

AGENDA

Meeting: Environment Select Committee

Place: Kennet Room - County Hall, Bythesea Road, Trowbridge, BA14 8JN

Date: Wednesday 4 January 2023

Time: 10.30 am

Please direct any enquiries on this Agenda to Kieran Elliott of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718504 or email kieran.elliott@wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225) 713114/713115.

This Agenda and all the documents referred to within it are available on the Council's website at www.wiltshire.gov.uk

Membership:

Cllr Jerry Kunkler (Chairman)	Cllr Dr Nick Murry
Cllr Bob Jones MBE (Vice-Chairman)	Cllr Bill Parks
Cllr Tony Jackson	Cllr Rich Rogers
Cllr Mel Jacob	Cllr Iain Wallis
Cllr Dr Brian Mathew	Cllr Derek Walters
Cllr Charles McGrath	Cllr James Sheppard
Cllr Ian McLennan	

Substitutes:

Cllr Mark Connolly	Cllr Jon Hubbard
Cllr Brian Dalton	Cllr Stewart Palmen
Cllr Andrew Davis	Cllr Ricky Rogers
Cllr Matthew Dean	Cllr Tom Rounds
Cllr Nick Errington	Cllr Tony Trotman
Cllr Ross Henning	

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Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

AGENDA

PART I

Items to be considered while the meeting is open to the public

1 **Apologies**

To receive any apologies or substitutions for the meeting.

2 **Minutes of the Previous Meeting** (*Pages 5 - 10*)

To approve and sign the minutes of the Environment Select Committee meeting held on 8 November 2022.

3 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

4 **Chairman's Announcements**

To receive any announcements through the Chair.

5 **Public Participation**

The Council welcomes contributions from members of the public.

Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named on the front of the agenda for any further clarification.

Questions

To receive any questions from members of the public or members of the Council received in accordance with the constitution.

Those wishing to ask questions are required to give notice of any such questions in writing to the officer named on the front of this agenda no later than 5pm on 23 December 2022 in order to be guaranteed of a written response. In order to receive a verbal response questions must be submitted no later than 5pm on 29 December 2022. Please contact the officer named on the front of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

6 **Update on the Towns Programme App Development** (*Pages 11 - 18*)

A presentation updating the select committee on the development of the

heritage trails and 'what's on ...' apps.

7 **Update on Broadband Provision in Wiltshire**

This report provides an update on the provision of broadband across Wiltshire and updates the committee on plans for future provision.

8 **Wiltshire Council's Housing Board Annual Report (Pages 19 - 32)**

A report to update the select committee regarding the activities of Wiltshire Council's Housing Board between October 2021 and November 2022.

9 **Climate Emergency Task Group (Pages 33 - 36)**

To receive an update from the task group on its work since November 2022.

10 **Forward Work Programme (Pages 37 - 44)**

To note and receive updates on the progress of items on the forward work programme.

Under the revised Overview and Scrutiny (OS) arrangements there is now a single OS work programme controlled by the OS Management Committee, linked to priorities in the Business Plan.

Therefore it should be noted that, whilst any matters added by Members are welcome, they will be referred to the OS Management Committee for approval before formal inclusion in the work programme for the Environment Select Committee.

A copy of the Overview and Scrutiny Forward Work Programme for the Environment Select Committee is attached for reference.

11 **Date of Next Meeting**

To confirm the date of the next scheduled meeting as 14 March 2023.

12 **Urgent Items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

Environment Select Committee

MINUTES OF THE ENVIRONMENT SELECT COMMITTEE MEETING HELD ON 8 NOVEMBER 2022 AT COUNCIL CHAMBER - COUNTY HALL, BYTHESEA ROAD, TROWBRIDGE, BA14 8JN.

Present:

Cllr Jerry Kunkler (Chairman), Cllr Tony Jackson, Cllr Dr Brian Mathew, Cllr Ian McLennan, Cllr Bill Parks, Cllr Rich Rogers, Cllr Iain Wallis, Cllr Derek Walters and Cllr James Sheppard

Also Present:

Cllr Phil Alford, Cllr Nick Botterill, Cllr Tamara Reay and Cllr Richard Clewer

132 **Apologies**

Apologies were received from Councillors Mel Jacob, Bob Jones MBE, Charles McGrath, and Dr Nick Murry.

133 **Minutes of the Previous Meeting**

The minutes of the meeting held on 20 September 2022 were presented for consideration, and it was,

Resolved:

To approve and sign the minutes as a true and correct record.

134 **Declarations of Interest**

Councillor Iain Wallis declared a non-pecuniary interest in Minute 139 – Update on the Homeless Strategy – by virtue of being trustee of a homelessness charity in Devizes.

135 **Chairman's Announcements**

The Chairman provided details of meetings attended on behalf of the committee and briefings received from officers, including on the re-mobilisation of Salisbury City Hall, the new term Highways Maintenance Contract, and on Parish Stewards.

On 24 November 2022 there would be training provided by the Centre for Governance & Scrutiny to support members undertaking scrutiny of financial arrangements and performance.

There would also be a visit for the Committee to the Materials Recycling Facility at Calne on 18 November 2022.

136 **Public Participation**

There were no questions or statements submitted.

137 **Update on Wiltshire Housing Development Partnership**

A verbal update was received from Councillor Phil Alford, Cabinet Member for Housing, Strategic Assets, and Asset Transfer, along with Richard Walters, Head of Major Projects, and Claire Moore, Housing Enabling Lead. The Housing Enabling Team works in partnership with registered providers of affordable housing to facilitate a range of affordable homes to meet the needs of Wiltshire residents.

Details were provided of the work of the team to deliver the Wiltshire Housing Development Partnership. It manages the relationship with registered providers and helps provide affordable housing by purchasing units delivered by developers secured through s106 planning obligations, or developing affordable housing on small 100% affordable housing sites.

The Committee discussed the report and the update provided. It was explained that 11 registered providers were currently part of the partnership, both larger national and smaller regional providers, and the council's own residential development team. Meetings were held quarterly, with a focus on key themes and priorities such as climate change and rural housing delivery.

In response to queries it was explained that the partnership is focused on developing new housing stock, and that any concerns with existing affordable housing stock would need to be reported to the responsible body. Details were sought on the application process to be a registered provider, which it was confirmed included seeking information on customer satisfaction and other details.

There was also discussion of former sites of affordable housing exiting the market, and whether this had been taken into account when monitoring progress toward the target of delivering 650 homes per year. Additional points raised included taking account of future running costs in any affordable housing build, and quality level that could be required beyond that delivered through s106 obligations.

