Alresford Chamber of Commerce and Incuhive in Hursley.*
- *direct emails to rural businesses using the Beauhurst business database.*
- *sign posting by UK Shared Prosperity Board.*
- *one to one business surgeries.*

The deadline for applications for this fund is Friday 17 May 2024.

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

The Ukrainian Support Officer is working closely with Ukrainian guests who are looking to improve their employment prospects and start their own businesses.

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.**

74 households responded to a survey of our Ukrainian guests to understand the need for support finding employment and to improve the welfare of children and young people.

A consultation took place asking residents to provide their views on the council's Budget/Medium Term Financial Strategy 2024/25 which details how the services the council provides or the activities that the council supports will be funded. The consultation ended on 15 January and residents' comments were used to prepare the detailed 2024/25 budget.
 - **Effectively respond to and learn from complaints and feedback to drive service improvement.**

The percentage of upheld and partially upheld complaints (Performance Measure YSYV5 showing in Appendix 2) increased from 63% in Q3 to 68% in Q4.
 - **Embed effective partnership working with the community, voluntary groups and organisations, local businesses, our suppliers and other public bodies.**

Central Winchester Regeneration pop up events were held during the February half term with a focus on connecting with young people and getting their thoughts and hopes for the future regeneration of the city.
 - **Cut cost and focus on spending where it makes the biggest difference.**

As presented in the Budget report to Council in February, budget reductions of just over £600k from 24/25 have been made as a result of the initial stage of TC25. The programme for year 1 is being drafted and will be included in 24/25 Business Plans.

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

The EDI Forum met on 11 January and welcomed the Associate Vice President EDI and Social Justice at Winchester School of Art/Southampton University to present on topics of accountability and social justice. A presentation was also delivered on the significant increase in the number and quality of equality impact assessments completed by officers during 2023 and members discussed the trends identified from these.

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

The quarterly performance report is presented to The Scrutiny Committee and available to the public via publication on the council's website.

This report provides data against the 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.

Where appropriate key performance indicators are updated to reflect the most appropriate metrics for service delivery.

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

The council has signed up to the Local Digital Declaration in a commitment to make service delivery more efficient and make digital access easier for residents. This is in addition to the council's commitment to improve online services for its customers through its transformation programme TC25. The aim is to ensure customers will be able to do their council business at a time convenient to them. The programme will also design services to make the best use of technology ensuring they are as efficient as possible.

The Housing service has set up a series of free monthly digital drop-in sessions designed to support people to feel more comfortable accessing online services has been launched. These sessions are open to all and will be held at King Harold Court on the second Tuesday of each month. Digital champions will be on hand to provide expert one-to-one IT support.

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

Seven equality impact assessments were published as part of committee reports during Q4. This included a comprehensive assessment of the new cultural strategy, car parking and access projects, and the homelessness prevention grant application for Trinity.

- **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 communities to share their experiences of equality and diversity within and beyond the services we provide.

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

Health and Safety training, targeted at specific roles to focus on asbestos awareness and accident investigation. Colleagues in Housing have undertaken training through external providers to enhance their skills for supporting survivors of domestic abuse.

HR team undertaking a review of mandatory training including revising content of a number of core modules for roll out later in the year. Employees continue to undertake e-learning through "SkillGate".

Employees continue to use their skill and talents to contribute ideas to the TC25 programme.

The council's Ukraine team have been shortlisted for an award in the small team category at the Local Government Chronicle Awards that are to be held in June. The category celebrates teams of 10 people or less with a particular focus on innovation, resilience, inclusivity and results.

A further 30 members of staff attended the Carbon Literacy training sessions during this quarter.

- **Keeping Council Tax increases below inflation**




The district Council Tax increase for 2024/25 was approved by Council at 2.6% in February 2024 (CAB3444 refers) which was below the inflation rate of 3.2% at the time.

STRATEGIC KEY PERFORMANCE INDICATORS REPORT

This table provides the 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%





Note: Sharon Evans was lead director for several of the Your Services, Your Voice performance measures until she left the council at the end of the 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)	Learney	Dawn Adey	4,268	2,810	4,147	Not yet available	1,873	n/a
TCE2	Carbon emissions for the district (tonnes)	Learney	Dawn Adey	579,700	506,900	456,210	Not yet available	2022: 405,520	n/a

Practical real-time measures (Quarterly)

No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q4 - 22/23	Q1 - 23/24	Q2 - 23/24	Q3 - 23/24	Q4 - 23/24	Target 23/24	Status
TCE3	% of household waste sent for reuse, recycling and composting	Learney	Simon Hendey	35.07%	42.37%	42.31%	38.53%	36.13%	35.87%	
TCE4	Residual household waste kg / household (average per hh)	Learney	Simon Hendey	106.37	104.55	102.00	102.83	102.63	<450 kg/hh pa	
TCE5	Energy usage (kWh) corporate buildings: Electricity	Learney	Simon Hendey	130,336	131,647	125,340	164,739	151,545	Measure only	n/a
TCE6	Energy usage (kWh) corporate buildings: Gas	Learney	Simon Hendey	254,925	84,981	26,644	180,191	198,383	Measure only	n/a
TCE7	Retrofit adjustments – total number of houses	Westwood	Simon Hendey	Programme commenced 2 May 2023			226	358	460	
TCE8	Retrofit adjustments – total number of measures completed	Westwood	Simon Hendey	Programme commenced 2 May 2023			301	543	735	
TCE9	Renewable energy generated (kWh) from solar panels	Learney	Simon Hendey	44,148	158,836	121,809	33,138	43,197	Measure only	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.

TCE3/TCE4

Positive performance, and heading towards an annual recycling rate, and residual waste rate, which are higher than previous years. Reflects good service delivery from waste contractor, plus favourable weather conditions.

TCE5/TCE6

Actual consumption figures relate to electricity and gas usage at the City Offices complex (City Offices, main Guildhall plus West Wing); West Wing meter however is not separated so includes all usage in that building, therefore will also incorporate the university usage. We recharge them a percentage for the cost of this, but for metering purposes it is all currently one meter. City Offices reading also includes the CAB and NHS offices who are recharged a percentage for the costs, but the metering includes all usage. Central Depot figures were also included up until May 23 but have been zero since.

TCE7/ TCE8

The first full year of an at pace retrofit programme has not achieved its initial ambitious target. Members will be aware of the challenges in achieving take up from customers over the year. Going into 2025/5 targets can be set at stretching but achievable levels based on experience and the new approaches that have been developed over the previous year.

TCE9







Data reported relates to: WCC Sites (City Offices, Cipher House, Vaultex, Bishops Waltham depot), Winchester Sport and Leisure Park, Biffa 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 wk within the Winchester district	Becker	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	Q4 - 22/23	Q1 - 23/24	Q2 - 23/24	Q3 - 23/24	Q4 - 23/24	Target 23/24	Status
LW3	Winchester Sport and Leisure Park - total number of visits	Becker	Dawn Adey	203,110	262,177	286,167	287,617	304,205	1,012,724	
LW4	Winchester Sport & Leisure Park - number of concessionary rate visits (inc. junior)	Becker	Dawn Adey	97,394	96,140	112,564	105,824	128,983	360,000	
LW5	Meadowside - total number of visits	Becker	Dawn Adey	17,706	18,052	14,367	18,296	21,410	71,000	
LW6	Meadowside - number of concessionary rate visits (Not inc. junior)	Becker	Dawn Adey	743	953	884	644	444	2,800	
LW7	Number of housing benefit claimants (rolling total)	Cutler	Sharon Evans	3,026	2,955	2,916	2,865	2,811	Measure only	n/a
LW8	Number of Council tax reduction claimants (rolling total)	Cutler	Sharon Evans	5,752	5,776	5,757	5,839	5,898	Measure only	n/a
LW9	Average time taken to process new housing benefit claims (days)	Cutler	Sharon Evans	25	25	24	21	19.4	24 days	
LW10	Number of housing tenants in arrears owing 4 months or more	Westwood	Simon Hendey	94	53	47	58	43	45	

LW11	Number of reported fly-tips (actual incidents)	Porter	Simon Hendey	403	255	200	181	244	<1,178	
LW12	Number of reported graffiti incidents (online form totals)	Porter	Simon Hendey	20	30	18	9	15	<169	
LW13	Number of reported litter incidents (online form totals)	Porter	Simon Hendey	58	31	39	18	52	<144	

INSIGHTS & COMMENTS – Living Well

LW1

Sport England have changed the reporting period to calendar year and will 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.

LW2

23/24 data not yet released.

LW3

Contract targets were managed and monitored effectively with the operator throughout the year.

LW4

Contract targets were managed and monitored effectively with the operator throughout the year.

LW5

Contract targets were managed and monitored effectively with the operator throughout the year.

LW6

Contract targets were managed and monitored effectively with the operator throughout the year.

LW10

This was a stretch target introduced as the end of year figure last year was 94. We were able to achieve target due to a concerted effort from the team to tackle those highest in arrears (normally those difficult to engage with) and make arrangements/provide support and assistance. The effect of this work helped the team to achieve the lowest arrears figure for several years – 1.49%.

LW11

Figures are based on total forms received (less any that have been identified as duplicates, out of district, private land etc.) some may be in 'open' status still at time of figure collation before assessment.






Number of fly tips showing a steady decrease since the beginning of the year and reflects emphasis on prosecution and use of witnesses and fly tip mobile cameras to detect offences.

PRIORITY: HOMES FOR ALL

Long range trackers (Annual)

No.	Performance measure	Cabinet member (Cllr)	Lead Director	2020-21	2021-22	2022-23	2023-24	Target 23/24	Status
HFA1	% of all WCC homes achieving energy efficiency rating of C or above	Westwood	Simon Hendey	62%	63%	65%	Not yet available	70%	
HFA2	Net total new home completions across the district (rolling total)	Westwood	Simon Hendey		121	139	268 to date	1,000 by 2030	

Practical real-time measures (Quarterly)

No.	Performance measure	Cabinet member (Cllr)	Lead Director	Q4 - 22/23	Q1 - 23/24	Q2 - 23/24	Q3 - 23/24	Q4 - 23/24	Target 23/24	Status
HFA3	Homelessness – numbers recorded as rough sleepers (as at period end)	Westwood	Simon Hendey	2	4	2	1	3	0	
HFA4	Number of new homes started by the council (active total at end of quarter)	Westwood	Simon Hendey	118	100	82	82	6	37	
HFA5	Number of new homes completed by the council (during quarter)	Westwood	Simon Hendey	6	18	18	0	76	135 for year	
HFA6	Number of households in temporary accommodation (at month close)	Westwood	Simon Hendey	55	55	62	54	67	50	
HFA7	Numbers on housing waiting list	Westwood	Simon Hendey	1,584	1,468	1,539	1,504	1,538	Measure only	n/a
HFA8	Voids cumulative re-let time (general/older persons) (days)	Westwood	Simon Hendey	15.74	12.52	13.52	14.37	15.63	13	

INSIGHTS & COMMENTS – Homes for All

HFA3

Numbers of individuals rough sleeping continue to fluctuate which is a result of the nature of this client group. There is 1 individual who is rough sleeping long term in the district and offers of accommodation have been made to them but refused or not sustained. The other 2 individuals were transient and have since moved on.

