

Notice of Meeting



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Executive

Thursday, 24th March, 2022 at 5.00 pm

in the Second Floor Meeting Area, Council Offices, Market Street

Note: This meeting can be streamed live here: <https://www.westberks.gov.uk/executive/live>

Date of despatch of Agenda: Wednesday, 16 March 2022

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Sadie Owen (Principal Democratic Services Officer) on (01635) 519052, or e-mail: sadie.owen1@westberks.gov.uk

Further information and Minutes are also available on the Council's website at www.westberks.gov.uk



Agenda - Executive to be held on Thursday, 24 March 2022 (continued)

To:	Councillors Lynne Doherty (Chairman), Steve Ardagh-Walter, Dominic Boeck, Ross Mackinnon, Richard Somner, Joanne Stewart and Howard Woollaston
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Agenda

Part I

	Pages
1. Apologies for Absence To receive apologies for inability to attend the meeting (if any).	7 - 8
2. Minutes To approve as a correct record the Minutes of the meeting of the Executive held on 10 February 2022.	9 - 14
3. Declarations of Interest To remind Members of the need to record the existence and nature of any personal, disclosable pecuniary or other registrable interests in items on the agenda, in accordance with the Members' Code of Conduct .	15 - 16
4. Public Questions Members of the Executive to answer questions submitted by members of the public in accordance with the Executive Procedure Rules contained in the Council's Constitution.	17 - 18
5. Petitions Councillors or Members of the public may present any petition which they have received. These will normally be referred to the appropriate Committee without discussion.	19 - 20

Items as timetabled in the Forward Plan

	Pages
6. West Berkshire Enhanced Partnership Plan and Scheme (for buses) (EX4164) Purpose: To seek approval of the West Berkshire Enhanced Partnership Plan and Scheme in time for adoption from 1 April 2022, and in accordance with the National Bus Strategy, Bus Back Better .	21 - 76
7. Contract Award for Pelham House - Supported Living Service for Adults with a Learning Disability (EX4169) Purpose: To inform Executive of the tender process and seek delegated authority to	77 - 84

Agenda - Executive to be held on Thursday, 24 March 2022 (continued)

award the contract.

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8. **Draft Leisure Strategy (EX3888)** 85 - 174

Purpose:

To introduce the final Leisure Strategy for approval and detail the process which has been undertaken in its development.

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9. **Re-development of Northcroft Lido (EX4159)** 175 - 224

Purpose:

To present the results of the public consultation undertaken between July and September 2021 and seek delegated authority to award the contract to Alliance Leisure Services for the re-development of the Lido at Northcroft Leisure Centre

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10. **Update on Future Working Arrangements for the Public Protection Partnership (EX4174)** 225 - 236

Purpose:

Following the successful conclusion of the negotiations with Wokingham Borough Council (Wokingham BC), who are exiting the Public Protection Partnership (PPP), Members are asked to consider the resourcing, branding and governance arrangements for the new bilateral partnership between Bracknell Forest Council and West Berkshire Council.

The report also seeks to inform Members about the mechanism, funding and management of the services that Wokingham BC will be commissioning from PPP. Members are also being asked to approve the settlement sum payable by Wokingham BC due to their early termination of the Inter Authority Agreement (IAA), the detail of which will be included in the Part II paper as the report contains information relating to the business or financial affairs of individuals.

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11. **Capital Financial Performance Report Quarter Three 2021/22 (EX4017)** 237 - 256

Purpose:

The financial performance report provided to Members reports on the forecast under or over spends against the Council's approved capital budget. This report presents the forecast outturn position for financial year 2021/22 as at Quarter Three.

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12. **2021/22 Performance Report Quarter Three (EX4002)** 257 - 314

Purpose:

To provide assurance that the core business and council priorities for improvement measures in the Council Strategy 2019-2023 are being

managed effectively.

To highlight successes relating to delivery of all core business areas and to the priorities for improvement and, in a few cases where performance has fallen below the expected level, present information on the remedial action taken and the impact of that action.

Items not timetabled in the Forward Plan

	Pages
13. Berkshire Digital Infrastructure Group - Collaboration Agreement Purpose: To seek the delegated authority for the Chief Executive to enter into a Collaboration Agreement to forward the objectives of the Berkshire Digital Infrastructure Group (DIG). The DIG has responsibility for improving access to digital infrastructure across Berkshire including the Superfast Berkshire project originally set up in 2011. The Collaboration Agreement is required in order to draw down funding recently awarded via a successful bid to the Department of Culture, Media and Sport (DCMS).	315 - 328
14. Members' Questions Members of the Executive to answer questions submitted by Councillors in accordance with the Executive Procedure Rules contained in the Council's Constitution.	329 - 330
15. Exclusion of Press and Public RECOMMENDATION: That members of the press and public be excluded from the meeting during consideration of the following items as it is likely that there would be disclosure of exempt information of the description contained in the paragraphs of Schedule 12A of the Local Government Act 1972 specified in brackets in the heading of each item. Rule 8.10.4 of the Constitution refers.	

Part II

16. Contract Award for Pelham House - Supported Living Service for Adults with a Learning Disability (EX4169) <i>Paragraphs 3 & 5: Information relating to the financial or business affairs of any particular person, and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.</i> Purpose: To inform Executive of the tender process and seek delegated authority to award the contract.	331 - 340
17. Update on Future Working Arrangements for the Public Protection	341 - 352

Partnership (EX4174)

Paragraph 3 – information relating to financial/business affairs of particular person.

Purpose:

The report builds upon the Part I Report on the future working arrangements with Wokingham Borough Council by expanding on the detail relating to the calculation of the settlement arrangements.

Sarah Clarke
Service Director: Strategy and Governance

West Berkshire Council Strategy Priorities

Council Strategy Priorities:

PC1: Ensure our vulnerable children and adults achieve better outcomes

PC2: Support everyone to reach their full potential

OFB1: Support businesses to start, develop and thrive in West Berkshire

GP1: Develop local infrastructure to support and grow the local economy

GP2: Maintain a green district

SIT1: Ensure sustainable services through innovation and partnerships

If you require this information in a different format or translation, please contact Sadie Owen on telephone (01635) 519052.



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Item 1 – Apologies for absence

Verbal Item

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DRAFT

Note: These Minutes will remain DRAFT until approved at the next meeting of the Committee

EXECUTIVE

MINUTES OF THE MEETING HELD ON THURSDAY, 10 FEBRUARY 2022

Councillors Present: Lynne Doherty (Chairman), Dominic Boeck, Graham Bridgman, Richard Somner, Joanne Stewart and Howard Woollaston

Councillors also in attendance: Jeff Brooks, Erik Pattenden and Tony Vickers

Councillors present remotely: Steve Ardagh-Walter, Hilary Cole, Ross Mackinnon, Adrian Abbs, Lee Dillon, Alan Macro

Also present: Susan Halliwell (Executive Director - Place), Nigel Lynn (Chief Executive), Joseph Holmes (Executive Director – Resources), Shiraz Sheikh (Service Lead – Legal and Democratic), Sadie Owen (Principal Democratic Services Officer) and Jake Thurman (Group Executive)

65. Minutes

The Minutes of the meeting held on 16 December 2021 were approved as a true and correct record and signed by the Leader.

66. Declarations of Interest

There were no declarations of interest.

67. Public Questions

A full transcription of the public and Member question and answer sessions are available from the following link: [Transcription of Q&As](#).

- A) A question standing in the name of Mr John Gotelee on the subject of what action should be taken by the council when a developer starts work without satisfying conditions was answered by the Portfolio Holder for Planning, Transport & Countryside.
- B) A question standing in the name of Alan Pearce on the subject of a joint statement issued by West Berkshire Council and Sport England was answered by the Portfolio Holder for Internal Governance, Leisure and Culture.
- C) A question standing in the name of Mr John Gotelee on the subject of a Plan B should planning permission not be granted for housing at the Faraday Road site was answered by the Portfolio Holder for Finance and Economic Development.
- D) A question standing in the name of Mr Alan Pearce on the subject of an award of contract to Newbury Sports Hub was answered by the Portfolio Holder for Internal Governance, Leisure and Culture.

68. Petitions

There were no petitions presented to the Executive.

69. West Berkshire Domestic Abuse Safe Accommodation Strategy 2021-23 (EX4143)

The Deputy Leader introduced the report (Agenda Item 6) and welcomed the revision of the definition of domestic abuse introduced by the Domestic Abuse Act 2021. He thanked officers for all of their work on the Strategy.

The Deputy Leader reported that the Strategy had been the subject of a local press article that morning and he congratulated the author for highlighting the matter and for writing a gender neutral article.

However issue was taken with the article's claim that 'Domestic Abuse in West Berkshire was much worse than official figures'.

The Deputy Leader explained that the official numbers calculated by the council were lower than national Home Office estimates. It was conceded that, as with any reported crime, figures were potentially higher than reported, however generally was felt to be lower than nationally.

The Portfolio Holder for Children, Young People and Education welcomed the paper and commented that he was pleased that children were at the centre of the Strategy.

The Liberal Democrat Group Leader welcomed the Strategy but queried how the Strategy and service could be sustainable if funding wasn't secured long term.

The Deputy Leader commented that government funding was initially for two years but it was anticipated that this would continue.

The Liberal Democrat Group Leader queried why the Strategy identified only revenue implications and no capital impact.

The Deputy Leader responded that a delivery plan would be developed out of the Strategy which may then lead to capital implications.

The Deputy Leader agreed to respond in writing to the Liberal Democrat Group Leader in relation to a query relating to the digital service impact caused by the Strategy.

It was further agreed that a written response would be provided in relation to an action plan to tackle the current insufficient units of housing to support domestic abuse victims.

The Deputy Leader agreed to provide a written response to the Shadow Portfolio Holder for Adult Social Care in relation to section 7.4 of the Strategy and in particular the current lack of 'move-on' accommodation and the impact, if any, on victims.

It was explained that delay in bringing the Strategy paper to Executive had been caused by the consultation process and executive cycle. It was not anticipated that the delay would cause any impact in relation to ongoing government funding.

It was suggested by the Liberal Democrat Group Leader that whilst the majority of the paper was gender neutral there were instances where the perpetrator was referred to as 'him'.

It was further suggested that wording at 7.6 of the Strategy did not seem wholly applicable and should be revised, particularly in relation to male victims 'moving away from the city'.