At the conclusion of discussion, it was,

Resolved:

- 1) **To note the content of the report;**
- 2) **To receive a further update in 12 months;**
- 3) **To receive an update on the net figures of affordable housing delivered through the partnership.**

138 **Update on the Forthcoming Private Sector Renewal Strategy**

A verbal update was received from Councillor Phil Alford, Cabinet Member for Housing, Strategic Assets, and Asset Transfer, and Nicole Smith, Head of Housing. A Private Sector Renewal Strategy deals with providing support and assistance to ensure that the private sector housing stock is kept in good condition and meets the needs of occupants

It was explained that the Private Sector Renewal Strategy had been developed in 2019/20, but reprioritisation during the Covid-19 pandemic had led to a delay as other significant work was taken forward. In the next few months there would be a focus on development of the allocations policy in particular due to the impact of cost of living, with work on the Private Sector Renewal Strategy aiming to be completed toward the end of 2022.

It was then,

Resolved:

- 1) **To note the verbal update**
- 2) **To receive further updates as the strategy developed**

139 **Update on the Homeless Strategy 2019-2024**

A report on the Homeless Prevention Strategy Action Plan was presented by Councillor Phil Alford, Cabinet Member for Housing, Strategic Assets, and Asset Transfer, along with Emma Legg, Director of Ageing and Living Well, and Nicole Smith, Head of Housing.

Details were provided on the report, including the completion of 40 out of 49 actions set out in the Action Plan, with additional actions agreed and completed beyond the 49 as originally set out. Updates were provided on the five priorities of the action plan: To reduce rough sleeping, to identify and prevent homelessness at the earliest possible stage, to ensure services are designed to prevent homelessness or support those who are homeless, to ensure those who are threatened with homelessness or who are homeless can secure and keep a suitable home, and to maintain effective strategic direction and partnership working.

The Committee discussed the report and updates, noting there had been significant funding from central government in particular for rough sleeping, but that this was only confirmed until 2025. Details were sought on provision of temporary accommodation and where these were located, and wherever possible for there to be sufficient accommodation to meet the local homeless need, as being housed in another community could add to pressures on a person.

There was discussion of working with other local teams and services, the development of the housing team including specialists in drug and alcohol support and domestic abuse, work with the refugee team, any additional arrangements to deal with the winter period, the focus on multi-agency work to address issues, and local connection of those sleeping rough or homeless.

At the conclusion of discussion, it was,

Resolved:

- 1) **To note the progress made on the Homeless Prevention Strategy Action Plan;**
- 2) **To receive a further update in 12 months;**
- 3) **To be provided with a map showing rough sleeper accommodation in Wiltshire;**
- 4) **To be provided with figures for refugees being accommodated in Wiltshire**

140 **Climate Emergency Task Group**

Councillor Tony Jackson, on behalf of the Task Group, presented the latest report on the activities of the Climate Emergency Task Group. A forward work plan for the Task Group had been agreed, with a review of the climate change adaptation plan, examination of zero-carbon housing and addressing the climate emergency in respect of the Local Plan process included.

The Committee discussed the update and planned future work of the Task Group, with a request made regarding work on the impact on and with tenant farmers on climate adaptation.

Resolved:

To note the update from the Climate Emergency Task Group.

141 **Forward Work Programme**

The Forward Work Programme for the Committee was presented for consideration, and it was,

Resolved:

To approve the Forward Work Programme.

142 **Date of Next Meeting**

The date of the next meeting was confirmed as 4 January 2023.

143 **Urgent Items**

There were no urgent items.

(Duration of meeting: 10.30 - 11.45 am)

The Officer who has produced these minutes is Kieran Elliott of Democratic Services,
direct line 01225 718504, e-mail kieran.elliott@wiltshire.gov.uk

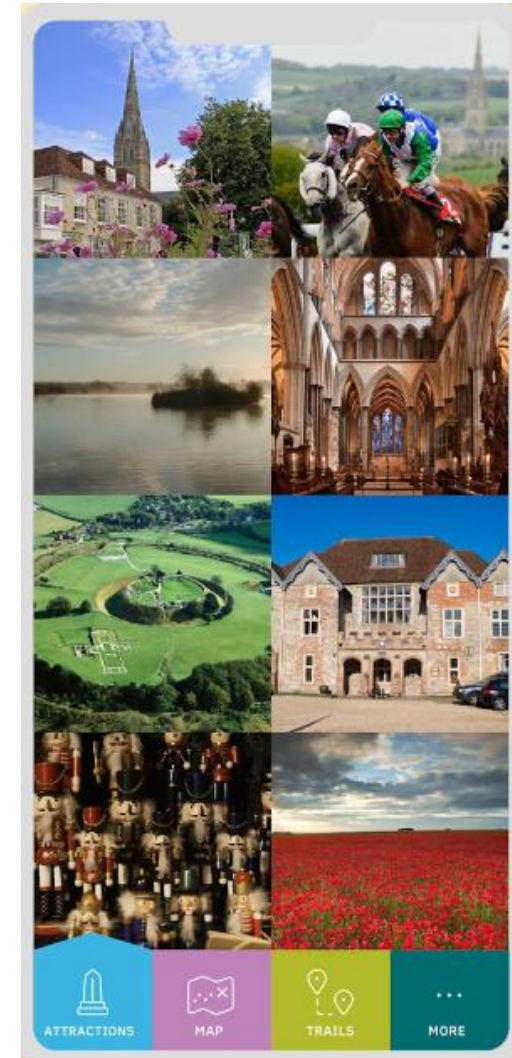
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Update on Towns Programme App Development

Heritage Trails Apps

- Activity to date:
 - We have reviewed the existing provision and learnt lessons from:
 - Salisbury
 - Malmesbury
 - Corsham
 - Key lessons:
 - Focus on story-telling and generating interest – showcasing local culture to attract residents and visitors
 - Deploy use of audio and video
 - Avoid duplicating provision – the system should direct people to existing work where it exists to maximise resources



Heritage Trails Apps

- Programme development
 - Economy and Regeneration and Heritage Services working jointly to develop App with Calvium
 - Working with town and parish councils to create shared platform where each town or local area has a discreet space where they can add other trails, including seasonal options
 - Co-producing local stories with local people
 - Adding audio and video to create a more engaging offer
 - Working with high profile historians to maximise the audience including audio introductions to each town or local area

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Salisbury Trails App

📍 Salisbury City Centre

Salisbury has so much to see and do it can sometime be hard to know where to start, but there is an app that makes sightseeing easy.

The Salisbury Trails App is a free digital service that you can download to your phone which helps to explore the city's rich heritage and hidden histories.

It provides self-guided themed trails that are perfect for those on a sightseeing mission or a curious wanderer.