HFA6

The number of households in temporary accommodation has not reduced due to the increased pressures and the rise in homelessness, which is mirrored nationally, the reasons for this are complex but relate to pressures on the private rented sector, the cost-of-living crisis and increased immigration numbers.

HFA8




The cumulative performance for general needs and older person's re-lets at Q4 is above target and slightly up on the end of year performance for 2022/23 of 15.38. This means that we have achieved consistent relet times across a 2- year period.

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	Q4 - 22/23	Q1 - 23/24	Q2 - 23/24	Q3 - 23/24	Q4 - 23/24	Target 23/24	Status
VLE3	% of WCC revenue spend with local suppliers	Cutler	Dawn Adey	21.60%	26.44%	23.43%	22.28%	31.18%	Min 25%	
VLE4	% residents claiming out-of-work benefits	Thompson	Dawn Adey	2.0%	2.0%	2.0%	2.0%	2.0%	1.90%	
VLE5	City centre high street footfall metrics	Thompson	Dawn Adey	551,890	489,475	678,425	688,909	468,438	1.3 million	

INSIGHTS & COMMENTS – Vibrant Local Economy

VLE4

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

Annual target was estimated based on April 2022 figure.

Target was based on 22-23 level of 1.9% on average this equated to 1467 claimants a month. The rate in 23-24 has remained at 2.0% which on average equates to 1546 claimants a month. An increase of 79 people. Changes by Government to Universal Credit and in work benefit thresholds may be behind the increase. Nationally it is reported that increased ill health is a factor - but this data is not available at local level.

VLE5

Data provided by the Winchester BID Place Informatic reports.

Annual target based on old data collection. New data collection for unique visits from BID Place Informatic reports.







Vacancy rates remain low, sustained marketing, campaigns and events attract visitors, investment in quality of place results in the continued attractiveness of the high street, BID and police investment in rangers and security, neighbourhood services addressing anti-social behaviour etc.

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	Status
YSYV1	Residents' satisfaction with the way the council runs things (Residents' Survey)	Becker	Sharon Evans	79% (SE 65%)	n/a	75% (SE 62%)	n/a	79%	n/a
YSYV2	% of Residents' Survey respondents that feel the council involves residents when making decisions	Becker	Sharon Evans	69%	n/a	58%	n/a	60%	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	Q4 - 22/23	Q1 - 23/24	Q2 - 23/24	Q3 - 23/24	Q4 - 23/24	Target 23/24	Status
YSYV4	% complaints responded to within 10 working days	Becker	Sharon Evans	67%	57%	62%	71%	79%	90%	
YSYV5	% of upheld and partially upheld complaints	Becker	Sharon Evans	54%	68%	58%	63%	68%	< 58.75%	
YSYV6	Number of residents digitally interacting with the council - number of online reports submitted on My Council Services platform	Becker	Sharon Evans	18,140	10,195	9,429	4,972	15,513	40,000	
YSYV7	Number of respondents to consultations	Becker	Sharon Evans	653	998	734	9,672	1,182	5,000	
YSYV8	% of major planning applications decided within time (WCC / SDNP)	Porter	Dawn Adey	100% / ~	100% / ~	100% / ~	78% / ~	100% / ~	80%	
YSYV9	% of non-major planning applications decided within time (WCC / SDNP)	Porter	Dawn Adey	92% / 84%	96% / 83%	93% / 82%	95% / 81%	96% / 94%	80%	

INSIGHTS & COMMENTS – Your services. Your voice.

YSYV4/YSYV5

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; there is also work going on to help in identifying any trends with complaints and if improvements to processes can be put in place to minimise them; Communications are now being sent weekly to flag any complaints that are close to their target date.

During the Q4 reporting period a total of 82 complaints were closed of which 64 were closed in 10 working days; Percentages completed in time have now risen each quarter from 57% up to 79%. Of the 18 that were closed later than 10 working days, this included 6 related to Place (mostly waste), 5 Planning/Regulatory and 4 Housing (Property Services, contractor / service failure and repairs, etc.

53 of 82 complaints closed in the period were upheld / partially upheld, of which at least 11 were contractor related and 13 housing / property services and repairs.

YSYV6

Figures are inclusive of website and My Winchester app totals; they also include payments forms in 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 Q4 22/23 and Q1 23/24 owing to this being the period for renewals, and then scaling back proportionately in the following quarters.

There is a huge increase in the volumes for Q4 as this will include all of the Garden Waste contract renewals (8,808) plus new sign-ups (537)

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, therefore if there are no or limited consultations in a quarter then the response number will be lower; similarly, if the consultation is for a limited audience number rather than open to all (e.g. housing tenants).

YSYV8

National performance is measured over a rolling 24 months with the latest government published data up to December 2023 showing Winchester performance at 92% for majors.

Excellent achievement to deliver 100% in time in Q4.

YSYV9

National performance is measured over a rolling 24 months with the latest government published data up to December 2023 showing Winchester performance at 91% for non-major applications.

Performance for non-major planning applications remains consistently high and above quarterly target both for Winchester and South Downs National Park applications.




Tier 1 Projects

Reporting Period: Quarter 4 2023/24 (1 January 2024 to 31 March 2024)

This report provides an update on the progress of the council's Tier 1 projects for Q4 2023/24 (January to March 2024). Below is a summary of each project and their current RAG Status.

Project Name	RAG Status	
	Timeline	Budget
Bar End Depot	Yellow	Green
Carbon Neutrality Action Plan (Council)	Yellow	Green
Carbon Neutrality Action Plan (District)	Yellow	Green
Central Winchester Regeneration	Yellow	Green
Future of Waste and Recycling	Yellow	Green
Local Plan	Green	Green
New Home Programme	Yellow	Yellow
Station Approach	Green	Green
Winchester Movement Strategy Programme	Yellow	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 Description and Outcome

The Bar End Depot project is a land transaction and forms part of the wider Bar End regeneration area.

There has been extensive previous engagement to develop a design framework for Bar End and these consultations led to a Community Plan and adoption of the Bar End Design Framework.

As part of this framework a shared vision for the site was developed which allows for the provision of:

- An area for sport and recreation, leisure, wellbeing and enjoyment.
- High quality, highly valued and accessible facility for the community.
- Complementary uses and facilities such as hydrotherapy, treatment, and recovery alongside recreational, sporting and competitive activities.

Project Managers Progress Report for Q4

Four bidders were interviewed in February and final due diligence is being undertaken.

A recommendation for a preferred bidder will be presented to Cabinet on 16 July 2024.

Project gateways

Stage	Start Date	Planned End Date	Projected End Date	Outcome
Marketing appointment	April 2022	June 2022	Jun 2022	Appointment of Selling Agent – Vail Williams
Public Engagement	March 2022	November 2022	Oct 23	Feedback on marketing plan and subsequent feedback on use type preferences. All complete.
Marketing for Bids	August 2023	October 2023	Nov 23	Marketing for Formal Bids completed.
Developer selection and Planning application	November 2023	September 2025		Selection of Developer(s): Planning Application Submitted
Construction Start	September 2026			Start date will be subject to planning
Handover & Review	December 2027			Subject to affordable housing provision being completed.

Upcoming milestones for current project stage

Stage	Start Date	End Date	Milestones and Actions	Outcome
Feasibility	Mar 22	Oct 23	Public consultation	Positive feedback on Hobb's scheme. A food retail use would be welcome by the community.
Feasibility	Jul 2022	Jul 22	Appointment of Selling Agent	Vail Williams appointed
Transport Feasibility	Aug 22	Nov 23	Transport planning advice	Further transport planning advice and pre-app being sought
Stage One Marketing – Expressions of Interest	Sept 22	Sept 22	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 22	Oct 23	Community Engagement re mix of uses proposed	Feedback concluded that the local community's first preference is for a new food store.

Stage	Start Date	End Date	Milestones and Actions	Outcome
				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	Aug 23	Nov 23	Request for formal bids	23 formal bidders received.
Preferred Bidder Evaluation and potential request for best and final offers	Nov 23	Apr 24	Review and evaluation of bids. Possible request for best and final bids.	Reduced to 3 bidders following interviews
Cabinet	Jul 24	Jul 24	Cabinet Approval	Recommendation of preferred bidder
Contract documentation	Aug 24	Mar 25	Contract documents issued	
Exchange	Mar 25	Mar 25	Contract exchange	Purchaser to progress with planning application
Planning Application	Sept 25	Sept 25	Submission of planning application	
Planning Committee approval	Mar 26	Mar 26	Planning approval – Planning Committee March 2026	
Legal Completion	Jun 26	Jun 26	Legal completion of sale	
Construction	Sept 26	Dec 27	Construction starts on site	
Project Completion and Close	Dec 27		Completion of works on site	

Carbon Neutrality Action Plan (Council Actions)

LEAD CABINET MEMBER: Cllr Kelsie Learney

PROJECT SPONSORS: Dawn Adey

PROJECT LEAD: Susan Robbins

PROJECT MANAGER: Richard Smith

Project Description and Outcome for Council Actions

WCC declared a Climate Emergency in 2019, setting the ambitious aim of being a carbon neutral council by 2024.