The Portfolio Holder for Adult Social Care seconded the Strategy and commented that communication would be key in raising awareness amongst residents of the support proposed within the document.

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RESOLVED that the Executive approve the Strategy, as set out in Appendix B.

Other options considered: To revise the current Domestic Abuse Strategy 2020-23 to incorporate the support within safe accommodation aspect. This was dismissed due to the nature of requirements under the Act which is very specific whereas the current strategy extends beyond this requirement. Both strategies will be combined in 2023/24 which aligns in with the re-commissioning of the local domestic abuse service in West Berkshire.

70. **Newbury Town Centre Masterplan (EX4166)**

The Leader of the Council proposed, and the Portfolio Holder for Planning, Transport and Countryside seconded the report (Agenda Item 7).

The Portfolio Holder for Finance and Economic Development introduced the report which had been prepared in conjunction with HemingwayDesign consultants. It was reported that there had been extensive engagement with stakeholders throughout creation of the plan, and collaboration both with Newbury Town Council and the BID. It was acknowledged that the indicative costs within the report whilst significant, were also subject to change.

The Leader of the Council expressed pride in the work that had been undertaken and praised the collaboration, welcoming the Chief Executive of Newbury Town Council who was also present at the meeting. The Leader also thanked the BID for facilitating the bounce back of retail in Newbury high street, and HemingwayDesign as great partners to the project.

The Shadow Portfolio Holder for Highways and Transport echoed the Leader's sentiments but urged for more ambition in relation to the proposed pedestrianisation of the town centre and suggested an experimental traffic order with immediate effect. This was supported by a member of the Green Party.

In response, the Portfolio Holder for Planning, Transport and Countryside clarified that historically there had been a split view from residents in relation to pedestrianisation. Consequently he urged caution and reported that traffic monitoring data was currently being collated which would assist with any future decision.

The Shadow Portfolio Holder for Environment, Climate Change and Public Protection welcomed the plan but felt that an opportunity had been missed in relation to green open spaces by the plan's main focus on Victoria Park.

RESOLVED that:

- (a) The Newbury Town Centre Masterplan and Vision is endorsed by Executive as a strategy to reposition the town centre's offer to ensure it continues to meet the needs of residents, businesses, workers and visitors; and
- (b) The delivery of the Masterplan is taken forward in partnership with key stakeholders as opportunities arise.

Other options considered: the original project brief approved in July 2020 envisaged that the Masterplan would form the basis of a draft Supplementary Planning Document which would then proceed to statutory public consultation and adoption. However, the

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planned submission of the Local Plan Review in 2022 means that this cannot take place until after the new Local Plan is adopted.

The Newbury Town Centre Masterplan and Vision could be rejected by the Council, in which case it would not be taken forward. However, this is likely to result in lost opportunities to secure external funding and public or private sector investment for the town centre, to the detriment of local residents, businesses and visitors.

71. **West Berkshire Local Flood Risk Management Strategy (EX4142)**

The Portfolio Holder for Planning, Transport and Countryside proposed and the Leader of the Council seconded the report (Agenda Item 8).

The Shadow Portfolio Holder for Highways and Transport welcomed the Strategy but commented that the River Enborne had been omitted from the list of main rivers. Further he requested that there be more emphasis on the responsibility of riparian owners.

The Shadow Portfolio Holder for Adult Social Care commented that the Strategy mentioned only 1 flood in 2013-14, when in fact there had been 19 towns and parishes, and 366 properties flooded during that time.

He further commented that the Strategy failed to address issues or suggest a management plan for the Theale and Burghfield areas.

The Portfolio Holder for Planning, Transport and Countryside agreed to refer matters back to officers and rectify any omissions.

The Portfolio Holder for Environment and Waste commended the report and expressed gratitude that West Berkshire Council had been able to strengthen flood defences where needed.

RESOLVED that: subject to inclusion of the amendments noted above the Executive approves the West Berkshire Local Flood Risk Management Strategy 2022-2027.

Other options considered: no other options were considered. The Flood and Water Management Act 2010 places a duty on West Berkshire Council, as lead Local Flood Authority, to develop, maintain, apply and monitor a strategy for local flood risk management from surface water, groundwater and ordinary watercourses.

72. **Investment and Borrowing Strategy 2022-23 (C4124)**

The Leader proposed, and the Deputy Leader seconded a motion to refer the item straight to Council (Agenda Item 9).

RESOLVED that: the item be taken as part of an en bloc group and referred straight to Council without discussion or debate.

73. **Medium Term Financial Strategy (C4125)**

The Leader proposed, and the Deputy Leader seconded a motion to refer the item straight to Council (Agenda Item 10).

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RESOLVED that: the item be taken as part of an en bloc group and referred straight to Council without discussion or debate.

74. **Capital Strategy, Financial Years 2022/23 to 2026/7 (C4126)**

The Leader proposed, and the Deputy Leader seconded a motion to refer the item straight to Council (Agenda Item 11).

RESOLVED that: the item be taken as part of an en bloc group and referred straight to Council without discussion or debate.

75. **Revenue Budget 2022-23 (C4127)**

The Leader proposed, and the Deputy Leader seconded a motion to refer the item straight to Council (Agenda Item 12).

RESOLVED that: the item be taken as part of an en bloc group and referred straight to Council without discussion or debate.

76. **2021/22 Revenue Financial Performance Quarter Three (EX4016)**

The Leader of the Council proposed the report (Agenda Item 13).

The Portfolio Holder for Finance and Economic Development introduced the report and noted that there was a projected year end overspend of £40,000.

Further to a query raised by the Shadow Portfolio Holder for Finance and HR, it was clarified that if specific reserves were set aside for a specific risk then if that risk came to pass, it was standard accounting to set the reserve against that risk as and when it occurred, and not wait until Q4.

The Shadow Portfolio Holder for Adult Social Care expressed concern at the long and short term predicted costs of Adult Social Care services.

The Portfolio Holder for Finance and Economic Development acknowledged that whilst government funding was due to cease the following year the adult social care model was under constant review.

The Portfolio Holder for Adult Social Care further acknowledged concern at the council's future Adult Social Care budget. It was reported however that experts from the Local Government Association were currently working with the Adult Social Care Director, his team and the finance team to provide some feedback and validation in relation to WBC's Adult Social Care model. The Portfolio Holder for Adult Social Care committed to report back to members on the findings of the exercise, and seconded the report for approval.

RESOLVED that: Executive

- Note the year-end forecast £0.04m overspend, after taking account of provision that was made in reserves for specific risks at the time of budget setting. Without this provision, the forecast would be an overspend of £0.6m.
- Note the ongoing impact that Covid will have on the 2021/22 budget as the Council sees increased demand for some services, but continues to be supported by external funding.

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- Approve the transfer of capital financing interest budgets from within individual services to Capital Finance.

Other options considered: None.

77. **Members' Questions**

A full transcription of the public and Member question and answer sessions are available from the following link: [Transcription of Q&As](#).

- A) A question standing in the name of Councillor Tony Vickers on the subject of on-street EV charging points was answered by the Portfolio Holder for Planning, Transport & Countryside.
- B) A question standing in the name of Councillor Adrian Abbs on the subject of the Sports Hub was answered by the Portfolio Holder for Internal Governance, Leisure and Culture.
- C) A question standing in the name of Councillor Phil Barnett on the subject of dog waste was answered by the Portfolio Holder for Planning, Transport & Countryside.
- D) A question standing in the name of Councillor Owen Jeffery on the subject of the timeframe for receiving a written answer to a question was answered by the Leader for the Council.
- E) A question standing in the name of Councillor Alan Macro on the subject of the Readibus service level agreement was answered by the Portfolio Holder for Planning, Transport & Countryside.
- F) A question standing in the name of Councillor Tony Vickers on the subject of the LRIE development site was answered by the Portfolio Holder for Finance & Economic Development.
- G) A question standing in the name of Councillor Tony Vickers on the subject of a planning application for the LRIE development site was answered by the Portfolio Holder for Finance & Economic Development.

CHAIRMAN

Date of Signature

Executive – 24 March 2022

Item 3 – Declarations of Interest

Verbal Item

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Item 4:

Public Questions to be answered at the Executive meeting on 24/03/2022.

Members of the Executive to answer questions submitted by members of the public in accordance with the Executive Procedure Rules contained in the Council's Constitution.

A. Question submitted by Vaughan Miller to the Portfolio Holder for Internal Governance, Leisure and Culture:

"This council is about to spend around £4Million to build a 'Sports Hub' which has approval only as a stand alone facility. Yet the Executive clearly intend it as a replacement or part of a replacement strategy for the Faraday Road Stadium (see answer to Q6 in Exec 16th December 2021). Could you please clarify what exactly is the replacement strategy being referred to?"

B. Question submitted by Nigel Foot to the Portfolio Holder for Internal Governance, Leisure and Culture:

"What is West Berkshire Council's ambition for its senior football teams, in terms of progression up their respective football league pyramids?"

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Executive – 24 March 2022

Item 5 – Petitions

Verbal Item

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West Berkshire Enhanced Partnership Plan and Scheme (for buses)

Committee considering report:	Executive
Date of Committee:	24 March 2022
Portfolio Member:	Councillor Richard Somner
Date Portfolio Member agreed report:	16 February 2022
Report Author:	Emma Jameson
Forward Plan Ref:	EX4164

1 Purpose of the Report

- 1.1 To seek approval of the West Berkshire Enhanced Partnership Plan and Scheme in time for adoption from 01 April 2022, and in accordance with the National Bus Strategy, [Bus Back Better](#).

2 Recommendations

- 2.1 To approve the prepared Enhanced Partnership Plan and Scheme as set out in Appendix C.
- 2.2 To agree to ‘making’ the Enhanced Partnership with local bus operators by 01 April 2022.