Both residents and visitors can uncover Salisbury's unique heritage and points of interest, whether they are off the beaten track or hidden gems. Themed trails include:

- Medieval Meanderings which takes people on a walk through Salisbury's medieval streets and into historic buildings.
- Witchcraft, Riots and Treason highlights the trials and tribulations experienced by the city and its people.
- #LookUpSalisbury takes its inspiration from Salisbury Civic Society's book Salisbury in detail and reveals some of the strange and fun features of the city's historic buildings including a bear, a lion and the mythical symbol of Wessex - the Wyvern

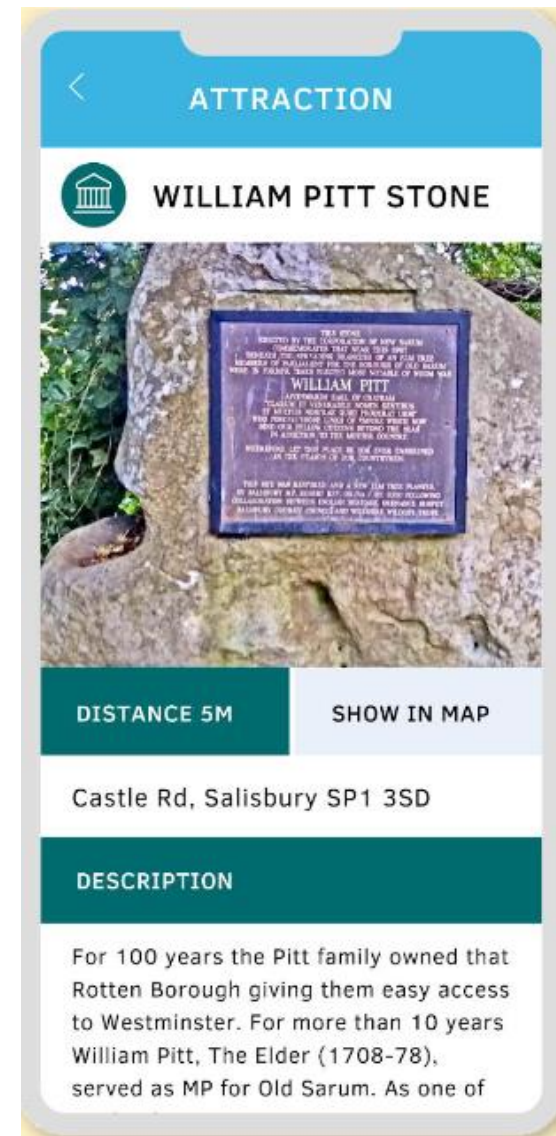
The app includes historic photos, engravings and information from the archives of the Wiltshire and Swindon History Centre that show how Salisbury has changed over time.

The Salisbury Trails App is free to download to Apple and Android devices via the [Apple App-Store](#) and [Google Play](#).



Heritage Trail Apps: Towns

- Bradford on Avon
- Chippenham
- Devizes
- Marlborough
- Pewsey
- Trowbridge
- Warminster
- Cricklade
- Royal Wootton Bassett
- **South Wiltshire - including Tisbury and Wilton** in the first tranche; with Downton, Mere, Ludgershall and Tidworth following at a later date.



What's on in Wiltshire

- Existing Provision for events
 - Targeted at people external to Wiltshire
 - OR targeted at individual areas
 - Social Media marketing
 - Not searchable



Salisbury Blog Salisbury News Christmas in Salisbury Interactive Map Favourites

What's On Explore Experience Shop Taste Sleep Live

Partner Dancing Classes Cinderella 2022/23 Kids Inflatables Christmas Party Lise Vandersmissen

Comedy Night Festive Late Night Opening at Salisbury Cathedral Winter Warmer Walk at Avebury Enchanted Christmas

Usually unusual.

Let us entertain you! There is plenty to keep everyone happy in Salisbury, from family-friendly events to first class theatre performances, live music, exhibitions, craft workshops, international festivals and much more! Whether you want something to do tomorrow, next week or next month you can find it here.

Do you have an event you'd like to advertise? Click here.

Featured Events

Featured THE SALISBURY CHRISTMAS TRAIL

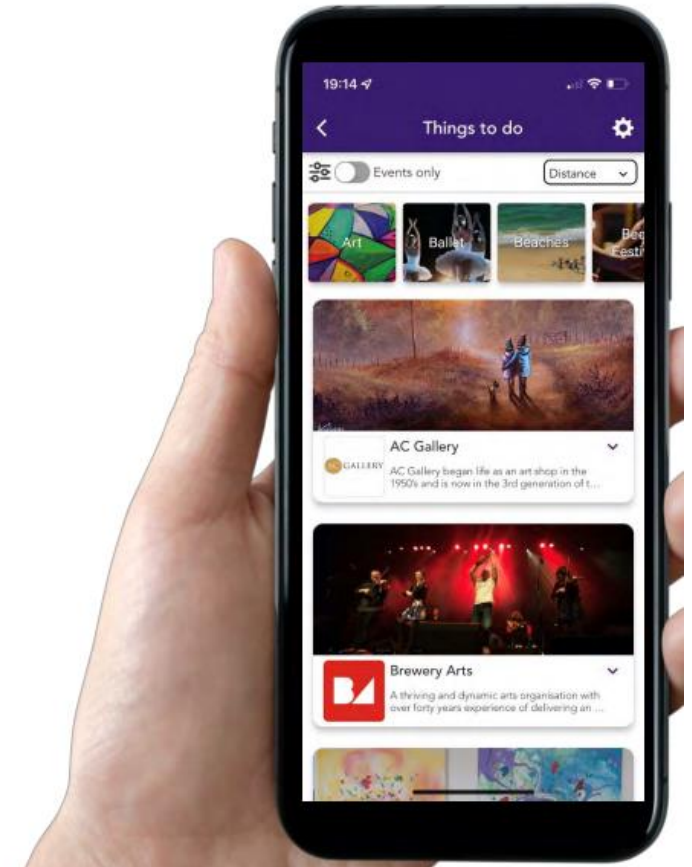
THIS MONTH	NEXT MONTH	FEBRUARY	MARCH
APRIL	MAY	JUNE	JULY
AUGUST	SEPTEMBER	OCTOBER	NOVEMBER
VIEW ALL EVENTS			



What's on in Wiltshire

- Market Solutions
 - Retail based, focusing on sharing offers
 - Ad based – not offering functionality
 - Not event focused – events are an option, the app acts more as a business directory

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What's on in Wiltshire

Conclusions:

- Web-app approach, focusing on functionality and linking with search engine optimisation, while retaining mobile device focus.
- Content curation – we will need to automate content upload, but only from trusted partners. This is for one-off, commercial events not regular community groups
- A content tagging system for events that allows users to sort by location and theme, as well as accessibility tags such as price
- An attractive and exciting user interface, which can deliver a range of content reliably such as text, images, audio and video
- Bespoke – integrating with our existing systems

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Wiltshire Council

Environment Select Committee

4 January 2023

Subject: Wiltshire Council's Housing Board Annual Report

Cabinet Member: Cllr Phil Alford

Key Decision: N

Executive Summary

The purpose of this report is to update the select committee regarding the activities of Wiltshire Council's Housing Board between October 2021 and November 2022.

Areas focused on by the Board are detailed in the main body of the report, with the primary focus of the Housing Board being to ensure that a prudent Housing Revenue Account (HRA) Business Plan is being implemented.