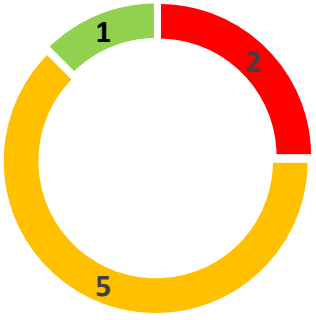
In response to the declaration, a Carbon Neutrality Action Plan (CNAP) was adopted by the council in December 2019, which set out the actions the council should deliver, the way it will work and the collaborations it would seek in order to achieve its aims. This has now been supplemented by the advice contained in the Carbon Neutrality Roadmap for the Winchester District adopted in January 2023 as the primary advice and the adoption of the ‘Greener Faster’ priority with the Council Plan 2020-2025 which puts the climate emergency at the heart of its agenda. Delivery of the Carbon Neutrality action plan will focus efforts and prioritise actions based on the following five pathways, this will be used to frame the actions and interventions needed.

1. Reduce Energy Consumption
2. Reduce Transport Carbon Emissions
3. Increase Renewable Energy Generation
4. Carbon Sequestration / Nature Based Solutions
5. Support local carbon credit creation

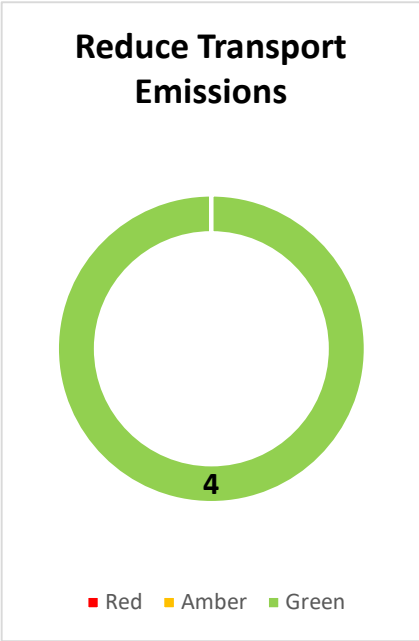
This programme update will report on the 19 projects which have the greatest carbon impact and are key to helping the Council achieve its carbon neutrality target of 2024.

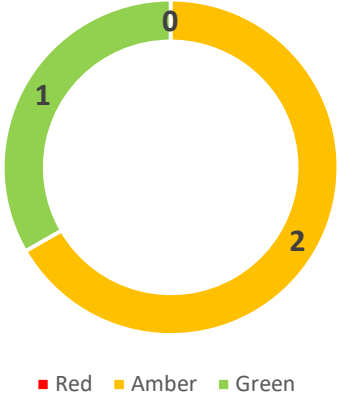
Carbon Emission Targets	2019	2020	2021	2022	2023	2024	2025	2026	2027
District by 2024 Target (tCO2e)	n/a	n/a	n/a	n/a	3,700	1,536	0	0	0
Actual (tCO2e) Market Based	4,268	2,665	4,147	3,837					

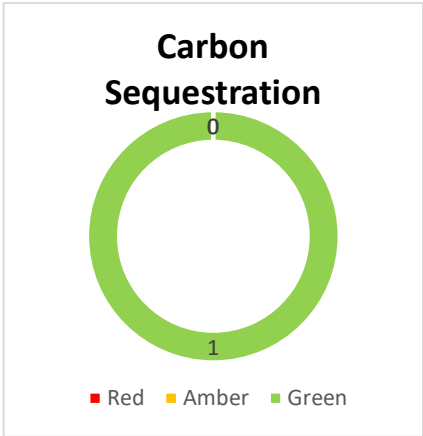
Programme Update Summary of Pathways and Council Actions

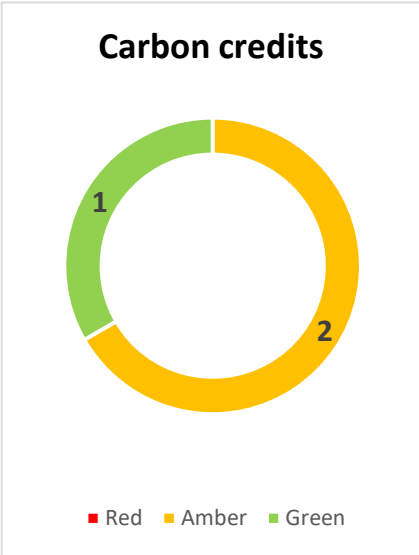
Pathway	RAG Project Status	Key Project Deliverable for Q4	Tasks for next quarter
<p>1. Reduce energy consumption</p>	<p style="text-align: center;">Reduce Energy Consumption</p>  <p style="text-align: center;"> ■ Red ■ Amber ■ Green </p>	<p>Green <u>Place</u> Special Maintenance's continued segregation and recycling of Special Maintenances skip waste. This has achieved a 99% carbon saving for skip waste in 2022/23. There has been an increase in green waste which has offset the remaining carbon savings.</p> <p><u>Asset Management</u> ASHP at Magdalen Cemetery House is installed and all energy efficiency work completed.</p> <p>Amber <u>Asset Management</u> Reviewed the council's energy meters:</p> <ul style="list-style-type: none"> - progressing with roll out of automated meter readers. - 6 utility supplies have been identified as overbilled. Work with suppliers have enabled the Council to reclaim £12.9K and save 13.2tCO₂e in Q4. <p>Meadowside Leisure Centre - CIL funded solar PV linked to water heating is progressing- tender drafted.</p> <p>Cipher House - Additional EV charging points have been installed, need to review lease arrangements prior to progressing with decarbonisation works.</p>	<p><u>Place</u> Special maintenance to continue to liaise with waste contractor to ensure collected materials are recycled and recorded.</p> <p><u>Asset Management</u> Continue to reconcile energy invoices to eliminate over-billing and over-reporting of carbon emissions. A further 124,668 kWh has been identified; liaising with suppliers to reclaim the funds and provide an estimated 25.5tCo₂e saving.</p> <p>Progress with AMR installation across all sites.</p> <p>Revisit decarbonisation proposals for owned and occupied property.</p> <p>Produce an Fgas Register for air conditioning on all our sites.</p> <p>Tender for Solar PV for MLC</p> <p>Closure of Council offices at weekends</p> <p>Review energy use at Chesil Multi Storey Car park and progress LED lighting replacement.</p>

Pathway	RAG Project Status	Key Project Deliverable for Q4	Tasks for next quarter
		<p>Decarbonisation of corporate assets - this work has been put on hold whilst AM have been recruiting for a member of staff to take this forward.</p> <p><u>Housing</u> Energy Reduction Measures across Sheltered housing and Extra care communal areas recruiting for retrofit coordinator to assist with the delivery of this work.</p> <p>Red</p> <p><u>Asset Management</u> Options for sub metering Guildhall tenants were investigated but found to be not viable; will now investigate alternatives. <u>Economy & Community</u></p> <p>Carbon Literacy training highlights the impact of home working emissions - 30 members of staff were Carbon Literacy trained in Q4.</p>	<p><u>Housing</u> Develop a strategy to reduce energy in communal housing areas and Sheltered Housing and Cared for Homes.</p> <p><u>Asset Management</u> Investigate measures to reduce Guildhall complex energy use through improvements to Building Management system.</p> <p><u>Economy & Community</u> Investigate the viability of offering staff discounts for switching to renewable energy tariffs at home.</p>

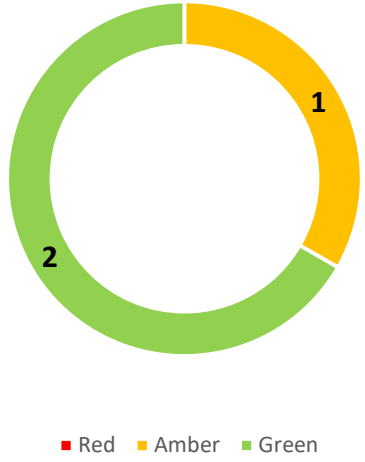
Pathway	RAG Project Status	Key Project Deliverable for Q4	Tasks for next quarter
<p>2. Reduce transport carbon emissions</p>	<p style="text-align: center;">Reduce Transport Emissions</p>  <p style="text-align: center;">4</p> <p style="text-align: center;">■ Red ■ Amber ■ Green</p>	<p>Green</p> <p><u>Place</u> Contract and approvals in place- P&R buses will use HVO fuel from 1st April 2024. Certification from the Renewable Fuels Assurance Scheme will be provided stating origin and GHG savings from each fuel delivery. This should achieve up to 94% reduction in GHG emissions.</p> <p>Approval secured to support the transition of BIFFA waste collection fleet to HVO to commence in the next financial year. T&Cs for HVO fuel prices have been agreed.</p> <p>Council Vehicles to Low Carbon: Special Maintenance - quotes received from lease companies to replace 8 vehicles with dual fuel HVO vehicles.</p> <p><u>Regulatory</u> Investigated the feasibility of switching 2 Animal welfare vehicles to EV - this is not viable at present.</p> <p><u>Housing</u> Delivery of 5 electric vehicles for housing and neighbourhood services are now operational. Housing have ordered 2 additional Electric Vehicles</p> <p><u>Economy & Community</u></p>	<p><u>Place</u> Implementation and monitoring of HVO supply contract for P&R buses and BIFFA Waste.</p> <p>Council Vehicles to Low Carbon: Special Maintenance put forward business case to transition to dual fuel vehicles and use HVO fuel.</p> <p><u>Housing</u> Delivery of 2 EVs</p> <p><u>Economy & Community</u></p>

Pathway	RAG Project Status	Key Project Deliverable for Q4	Tasks for next quarter
		<p>Continuing to engage with staff to promote sustainable commuting. Including Bike Doctor, development of Travel Information pack and promotion of the Cycle to Work scheme. Further promotion of My Journey car share app and Breeze journey planning app with staff.</p> <p>Amber None</p> <p>Red None</p>	<p>Sustainable Transport Officer role via Sustrans renewed until April 2025. Sustainable Transport Officer to bring forward Workplace Travel Plan which includes policies to promote and to advise and inform staff on the alternative commuting and business travel options.</p>
<p>3. Increase renewable energy generation / purchase</p>	<p>Increase renewable energy generation / purchase</p>  <p>■ Red ■ Amber ■ Green</p>	<p>Green <u>Economy & Community</u> Agreement reached for both MLC and WSLP switch to a green electricity tariff for a fixed 2-year period from the 1 April 2024 to 31 March 2026. This action sees Winchester become the first site in the Everyone Active national portfolio to draw electricity from renewable supply only.</p> <p>Amber <u>Economy & Community</u> Progress has continued for development of a large-scale renewable energy project. Techno-economic and outline feasibility reports have been completed on short listed sites and an outline</p>	<p><u>Economy & Community</u> Work with partners Everyone Active to investigate alternative low carbon technologies options.</p> <p><u>Economy & Community</u> Progress with recommendations for large scale renewable energy sites</p>