3 Implications and Impact Assessment

Implication	Commentary
Financial:	<p>The prepared Plan and Scheme seeks to maintain current provision wherever possible (including with existing budgets 19810 and 19990), introduce some low cost bus service improvement measures but all other enhancements to provision, are noted as subject to funding.</p> <p>A Department for Transport funding bid has been made for this purpose and award announcements are expected in March/April 2022. If funding is not available then these activities will not be progressed and if funding is limited, then activities will be prioritised accordingly. Agreed with Jonathan Martin 16/02/2022</p>

	<p>As confirmed with Peter Clark 23/02/2022, and as approved at Council, a 2022/23 £55k investment bid has been made to also finance an additional Senior Transport Officer post to manage the Enhanced Partnership and the ongoing requirements from the associated Bus Services Improvement Plan.</p>
<p>Human Resource:</p>	<p>The additional staffing (agency/casual/fixed term/consultancy) considerations for establishing an Enhanced Partnership and Bus Services Improvement Plan (as funded through the Department for Transport capacity grants of £150,000) were considered separately with DOD4110 and agreed with Abigail Witting, HR, 28/05/2021 and have been put in place.</p>
<p>Legal:</p>	<p>The establishment of an Enhanced Partnership is a statutory process covered through the Transport Act 2000 as amended by the Bus Services Act 2017.</p> <p>Agreed with Patricia Brown 16/02/2022</p>
<p>Risk Management:</p>	<p>The main risks associated with the National Bus Strategy are not meeting the tight deadlines. These were stipulated as:</p> <ol style="list-style-type: none"> 1. Committing to establishing an Enhanced Partnership by the end of June 2021. (This has been completed). 2. Publishing our Bus Services Improvement Plan by the end of October 2021. (This has been completed). 3. By April 2022, ensuring our Enhanced Partnership Plan and Scheme(s) are in place. <p>Officers in Transport Services are aware of these deadlines and a Project, under the governance of the Environment Board and oversight of the Project Board, continues to manage progress. Furthermore, the Department for Transport have also now confirmed that only a prepared Enhanced Partnership Plan and Scheme needs to have been completed by April 2022 (rather than necessarily having 'made' the Enhanced Partnership by this point) – this is to allow those Local Authorities, who are awaiting funding outcomes, additional time to finalise their arrangements. West Berkshire Council, along with approximately half of local authorities, have chosen to continue to work towards the original deadlines and project plans, wherever possible.</p> <p>One of the key risks to the Project will be if we receive low or limited funding from the Department for Transport towards the activities in our Bus Services Improvement Plan. Throughout the last 12 months, Central Government have been clear in their guidance that we need to set ambitious targets for bus</p>

	<p>improvements and expectations have therefore been raised. It is only more recently that there has been indication that funding allocations may be limited and therefore we may not be able to progress all the planned initiatives. Nonetheless, we will look to work closely with operators to improve outcomes wherever possible.</p> <p>If we do not establish an Enhanced Partnership, the Government have also been clear that we will not be eligible for future transport and highways capital and revenue funding, and existing funding streams may also be withdrawn – this includes the Bus Services Operators Grant, the Active Travel Grants and Local Transport Plan funding. These grants underpin a large part of the Environment Service and any disruption to funding would have a notable impact on the Service and residents.</p> <p>Another main risk is if bus operators do not join the Enhanced Partnership. This is seen to be unlikely as they were involved in the preparation of the Plan and Scheme, there were no formal objections received in the first operator objection period and we have worked closely with operators throughout all stages of the project.</p>			
Property:	<p>The prepared Plan and Scheme incorporates detail on improvements to and/or the installation of additional infrastructure subject to available funding. For example, level boarding arrangements, bus priority measures, bus stops and shelters, passenger facilities at Newbury Bus Station and RTP1 screens.</p>			
Policy:	<p>The proposal relates to the National Bus Strategy, Bus Back Better, as published in March 2021.</p>			
	Positive	Neutral	Negative	Commentary

West Berkshire Enhanced Partnership Plan and Scheme (for buses)

Equalities Impact:	Yes	No	No	The bus is seen in the National Bus Strategy as a key tool in ‘Levelling Up.’ In the West Berkshire context this could include enhanced frequencies on key bus corridors, fares simplified or reduced, and the emergence of new demand responsive services to serve areas of sparse population. These improvements all have a positive impact on the life choices and chances of residents, especially to those who are currently transport deprived.
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?	Yes	No	No	As stated above, the Enhanced Partnership will result in improvements to local bus services that should benefit all residents of the district, either directly or indirectly. For example, cheaper and simplified bus fares should bring greater affordability of bus travel, especially to those on low incomes.
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?	Yes	No	No	Improved bus services (higher frequencies, more routes, extended timetables, new demand responsive services, improved reliability, reduced and simplified fares) would be expected to have a positive impact on all residents, employees and service users.
Environmental Impact:	Yes	No	No	Greater patronage of bus services should reduce traffic pollution along key corridors, to the health benefit of those living here. The greening of buses will reduce pollution from this sector of transport.

West Berkshire Enhanced Partnership Plan and Scheme (for buses)

<p>Health Impact:</p>	<p>Yes</p>	<p>No</p>	<p>No</p>	<p>Improved bus services, particularly in rural areas would improve the accessibility of residents here, particularly those without access to car. This would contribute towards reducing social isolation and access to the facilities of nearby towns.</p> <p>Less car journeys on the road would contribute to cleaner air, especially along congested corridors.</p>
<p>ICT Impact:</p>	<p>No</p>	<p>Yes</p>	<p>No</p>	<p>Improvements to bus services will happen on the ground. Improvements to bus services information could have IT implications. These will need to be considered in full if pursued, subject to available funding, through the Enhanced Partnership Plan and Scheme.</p>
<p>Digital Services Impact:</p>	<p>Yes</p>	<p>No</p>	<p>No</p>	<p>Digital solutions are being sought to improve bus information and marketing. For example, in improving how people get information about possible bus journeys. These will need to be considered in full if pursued, subject to available funding, through the Enhanced Partnership Plan and Scheme.</p>

<p>Council Strategy Priorities:</p>	<p>Yes</p>	<p>No</p>	<p>No</p>	<p>1/ Ensure our vulnerable children and adults achieve better outcomes. Improved and cheaper bus services in the district would be expected to have a positive impact on such vulnerable residents by increasing their accessibility and access to key facilities.</p> <p>2/ Support everyone to reach their full potential. Improved bus services would enhance residents' access to key resources including educational and retail.</p> <p>3/ Support businesses to start, develop and thrive in West Berkshire. Improved bus services would enhance the travel opportunities of residents, especially those without access to a car. This would mean greater ease of access to employment.</p> <p>4/ Develop local infrastructure, including housing, to support and grow the local economy Enhanced bus priority measures would contribute towards the bus being more reliable and thus more of a positive choice, helping to reduce congestion which can only help the local economy.</p> <p>5/ Maintain a Green District Greater travel on bus services would reduce the number of cars on our roads and the pollution and congestion these cause.</p> <p>6/ Ensure Sustainable services through innovation and partnerships The Enhanced Partnership between the Council and the bus operators is intended to bring out the strengths of each party to deliver improved bus services which hopefully will prove sustainable in the long term.</p>
<p>Core Business:</p>	<p>Yes</p>	<p>No</p>	<p>No</p>	<p>The Government do not see their Bus Strategy in any way as business as usual for the bus industry. This thinking should permeate down to each Transport Authority in their Bus Service Improvement Plans and Enhanced Partnerships. The overall result should be to make the bus the first choice transport for all.</p>

Data Impact:	No	Yes	No	Within the Bus Services Improvement Plan that the Enhanced Partnership seeks to deliver on, are initiatives on CCTV, Wi-Fi and tap-on-tap-off technology on vehicles and demand responsive technology which, if pursued, subject to funding, may require individual data impact assessments.
Consultation and Engagement:	<p>Louise Martin, Matthew Metcalfe, Peter Walker – Transport Services.</p> <p>Consultation and Engagement has also taken place on the prepared Enhanced Partnership Plan and Scheme as detailed in sections (5.10-5.17)</p>			

4 Executive Summary

- 4.1 The proposed Enhanced Partnership Plan and Scheme is attached at Appendix C and is being considered for approval to enable us to meet the Central Government target to make an Enhanced Partnership with local bus operators by 01 April 2022, in accordance with the National Bus Strategy, [Bus Back Better](#).
- 4.2 The Enhanced Partnership Plan and Scheme are statutory documents that detail how the Council and local bus operators intend to deliver on the objectives of the Council's [Bus Services Improvement Plan](#).
- 4.3 The prepared Enhanced Partnership Plan and Scheme has been subject to an operator objection period and a consultation period with statutory consultees and has been considered at Transport Advisory Group – and no responses have been received during these processes that are considered would warrant amendment to the prepared documents.

5 Supporting Information

Introduction

- 5.1 This report is seeking approval of the West Berkshire Enhanced Partnership Plan and Scheme, to enable the Council to make an Enhanced Partnership with local bus operators by the Department for Transport target by 01 April 2022.

Background

- 5.2 In March 2021, the Government launched the National Bus Strategy [Bus Back Better](#), which sets out an ambitious vision to dramatically improve bus services in England through greater local leadership, to reverse recent trends and encourage passengers back to bus - assisting towards the Carbon Neutral agenda and levelling up of the country.

- 5.3 Local Transport Authorities (LTAs) and local bus operators are required to set up Enhanced Partnerships or franchises by April 2022, including the development and publication of a Bus Services Improvement Plan (BSIP) and establishing an Enhanced Partnership (EP) Plan and Scheme(s). The Plan and Scheme(s) will help deliver a fully integrated service with simple, multi-modal tickets, more bus priority measures, high-quality information for all passengers in more places, enhanced frequencies and evening and weekend services.
- 5.4 An EP is a statutory partnership between one or more Local Transport Authorities and their local bus operators that sets out how they will work together to deliver BSIP outcomes in the defined geographical area(s) set out in the EP. It is in two parts:
- (a) An EP Plan - a clear vision of the improvements to bus services that the EP is aiming to deliver, mirroring the BSIP.
 - (b) One or more EP schemes – an accompanying document that sets out the requirements that need to be met by local services that stop in the geographical area defined in the EP scheme, to achieve BSIP outcomes.
- 5.5 In line with the National Bus Strategy, [Bus Back Better](#), and as agreed at the Delegated Officer Decision 4110, West Berkshire Council issued a Statutory Notice of Intent to the setting up of an Enhanced Partnership (for local bus services) in June 2021.
- 5.6 In October 2021, and as agreed at the Individual Executive Member Decision 4135, West Berkshire published our [Bus Services Improvement Plan \(2021\)](#) alongside local bus operators' letters of support. The BSIP is a collaborative document that was put together by the Council and the local bus operators in West Berkshire with the support of partner organisations and was widely informed through resident surveys and consultancy reports. The BSIP includes details on key issues identified by residents, operators, the Council and third parties to existing local bus provision and plans for improvement including:
- Increased frequency services
 - New services
 - Bus priority measures and congestion hot-spots
 - Fares review
 - Roadside infrastructure
 - Promoting buses for tourism
 - Investing in de-carbonisation
 - Passenger Charter
 - Targets for improvements in satisfaction, journey times, punctuality.
- 5.7 Alongside the BSIP, a funding bid for £26.5m over the next three years was submitted to the Department for Transport to help take forward the BSIP objectives. Additional costings were also submitted for beyond this initial 3 year period.
- 5.8 The Department for Transport (DfT) have indicated that they expect to provide details of indicative funding to local authorities for their BSIP objectives in March/April 2022. This will recognise that the budget available for transformation, including Zero Emission Buses, is around £1.4bn for the next three years and that prioritisation is inevitable, given the scale of ambition across the country greatly exceeds this amount. The Department for Transport have advised that some Local Authorities will be allocated

indicative funding which will be less than that sought in their BSIPs and will be asked to prioritise schemes which will give the best outcomes for the area.