Key achievements of the Housing Board over the past 12 months are presented in 5 groups (additional details are provided in the main report: Economic Response; Planned Investment in Homes; Services Performance; Approach; and Challenges and Opportunities.

The Board is regularly updated about the budget position of the HRA. Members are also regularly updated about Key Performance Indicators (KPIs), with the targets for said indicators being set between the service and a sub-committee of the Board.

There is engagement between the Housing Board and the Environment Select Committee (ESC), and the Board has a scrutiny group sitting below it comprised of volunteer residents – the Challenge and Change Group.

The Housing Board is in its third cycle of 4 years, which is linked to the council's local electoral cycle; this cycle commenced after elections in May 2021.

Proposal(s)

For the select committee to:

- 1) Note this Annual Report.

Reason for Proposal(s)

For the select committee to note Wiltshire Council's Housing Board's Annual Report.

Wiltshire Council

Environment Select Committee

4 January 2023

Subject: Wiltshire Council's Housing Board Annual Report

Cabinet Member: Cllr Phil Alford

Key Decision: N

Purpose of Report

1. To update the select committee regarding the activities of Wiltshire Council's Housing Board between October 2021 and November 2022.

Relevance to the Council's Business Plan

2. This report supports the Business Plan 2022 to 2032, in particular our mission to ensure 'The people of Wiltshire are empowered to live full, healthy and enriched lives', 'Our communities continue to be beautiful and exciting places to live', 'Our local economy thrives and is supported by a skilled workforce' and 'We lead the way in how councils and counties mitigate the climate challenges ahead'. Additionally, the Housing Revenue Account (HRA) actions support: 'We have vibrant, well-connected communities', 'We ensure decisions are evidence-based', 'We live well together', 'We have the right housing', 'We take responsibility for the environment' and 'We are on the path to carbon neutral (net zero)', and more around supporting vulnerable customers and supporting the local economy.

Overview and Scrutiny Engagement

3. The Cabinet Member for Housing, Strategic Assets and Asset Transfer, presented this report to the Environment Select Committee (ESC) on 4 January 2023.

Background

4. Housing Board appointments terminated in line with the local Government electoral cycle in May 2021.
5. Following the provision of information events, advertisements were placed to facilitate recruitment of new Housing Board members. Applicants were interviewed by the Cabinet member for Housing and officers.
6. Appointments were made between late May 2021 and early July 2021.
7. One previous Housing Board member remains on the Housing Board.

8. After appointments in 2021, one resident who was appointed to the Housing Board moved to a property outside the HRA. This member stepped down from the Board as they were no longer eligible to hold the appointment.
9. A new resident was appointed to the Housing Board in 2022, however this resident also later moved to a private property. This member stepped down from the Board as they were no longer eligible to hold the appointment.
10. Residents were notified of the latest vacancy and invited to attend a virtual taster session in October 2022. Applications could then be submitted. The closing date was extended by one week. In November 2022, a resident was appointed to the Housing Board however this resident shortly after moved into the private rented sector and was thus ineligible to hold the appointment.
11. In late November 2022, recruitment plans were approved with advertising due to commence in December 2022, a virtual taster session will be held in December 2022 and the closing date for applications will be in January 2023.

Key Achievements of the Housing Board over the past 12 months (please note: this is an overview rather than an exhaustive list)

12. Economic Response

- a) Continuing Actions
 - i) Officers continued working remotely
 - ii) Emergency repairs continued
 - iii) Non-emergency repairs backlog cleared
 - iv) Enhanced Tenancy Sustainment support
- b) Digital Resident Engagement
 - i) Estate Inspections
 - ii) Virtual Scrutiny
 - iii) General online engagement sessions
- c) Service reconfiguration to better align with customer expectations

13. Planned Investment in Homes

- a) Refurbishments and Planned Maintenance
- b) Housing Energy Efficiency Programme (HEEP) (moving Housing Revenue Account stock to Energy Performance Certificate B)
 - i) In the prior year, the council was successful in being awarded funding of £500 thousand from the Green Homes Grant for works on 100 properties.
 - ii) We are now progressing works on batches of properties, focusing on those with the greatest potential increase in energy efficiency. Work includes retrofit assessments, pre works EPCs, programming works via partnership contractors, through to completion.

- iii) The council is continuing to receive positive feedback of electrical utility savings from those tenants that have benefitted from HEEP works.
- c) Council House Build Programme and off-site manufacture via Modern Method of Construction (MMC)
 - i) Profiled Programme expenditure

Phase	HRA Business Plan No. of Units (agreed position)	Current position – November 2022	HRA Business Plan approved figures	Current position – November 2022
2	28	28	£5,773,788	£5,783,147.62
3.1	91	94	£21,950,972	£23,672,344.89
3.2	98	109	£20,446,014	£26,911,085.30
3.3	100	107	£20,000,000	£29,401,836.00
3.4	100	102	£20,000,000	£30,295,089.00

- The revised costs are as a result of increasing construction costs and increased quality of build using MMC. The current position has not been agreed by the Housing Board or by Cabinet.
- A paper will be developed on receipt of the agreed Rent Cap and will seek to make the Cabinet aware of the increased costs and seek approval to increase the total programme budget in line with the costs.
- All projects within the programme, still sit within the agreed parameters.

- ii) Breakdown of Programme by delivery type

Phase	Purchasing	S106	New Build
2	17	6	5
3.1	18	24	52
3.2	14	39	58
3.3	5	32	70
3.4		27	75
	54	128	260

- New build sites can fall in and out of the programme or deliver less units as due diligence takes place.
- This currently represents a split of 12 purchase, 28% s106 new build and 58% WC New Build
- The original intention was to see a 60/40 split in favour of new build.

iii) MMC 3 Year procurement process

- This year we have completed a tender through the South West Procurement Alliance Framework for a 3 year MMC partner to delivery 1000 new homes manufactured for Wiltshire Council and Magna Housing Association.
- The collaboration with Magna Housing has enabled WC to achieve a more competitive manufacturing price.
- The tender includes a fixed price guarantee for any orders placed before the end of March 2023.
- By working together, we are saving costs on design and we are sharing good practice and absorbing learning already achieved with neighbouring housing providers.

iv) Project Progress
















- Planning has been achieved on the three MMC Pilot sites at Rowde, Corsley and Durrington. Work is underway for the units to be completed in the factory and the ground works contractor to re-quote for the ground costs.
- Work continues with the NHS to purchase land from them in Devizes that will see 33 affordable homes delivered
- Work continues with a design team for another site in Devizes that will also bring forward 33 units. Anticipated to be in for planning by the end of 2022.
- Work continues at a site in Ludgershall to bring forward an disused care home forward for 18 units, with pre-app feedback currently being addressed.

- Work also continues at a site in Mere to bring forward an additional disused care home for Older Persons accommodation in Mere.
- Work completed on 7 Rough Sleeper properties, which we part funded by Homes England to support the Rough Sleeper Initiative.
- So far in 2022/23, we have seen the completion of 30 new homes including 6 x 1 Bed Flats for adults with learning disabilities.