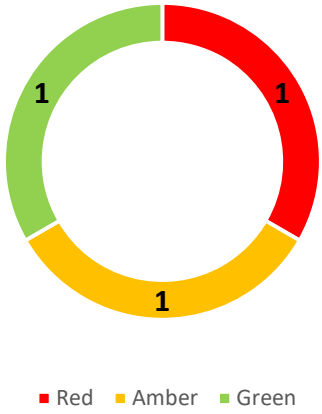
Pathway	RAG Project Status	Key Project Deliverable for Q4	Tasks for next quarter
		<p>business case was developed for the PAC Board.</p> <p>Consultants attended March CN Board to provide an update on work and future opportunities.</p> <p><u>Asset Management</u></p> <p>No new solar pv installed this quarter.</p> <p>Red None</p>	<p><u>Asset Management</u></p> <p>Carry out a high level viability assessment for a number of sites for solar PV installation.</p> <p>Ensure Vaultex Solar PV is fully operational, and all relevant battery and grid connections are made.</p> <p>Apply for Smart Export Guarantee Payments for Vaultex site.</p>
<p>4. Carbon sequestration through nature-based solutions</p>	 <p style="text-align: center;">Carbon Sequestration</p> <p style="text-align: center;">0</p> <p style="text-align: center;">1</p> <p style="text-align: center;">■ Red ■ Amber ■ Green</p>	<p>Green</p> <p><u>Economy & Community</u></p> <p>Consultants Arcadian have been investigating and analysing the carbon sequestration potential of council land and purchased land.</p> <p>Amber None</p> <p>Red None</p>	<p><u>Economy & Community</u></p> <p>Delivery of Arcadian carbon sequestration report</p>

Pathway	RAG Project Status	Key Project Deliverable for Q4	Tasks for next quarter
<p>5. Support creation of local carbon credits</p>	<p style="text-align: center;">Carbon credits</p> 	<p>Green</p> <p><u>Economy & Community</u></p> <p>Purchasing of Carbon Credits has not progressed this quarter.</p> <p>Amber</p> <p><u>Economy & Community</u></p> <p>Business case submitted to ELB to request the purchase of renewable guarantee of origin gas certificates to cover all gas sites under the council's scope 1 emissions. T&C's to be agreed subject to ELB approval.</p> <p><u>Asset Management</u></p> <p>Ascertained that REGOs (Renewable Energy Generation of Origin) are not a viable option for Council solar pv sites. This action is now closed.</p> <p>New action has been created: the council will be moving forward to secure Smart Export Guarantee (SEG) payments for viable PV installations sites.</p> <p>Red</p> <p>None</p>	<p><u>Economy & Community</u></p> <p>Review available carbon credits options to reserve or purchase Carbon Credits at a future date.</p> <p><u>Economy & Community</u></p> <p>Present RGGO options to ELB and if supported the RGGO contract will progress.</p> <p><u>Asset Management</u></p> <p>SEGs will be implemented where financially viable.</p>

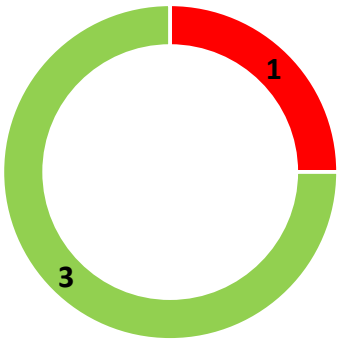
Programme Update Summary of Pathways and District Actions

Pathway	RAG Project Status	Key Project Deliverable for Q4	Tasks for next quarter
<p>1. Reduce energy consumption</p>	<p style="text-align: center;">Reduce energy consumption</p>  <p style="text-align: center;">■ Red ■ Amber ■ Green</p>	<p>Green</p> <p><u>1. Commercial & Industrial energy efficiency retrofit measures in buildings:</u></p> <p><u>Business & Commercial property:</u> Submitted UK Shared Prosperity funding application to enhance retrofit skills for residents and businesses.</p> <ul style="list-style-type: none"> - -17 businesses received low carbon audits identifying carbon savings. - Two businesses received business grants to implement measures identified in audits including LED lighting and solar panels. - Recruitment of Economic Officer (Green Growth) is progressing. <p><u>2. Energy Efficiency measures in housing:</u></p> <p><u>Private Sector homes:</u> Under HUG2 - delivering energy efficiency upgrades and clean heat measures for off gas properties. The council has been delivering marketing campaigns</p>	<p><u>1. Commercial & Industrial energy efficiency retrofit measures in buildings:</u></p> <p><u>Business & Commercial Property</u> Review outcomes of 17 business carbon assessments and work with the business to help them install decarbonisation measures. The reports will provide a gateway to access funding to implement the recommendations.</p> <p>Retrofit skills for UKSPF - funding confirmed but application has not been approved.</p> <p>Implementation of measures awarded funding through the business grants.</p> <p><u>2. Energy Efficiency measures in housing:</u></p> <p><u>Private Sector Homes:</u></p>

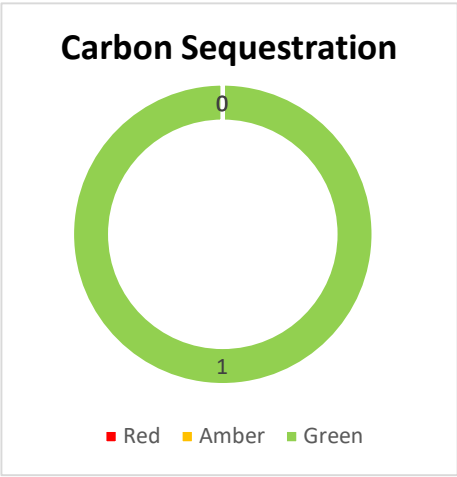
Pathway	RAG Project Status	Key Project Deliverable for Q4	Tasks for next quarter
		<p>on Facebook and radio. 79 applications have been received and 10 mobile home properties have been retrofitted. Funding spent to date £111K.</p> <p><u>Council housing</u> Retrofit: By end of Q4 692/800 properties have had energy assessments. 358/460 properties have been retrofitted; this includes the installation of 543/735 measures. The majority of the measures are CWI and Loft insulation.</p> <p>120 properties have received Social housing decarbonisation funding. There are 13 programmes targeting fabric first measures in properties.</p> <p><u>New homes:</u> Winnall - Completed in March 2024. Two blocks with 73 flats in total (32 of these properties are shared ownership) and 3 Shared Ownership houses. Accredited to PassivHaus low energy building standard.</p> <p>Amber</p>	<p>Continue to promote HUG2 the eligibility will increase from £31K to £36K for off gas grid properties from 1 April.</p> <p>Assist with the promotion of ECOFlex and Boiler Upgrade Scheme.</p> <p><u>Council Housing</u> Retrofit – Ongoing delivery of energy efficiency measures to improve the energy performance of properties in council housing.</p> <p><u>New Homes:</u> Southbrook Cottages - 6 flats designed to PassivHaus Plus standard. Contractor advised completion to end of May 2024.</p>

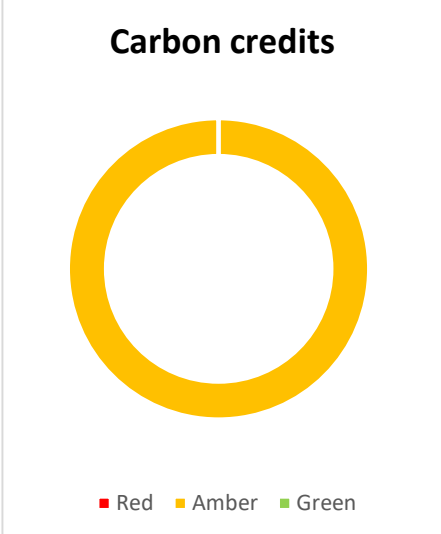
Pathway	RAG Project Status	Key Project Deliverable for Q4	Tasks for next quarter
		<p><u>Renewable heating measures in housing:</u></p> <p><u>New homes:</u></p> <p>Winnall - integrated mechanical ventilation heat recovery units installed in each flat.</p> <p>Southbrook Cottages, Micheldever - ASHP and VHR integrated compact units have been installed in 6 flats.</p> <p>Red</p> <p>None</p>	<p>Continue to promote renewable heating initiatives and funding for private sector homes.</p>
<p>2. Reduce transport carbon emissions</p>	<p>Reduce Transport Emissions</p>  <p>■ Red ■ Amber ■ Green</p>	<p>Green</p> <p><u>Electric Vehicles</u></p> <p>Liaison with HCC on-going on Local Electric Vehicle Infrastructure (LEVI) funding for electric vehicle charging points (EVCPs) within the Winchester district.</p> <p>Working with Joju to develop more EVCP in car parks, options currently being assessed.</p> <p>EVCP MER will replace some fast EVCP with Rapid charge points. 7 rapid, 1 at Winchester sport and leisure park which the Council is funding – 4 will be installed alongside existing chargers and</p>	<p><u>Electric Vehicles</u></p> <p>Deployment and install of rapid charge points with MER and continue working with JoJu to develop more EVCP in car parks.</p> <p>Discussions with HCC on accessing LEVI funding to install EVCPs in 2025/26 on-going and development of EVCP strategy for the district.</p>

Pathway	RAG Project Status	Key Project Deliverable for Q4	Tasks for next quarter
		<p>the other 3 will be replacing existing chargers.</p> <p>Amber</p> <p><u>Active Travel</u></p> <p>Funding for some city and district active travel schemes to encourage / improve walking and cycling including:</p> <ul style="list-style-type: none"> - Fulflood Liveable Neighbourhood trial, - new crossing at Clifton Terrace / Romsey Road - new crossings on Worthy Road. <p>Promotion of Breeze App (sustainable travel planning and payment app) across the district.</p> <p><u>Electric Vehicles</u></p> <p>Licensing team working with other Hampshire Local authorities to survey Winchester District taxi drivers on use of electric vehicles, opportunities and barriers etc.</p> <p>Red</p> <p><u>Decarbonised passenger service fleets</u></p> <p>No progress on:</p> <ul style="list-style-type: none"> - Working with HCC to ensure lower carbon fleet, collaborate 	<p><u>Active Travel</u></p> <p>HCC tendering for walks and works start in autumn.</p> <p>LCWIPs – Complete public engagement so next quarter will have the engagement report. District LCWIP – finalising material for public consultation, for City expect that both LCWIP's will be adopted under one document in Autumn 2024 setting out a network of cycle routes and walking zones.</p> <p>Worthy Road crossings – HCC will be tendering and looking for construction to begin in Autumn 2024.</p> <p><u>Decarbonised passenger service fleets</u></p> <p>Survey taxi drivers to understand their perceptions on use of electric vehicles: opportunities and barriers.</p> <p>Progress the delivery of EV charging infrastructure strategy</p>