Proposals - West Berkshire's Enhanced Partnership Plan and Scheme

- 5.9 In December 2021, following a period of informal consultation with local bus operators, the Council prepared a [West Berkshire Enhanced Partnership Plan and Scheme](#) with a view to delivering on the BSIP objectives, and in accordance with the [Department for Transport guidelines](#), the Transport Act 2000 and Bus Services Act 2017. The Enhanced Partnership Plan and Scheme covers the whole of West Berkshire.
- 5.10 It has been put together by West Berkshire's Bus Enhanced Partnership Project Team consisting of representatives for:
- (a) Each local bus operator with active services in West Berkshire
 - (b) Transport Services Team
 - (c) West Berkshire Learning Disability Partnership Board
 - (d) Network Management
 - (e) Environment Delivery
 - (f) Engaging & Enabling Local Communities.
- 5.11 The purpose of the Plan is to implement the improvements detailed in the BSIP via the Scheme which details a series of measures, facilities and requirements to help achieve this. It places binding commitments on both the Council and bus operators in West Berkshire. The Plan and Scheme seek to maintain current provision wherever possible, upon which to build; they also cover the introduction of a fares review, multi-operator ticketing, minimum vehicle emission requirements and a Passenger Charter; and then, subject to funding, various other enhancements to provision.
- 5.12 On 17 December 2021, formal notice was issued to advise local bus operators that an Enhanced Partnership Plan and Scheme had been prepared. An operator objection period of 31 days then took place during which time, qualifying local bus operators were given the right to object to the Plan and/or Scheme. No objections were received.
- 5.13 Accordingly, on 18 January 2022, the Council issued notice that West Berkshire Council propose to make an Enhanced Partnership Plan and Scheme and a period of consultation followed, through to 14 February 2022.
- 5.14 The statutory consultees included:
- (a) All operators of local bus services operating in West Berkshire (both PSV and section 22 operators);
 - (b) Organisations that represent local passengers – all West Berkshire Parish and Town Councils, the 3 Members of Parliament for our area and all Members;
 - (c) Other local authorities that would be affected by the proposals – our 5 neighbouring local authorities;

- (d) The Traffic Commissioner;
- (e) Thames Valley Police & Crime Commissioner;
- (f) Transport Focus; and
- (g) The Competition and Markets Authority (CMA).

5.15 A summary of the responses can be found in Appendix D. A total of 53 responses were received. Outside of the survey, comments were also received from Reading Borough Council, Transport Focus and the Competition & Markets Authority. It is considered that the responses do not merit change to the prepared Enhanced Partnership and Scheme, although the Council will look to work closely with Reading Borough Council with the joint ticketing initiative in the eastern area and all the Berkshire Local Transport Authorities to produce a passenger charter. We also acknowledge Thatcham Town Council's request for support with the Thatcham-Newbury corridor; in the first instance approval has been obtained through Procurement Board for supporting the 1a/1c/1d routes and finance for the supporting service has been identified as a 'risk reserve' by Accountancy for financial year 2022/23. There are also some comments that relate to the Bus Service Improvement Plan (e.g. reiterating the demand for higher frequency services, evening and weekend services and demand responsive services in isolated rural areas), which where necessary we will seek to address with future annual BSIP reviews.

5.16 The Transport Advisory Group meeting on 27 January 2022 also gave Members the opportunity for review and comment on the proposed Enhanced Partnership Plan and Scheme. The Plan and Scheme were widely supported and Members also requested that we look to offer additional, publicised free bus travel days with a view to helping restore confidence in bus travel and help the sector with recovering from the detrimental impacts of the pandemic.

5.17 At Corporate Board on 22 February 2022, the request was made to review the wording on page 17 of the Plan and Scheme with regard to the Council funding for supported bus services. The resultant amendment to the document, has triggered the need for an additional operator objection period of 28 days, which is due to end at noon on 24 March 2022. [Formal notice](#) detailing the change and objection period has been sent to operators and statutory consultees have also been advised accordingly. The amended West Berkshire Enhanced Partnership Plan and Scheme is included at Appendix C.

5.18 It is important to note that any further changes to the Plan and Scheme will restart the operator objection mechanism. This will add a further 28 days to the timetable, so changes should only be made if they are necessary and contribute to one or more BSIP outcomes.

5.19 It is therefore proposed that the Council seek to approve the prepared Enhanced Partnership Plan and Scheme, without further modification and agree to then 'make' the Plan and Scheme (for adoption) by 01 April 2022.

6 Other options considered

6.1 The Council could withdraw from their plans to make an Enhanced Partnership. This would, however, result in the ending of all Government funding towards our bus services and other transport and highways services (including existing funding streams). As

explored in DOD4110, this is not a plausible option given the level of funding (capital and revenue) the Council receive from the Government. The development of an Enhanced Partnership for West Berkshire has also been widely supported by local operators.

- 6.2 The Council could amend the prepared Enhanced Partnership Plan and Scheme, however, this will re-start the operator objection period as detailed in (5.18) and would delay any potential making of the Enhanced Partnership.
- 6.3 Transport Authorities are given the choice of how they improve their bus services – via an Enhanced Partnership or via Franchising as currently occurs in London. As explored in DOD4110 legislation does not currently allow West Berkshire Council to follow the Franchising model, and in any case, the DfT recommend establishing an Enhanced Partnership first.
- 6.4 The Council could postpone ‘making’ the Enhanced Partnership to a later date (ie beyond 01 April 2022), however, local operators and partners are fully engaged with the process and a delay to establishing the formal partnership would only delay in being able to progress some of the proposed bus service improvements for residents and add to a potential delay in recovery from the pandemic.

7 Conclusion

- 7.1 Over the past 12 months, the Council have consulted both informally and formally with local bus operators. We have also sought input from other local authorities, consultants, partner organisations, Parish and Town Councils, residents and their representatives, Members and Members of Parliament. And now with the Enhanced Partnership Plan and Scheme we have incorporated views of additional statutory consultees such as Competition and Markets Authority, the Traffic Commissioner and the Police and Crime Commissioner. The response has been one of overall support for West Berkshire’s proposals. We have also taken account of Department for Transport and Transport Focus’ guidance in development of the prepared Enhanced Partnership Plan and Scheme.
- 7.2 The prepared Enhanced Partnership Plan and Scheme will set up the formal commitments for the Council and local bus operators to deliver on bus service improvements in West Berkshire. It is therefore proposed to approve the recommendations in section (2) to enable the Council and operators to deliver on improved outcomes for West Berkshire residents in accordance with the National Bus Strategy.

8 Appendices

- 8.1 Appendix A – Equalities Impact Assessment
- 8.2 Appendix B – Data Protection Impact Assessment
- 8.3 Appendix C – West Berkshire Enhanced Partnership Plan and Scheme
- 8.4 Appendix D – Summary of Consultation Responses

Background Papers:

- [Bus Back Better](#) – a national bus strategy for England
- DOD4110 Establishing an Enhanced Partnership (for local bus services) – 28/06/2021 - agreed to the issue of a Statement of Intent for establishing an Enhanced Partnership (for local bus services) in West Berkshire.
- ID4135 Bus Services Improvement Plan (2021) – 14/10/2021 – agreed to the adoption and publication of the BSIP for 2021.
- [Bus Services Improvement Plan](#) – West Berkshire’s Bus Services Improvement Plan 2021

Subject to Call-In:

Yes: No:

- The item is due to be referred to Council for final approval
- Delays in implementation could have serious financial implications for the Council
- Delays in implementation could compromise the Council’s position
- Considered or reviewed by Overview and Scrutiny Management Committee or associated Task Groups within preceding six months
- Item is Urgent Key Decision
- Report is to note only

Wards affected: all West Berkshire wards.

Officer details:

Name: Emma Jameson
 Job Title: Principal Transport Officer
 Tel No: 01635 519306
 E-mail: emma.jameson@westberks.gov.uk

Document Control

Document Ref:	-	Date Created:	07/02/2022
Version:	1.1	Date Modified:	01/03/2022
Author:	Emma Jameson		
Owning Service	Environment Services (Transport Services Team)		

Change History

Version	Date	Description	Change ID
1	01/03/2022	Updates in response to Corporate Board recommendations (impacting on Financial section and points (5.8) and (5.17)). DfT funding announcements have been delayed from February to March/April 2022.	1.1

West Berkshire Enhanced Partnership Plan and Scheme (for buses)

Version	Date	Description	Change ID
		Outcome of February Procurement Board decision in point (5.15) relating to 1a/1c/1d local bus service and associated funding. Report progressing from Corporate Board to Operations Board.	
2			

Appendix A

Equality Impact Assessment (EqIA) - Stage One

As part of the Delegated Officer Decision 4110, a Stage 1 EqIA was completed with regard to the agreement to issue a statutory notice of intent to establish an Enhanced Partnerships for local bus services and commit to the creation of a Bus Services Improvement Plan. This EqIA has been reviewed now that the BSIP has been published and the Enhanced Partnership Plan and Scheme have been proposed. It is considered that the majority of the EqIA still applies and only minor modifications have therefore been made.