14. Services Performance

- a) Key Performance Indicator(s)
 - i) Proposed targets for 2022/23
 - ii) End of Year Report
 - iii) Complaints and Compliments Report
 - iv) KPIs for 2022/23 Q2 are attached at Appendix A.

- b) STAR Survey
 - i) The Executive Summary is replicated below (STAR Tenant Satisfaction Survey 2022, page 2):

Bench mark	2020 result	change over time	2022 result	Question source
78%	81%	↓	77%	satisfaction overall 
23	22	↓	18	net promoter score 
75%	77%	↓	75%	quality of home 
81%	83%	↓	80%	safety and security of home 
63%	N.A.	N.A.	61%	communal areas well maintained and safe 
81%	87%	↓	83%	rent value money 
72%	73%	↓	69%	repairs and maintenance overall 
79%	78%	↓	74%	last completed repair 
79%	80%	↓	77%	easy to deal with 
63%	60%	↓	58%	listens to views and acts on them 
71%	75%	↓	66%	keeps tenants informed 
56%	63%	↓	56%	approach to handling complaints 
82%	84%	↓	83%	neighbourhood as a place to live 
62%	N.A.	N.A.	61%	makes a positive contribution to area 
55%	56%	↓	55%	dealing with ASB 

- ii) Report outcomes were presented to the Housing Board.
- iii) It was agreed that actions should be reflected in the HRA Business Plan actions document, and if they are not already included, they should be added.
- iv) The Housing Board determined that actions are already incorporated into our future actions and anticipates improved performance outcomes in the future.

c) iHousing portal

- i) More residents are signed up to use our digital option.

Former iHousing (to November 2020)	New iHousing (October 2021)	New iHousing (14 November 2022)
900 approximate registered users which included inactive and never used accounts	1,900 approximate registered users, we also email new tenants after 1 week, 6 weeks and 4 months, if they have not registered	2,467 approximate registered users which is growing daily, especially when we send mass email blasts, we also email new tenants after 1 week, 6 weeks and 4 months, if they have not registered

- ii) More efficient and positive outcomes for customers.

d) Resident Engagement Plan

- i) The Housing Board reviewed the Resident Engagement Plan in an earlier year.
- ii) The Housing Board extended the Resident Engagement Plan for a further year, as some elements had to be put on hold due to the circumstances.
- iii) Outcomes continued to be delivered, benefitting residents and their families throughout the last year.
- iv) A new Resident Engagement Plan is being prepared and will be presented to the Housing Board in 2023.

15. Upcoming areas of work

- a) Upcoming areas of work for the Sub-Committees may include:
- i) Development and Investment ('Place')
- Housing Energy Efficiency Programme (HEEP)
 - Council House Build Programme
 - Sheltered Housing Refurbishments
 - Sheltered Housing Review
- ii) Finance and Policy ('Pounds')
- Housing Revenue Account (HRA) Business Plan – including budget setting and rent setting
- iii) Performance and Risk ('People')
- STAR Survey – Action Monitoring
 - Risk Register

- c. Key Performance Indicators – setting and benchmarking
 - d. Resident Engagement Plan
 - e. Implementing reforms coming from the Social Housing White Paper
- b) Challenge and Change Group
- i) Continued remote working
 - ii) Decant Policy
 - iii) Anti-Social Behaviour
 - iv) Potential future project may include Sheltered Housing Service Charges
- c) Small Improvement Bid(s)
- i) 13 bids received for 2022/23 in phase 1
 - ii) 8 bids received for 2022/23 in phase 2
 - iii) Ongoing monies for future years
 - iv) Scheme rules being reviewed, may return to a single annual cycle in the future rather than 2 phases per year

16. Priorities and Service Objectives

- a) Housing Energy Efficiency Programme (HEEP) – Climate Change
- b) Council Housing Build Programme
- c) Service Redesign

17. Membership and Attendance Record (October 2021 – November 2022)

18. Attendance relates to Board meetings only (that is, the figures exclude Away-Days, sub-committees, etcetera).

19. Of the 7 meetings held thus far in the period, attendance was:

WCHB Member	24/11	26/01	30/03	25/05	27/07	28/09	30/11	Total
Councillor Phil Alford	✓	✓	✓	✓	✓	✓	✓	7 (100%)
Rachael Arnott (Tenant Member)	✓	✓	✗	✓	✓	✓	✓	6 (86%)
Councillor Richard Britton	✓	✓	✓	✓	✓	✓	✓	7 (100%)
Councillor Brian Dalton	✓	Not a member						1 (100%)
Cris David (Tenant Member)	✓	✓	✓	✗	✓	✓	✓	6 (86%)
Melissa Davies	✗	Not a member						0 (0%)

(Tenant Member)								
Kevin Ellis-Brush (Independent Member)	✓	✓	✓	✓	✓	✓	✓	7 (100%)
Glenn Loftus (Independent Member)	✓	✓	✓	✓	✓	✗	✓	6 (86%)
Rachel Luton (Tenant Member)	Not a member		✓	✓	✓	✓	Not a member	4 (100%)
Richard McCormick (Tenant Member)	Not a member						Not a member	0 (0%)
Simon Maggs (Independent Member)	✓	✓	✓	✓	✓	✓	✓	7 (100%)
Councillor Ricky Rogers	Not a member	✓	✓	✓	✓	✓	✓	6 (100%)

20. Sub-Committee Membership

21. Whilst all members are able to attend any or all of the sub-committees, membership of the sub-committees is as follows:

Housing Board member	Development and Investment ('Place')	Finance and Policy ('Pounds')	Performance and Risk ('People')
Councillor Phil Alford	✗	✓	✓
Rachael Arnott	✓	✗	✓
Councillor Richard Britton	✗	✓	✗
Cris David	✓	✓	✓
Kevin Ellis-Brush	✗	✓	✗
Glenn Loftus	✓	✗	✓
Richard McCormick	N/A	N/A	N/A
Simon Maggs	✓	✗	✗
Councillor Ricky Rogers	TBC	TBC	TBC

Safeguarding Implications

22. There are no significant safeguarding implications associated with this report.

Public Health Implications

23. There are no significant public health implications associated with this report.

Procurement Implications

24. There are no significant corporate procurement implications associated with this report; although should the Board make recommendations regarding procurement of services to be delivered to residents, then this will become a consideration.

Equalities Impact of the Proposal

25. All Board members operate in and treat all residents in a fair and balanced manner, maintain their independence and make recommendations to Housing Management. Board members do not represent a particular area; they represent all council residents in the county of Wiltshire and make recommendations in the best interests of all council residents in Wiltshire. The service continually works toward Housing Board membership better reflecting council house residents, in respect of the protected characteristics of the Equalities Act.