Pathway	RAG Project Status	Key Project Deliverable for Q4	Tasks for next quarter
		<p>with Hampshire County Council on the Bus Improvement Plan</p> <ul style="list-style-type: none"> - delivering a plan for the next phase of EV charging infrastructure strategy 	
<p>3. Increase renewable energy generation / purchase</p>	<p style="text-align: center;">Increase renewable energy generation / purchase</p>  <p style="text-align: center;">■ Red ■ Amber ■ Green</p>	<p>Green</p> <p><u>Large Scale Generation</u></p> <p>Acorn Bioenergy has commenced construction of bioenergy plant at A34 location.</p> <p>Crabwood (Sparsholt Lane) 20MW was approved by Planning Committee.</p> <p><u>Community Schemes</u></p> <p>The Rural Prosperity Funding call for 2024/2025 - three applications were submitted and approved.</p> <p>£41k Greener Faster Grants have been awarded to various community groups in the district and will help support a range of energy saving projects including Solar pv, a battery storage system, retrofitting energy efficiency measures and Energise South Downs community project.</p> <p><u>Domestic Rooftop Solar</u></p> <p>2023-24 Hampshire Solar Together scheme - 812</p>	<p>Denmead 49.9MW solar farm due to be decided at May 2024 Planning Committee</p> <p>Share GIS mapping from HCC on website to allow public to access information and identify sites for potential for solar PV generation.</p> <p>Promote Hampshire Solar Together scheme which will be launched in Summer 2024.</p>

Pathway	RAG Project Status	Key Project Deliverable for Q4	Tasks for next quarter
		<p>Winchester district residents registered their interest and 23% of these went to accept their quotes. This was actively promoted through the council's communication channels and social media.</p> <p>Amber None</p> <p>Red <u>Commercial Rooftop Solar</u> Working with businesses to facilitate the installation of solar PV on business premises. Awaiting recruitment of Economic Officer (Green Growth).</p>	<p><u>Commercial Rooftop Solar</u> Review outcomes of 17 business carbon assessments and work with the business to help them install renewable technologies.</p>

Pathway	RAG Project Status	Key Project Deliverable for Q4	Tasks for next quarter
<p>4. Carbon sequestration through nature- based solutions</p>	 <p>Carbon Sequestration</p> <p>0</p> <p>1</p> <p>■ Red ■ Amber ■ Green</p>	<p>Green <u>Natural Environment Team</u> 126 trees planted on Council land.</p> <ul style="list-style-type: none"> - 69 Tree Preservation Orders and 58 Trees in Conservation Areas "received and validated". - 71 Tree Preservation Orders and 56 Trees in Conservation Areas "decided". - Pilot study undertaken with Partnership for South Hampshire (PfSH) to assess the potential of selected council-owned sites for Biodiversity Net Gain (BNG). - Continued management of 25 Wildflower Meadow sites including winter grazing of (9ha) Whiteshute Ridge Site of Importance for Nature Conservation (SINC). <p>Amber None</p> <p>Red None</p>	<p><u>Natural Environment Team</u> Explore and implement further BNG opportunities. Continue with tree planting and maintenance schemes as well as Wildflower Meadow sites.</p>

Pathway	RAG Project Status	Key Project Deliverable for Q4	Tasks for next quarter
<p>5. Support creation of local carbon credits</p>	<p style="text-align: center;">Carbon credits</p>  <p style="text-align: center;">■ Red ■ Amber ■ Green</p>	<p>Green None</p> <p>Amber Funded through UKSPF - continued to work with South Downs National Park authority to progress Carbon credits scheme.</p> <p>Red None</p>	<p>The Council will continue to explore options for purchase of local carbon credits including with HIWWT and South Downs National Park Authority.</p>

Central Winchester Regeneration (CWR)

LEAD CABINET MEMBER: Cllr Martin Tod

PROJECT SPONSORS: Dawn Adey & Ken Baikie

PROJECT LEAD: Veryan Lyons

PROJECT MANAGERS: Eleanor Driscoll

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. Supporting vibrant retail and cultural/heritage spaces, set within an exceptional public realm, incorporating 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

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 work towards the first project milestone – the Development Delivery Plan.

Project Managers Progress Report for Q4

During Q4 the following progress has been made:

- Archaeology investigations across the site is now complete. A report detailing the findings is due in June 2024.
- The demolition of Friarsgate Medical Centre (FGMC) was completed in February, and work on the hard landscaping is now underway. The new space is due to be open at the beginning of July.
- Further engagement has taken place with a focus on connecting with young people via pop up events over the February half term.

Key Documents

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

Project gateways

Stage	Start Date	Planned End Date	Projected End Date	Outcome
Roadmap Review	Jun 19	Sept 19	Nov-19	Review of CWR project to inform: - Land uses / mix - Delivery options and associated timeline - Key risks, constraints, and opportunities
Scenario Options	Sept 10	Jan 20	Mar 20	Test different land uses / mix to determine priorities
Development Proposals	Jan 20	Jan 20	Apr 20	Generate development framework (preferred option)
Development Proposals & Delivery Strategy	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	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	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 Process for Development Partner	Jan / Feb 22	Dec 22	Mar 23	Data room set up, market launch, market engagement with potential developers, carry out the procurement process including evaluations. Identify preferred development partner and seek approval to appoint.
Initial Development Delivery Plan	Apr 2023	Sept 2023*	July 2024	Following signing of the Development Agreement there will be an initial version of the draft Development Delivery Plan drawn from the Jigsaw's tender submission. 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.

Stage	Start Date	Planned End Date	Projected End Date	Outcome
				Following the signing of the Development Agreement, Jigsaw will update the draft Development Delivery Plan and the projected dates will be amended.
Approval of the Development Delivery Plan	Feb 2024	July 2024	Oct 2024	The updated Development Delivery Plan will be approved by Cabinet in July. The Development Agreement Long Stop date for the updated draft Development Delivery Plan is 6 months from signing of the Development Agreement.
Planning Application Submission	Aug 2024*	Nov 2025*	Aug 2026	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. 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.
Planning Application Approval	Aug 2026*	Dec 2027	April 2028	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	April 2028*	Jun 2028*	Oct 2028	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	Oct 2028*	Dec 2033	Dec 2033	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.

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	April 24	100%	<p>The final 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 • Security guarantees 	The development agreement has now been exchanged; action complete.
Development Delivery Plan	Feb 24	Oct 24	July 24	25%	<p>The Development Delivery Plan will be approved by Cabinet.</p> <p>The Development Agreement Long Stop date for the updated draft Development Delivery Plan is 6 months from signing of the Development Agreement.</p>	<p>Following the signing of the Development Agreement there will be an initial version of the draft Development Delivery Plan drawn from Jigsaw's agreed submission, which will be updated within 6 months for approval by the Council.</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 – Feb 24 Reporting – June 24	80%	<p>Pre-Construct Archaeology started on site on 3 July 23. Initial estimate for the site works was 4 months, followed by a high-level summary report one month after completion and a full report 6 months after completion.</p> <p>Estimated completion date was extended to account for delays incurred which include staff sickness, adverse weather and discovery of a service pipe running through one of the trenches. Which in turn resulted in delays to the reporting dates.</p> <p>Work is now completed on site and PCA have begun to work on the findings report.</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> <p>This work will inform the Jigsaw archaeology strategy that they are required to prepare as part of the Development Delivery Plan.</p>

Deliverables	Expected Date of achievement	On target (Y/N)	Expected Date of achievement (Revised)	Comment
Finalise and sign the development Agreement	June 2023	Y	April 2024	Complete.
Implement stakeholder engagement strategy	April 2023	Y	May 2024	Key tasks include: <ul style="list-style-type: none"> • Continue engaging key stakeholders. • Prepare for and identify individuals to be involved in workshops. • Hold workshops. • Prepare for and identify individuals to be involved in youth and futures groups. • Establish youth and futures groups. • Co-creation workshops with Team, Members, Officers and community.
Progress the Archaeology trial trenching	Site works – Oct 2023 Reporting – Mar 2024	Y Y	Site works – March 2024 Reporting – June 2024	Works started on site on 3 July 23. Estimated completion date was extended to account for delays incurred which include staff sickness, adverse weather and discovery of a service pipe running through one of the trenches. As of the 6 March work has concluded on site, allowing for work to begin on reporting the findings.
Hold public Archaeology Event with CWR Archaeology Panel x2	June 2023 Oct 2023	Y N	July 2023 Summer 2024	An event and panel were held in Summer 2023. Work has now completed on site, allowing for work to begun on setting up a public event and panel to discuss the findings in Summer 2024.

Deliverables	Expected Date of achievement	On target (Y/N)	Expected Date of achievement (Revised)	Comment
Agree options for the bus solution	Feb 2024	N	Summer 2024	<p>Last quarter the project team lined up introductory meetings between Jigsaw, HCC, Bus operators and ARUP (who designed the original solution). Discussions as to how we can bring this interim bus solution forward and into agreement with all involved are on-going, with focusses around land ownership, movement, funding, and possible links with station approach work in the future. Meetings held with Station Approach consultant team and key stakeholders to inform future focused meetings.</p> <p>Meetings will continue into the next quarter, looking to gain clarity and consensus on the strategy for closing the bus station.</p>
Investigate the option of taking Coitbury House as the Jigsaw base on site	Summer 2024	Y		<p>Jigsaw have expressed an interest in using Coitbury House as their permanent base in Winchester – somewhere located with the site where officers, Members and the community can easily access them.</p>

Future of Waste and Recycling

LEAD CABINET MEMBER: Cllr Kelsie Learney

PROJECT SPONSORS: Simon Hendey

PROJECT LEAD: Andy Hickman

PROJECT MANAGER: Kirstin Shaw

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 set out by central Government in the Environment Act 2021 and more recently in 'Simpler Recycling' in October 2023. As a Waste Collection Authority (WCA), Winchester City Council wants to take this opportunity to improve its household waste and recycling collections.