<p>What is the proposed decision that you are asking the Executive to make:</p>	<p>To approve the West Berkshire Enhanced Partnership Plan and Scheme (for local bus services), with a view to delivering improved bus services as outlined in the new national bus strategy.</p>
<p>Summary of relevant legislation:</p>	<p>The new national bus strategy, Bus Back Better, requests Transport Authorities to advance along either of two pathways to improve bus services: (A) By entering into Enhanced Partnerships with bus operators; (B) By going down the Franchising route, as in London. The former is deemed the appropriate route for West Berkshire and this has been agreed by bus operators approached. Legislation does not currently allow West Berkshire Council to follow the Franchising model, and in any case, the Department for Transport recommend establishing an Enhanced Partnership first.</p>
<p>Does the proposed decision conflict with any of the Council's priorities for improvement?</p> <ul style="list-style-type: none"> • Ensure our vulnerable children and adults achieve better outcomes • Support everyone to reach their full potential • Support businesses to start develop and thrive in West Berkshire • Develop local infrastructure including housing to support and grow the local economy Maintain a green district • Ensure sustainable services through innovation and partnerships 	<p>No, the proposed decision does not conflict with any of the Council's priorities for improvement.</p>
<p>Name of Budget Holder:</p>	<p>Jon Winstanley</p>
<p>Name of Service/Directorate:</p>	<p>Environment / Place</p>

Name of assessor:	Emma Jameson, Transport Services Team
Date of assessment:	07/02/2022
Version and release date (if applicable):	-

Is this a ?		This is a plan and mechanism to improve local bus services in the district.	
Policy	Yes	New or proposed	Yes
Strategy	Yes	Already exists and is being reviewed	No
Function	No	Is changing	No
Service	No		

(1) What are the main aims, objectives and intended outcomes of the proposed decision and who is likely to benefit from it?

Aims:	<p>An Enhanced Partnership will enable the Council to improve bus services in the district as outlined in the new National Bus Strategy, Bus Back Better.</p> <p>The essential aims of the national strategy are to get bus patronage back to what it was before the pandemic; to increase patronage and buses' modal share and to ensure that buses are an attractive alternative to the car for far more people.</p> <p>Of major importance is the fact that the bus is seen in the new National Bus Strategy as a key tool in 'Levelling Up.' Transport deprivation should be reduced or eliminated for all our residents.</p>
Objectives:	<p>The objective of the Enhanced Partnership Plan and Scheme is to formulate the mechanism through which we can look to deliver the objectives in the Bus Services Improvement Plan.</p> <p>Objectives include improving bus frequency; coverage; reliability; ticketing and fares; information, bus stop and waiting infrastructure and the environment.</p>
Outcomes:	<p>The overall desired outcome of Bus Back Better is for the bus to be seen as the transport of choice; not uncompetitive and unattractive in comparison to the private car as is currently the case. The fulfilment of the objectives outlined above are a big step in this direction.</p>
Benefits:	<p>The benefits of improving our bus services are manifold and include:</p>

	<ul style="list-style-type: none"> • Improved air quality through the reduction of pollution, especially from single occupancy cars. • Reduced congestion on our roads through transfer of car journeys to the bus. This results in more efficient use of road space. • Enhanced transport opportunities of our residents, especially in the rural areas. This would enable better access to, for example, job opportunities, educational opportunities and medical and leisure activities. • Improved health outcomes through reduced vehicle pollution and social isolation. • The improved access to job, educational, leisure and cultural opportunities within the district would underpin the economic sustainability of all these services.
--	---

(2) Which groups might be affected and how? Is it positively or negatively and what sources of information have been used to determine this?

Group Affected	What might be the effect?	Information to support this
Age	Positive	<p>More bus services would be expected to result in more travel opportunities for people of all ages. For example, additional evening / late evening buses could enable more people to attend evening courses at Newbury College / attend performances at the Corn Exchange and get home from an evening out with friends. Taxies are relatively expensive.</p> <p>Reduced fares would be expected to make bus travel more affordable to all age groups.</p> <p>Older people are generally more reliant on public transport to access essential services and facilities than those of working age. Older people also tend to require greater access to health services. This can be particularly problematic in remote rural areas where there is limited or no public transport coverage. These issues can be further compounded by a lack of awareness in availability of bus services and community transport services.</p> <p>Older people can also encounter physical barriers, such as trip hazards from uneven surfaces, crossing busy roads, and difficulties boarding and alighting buses and using steps at railway stations.</p>

West Berkshire Enhanced Partnership Plan and Scheme (for buses)

		<p>Population forecasts indicate that the number of older people in the District is set to increase by 2026</p> <p>Young people are also often reliant on public transport to access education, employment, and training opportunities, as well as for social and leisure activities. The barriers for mobility for young people include cost and availability of public transport, especially in rural areas.</p>
Disability	Positive	<p>Disabled people who have the National Off Peak Bus Pass would have more opportunities to travel from improved bus services.</p> <p>Improved road side infrastructure and waiting areas would also contribute to making bus travel easier to use.</p> <p>Both national and local data acknowledges that transport issues have a significant impact on the lives of people with disabilities. Disabled people tend to travel and drive cars less often than the rest of the population. People with disabilities can also experience problems in using public transport, with issues such as inaccessible bus stops, stations, and vehicles, and a lack of clear travel information for various transport services. These are all areas we would seek to improve in the Bus Services Improvement Plan.</p>
Gender Reassignment	Positive	Improved bus services would be expected to have a positive impact on all sections of society.
Marriage and Civil Partnership	Positive	Improved bus services would be expected to have a positive impact on all sections of society.
Pregnancy and Maternity	Positive	Improved bus services would be expected to have a positive impact on all sections of society. Improved access to medical & health centres may be particularly beneficial.
Race	Positive	One of the main transport issues concerning race and ethnicity relates to barriers in accessing public transport and transport services. This includes the need for information on public transport services (such as routing, timetables, and fares information) being made available in different formats and languages to reduce inequality of access. This is something the Enhanced Partnership and BSIP seek to address through improved marketing.

Religion or Belief	Positive	Improved bus services would hopefully make it easier to get to and from your place of worship.
Sex	Positive	<p>Evidence from national surveys indicates that women in general have less access to cars than men, and are more likely to use public transport. Women would therefore hopefully welcome improved bus services.</p> <p>All sexes would be expected to benefit from more frequent bus services which reduces wait time between journeys. Real Time Information services can be accessed for updates on the progress of the bus they are waiting for so decisions can be made on when to arrive at the bus stop. This would enhance confidence and a sense of safety in using the bus.</p>
Sexual Orientation	Positive	Improved bus services would be expected to have a positive impact on all sections of society.
Further Comments:		
There are no known negative effects to any groups of people listed above arising from improving bus services in the district.		

(3) Result	
Are there any aspects of the proposed decision, including how it is delivered or accessed, that could contribute to inequality?	No
Improved bus services in the district would be expected to have positive outcomes for all residents and visitors of the district.	
Will the proposed decision have an adverse impact upon the lives of people, including employees and service users?	No
As outlined above, it is expected that improved bus services in the district would have positive direct or indirect impacts on all residents of the district.	

(4) Identify next steps as appropriate:	
EqIA Stage 2 required	No
Owner of EqIA Stage Two:	
Timescale for EqIA Stage Two:	

Name: Emma Jameson

Date: 07/02/2022

Appendix B

Data Protection Impact Assessment – Stage One

The General Data Protection Regulations require a Data Protection Impact Assessment (DPIA) for certain projects that have a significant impact on the rights of data subjects.

Should you require additional guidance in completing this assessment, please refer to the Information Management Officer via dp@westberks.gov.uk

Directorate:	Place
Service:	Environment
Team:	Transport Services Team
Lead Officer:	Emma Jameson
Title of Project/System:	Enhanced Partnership Plan and Scheme
Date of Assessment:	07/02/2022

Do you need to do a Data Protection Impact Assessment (DPIA)?

	Yes	No
<p>Will you be processing SENSITIVE or “special category” personal data?</p> <p><i>Note – sensitive personal data is described as “ data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person’s sex life or sexual orientation”</i></p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Will you be processing data on a large scale?</p> <p><i>Note – Large scale might apply to the number of individuals affected OR the volume of data you are processing OR both</i></p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Will your project or system have a “social media” dimension?</p> <p><i>Note – will it have an interactive element which allows users to communicate directly with one another?</i></p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>Will any decisions be automated?</p> <p><i>Note – does your system or process involve circumstances where an individual’s input is “scored” or assessed without intervention/review/checking by a human being? Will there be any “profiling” of data subjects?</i></p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Yes	No
Will your project/system involve CCTV or monitoring of an area accessible to the public?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will you be using the data you collect to match or cross-reference against another existing set of data?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will you be using any novel, or technologically advanced systems or processes?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<small>Note – this could include biometrics, “internet of things” connectivity or anything that is currently not widely utilised</small>		

If you answer “Yes” to any of the above, you will probably need to complete [Data Protection Impact Assessment - Stage Two](#). If you are unsure, please consult with the Information Management Officer before proceeding.

DPIA Stage 1 Notes

The consultation carried out with the assistance of the Consultation and Engagement team, used to inform this Enhanced Partnership, has been carried out in line with the Council’s [data privacy policy](#).

The Enhanced Partnership Plan and Scheme details the use of CCTV for the following:

- The continuation of using existing CCTV systems at Newbury Wharf and some bus gates in West Berkshire. Data Protection Privacy Notices already exist for these services (<http://info.westberks.gov.uk/pnpcn> and <http://info.westberks.gov.uk/pnwharfctv>) and the Enhanced Partnership makes no change to the use, purpose or context for these systems.
- CCTV on board operator vehicles. The EP is a partnership agreement (not a service contracted by the Council), and therefore it will be the responsibility of the relevant operator to consider the Data Protection impacts from CCTV on board vehicles. The Council’s in-house services do not come within the scope of the EP (legislation specifically excludes section 22 operations). If West Berkshire Council choose to implement CCTV at a later date, that will be an internal decision outside of the EP.

A Data Protection Impact Assessment Stage 2 has therefore not been completed at this time for the purpose of this EP. However, with individual projects, once funding levels have been identified, a review of any existing (and the requirement for any new) Data Protection Impact Assessments and Privacy Notices may be required.