Environmental and Climate Change Considerations

26. There are no significant environmental or climate change implications associated with this report.

Risks that may arise if the proposed decision and related work is not taken

27. Wiltshire Council's Housing Board would fail to meet the requirements of its Terms of Reference, namely to provide an Annual Report to Cabinet.

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

28. Vacancies can occur from time-to-time; there is a risk that there may not be any applicants for vacant posts, however recent experience demonstrates that there was a wealth of applicants for member types (councillor, independent or tenant). We will continue with the same recruitment approach.

Financial Implications

29. There are no significant financial implications associated with this report.

Legal Implications

30. There are no significant legal implications associated with this report.

Options Considered

31. A formal report to Cabinet is required. No alternative options were considered.

Conclusions

32. There is increasing evidence that Wiltshire Council's Housing Board is having a positive impact on the quality of service provision to residents and their families, has itself created an additional opportunity for residents to engage with the service and shaped further engagement opportunities.

Proposal

33. For the select committee to:

- 1) Note this Annual Report.

Reason for Proposal

34. For the select committee to note Wiltshire Council's Housing Board's Annual Report.

Simon Hendey (Director - Assets and Commercial Development)

Report Author: Ian Seeckts, Governance and Scrutiny Officer,
ian.seeckts@wiltshire.gov.uk, Tel: 01722 434353

30 November 2022

Appendices

Appendix A – Key Performance Indicators (2022/23 Q2).

Background Papers

The following documents have been relied on in the preparation of this report:
None.

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HOUSING REVENUE ACCOUNT

Service Purpose: Help people secure and retain a suitable, sustainable home.

Housing Key Performance Indicators 2022-23

Indicator	Target	5% Tolerance	Q4 20/21	Q1 21/22	Q2 21/22	Q3 21/22	Q4 21/22	Q1 22/23	Q2 22/23	Q3 22/23	Q4 22/23	YTD	Remarks	Actions	
HM - Tenancy															
Lettings & estate services															
GN: Average re-let time in days (standard re-lets)	20.00	21.00	21.50 39	20.90 39	14.70 35	18.20 58	30.50 41	31.20 31	60.30 22			43.30 53	Excluded Threadneedle properties with void date of 31-08-22 due to new build first lets.	Implement agreed actions after the Service Review has been completed.	
Total re-lets															
SH: Average re-let time in days (standard re-lets)	23.00	24.15	29.40 21	30.80 13	17.50 14	15.60 12	22.20 5	22.75 4	37.00 11			33.20 15	No exclusions made. As a above, a deterioration occurred, although this does not mean a pattern is developing. We will continue to monitor this to return our outcomes to amber and then green.		
Total re-lets															
Percentage satisfaction of new tenants following 6 months in an property	95.00%	90.25%	85.70% 36 of 42	93.75% 30 of 32	100.00% 33 of 33	72.70% 8 of 11	91.30% 21 of 23	82.46% 47 of 57	88.10% 37 of 42			84.84% 84 of 99	Satisfaction appears to have improved but not nearly enough to return us to amber or green performance; we intend to continue the same actions and expect in future quarters that more positive outcomes can be shared with the Board.		
HM - Income															
Rent & Arrears															
Rent arrears as % of rent due (dwellings)	2.75%	2.89%	2.70% £696,923	2.97% £772,813	3.12% £813,751	3.48% £907,058	2.94% £765,227	3.79% £1,022,307	3.88% £1,112,506			3.88% £1,112,506	Performance has fallen by 0.09 percentage points (a significant improvement to the pace of deterioration which was previously around 0.8 percentage points) for Rent arrears overall. Reasons include the challenging environment. We have seen an increase from previous years due to effects of the pandemic and the effects on personal finances.	Implement agreed actions after the Service Review has been completed.	
Former tenant arrears as % of rent due (dwellings)	1.00%	1.05%	0.87% £225,769	0.90% £247,889	1.02% £279,421	1.07% £292,677	0.80% £222,307	0.87% £237,451	0.86% £246,521			0.86% £246,521	Universal Credit remains a challenge and accounts for a high proportion of arrears, however encouragingly our performance improved by 0.1 percentage points, returning us to green on this measure.	The cost of living and energy price increases are likely to have a significant effect on arrears levels - we are working to implement strategies to deal with this and will continue to support the most vulnerable through our support team. Examples of the work we are doing to minimise this: we have implemented a Fuel Hardship Fund from our solar feed in tariffs, to secure and distribute government sources of grant funding, advising tenants of assistance and hardship funds via utility providers and advise on energy saving methods etc.	
Rent arrears as % of rent due (dwellings) NON UNIVERSAL CREDIT ONLY	1.75%	1.84%	1.29% £238,414	1.45% £267,039	1.51% £275,429	1.66% £295,611	1.33% £232,654	1.92% £342,262	1.82% £318,984			1.82% £318,984	Non-UC arrears were low and managed well, however in this quarter we have seen a 0.37 percentage point fall which is an improvement in terms of the pace of deterioration which was previously 1.25 percentage points. We will continue to monitor this.	We are also working with other providers through the Wiltshire Money Forum, looking at ideas and best practice to support those most vulnerable to fuel poverty.	
Rent arrears as % of rent due (dwellings) UNIVERSAL CREDIT ONLY	8.00%	8.40%	6.26% £458,509	6.61% £505,774	6.82% £538,322	7.48% £611,447	6.29% £532,573	7.54% £680,045	7.91% £725,530			7.91% £725,530	The court system remains a challenge with continued significant delays affecting our ability to deal with serious non-payers.		