The proposed changes include allowing residents to recycle more plastic waste such as pots, tubs, and trays, adding a food waste collection service, and making the waste and recycling collections more environmentally friendly through decarbonising the fleet of collection vehicles. These changes require consideration of the costs, infrastructure, and timescales for implementation, as well as changes to the service offered by our Waste Disposal Authority, Hampshire County Council. The Council is working in partnership with other Waste Collection Authorities in Hampshire through Project Integra to ensure we have a system in place that benefits the residents of Hampshire as a whole and aligns to the disposal infrastructure to be provided by Hampshire County Council.

The Council will take careful consideration of residents' needs and aspirations around waste and recycling before any changes are agreed and throughout the process of change. This will include consultation with residents to determine their aspirations, any issues they have or may have because of the proposed changes and the best way to implement any changes so that it can work for everyone in the district.

Following evaluation of the changes required and how they may impact on Winchester's residents this project will develop a new waste management strategy with an implementation plan to allow it to be rolled out successfully across the district.

Indicative Programme (please note this is an outline and will change as the project progresses):

Milestone	Start Date	Estimated completion	Notes
Cabinet Decision - vehicle procurement	19 June 24		
Current waste collection route modelling for new rounds, including food waste	March 24	April 24	Will identify number and size of vehicles required for new service
Confirmation and Receipt of DEFRA capital funding	End March 24	April 24	Council has appealed the allocation
Project Integra Board meeting	16 April 2024		Decision on Recycling Collection System
Order food waste collection vehicles	Summer 24	Summer 25	Dependent on anticipated availability of new depot space and facilities for staff
Start contract variation process	Summer 24	Spring 25	
Develop resources needed to roll out food waste and plan engagement and communications	Summer 24	Autumn 24	A further paper will be submitted to Cabinet in Autumn and will detail the comms & education campaign, with associated spending plan
Public Engagement/Consultation	Autumn 24	Autumn 24	Operational considerations – dependent on the general election timing
Consider engagement feedback	Autumn 24	Winter 24	
Collection round changes (re-routing) including comms	Autumn 24	Ongoing	New, optimised routes to start in September 24
Cabinet decision	Autumn 24		Implementation and spending plans.

Order bins	Spring 25	Summer 25	Buy the bins and caddies needed for the food waste service
Depot Capacity and refurbishment works	Spring 25	Summer 25	Dependent on anticipated vehicle delivery date
Bins delivered to depot	Summer 25		Deliver to storage, deliver to households
Vehicles Delivered	Summer 25	Autumn 25	
Deliver food waste bins to residents	Autumn 25	Autumn 25	
Commence service in first area – phased rollout	Earliest From Autumn 25		Dependent on vehicle delivery date, depot space availability and mobilisation period required
Commence Service Across council area (Food Waste)	Latest by 1 st April 2026	Ongoing	
Commence Service (Recycling changes)	Latest by 1 st April 2026	Ongoing	Roll out to all households – pending HCC delivery of MRF

Project Managers update for Q4:

Simpler Recycling

In October 2023 Government announced its response to the consultation on ‘*Consistent Recycling*’, the implementation of the Environment Act 2021. This was called ‘*Simpler Recycling*’ and introduced some significant changes, namely a clear shift in policy towards allowing fully co-mingled dry recyclables collections including glass (i.e., everything in one bin). Key policy impacts for Winchester are:

- a) Dry mixed recyclables can all be collected in a single bin - “Co-mingled”. This will include plastic pots, tubs, trays, cartons, paper and card, metal cans, and glass bottles.
- b) Food waste must be collected separately on a weekly basis.
- c) Food waste and new dry recycling collections must be in place by 31st March 2026

- d) Residual waste collections must be at least every 2 weeks.
- e) Garden waste collections are not required to be free, so Winchester can continue to charge for and operate its existing service.
- f) Extended Producer Responsibility (EPR) payments commence in April 2025.
- g) A deposit return scheme (DRS) will be introduced by October 2025 for all plastic bottles and drink cans (over 50ml and under 3l)

February Cabinet – CAB3439

To fully understand the implications of a co-mingled system vs twin stream, the Council commissioned further modelling and reported to Cabinet in Feb 24 that based on modelling results and resident feedback, the preferred option is a fully co-mingled recycling collection service collecting a wider range of materials. Cabinet approved this approach and Hampshire County Council will be advised accordingly.

Cabinet also approved the recommendation to begin the process of introducing a separate collection of food waste with the Council's current contractor, Biffa.

It was agreed that the Council will pursue the current lowest carbon viable options as a priority for service delivery.

The project Team is working with Biffa to determine the best way of delivering the new food waste service as well as the specific scope of vehicles required. A report detailing these findings and the options available to the council, including the potential to introduce electric vehicles (EV) to the fleet will be submitted to Cabinet in June 24. Also, approval for capital spending to procure the necessary assets for the new food waste service will be sought in June 24.

Hampshire County Council

As the Waste Disposal Authority, Hampshire County Council is required to provide the infrastructure for waste and recycling disposal. This will require building a new Material Recovery Facility (MRF). The government's announcement of a co-mingled recycling policy means that HCC's plans for the new MRF may have to change.

HCC has asked all Waste Collection Authorities (WCA) in Project Integra to specify their preferred collection system and present a collective unanimous decision at the Project Integra Board meeting on 16th April 2024 to enable them (HCC) to determine the disposal system and build the new MRF. HCC will only be able to accommodate a single disposal system, therefore there will only be one collection system which all waste collection authorities will be required to use.

Hampshire has commissioned independent consultants, WSP, to carry out modelling of recycling collection and disposal systems to inform the decision making in April 2024. This will model the whole system's recycling levels, costs, and carbon impacts. Indicative results have been received in March which support the Council's own modelling outcomes. These will form part of the evidence base used at the Project Integra Board meeting on 16th April to confirm the waste collection authorities preferred collection system.

Decarbonising the service

Supporting the climate emergency and going greener faster are top council priorities and full consideration is be given to the best use of public funds to decarbonise the service; balancing the necessity to reduce carbon emissions with the cost and viability of EV supply and infrastructure.

Hydrotreated Vegetable Oil (HVO)

On 18 July 2023, Cabinet approved the switch from diesel fuel to Hydrotreated Vegetable Oil (HVO) for the waste and recycling fleet as an initial solution to reduce carbon emissions (CAB3409 refers). The recommendation was to proceed to draft a contract variation, and a mobilisation plan with the Council's waste collection contractor to operate the existing waste and recycling collection fleet on HVO, to be considered as part of the 2024/25 budget setting process.

The contract variation and mobilisation plan have been drafted, and our contractor, Biffa, has provided a cost for the switch to HVO. A procurement exercise is underway with a selection of preferred suppliers who have achieved the highest sustainability credentials. Although HVO is more expensive than diesel, from verified sustainable sources, HVO offers up to 94% reduction in carbon emissions and up to 50% reduction in particulates. It contributes to the circular economy and avoids extraction and combustion of fossil fuels.

The cost of switching to HVO, which was approved by full Council in February 2024, will allow the council to operate all frontline waste and recycling vehicles on HVO from June 2024. This will result in a reduction of 776 tCO_{2e} per year, reducing the council's current carbon footprint by 20%.

New vehicles for the food waste service will be run on HVO and the council is considering including a small number of fully electric vehicles to supplement the fleet. See below for further details.

APSE Report

The council is considering the lowest carbon options in its procurement of the food waste vehicles needed to implement a food waste collection service. An assessment of the current infrastructure available at the depot to support electric vehicle (EV) charging as well as potential to increase future capability was commissioned and completed by the Association for Public

Service Excellence (APSE). This report concluded that there is current capacity to support a small number of EVs at the depot at minimal cost. However, if in future the council decides to fully electrify the fleet, considerably more infrastructure will be required.

Electric food waste trucks

To further the aim of decarbonising the fleet, the council is working with Biffa and APSE to understand the implications of adding a small number of EVs to the new food waste collection fleet. This will include understanding the expected routes and working conditions, EV life cycles and maintenance, a detailed review of the financial implications and other practicalities of electric vehicle supply and usage, as well as any potential risks that apply to EVs. The results of this investigation will be reported to Cabinet in May 24 along with recommendations in relation to the make-up of the fleet.

Delivery Funding and Project Budget

DEFRA has confirmed that capital funding will be provided for investments made after 31 March 2023 and for running costs from 1 April 2026 onwards under the New Burdens doctrine. Extract below:

“New burdens funding for food waste capital transitional cost will cover the costs of purchasing trucks and bins needed to deliver weekly food waste collections. Local authorities will receive a lump sum grant via a section 31 grant.” The council is currently querying the amount provisionally allocated.

“Capital transitional funding will be paid in the 2023/24 financial year, with transitional resource costs paid from the 2024/25 financial year and ongoing resource costs paid from 1 April 2026, with further details provided in due course.”

A proportion of ongoing increased operational costs with the current waste and recycling contractor is expected to be covered by the ‘New Burdens’ Funding. It is estimated that a minimum of 80% of reasonable costs will be covered.

Other one-off costs, such as communications, depot storage and short-term change management, could also be expected to be supported under transitional resource costs funding, but this has not been confirmed.

Extended Producer Responsibility (EPR) payments for packaging will be provided to local authorities, where packaging producers are made responsible for the costs of collecting and managing packaging waste through efficient and effective services. Initial estimates are that local authorities in England will collectively receive payments totalling in the region of £900 million per annum for managing household packaging waste. Details of funding have not yet been released.

A project delivery budget of £400k has been agreed with £300k provisionally allocated based on assumed resource requirements for the early stages of the project. The rollout of the service changes will require additional funds including

capital which have been addressed within the MTFS and budget process. As a result, the budget RAG rating is currently green.

Timing

The delivery of this project will be contingent upon funding being made available by government in a timely manner. Because funding details are unclear, the timing for this project is currently rated Amber.