Appendix C

West Berkshire Enhanced Partnership Plan and Scheme

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WEST BERKSHIRE ENHANCED PARTNERSHIP PLAN AND SCHEME (EP Plan and EP Scheme)



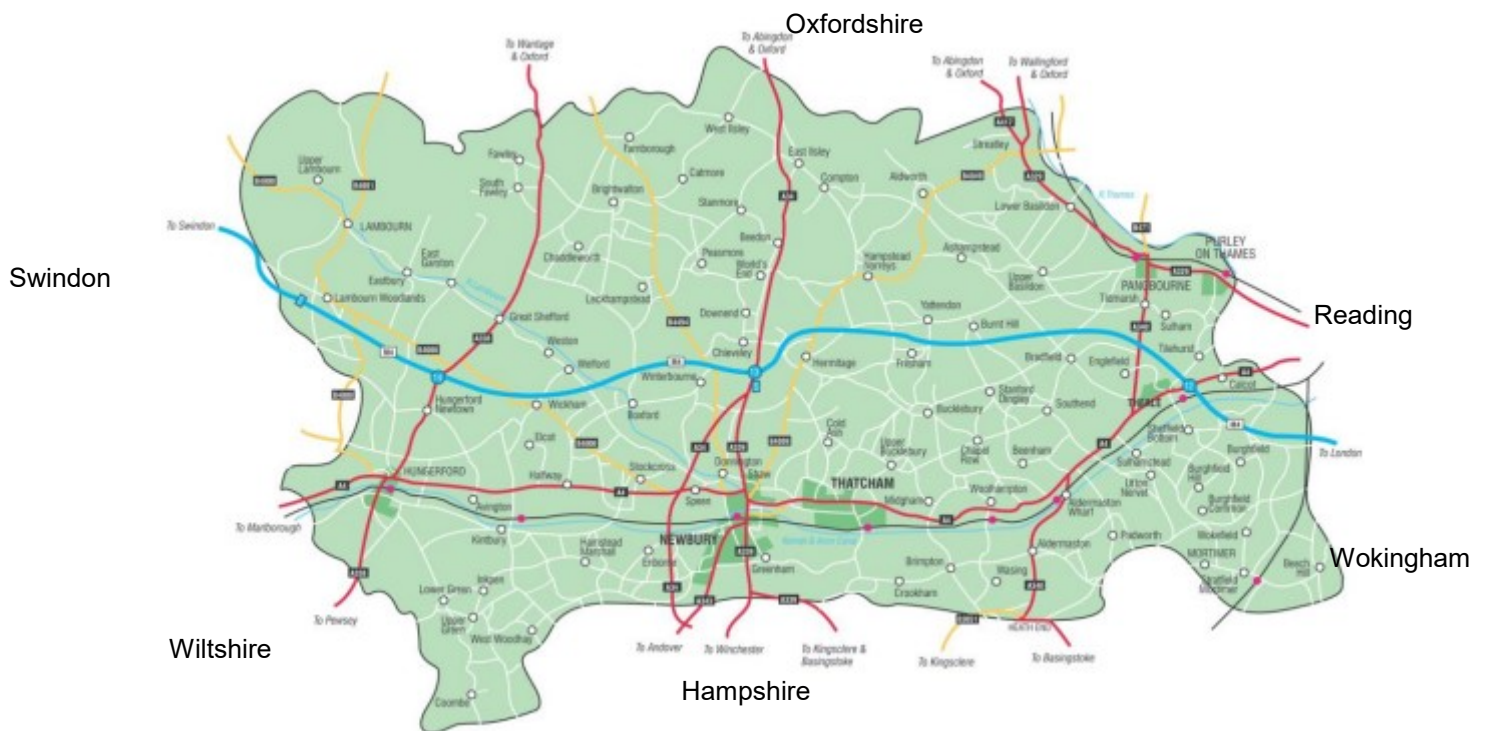
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Part A: Enhanced Partnership Plan

1. Introduction

- 1.1 West Berkshire Council published its first [Bus Services Improvement Plan \(BSIP\)](#) in October 2021, in accordance with the National Bus Strategy [Bus Back Better](#). The BSIP sets out the ambitious plans of the Council and bus operators to improve bus operation in the district, and increase bus patronage.
- 1.2 This West Berkshire Enhanced Partnership (EP) is made in accordance with section 138G (1) of the Transport Act 2000. An EP Plan [Plan] and EP Scheme [Scheme] will cover all relevant local bus operations in West Berkshire. A Plan and a Scheme are co-dependent, although additional Schemes could be introduced.
- 1.3 The purpose of the Plan is to implement the improvements detailed in the BSIP via the Scheme(s). It will place binding commitments on both the Council and bus operators in West Berkshire. Enforcement action can be taken by the Traffic Commissioner if any bus operator fails to abide by its commitments. Under section 138C (11) of the Transport Act 2000, this excludes operation of services using section 22 permits, although such operations are encouraged to comply with the requirements as far as possible.
- 1.4 Like the BSIP, the Plan, and the initial Scheme, covers the whole of the West Berkshire District Council area.



- 1.5 The following tables outline the BSIP objectives, how the EP seeks to implement these, and the anticipated benefits. They take account of the current state of the network, other factors that affect the market, passenger views, and the need to rebuild following the pandemic. The interventions required, and the outcomes ultimately delivered will be hugely dependent upon additional external funding, such as the £3 billion Government funding to support the National Bus Strategy. Targets that will measure the Scheme, are included in the BSIP.

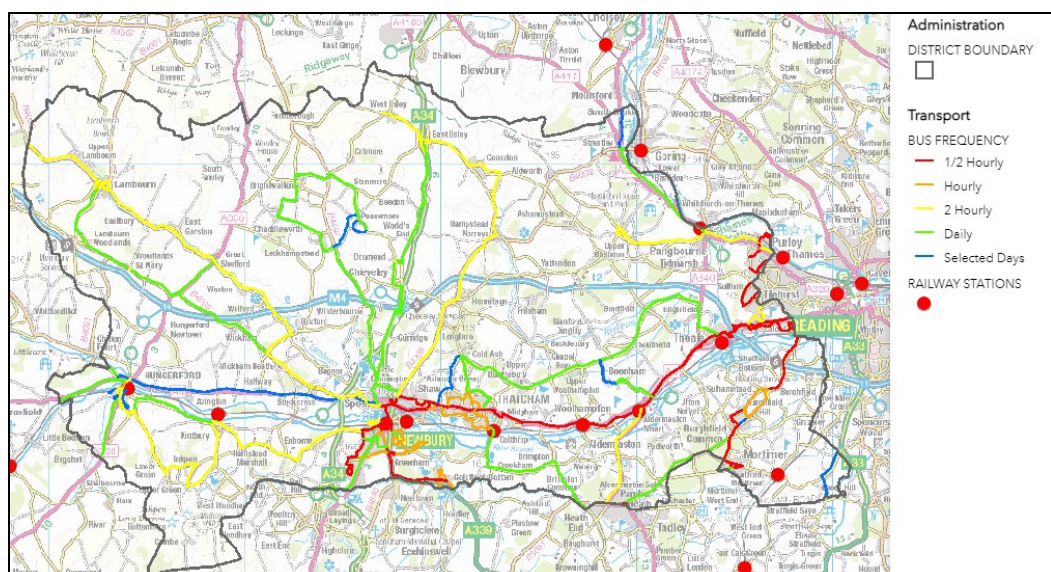
BSIP Objectives	EP Approach
1. Improved bus services	<ul style="list-style-type: none"> ➤ Base bus network to be October 2021 position. ➤ Improve service frequencies and journey times. ➤ Additional evening and weekend services. ➤ Examine new links, including Demand-Responsive solutions. ➤ Examine facilities that can be implemented.
2. Buses prioritised in traffic	<ul style="list-style-type: none"> ➤ Maintain current bus gates. ➤ Mitigate the impact of roadworks and road closures. ➤ Address bottlenecks impacting services. ➤ Identify the opportunity for bus priority measures.
3. Passenger comfort and safety	<ul style="list-style-type: none"> ➤ Buses have working next-stop audio-visual announcements, on-board CCTV, Wi-Fi and USB charging. ➤ Level boarding possible at all urban stops, and the most well-used rural stops. ➤ Pursue provision of bus shelters at more locations, subject to adoption by Town and Parish Councils. ➤ Continue to provide a bus station in Newbury, and seek improvements to passenger facilities. ➤ Increase the number of bus stops with lighting, especially in remote areas.
4. Affordability of bus travel	<ul style="list-style-type: none"> ➤ Tap-on, tap-off technology used for multi-operator fare-capping. ➤ Multi-operator ticketing covers all services in any location. ➤ Comprehensive range of period tickets. ➤ Fares for contracted services reviewed, and zonal fares introduced. ➤ The cost and definition of young people's travel harmonised across services. ➤ Continued acceptance of cash, whilst utilising new payments methods.

BSIP Objectives	EP Approach
5. Improved image of bus travel	<ul style="list-style-type: none"> ➤ Simple passenger charter covering all bus services. ➤ Whilst allowing individual identities, promote an overarching bus branding. ➤ Easily accessible bus information through a comprehensive Travel Guide, accurate at stop timetables, and enhanced Real Time Information. ➤ Marketing to increase use, including encouraging modal shift from the car. ➤ West Berkshire towns, villages and countryside promoted as accessible by bus.
6. Integration with other modes	<ul style="list-style-type: none"> ➤ Better connectivity between bus and rail. ➤ Newbury bus station incorporates coach bays, and nearby bicycle racks and taxi ranks. ➤ Community transport and not-for-profit solutions seen as integral to the transport network. ➤ Car travel accepted for some journeys, with car clubs and parking used to complement rather than compete with public transport.
7. Environmental improvements	<ul style="list-style-type: none"> ➤ Vehicles operate with improved environmental efficiency. ➤ Zero-emission technology promoted and supported for buses

BSIP Objective	Improvements sought through EP Scheme					
	Journey Time	Reliability	Passenger Growth	Customer Satisfaction	Environmental Improvements	Access to Services
1. Improved bus services	✓	✓	✓	✓		✓
2. Buses prioritised in traffic	✓	✓	✓	✓	✓	
3. Passenger comfort and safety			✓	✓		✓
4. Affordability of bus travel	(✓)	(✓)	✓	✓	✓	✓
5. Improved image of bus travel			✓	✓	✓	✓
6. Integration with other modes			✓	✓	✓	✓
7. Environmental improvements			(✓)	(✓)	✓	

2. Network overview

- 2.1 Bus services in West Berkshire are currently operated by four companies (or their subsidiaries) and four section 22 community bus permit providers.
- 2.2 Services operated without any direct subsidy (with the exception of temporary grants to offset the effects of the pandemic) make up around 36% of the bus routes, 78% of bus journeys, over 85% of passenger trips, and over 80% of bus mileage. In addition to these services there are a few registered commercial local school services, predominantly in the Eastern Area. Vodafone also has buses for the use of its employees, provided by Reading Buses, but which are not open to the general public.
- 2.3 All Reading Buses services operate from early morning to late evening, and seven days each week, with service 26 operating 24-hours. These, together with Stagecoach's The Link from Newbury to Basingstoke, form the commercial backbone in West Berkshire thanks to the more densely populated areas which they serve. The Jet Black 1 operates later than other (non-Reading Buses) services, but only throughout the evening between Theale and Reading. Patronage on Reading Buses' services had increased by almost 40% prior to the pandemic.
- 2.4 Consideration was being given to the additional local services between Newbury and Thatcham becoming supported services prior to the pandemic, despite the best efforts of Reading Buses and Newbury & District to develop the 1a and 1c as commercial operations to supplement the core Jet Black 1 service. The reasons for this are believed to be manifold - the relatively short distances involved (Thatcham is only 3 miles from Newbury), the lack of bus priority and heavy car dominance between the towns, the cost of using the bus and the relatively low frequencies of the 1a and 1c.
- 2.5 With the exception of Reading Buses, all services operate, at best, Mondays to Saturdays between 7am and 7pm. Services in the Newbury / Thatcham area tend to operate hourly, with those extending into the North Wessex Downs being two-hourly at best, and largely timed around school movements. This can be seen on the Council's [online map](#).