HM - Responsive Repairs													YTD	Remarks	Actions
Target	5% Tolerance	Q4 20/21	Q1 21/22	Q2 21/22	Q3 21/22	Q4 21/22	Q1 22/23	Q2 22/23	Q3 22/23	Q4 22/23					
Repairs & Maintenance															
% of all repairs completed on time DLO	92.00%	87.40%	92.60% 3949 of 4262	94.49% 3035 of 3212	93.66% 2822 of 3013	91.29% 3186 of 3490	89.25% 2524 of 2828	92.30% 1180 of 1278	79.69% 1248 of 1566			85.37% 2428 of 2844	The marginal decreases that were evident from 2021/22 Q3 onwards have been turned around; at the close of the current quarter we were able to surge by over 3 percentage points, however we note the lower volumes (see right) and thus remain vigilant. Recruitment and retention have continued to be challenging, yet despite this, we are confident that we can continue to perform in the green zone.	Implement agreed actions after the Service Review has been completed. Lower volumes in different quarters are attributed to separating DLO and contractor performance for reporting purposes.	
% of all repairs completed on time Other Contractors	92.00%	87.40%	92.60% 3949 of 4262	94.49% 3035 of 3212	93.66% 2822 of 3013	91.29% 3186 of 3490	89.25% 2524 of 2828	79.90% 1380 of 1727	84.51% 1676 of 1983			82.70% 3056 of 3710	Performance improved by nearly 5 percentage points which is welcomed however we remain in the red group. This relates to our other contractors (as opposed to the DLO). Whilst we are aware of challenges around recruitment and retention for our contractor partners, we continue to encourage turning around this output and work closely with our partners, in a constructive and robust manner.	Implement agreed actions after the Service Review has been completed. Lower volumes in different quarters are attributed to separating DLO and contractor performance for reporting purposes.	
% of repairs completed right first time (PDA) DLO	95.00%	90.25%	95.30% 1673 of 1754	94.10% 1244 of 1322	96.34% 1341 of 1392	94.70% 750 of 792	94.45% 1090 of 1154	95.9% 473 of 493	95.77% 272 of 284			95.9% 745 of 777	Although there was a slight fall in performance of just over 0.1 percentage point, we are pleased that we were able to meet the Board's expectations and maintain our green performance. Whilst we are quietly confident that we can maintain this into future quarters, we must caution that the challenging environment may have a greater impact than we anticipate, given it is a smaller volume.	Implement agreed actions after the Service Review has been completed. Lower volumes in different quarters are attributed to separating DLO and contractor performance for reporting purposes.	
HM - Planned & Cyclical Maintenance													YTD	Remarks	Actions
Target	5% Tolerance	Q4 20/21	Q1 21/22	Q2 21/22	Q3 21/22	Q4 21/22	Q1 22/23	Q2 22/23	Q3 22/23	Q4 22/23					
Repairs & Maintenance															
% of tenants satisfied with planned maintenance	98.00%	93.10%	78.79% 26 of 33	80.00% 24 of 30	100.00% 19 of 19	65.67% 44 of 67	90.48% 19 of 21	81.25% 26 of 32	77.77% 7 of 9			80.48% 33 of 41	IWL satisfaction scores are still bringing down the overall percentage. As previously noted we carry out a large amount of planned maintenance each year but only the returned responses are used for calculations. If the none returned ones were included in the positive figures then this percentage would be much higher. With that being said, we note that the total returns in 2022/23 Q2 was very low compared to 2022/23 Q1, and satisfaction fell significantly for planned maintenance. For cyclical maintenance, there was a slight fall but we remain comfortably above target.	Implement agreed actions after the Service Review has been completed.	
% of tenants satisfied with cyclical maintenance	95.00%	90.25%	88.80% 16 of 18	95.31% 199 of 209	92.20% 95 of 103	95.50% 130 of 136	90.57% 144 of 159	96.07% 220 of 229	95.89% 187 of 195			95.99% 407 of 424		Regrettably, we must inform the Housing Board that procurement has been delayed.	

Q4 21/22	Q1 22/23	Q2 22/23
99.16%	99.45%	99.28%

Additional Reporting: **'Percentage of dwellings with a valid gas safety certificate'** Gas Safety target is set at 100%.
 The Board agreed: "For a tolerance level of 0.5% (percent not percentage points) to be set for 'Percentage of dwellings with a valid gas safety certificate' which if breached triggers automatic reporting alongside the regular KPIs."
 (Wiltshire Council's Housing Board Minutes, 28 January 2019, page 6)

Wiltshire Council

Environment Select Committee

4 January 2023

Climate Emergency Task Group Update

Purpose

1. To update the Environment Select Committee on the work of the Climate Emergency Task Group since November 2022.

Background

2. The Climate Emergency Task Group (CETG) is a task group reporting to the Environment Select Committee. The task group's initial terms of reference were endorsed by the Select Committee on 3 September 2019 and were revised on 9 November 2021.
3. The task group has produced two reports with recommendations:
 - Energy and Transport & Air quality (29 September 2020)
 - Planning (13 January 2021)
4. At its meeting on 14 June 2022 the Select Committee approved the continuation of the task group 2022/23.
5. The task group's last update to the Select Committee was on [8 November 2022](#).

Membership

6. The membership of the task group from July 2021 is as follows:

Cllr Clare Cape
Cllr Sarah Gibson
Cllr Tony Jackson
Cllr Jacqui Lay
Cllr Brian Mathew
Cllr Nick Murry
Cllr David Vigar
Cllr Ian Wallis
Cllr Graham Wright (Chairman)

Terms of Reference:

7. The task group's revised terms of reference were endorsed by the Environment Select Committee on the 9 November 2021. These are:
 - i. *To help shape and influence the development of Wiltshire Council's programme (in all relevant areas) for meeting its objective of making Wiltshire Council carbon neutral and seeking to make the county of Wiltshire carbon neutral by 2030 (excluding the geographical area administered by Swindon Borough Council).*
 - ii. *To scrutinise the delivery of this objective through the Climate Strategy (2022-2027) and its delivery plans, as well as key plans, policies, and programmes, such as the Local Plan, Local Transport Plan and Green and Blue Infrastructure Strategy. Including the way in which the Council is measuring progress and how it is performing and reporting against baselines.*
 - iii. *To provide recommendations on other aspects of decarbonising the county including partnership working and community-led approaches as well as acting as a national role model.*

Recent Activity

Wiltshire Council's Climate Change Adaptation Action Plan (25 November 2022)

8. The task group was asked by the council's Climate Team to review and comment upon the current Climate Change Adaptation Action Plan which was last revised in 2016. This was ahead of a re-drafting of the plan in early 2023.
9. The task group highlighted the following, that:
 - The existing plan be completely re-written.
 - The plan continues its risk based approach concentrating upon key risks.
 - Other risk management documents should be integrated and co-ordinated, to avoid overlaps or gaps, possibly by maintaining a central risk register.
 - Consideration be given to how the plan is developed with partners internally and externally.
 - It is clearer about what mechanisms that will be in place to support and include organisations and businesses in Wiltshire.
 - The plan be developed at pace as it will have an impact upon emerging policies and plans, like the Local Plan and the Local Transport Plan

Forward work plan

10. The forward plan is attached at Appendix 1.

Proposals

That the select committee:

- 1. Note the update on the Task Group activity provided above.**
- 2. Note the Task Group's draft forward work plan, see Appendix 1.**

Cllr Graham Wright, Chairman of the Climate Emergency Task Group

Report author: Simon Bennet, Senior Scrutiny Officer, Tel: 01225 718709,
email: simon.bennett@wiltshire.gov.uk

APPENDIX 1

Climate Emergency Task Group – Forward Work Plan

Feb 2023 (tbc)	Targeted support to fuel-poor households to improve energy efficiency (Warm & Safe Wiltshire) & Bidding for retrofit funding To understand programmes supporting households in the county.
April 2023 (tbc)	Climate Change Adaptation Plan To review the council's draft plan.
28 April 2023	Update on council's response to climate emergency To receive the update report going to Cabinet (May 2023).
tbc 2023	Zero-carbon housing To understand how local authorities have addressed this in local planning.
tbc 2023	Local Plan To understand the key elements of the plan addressing the climate emergency agenda and the overall relationship to Neighbourhood Plans.
Summer 2023	Local Transport Plan To understand the future strategy in particular active travel, electric vehicles charging.
Oct 2023	Update on council's response to climate emergency To receive the update report going to Cabinet (Oct 2023)
tbc	Update British Army Sustainability To update task group following briefing on 6 May 2022.
tbc	Natural England Funded Pilot Meeting to consider the pilot projects looking at rolling out local nature recovery planning, bio-diversity net gain and the environmental toolkit
tbc	Bio-gas To explore the potential for bio-gas as a replacement for natural gas and use in vehicles.