Key Documents:

[CAB3409 pages 95 - 114](#)

[CAB3409 Printed Decisions](#)

[CAB3439 pages 9 - 102](#)

[CAB3439 Printed Decisions](#)

Project gateways

Stage	Start Date	Planned End Date	Projected End Date	Comments
Project initiation	Jan 23	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	July 23	Jan 24	Sep 24	This stage has been extended due to the uncertainty created by the government change of direction outlined in Simpler Recycling in October 23. Exploration and feasibility work to be carried out in this stage includes undertaking a public consultation exercise, financial modelling, and technical and operational modelling, which will produce a series of options. Once the preferred option is

Stage	Start Date	Planned End Date	Projected End Date	Comments
				<p>known, and depending on HCC's decision on the disposal infrastructure, proposals will be submitted to Cabinet for consideration. Costs are subject to confirmation of government funding and the details of the preferred option.</p> <p>A detailed communication and education programme will be drafted with the aim of providing a well thought out campaign allowing maximum participation in the new food waste service and proposed recycling changes. The programme will include working with community groups and young people.</p> <p>HVO proposals have been considered as part of the MTFS, and a Deed of Variation prepared to enable it to progress, following budget approval.</p> <p>Variations to our existing contract with Biffa will need to be drafted and agreed to facilitate the required changes to the service.</p>
Design	Oct 24	Oct 25		<p>This stage will involve the creation of an implementation plan to roll out the changes across the district, including potential infrastructure requirements and additional depot space.</p> <p>Further consultation and engagement with residents will be used to facilitate a smooth transition.</p>
Delivery	Oct 25	June 26		<p>This stage will involve rolling out the implementation plan and ensuring that all elements are operational before the government deadline. It will also include the communications and education plan rollout.</p>

Upcoming milestones for current project stage

Task/Milestone	Start Date	End Date	Current End Date	% Complete	Comments / Actions	Outcome
Technical and operational modelling, including route modelling.	July 23	Nov 23	April 24	90%	There is a risk that procurement options will be affected by a national requirement for food waste/additional dry waste collections with many authorities entering procurement at a similar time, i.e. supply and demand issues.	Modelling has been carried out to determine the costs and carbon effects of several options to implement the changes required. Biffa are completing their operational route modelling to determine the best vehicle specification to deliver the new service.
Decarbonise waste and recycling vehicles using HVO	July 23	April 24	June24	90%	A fuel procurement exercise is underway ensuring competitive tenders from suppliers with the highest sustainability credentials.	A budget for implementing this change has been approved by Council in Feb 24.
Respond to HCC on our preferred collection service in consultation with Project Integra partners	Nov 23	16th April 24	16th April 24	95%	A collective decision is required from 11 Authorities.	To determine a preferred collection system to enable HCC to construct the disposal infrastructure by March 2026.
Cabinet Report – June 2024	March 24	19 June 24	19 June 24	45%	Results of investigation into EV opportunities and the recommended makeup of the food waste fleet to be reported to Cabinet in June 2024	

Task/Milestone	Start Date	End Date	Current End Date	% Complete	Comments / Actions	Outcome
Additional Depot space for new food waste fleet and operational staff	April 24	Autumn 25			Work with the Estates department has commenced to acquire additional depot space. Contractual options for procurement of the additional services and assets are being explored and developed.	
Public Consultation	May 24	Autumn 24	Autumn 24	0%	A consultation on details of the proposed changes will be carried out in Autumn 2024	The purpose of the consultation will be to seek resident views on the operational changes needed and to explore the potential solutions to identified issues with those affected.

Local Plan

LEAD CABINET MEMBER: Cllr Jackie Porter

PROJECT SPONSORS: Dawn Adey

PROJECT LEAD: Adrian Fox

PROJECT MANAGER: Adrian Fox

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.

Project Managers Progress Report for Q4

The Strategic Planning team are working on analysing the recommendations from the Regulation 18 Local Plan consultation.

During Q4 the team have been focussing on preparing a number of draft Local Plan Topic Papers on a range of issues (Housing, Carbon Neutrality and Embodied Carbon, Heritage, Site Selection Process, Gypsy and Travellers and Student accommodation) that will accompany the Regulation 19 Local Plan. This was a key recommendation from the Planning Inspectorate (PINS) advisory meeting held in June 2023. The draft Local Plan topic papers are due to be discussed with an Inspector at the second PINS advisory meeting in April 2024.

Officers continue to work on the Evidence Base which needs to be concluded before the Regulation 19 Local Plan can be agreed by Cabinet / Full Council for public consultation. This includes:

- Retail and Town centre study.
- Strategic Transport Assessment.
- Preparing and agreeing Site Delivery Statements.

- Undertaking further work on a nutrient neutrality mitigation strategy.
- Preparing an Infrastructure Delivery Plan; and

The updated Statement of Community Involvement agreed by Cabinet on 24 January 2024 (CAB3442 refers) is now on the Local Plan website.

Officers have commissioned consultants to undertake additional areas of Evidence Base that has come out of the representations to the Regulation 18 Local Plan:

- Flood site sequential test.
- Settlement Gaps; and
- Focused update to the Strategic Housing Market Assessment.

Officers are still attending meetings with neighbouring Local Planning authorities which will be used to inform the content of Statement of Common Grounds. In order to ensure that the self-build register is an accurate and robust assessment of the need for self-build in the district, officers have contacted everyone on the self-build register to understand whether their need has been met and whether they wish to continue to be included on the register.

Alongside work on the Local Plan and in consultation with the Cabinet Member for Place and Local Plan, officer responses have been submitted to the Basingstoke & Deane Reg 18 Local Plan, East Hants Reg 18 Local Plan, Test Valley Reg 18 Local Plan and the Hampshire & Minerals and Waste Local Plan.

Project gateways

Stage	Start Date	Planned End Date	Projected end date	Outcome
Proposal	Jul-18	Oct-20	Completed Oct 2020	Produce the new Local Plan Evidence base
Start-up	Feb 21	Apr 21	Completed April 2021	Consultation on the Strategic Issues and Priorities document took place between Feb and April 2021 for a period of 8 weeks
Initiation	Nov - 2022	Dec 22	Completed Dec 2022	Consultation on the Draft Regulation 18 Local Plan took place between 2 November to 14 December 2022, for a period of 6 weeks.
Plan for Delivery	Q2 Jul 24	Q2 Sept 24		Consultation on the Submission version of the Regulation 19 Local Plan.
Delivery	Q3 Oct 25	Q3 Dec 25		Adoption of the new Local Plan
Closure	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	Dec 22	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 an 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	Dec 22	Dec 22	100	This milestone has been achieved.
Analyse representations and complete the Evidence Base	Jan 23	Jul 24		90	<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>Work continues progressing completing the analysis of the representations. Work is being undertaken by Officers on the omission sites. A Sustainability Appraisal/Habitats Regulations Assessment will need to be undertaken to assess any changes to the policies alongside work on a Local Plan Viability Assessment.</p> <p>Work on completing the evidence base for the Local Plan also needs to be completed.</p>
Consultation on the submission version of the Local Plan (Reg 19)	Jul -Sept 24	Sept 24			

Task/Milestone	Start Date	End Date	Projected End Date	% Complete	Outcome
Examination of the Local Plan	Jan - Mar 25	Mar 25			
Adoption of the Local Plan	Oct – Dec 25	Dec 25			

New Homes Programme

LEAD CABINET MEMBER: Cllr Westwood

PROJECT SPONSORS: Simon Hendey

PROJECT LEAD: Simon Maggs

PROJECT MANAGERS: Simon Maggs

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 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.

It has launched its wholly owned housing company (Venta Living Ltd) to supply private rented housing, helping meet the *Homes for All* priority.

Project Managers Progress Report for Q4

Updated summaries are provided against each project below. 76 new homes (at Winnall) completed during this quarter.

Planning permission was granted for the conversion of The Cornerhouse to flats in February 2024.

The new Market Engagement Programme has launched this quarter ([New Affordable Council Homes Development Opportunities - Winchester City Council](#)) and the initiative is already attracting attention from SME and volume housebuilders. The aim of this is to purchase completed S106 and Additionality housing to boost council (and overall) housing supply. Detailed discussions are underway with developers on several sites.

Following the successful completion of 2 sewage treatment works (generating nutrient credits) in the last quarter, feasibility work is underway on a third.

Programme Gateways.

Completed to date.

Project Name	No. new homes	Current Project Gateway*	Start Date	Projected End Date	Project Manager	Upcoming Milestone	Comments
Southbrook Cottages	6	Construction	Nov-19	May-24	Deborah Sunley	Completion – May 2024	Completion slipped due to materials shortages & need for redesign of some details
Woodman Close, Sparsholt	5	Tender	Oct-19	Q3 2025/26	Duncan Faires	Final Business Case	Out to Tender
Corner House	6	Planning granted, moving to design and contractor soft market testing stages	Jan-20	2025/26	Deborah Sunley	Outline/Final Business Case	Planning granted. .
LAHF Property Purchase	44	Purchases underway	Feb 23	June 24	Karen Thorburn	Completion	2 further homes will compete in 2024/25
Extra Care Projects	120	Inception	2023	Q4 2028/29	Simon Maggs	Outline business case	2 schemes on S106 sites under discussion, Whiteley (phase 9) and Kings Barton (phase 2b). Ongoing discussions with master developer
Waterloo Rd, Micheldever	8	Community consultation/Pre-App	2023	Q4 2026/27	Duncan Faires	Outline business case	Further feasibility appraisals underway
Wine Cross Cottages, Boarhunt	5	Community consultation/Pre-App	2023	Q4 2025/26	Deborah Sunley	Outline business case	Financial appraisals underway

Project Name	No. new homes	Current Project Gateway*	Start Date	Projected End Date	Project Manager	Upcoming Milestone	Comments
S106/Additionality purchases	150 +	Evaluation and conditional offers	2024	Q4 2031	Simon Maggs	Decisions on whether make conditional offers by New Homes Programme Board	Opportunities being evaluated

Station Approach – Stage 2

LEAD CABINET MEMBER: Cllr Kelsie Learney & Cllr Martin Tod

PROJECT SPONSORS: Dawn Adey & Ken Baikie

PROJECT LEAD: Emma Taylor

PROJECT MANAGER: Kirstin Shaw

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. The project has completed Stage 1 and has progressed to Stage 2.

Stage 2 will consist of developing a concept masterplan that covers the whole area, builds upon the previous work, and aligns to the emerging local plan Reg18/19 requirements. The concept masterplan will define the vision and priorities for the area including the transport connections and public realm strategy. It will set out the guidelines and explain the limitations, possibilities, and development capacity (how much development can happen on the site) and include the following elements:

- movement and access – how people will get to and through the site as well as connecting to the wider city.
- land uses – commercial, workspace, living space, food & beverage, or a mixture?
- strategic urban principles – what do we want it to look and feel like?
- green and blue infrastructure – water and plants, biodiversity, and green spaces.
- high-level viability – can a developer afford to build it?
- phasing plan and anticipated delivery schedule – how and when to build it, what is developed first and how are they connected?