- 2.6 Some West Berkshire villages no longer have any bus or rail service, following gradual decline over the last few decades. These villages include Aldworth, Ashampstead, Englefield, Fawley, Frilsham, Stanford Dingley, Tidmarsh, Winterbourne and Yattendon,

all within the Area of Outstanding Natural Beauty (AONB); and Padworth, Sulhamstead and Ufton Nervet in the East Kennet Valley. There is no bus service to Mortimer Station.

- 2.7 The 75 is the only demand responsive service in the district, operating on Fridays. West Berkshire Council have previously subsidised demand-responsive transport (DRT), being an early-adopter in 2000. However ambitions have outweighed results, and the services have ceased in the intervening years. We are keen to explore this type of solution further with advances in technology and higher expectations of instant solutions in recent years. Bids for the DfT's Rural Mobility Fund, for DRT serving the lost links mentioned in the previous paragraph, were unsuccessful in 2020.
- 2.8 With limited resources, many bus services are inter-worked with the same vehicles, thus potentially building delays throughout the day. Services based in Newbury have been retimed from September 2021 to try and address this.
- 2.9 On schooldays most morning peak buses continue through Newbury to serve St Bartholomew's and Park House secondary schools, and Newbury College two miles south of the centre. This does require a number of codes and footnotes in timetables which we strive to present as clearly as possible. This is difficult because each service operates a slightly different route to reduce congestion outside each of the educational establishments.
- 2.10 Many services operate into neighbouring local authority areas of Oxfordshire, Reading, Wokingham, Hampshire, Wiltshire and Swindon. Most operate as a result of subsidies paid by those local authorities. Services into Reading tend to be commercial. Requirements of the initial Scheme will not impose onerous requirements on bus services whose impact in West Berkshire is relatively minor unless this accords with neighbouring authority ambitions.
- 2.11 In recent years, and in particular since 2016, the Council has found that it has had to start operating a number of services itself using accessible minibuses, as the cost of provision from bus operators would have meant that these services were unaffordable.

3. **Factors affecting the local bus market**

The area

- 3.1 West Berkshire is very much characterised by beautiful countryside and villages, with 74% of the district falling within the North Wessex Downs AONB. This is reflected in the dispersed and low density population pattern in West Berkshire.
- 3.2 The West Berkshire population was estimated at 158,500 in 2020. ONS figures suggest that almost 31% of the population is over 55, including 17% at pensionable age, with this number rising. 43% live in Newbury and Thatcham; 18% in the Eastern Area; and 7.5% in Burghfield and Mortimer. The population density is approximately two people per hectare.
- 3.3 High levels of personal wealth, coupled with high levels of car ownership and car use overall exacerbate the difficulties in sustaining local bus services, particularly in rural areas. Notwithstanding the District's general prosperity, there are a number of small pockets of deprivation. [Census](#) data highlights that whilst only 12% of households in West Berkshire have no access to a car, compared to the national average of 26%, this rises in some parts of Newbury / Thatcham to more than 30%.

- 3.4 The pandemic has established the widespread practice of working from home for those who are able to do so, having an adverse effect on passenger numbers at peak times. A high percentage of the workforce in West Berkshire are employed in the Information and Communication sector, including at Vodafone in Newbury, and these workers seem readily able to work from home. Therefore, together with a rising population age, and homes spread widely across the district, commercial bus operation is difficult.
- 3.5 With retail, employment and education focussed predominantly in the urban areas, and larger rural settlements, bus services tend to radiate from either Newbury or Reading. Positive retail and residential planning have contributed towards Newbury, the administrative and main retail town in the district, remaining relatively robust in recent years. The Park Way retail and residential development opened towards the end of 2011 in the town centre, although anchor stores John Lewis and Debenhams have recently closed. Similarly the Market Street 'urban village' development to the south of the Town Centre is well under way. A [Newbury Town Centre Masterplan](#) has also been commissioned and consulted on. However, the rise in online and telephone shopping has also reduced travel demand.

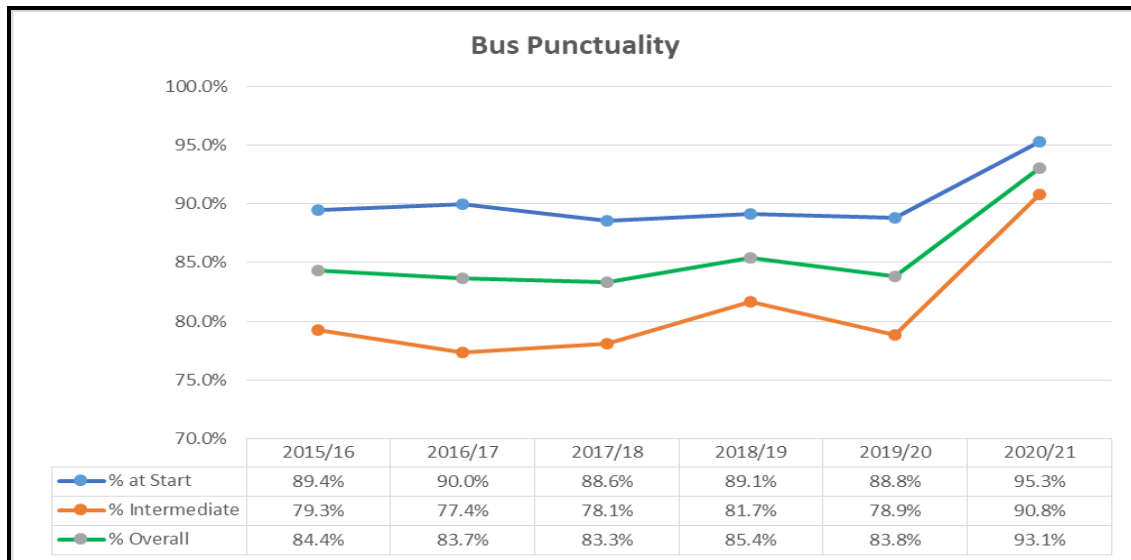
Congestion

- 3.6 The Council keeps a log of congestion hotspots which have a disproportionate effect on bus services which are discussed regularly both internally and with bus operators. Some of these can be predictable, and particularly affect the peaks. Others are intermittent, for example caused by inconsiderate parking or issues on the M4 motorway. The nature of the road network in West Berkshire can make it difficult to introduce solutions that promote reliable bus services without causing worse problems elsewhere. A list of the current hotspots is shown in the BSIP.
- 3.7 Bus priority measures are limited in West Berkshire, and have historically been managed with bus gates, located at four sites, enabling more direct routes for bus services, and preventing through car traffic.



Bus gate at Park Way Bridge, Newbury © Google

- 3.8 Bus punctuality in West Berkshire since 2015 has been better than average when compared to other non-metropolitan areas in England over recent years. It has remained fairly consistent at around 83% to 84% until rising during the pandemic as a result of less traffic and fewer passengers.



Key: % shown are classed as 'On time', defined as between 1 minute early and 5 minutes 59 seconds late).

Air Quality and Climate Change

3.9 There are two Air Quality Management Areas (AQMAs) in West Berkshire. Both are due to road traffic and exceed the Annual Mean NO₂ objective. Newbury AQMA also exceeds the one-hour NO₂ objective:

- A339/A343 (“Burger King”) Roundabout and the adjoining Greenham Road in Newbury
- A4 (Chapel Street) in Thatcham

3.10 West Berkshire’s 2020 [Air Quality Annual Status Report](#) recognises key elements in the LTP that can contribute towards improving air quality in the district by making the bus more attractive and reducing car usage. These are more frequent and reliable bus services with modern low or zero emission buses. In July 2019, the Council unanimously declared a climate emergency and sought to reach a net carbon neutral position by 2030. In particular, the Council acknowledged the importance of sustainable transport.