Environment Select Committee Forward Work Programme

Last updated DECEMBER 2022

Environment Select Committee - Current / Active Task Groups		
Task Group	Start Date	Final Report Expected
Global Warming and Climate Emergency Task Group	May 2019	TBC

Environment Select Committee - Rapid Scrutiny		
Topic	Details	Date

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Agenda Item 10

Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
14 March 2023	Highways Annual Review of Service 2022	As resolved at ESC 12 January 2022, to receive a further annual report in 2023.	Samantha Howell (Director of Highways and Transport)	Cllr Dr Mark McClelland	
14 March 2023 (tbc)	Homes 4 Wiltshire	As discussed at the ESC-Executive meeting on 9 September 2021 on the housing portfolio to provide an update on Homes for Wiltshire.	Emma Legg (Director – Ageing & Living Well)	Cllr Phil Alford	Nicole Smith (Head of Housing)
14 March 2023	Libraries Development	As discussed at the ESC-Executive meeting on 24 September 2021 on the leisure and libraries portfolio to provide an update on the development of the council's library service.	David Redfern (Assistant Director Leisure Culture and Communities)	Cllr Ian Blair Pilling	
14 March 2023	Leisure Services Insourcing	As resolved at the select committee meeting on 9 November 2021, the committee will receive a further update be that includes financial information and membership trends. It will also review operating leisure facilities on public holidays.	David Redfern (Assistant Director Leisure Culture and Communities)	Cllr Ian Blair Pilling	

Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
14 March 2023	Climate Emergency task group	To receive an update from the task group regarding activity and its forward work plan			Cllr Graham Wright Simon Bennett (Senior Scrutiny Officer)
14 March 2023	Local Plan	As discussed at the ESC-meeting on 20 September 2022 to receive an update on the Local Plan.	Parvis Khansari (Corporate Director Place)	Cllr Nick Botterill	Georgina Clampitt-Dix (Head of Spatial Planning)
6 June 2023	Active Travel	As resolved at the select committee meeting on 14 June 2022, the committee will receive a further update.	Samantha Howell (Director of Highways and Transport)	Cllr Dr Mark McClelland	
6 June 2023	Wiltshire Towns Programme	As resolved at the select committee meeting on 14 June 2022, the committee will receive a further update.	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	Victoria Moloney (Head of Economy & Regeneration)
6 June 2023	Gypsy & Traveller Plan	To receive the Gypsy and Traveller plan.	Parvis Khansari (Corporate Director Place)	Cllr Nick Botterill	Georgina Clampitt-Dix (Head of Spatial Planning)
6 June 2023	Climate Emergency task group	To receive an update from the task group regarding activity and its forward work plan			Cllr Graham Wright Simon Bennett (Senior Scrutiny Officer)

Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
25 July 2023	Waste Management Strategy: Annual Review	As resolved at ESC 13 July 2022 to receive a further annual review in 2023.	Sarah Valdus (Assistant Director – Environment)	Cllr Dr Mark McClelland	
25 July 2023	Passenger Transport service update and future developments	As resolved at the select committee meeting on 14 June 2022, the committee will receive a further update.	Samantha Howell (Director of Highways and Transport)	Cllr Dr Mark McClelland	Jason Salter (Head of Service Passenger Transport)
25 July 2023	Climate Emergency task group	To receive an update from the task group regarding activity and its forward work plan			Cllr Graham Wright Simon Bennett (Senior Scrutiny Officer)
19 Sep 2023	LHFIG Review	To receive a update report on the implementation of the Local Highway & Footway Improvement Groups (LHFIG)	Samantha Howell (Director of Highways and Transport)	Cllr Dr Mark McClelland	Dave Thomas (Head of Highways Asset Management & Commissioning)
19 Sep 2023	Climate Emergency task group	To receive an update from the task group regarding activity and its forward work plan			Cllr Graham Wright Simon Bennett (Senior Scrutiny Officer)

Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
tbc	Housing Development Partnership	As resolved at the ESC meeting on 8 November 2022, the select committee will receive an update report in 12 months' time.	Parvis Khansari (Corporate Director Place)	Cllr Phil Alford	Victoria Moloney (Head of Economy & Regeneration) Richard Walters (Head of Service – Major Projects) Claire Moore (Housing Enabling Lead)
tbc	Private sector renewal strategy	As resolved at the ESC meeting on 8 November 2022, the select committee will receive an update report when appropriate.	Emma Legg (Director – Ageing & Living Well)	Cllr Phil Alford	Nicole Smith (Head of Housing)
tbc	Homeless Strategy 2019-2024	As resolved at the ESC meeting on 8 November 2022, the select committee will receive an update report in 12 months' time.	Emma Legg (Director – Ageing & Living Well)	Cllr Phil Alford	Nicole Smith (Head of Housing)

Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
tbc	Streetscene contract	As resolved at the ESC meeting on 30 September 2022 the select committee will receive an update report on the Streetscene contract	Samantha Howell (Director of Highways and Transport)	Cllr Dr Mark McClelland	Adrian Hampton (Head of Highway Operations)
tbc	National Park action plan	Partnership arrangement with the National Park and joint action plan.	Parvis Khansari (Corporate Director Place)	Cllr Nick Botterill	Georgina Clampitt-Dix (Head of Spatial Planning)
tbc	Wiltshire Marque	As discussed at meeting with the Cabinet Member the select committee to receive a report about the 'Wiltshire Marque' for produce.	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	Victoria Moloney (Head of Economy & Regeneration)
tbc	Wiltshire destination management	As discussed at the ESC-Executive meeting on 13 October 2022 on the heritage, arts and tourism portfolio to provide a report on destination management	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	

Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
tbc	UK Shared Prosperity Fund	As discussed at the ESC-Executive meeting on 23 November 2022 on the economic development portfolio.	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	Victoria Moloney (Head of Economy & Regeneration)
tbc	Economic Strategy	As discussed at the ESC-Executive meeting on 23 November 2022 on the economic development portfolio.	Parvis Khansari (Corporate Director Place)	Cllr Richard Clewer	Victoria Moloney (Head of Economy & Regeneration)
tbc	Parking Strategy	As discussed at the ESC-Executive meeting on 6 December 2022 on the highways and transport portfolio.	Parvis Khansari (Corporate Director Place)	Cllr Dr Mark McClelland	

Information briefing					
Meeting Date	Item	Details / purpose	Associate Director	Responsible Cabinet Member	
tbc	Environment Act 2021	To receive a (series of) briefing regarding the implications of the Environment Act.			

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