The creation of a concept masterplan for the entire area, including NRIL's sites, that, once endorsed by Cabinet, will become a material consideration for any future developer means that even if the area is regenerated one site at a time in the future, the sites will all be governed by this overarching concept masterplan. This will ensure each part complements the others and creates a cohesive sense of place with an enhanced, connected public realm. It is anticipated that the completed concept masterplan will be submitted to Cabinet for endorsement in early 2025.

This project is being managed by gateways and continued business justification will need to be demonstrated at each gateway checkpoint before the project is allowed to proceed to the next stage.

Project Managers Progress Report for Q4

Baseline assessment and early stakeholder engagement:

Design Engine Architects have spent the first 3 months of their commission completing a baseline assessment of the Station Approach project area. This included a review of the previous work undertaken to regenerate the area, recent public consultation and relevant policy and strategy documents. The information gathered has been collated into a report which was presented to the Project Board in late January for early review and to check that all relevant previous documentation had been properly considered. The baseline document forms a starting brief for the development of the draft concept masterplan and will continue to be developed until the end of March 24.

To supplement the baseline assessment, the design team have met with a number of key stakeholders and interested groups to properly understand the challenges and potential posed by this project. Recognising that things have changed in the last few years; the Council is looking for a fresh perspective which acknowledges that:

- The Hampshire County Council records office has become a listed building - This means any new development coming forward needs to consider this and provide an appropriate setting for the building.
- Due to the pandemic, the way we work has changed, so we need to allow for more flexible type of employment space.
- The climate emergency is one of the Council's top priorities and requires a more radical approach to sustainable transport and active travel in the city centre.
- Demand for housing continues to rise – not just for families, but for students, graduates, and older people.

Next steps:

Preparation of the first draft concept masterplan	April – June 24
Cabinet Committee Regeneration	05 June 24
Public consultation on draft concept masterplan	05 June – 21 July 24

Project Gateways

Stage	Duration	Start Date	Planned End Date	Projected End Date	Outcome
Start Up Stage 1 - High-level explorative studies to determine indicative viability. Engagement and consultation with stakeholders to determine aspirations and appetite for any potential future proposals.	20 months	Nov 21	July 23	July 23	Completed on time and within budget.
Initiation Stage 2 – Development of a concept masterplan (CMP) for the whole area.	20 months	Aug 23	March 25	March 25	This stage will consist of the development 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 CMP and will include the following activities. <ul style="list-style-type: none"> • Procurement of multi-disciplinary CMP team. • Baseline Assessment. • Draft CMP • Consultation on Draft CMP. • Consideration of feedback and creation of preferred CMP. • Submission of the completed CMP for Cabinet endorsement • Feedback to community and stakeholders
Delivery					
Closure					

Upcoming Milestones for Project Stage

Milestone	Start Date	End Date	Current End Date	% Complete	Comment
Develop concept masterplan (CMP)	06/11/23	31/03/25	31/03/25	25%	This workstream commenced on 06 November 2023
Develop and agree engagement plan for CMP	02/01/24	07/05/24	07/05/24	80%	Officers will work with the CMP team to prepare an engagement plan that aims to reach a broad audience and encourages widespread participation in shaping the CMP.
Cabinet Committee Regeneration	02/04/24	05/06/24	05/06/24		Officers will prepare an update presentation and the Design Engine team will share an overview of the completed baseline analysis as well as how to participate in the public consultation.
Public Consultation on Draft CMP	05/06/24	21/07/24			A period of public consultation on the draft CMP with opportunities for widespread participation.

Winchester Movement Strategy (WMS)

LEAD CABINET MEMBER: Cllr Kelsie Learney

PROJECT SPONSORS: Simon Hendey

PROJECT LEAD: Andy Hickman

PROJECT MANAGERS: Lucy Mckeown

Project Description and Outcome

The Winchester Movement Strategy (WMS) was adopted by Winchester City Council (WCC) and Hampshire County Council (HCC) in spring 2019.

WCC and HCC want to remove constraints to travel and transport around Winchester to enable growth and make the city a healthier and more accessible place to live, work and visit. We need a widely supported strategy, based on strong evidence, which clearly demonstrates realistic, safe and affordable priorities. This will help us to identify initiatives to improve movement across the city of Winchester and put us in the best position to prepare strong business cases to bid for future funding.

It identifies these three priorities:

- Reduce city centre traffic.
- Support healthier lifestyle choices.
- Invest in infrastructure to support sustainable growth.

Following adoption, the two councils have been undertaking feasibility work, through which a set of ten proposed “next steps” schemes have been identified. This work also included the preparation of a Local Cycling and Walking Infrastructure Plan (LCWIP) for the city. This has involved engagement with businesses and with cycling and walking stakeholders.

Project Managers Progress Report for Q4

Work on the ten next step proposals continues.

The city **Local Cycling and Walking Infrastructure plan** (LCWIP) primary routes are being reviewed to ensure compliance with cycle infrastructure design LTN1/20 guidelines and engagement with Cycle Winchester on the secondary cycle route network has been undertaken. City LCWIP to be combined with District LCWIP (in two parts) to make one Winchester LCWIP. The District LCWIP is due to go to public consultation post May elections with the engagement material currently being developed by HCC.

We are working with Solent Transport on pre-planning advice for the proposed micro-consolidation centre trial for the city centre. HCC has withdrawn their staff car park as a potential site for the trial. As there may be an issue with the level of electric power required for the bikes etc WCC and Solent Transport are currently reviewing a new location.

A number of LCWIP active travel schemes are still being progressed or have been installed by HCC in the city including:

- A model filter on Hyde Church Lane,
- TRO to permit cycling on the pedestrianised section of Middle Brook Street and,
- The trial of a puffin crossing on Romsey Road.

Preliminary and detail design work has commenced on the **Worthy Road Active Travel Corridor** with Phase 1 of works, the new crossings on Worthy Road between Dyson Drive and Stoke Road are to be constructed in early autumn 2024. Public Notices on the proposals have been published by HCC.

[Worthy Road Active Travel Improvements](#)

Trial Fulflood Liveable Neighbourhood - Co-discovery engagement has begun with residents of Fulflood on a potential trial for a Liveable Neighbourhood in Fulflood. The engagement asks residents for comments on issues and opportunities on walking, cycling and wheeling in the Fulflood area. WCC is providing £100k CIL funding to support agreed measures.

[Fulflood Liveable Neighbourhood](#)

Additional CIL funding has been approved in principle and an application is in the process of being made.

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.
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.

Project Name	Phases	Current Project Gateway*	Start Date	Projected End Date	Internal Resources	Upcoming Milestone	Comments
	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
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	% Complete	Comments / Actions	Outcome
Worthy Road Active Travel Corridor Improvements Phase 1 (design)	Summer 2023	Summer 2024	25	Prelim and detailed design work and engagement	Design of walking and cycling improvements along Worthy Road corridor (between Dyson Drive and Stoke Road)

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

Proposed 2024/25 Strategic Key Performance Indicators (KPIs)

Priority: Tackling the climate emergency and creating a greener district

- Long range trackers
 - Carbon emissions for the council (tonnes) [annual]
 - Carbon emissions for the district (tonnes) [annual]
- Practical real-time measures
 - % of household waste sent for reuse, recycling and composting
 - Residual household waste per household (kg/hh) [monthly]
 - Energy usage (kWh) corporate buildings - Electricity [monthly]
 - Energy usage (kWh) corporate buildings - Gas [monthly]
 - Retrofit adjustments – total number of houses (running total) [quarterly]
 - Retrofit adjustments – total number of adjustments made (running total) [quarterly]
 - Renewable energy generated (kWh) from solar panels [monthly]

Priority: Living Well

- Long range trackers
 - % adults participating in 150+ mins of sport / physical activity per wk within the Winchester district [annual]
 - Number of unemployed (source: Economic Activity data) [annual]
- Practical real-time measures
 - Winchester Sport & Leisure Park - total number of visits [monthly]
 - Winchester Sport & Leisure Park – total number of all concessionary rate visits [monthly]
 - Meadowside - total number of visits [monthly]
 - Meadowside - total number of all concessionary rate visits [monthly]
 - Number of housing benefit claimants (rolling total) [monthly]
 - Number of Council tax reduction claimants (rolling total) [monthly]
 - Average time taken to process new housing benefit claims [monthly]
 - Number of reported fly-tips (actual incidents) [monthly]
 - % of fly-tips cleared within contract deadlines/days [monthly]
 - Number of reported graffiti incidents (online form totals)
 - Number of reported litter incidents (online form totals)

Priority: Homes for All

- Long range trackers
 - % of all WCC homes achieving energy efficiency rating of C or above [annual]
 - Total new home completions across the district (rolling total) [annual]
 - Homelessness – numbers recorded as rough sleepers (at year end) [annual]
- Practical real-time measures
 - Average time for homeless households to receive an offer of a permanent home.
 - Numbers on housing waiting list (as at period end) [monthly]

- Voids cumulative re-let time (general/older persons) (days) [monthly]

Priority: Vibrant Local Economy

- Long range trackers
 - % of economically active people in employment (aged 16-64 - source: NOMIS) [annual]
 - Business counts (micro, small, medium, large – source: NOMIS) [annual]
- Practical real-time measures
 - % of WCC revenue spend with local suppliers [quarterly]
 - % Winchester residents claiming out-of-work benefits [monthly]
 - City centre high street footfall – total number of unique visitor count per month [monthly]

Priority: Your Services, Your Voice

- Long range trackers
 - % of residents' satisfied with the way the council runs things (Residents' Survey) [biannual]
 - % of Residents' Survey respondents that feel the council involves residents when making decisions [biannual]
- Practical real-time measures
 - % complaints responded to within 10 working days [monthly]
 - % of upheld and partially upheld complaints [monthly]
 - Number of residents digitally interacting with the council (No. online reports and forms submitted through online platforms) [monthly]
 - Number of respondents to consultations [monthly]
 - % of major planning applications decided within time (WCC / SDNP) [monthly]
 - % of non-major planning applications decided within time (WCC / SDNP) [monthly]