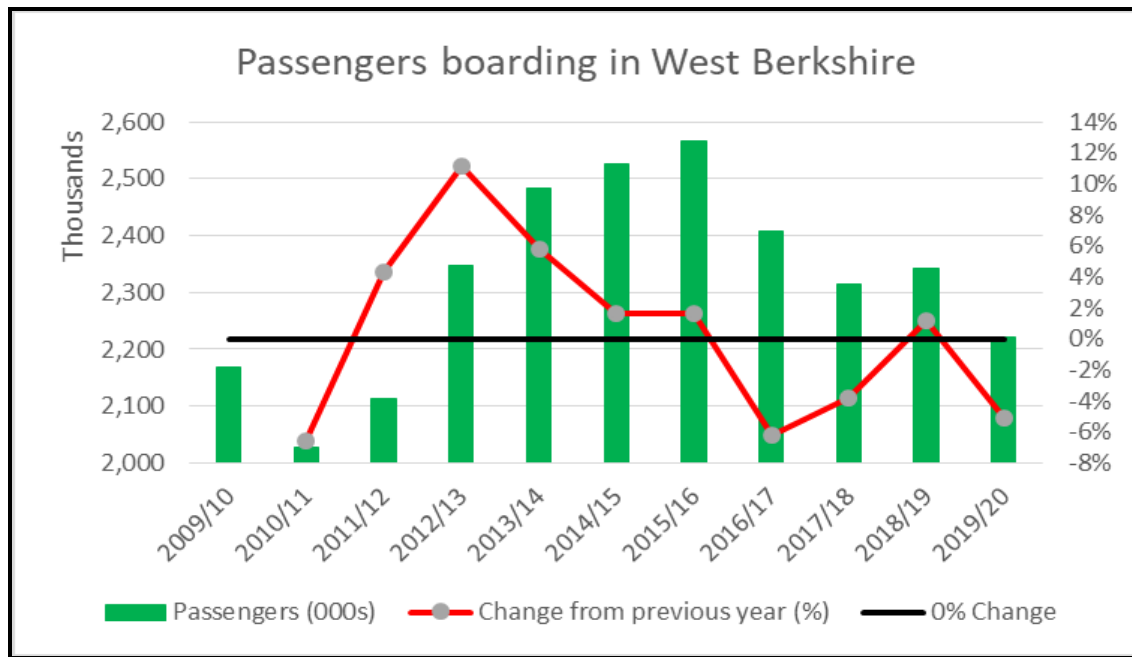
Car parking provision

3.11 The Council is responsible for 2,737 spaces in 24 off-street car parks (in Newbury, Thatcham, Hungerford, Lambourn, Theale and Pangbourne), and 307 spaces in 11 on-street parking areas (in Newbury, Thatcham and Hungerford). It also manages 16 resident parking zones covering 98 roads. There is limited other paid-for parking with the main exception being the 550 space Parkway Shopping Centre car park in Newbury. Free parking is available at supermarkets in Newbury, Thatcham, Hungerford and Calcot, and other out-of-town retail areas including Newbury Retail Park and IKEA in Calcot. Parking charges vary to suit the purpose at each car park.

3.12 Parking charges, similar to bus fares, have remained at the same rates for a few years. Some short-term parking is available and cheaper than the bus, however generally it is priced more expensively than a single person’s return bus fare. A new Parking Strategy will consider the balance between the need for parking and the implications for developing bus travel in the district.

4. Passenger views

4.1 The number of passengers boarding local bus services is relatively positive, with drops in recent years attributable to reductions in bus services, and most recently the pandemic. Even so, the number of trips in 2019/20 was still almost 10% higher than in 2010/11, compared to a national drop of [12% \(or 16% outside London\)](#). Passenger numbers dropped to 827,782 in 2020/21, some 60% below the previous year (not shown in the graph).



4.2 In August 2021, the Council conducted a [survey](#) to identify current satisfaction with a range of issues, as well as gain insight into what people would like in order to use bus services, or use them more often. 712 submissions were validated as full responses, far exceeding those from previous consultations.

4.3 A third of respondents use the bus at least weekly, although 24% never use them, with 45% of users travelling at least as often as, or more so than, before the pandemic, although this is not borne out by operator data. Two thirds of users catch the bus in the morning, dropping to 40% in the afternoons. A further 36% travel at differing times. The bus is most used for shopping (71%), appointments (54%), seeing friends (49%) and days out (39%). The relatively low figures for work (21%) and education (9%) are likely caused by changing working habits during the pandemic, and the very low response rate amongst under 18s (1.5%).

4.4 One question asked why people do not use the bus, or do not use it more regularly, the highest results were:

- 68% - buses are not frequent enough / do not run when I need them
- 60% - easier / more convenient by car
- 48% - buses do not go (directly) where they want to go
- 43% - quicker by car
- 25% - journeys take too long by bus

4.5 Two questions asked what would encourage more use, and any suggestions for improvements. Unsurprisingly, the same issues were common to both. The most

popular call for a new route was between Lambourn and Hungerford, which stopped in 2016.

Issue identified	Encourage More Use	Suggested Improvements
More frequent services	47%	-
More regular service	-	32%
Being on a bus route	18%	-
More destinations	16%	22%
Cheaper services	11%	5%
Later / evening buses	8%	8%
Know the times of buses	7%	4%
Better bus / rail connections	-	4%
Weekend services	4%	4%
Pandemic over	4%	-
More direct routes	4%	4%

- 4.6 A surprising number of current users wanted buses to rail stations for onward travel (61%), with favoured stations being Newbury (56%), Hungerford (22%), Thatcham (21%), Theale (16%), and Mortimer (11%).
- 4.7 On the subject of a day ticket valid on all buses, 62% thought this would be a good idea. Although most did not give an opinion on the cost of such a ticket, 17% did not want to pay more than £4, with a further 14% willing to pay up to £7, and 3% believing it should cost even more.
- 4.8 A further question, aimed specifically at current bus users, asked about satisfaction with a range of factors. The net satisfaction ranged from 72% positive for drivers' customer care skills, to 18% negative for current bus timetables, although this was the only factor that had a negative net satisfaction.

Attribute of Current Bus Services	Net Satisfaction
Drivers' customer care skills	72.2
Cleanliness of the buses	65.9
Comfort on the buses	60.1
Time keeping / reliability of the buses	58.3
Time on bus to complete journey	53.0
In journey information (e.g. next stop announcements)	44.2
Choice of ways to buy ticket	43.7
Facilities at your usual bus stops	34.1
Provision of bus information (printed / online / at stop / apps)	32.9
Choice of ticket types available	32.8
Environmental friendliness of the buses (fuel type)	31.3
Cost of bus fare	24.7
Current bus routes	21.8
Response to road closures / works	20.6
Current bus timetables (times / days of operation / frequency)	-18.0

Note: Net satisfaction is the difference between those that were satisfied or very satisfied, and those that were dissatisfied or very dissatisfied.

- 4.9 From this, it is clear that the current times of buses, including how often they run, is the biggest issue. This is not unexpected due to the rural nature of the district and its low population densities, especially outside of the towns.
- 4.10 One of the misgivings we have with the survey results, is that we had a poor response rate from younger people. Those aged up to 24 only accounted for 4.1% of the

responses, and those aged 25 to 34, a further 5.4%. In contrast, those aged 66 and over made up over 43% of the responses. A couple of positives though, is that two-thirds of respondents would recommend bus use, and 20% would like to join a user group focussing on bus travel.

- 4.11 Each year, the Council will consult on its BSIP. It will use this consultation to assess how well users believe the Plan and Scheme(s) are working. This consultation is wider than just users, and can be responded to by any interested party. From the initial BSIP survey, 128 individuals agreed that they would like to join a user group focusing on bus travel and public transport, and their opinions will be canvassed directly.

5. **Strategic Context**

- 5.1 The [Council Strategy](#) contributes towards the [West Berkshire Vision 2036](#), setting out the Council's priorities for improvement. It contains six priorities, all of which benefit from effective public transport. Supporting this Strategy are the [Local Transport Plan \(LTP\)](#), which covers the period to 2026; and the [Environment Strategy](#), introduced in 2020, and which runs until 2030.

- 5.2 In 2014, a [Passenger Transport Strategy](#) was produced as part of the LTP, with three aims:

- To increase the market share for public transport services by making those services a more attractive choice for existing and potential customers;
- To build upon prior initiatives and tally with future development proposals, so as to better integrate the provision of passenger transport services, and;
- To help achieve an accessible and safe public transport network.

- 5.3 The Environment Strategy builds on the [UK's 2050 net zero target for greenhouse gas emissions](#), and the Council's decision to declare a Climate emergency in July 2019. It commits the Council to deliver carbon neutrality by 2030. It also supports the national [Transport Decarbonisation](#) plan.

- 5.4 This BSIP and EP support all of these documents, and follow from the [National Bus Strategy](#), which was launched in March 2021. It is also complementary to other Council strategies, including the [Local Cycling & Walking Infrastructure Plan](#), the [Ultra Low Emission Vehicle Strategy](#), and the AQMAs.

6. **Review and governance**

EP Plan and Scheme length, review and revocation

- 6.1 The Plan and Scheme will commence on 1 April 2022 and have no end date. The Plan will be reviewed at least every five years. Following any change made to the Plan as a result of any variation, the next review may take place up to five years after such change. The Scheme(s) will be reviewed at least every three years. Following any change made to a Scheme, the next review may take place up to three years after such change.
- 6.2 A Scheme can only exist if a Plan is in place. If, for any reason, the Plan is revoked, it would automatically mean that the Scheme would cease. Equally, if all Schemes ceased, the Plan would be revoked.

- 6.3 If for some reason it becomes necessary for the Plan or a Scheme to be revoked, the same process will be used as for a variation to a Plan under paragraph 6.16. If at any point in the future the Plan area is included in a Bus Franchising Area, the relevant requirements set out in this Plan will cease to apply from the commencement date of the Franchising Scheme.

Governance

- 6.4 An Enhanced Partnership Forum [Forum] will be used to oversee and direct the work of the Plan, Scheme(s), and the BSIP. It will be chaired by the Council's manager for transport or delegate, and will consist of officers from the Council, bus operators, representatives of users and non-users, and neighbouring local authorities. The number of attendees may be capped if the meetings become unwieldy. It will meet approximately every three to four months throughout the year. Meetings may be in person or using video technology.

Voting

- 6.5 Operators of bus services that are not exempt will be the only parties able to vote on decisions. They will have five votes.
- 6.6 Based on patronage in the preceding quarter prior to the meeting:
- 6.6.1 One vote will be allocated for any operator with at least 30% of the total patronage;
 - 6.6.2 If any operator has at least 50% of the total patronage, they will be allocated an additional vote.
 - 6.6.3 If patronage for the preceding quarter is deemed not sufficiently complete by the Forum Chair, votes will be based upon the previous quarter for which it is complete.
- 6.7 Any remaining votes should be allocated based upon agreement between the operators present, irrespective of previous patronage.
- 6.8 If there is more than one subsidiary of a parent company within the Enhanced Partnership Plan area, as defined by section 1159 of the Companies Act 2006, those subsidiaries and their parent company are treated as a single bus operator for voting purposes.
- 6.9 A quarter is defined as 1 January to 31 March, 1 April to 30 June, 1 July to 30 September, or 1 October to 31 December.
- 6.10 Voters at each meeting must be declared at the start of the meeting, or they will be allocated by the Forum Chair. Those not present will be unable to vote.

Variations to the EP Plan or EP Scheme(s)

- 6.11 Consideration will be given to potential variations to the Plan or any Scheme. The proposer of a variation should demonstrate how this might contribute to achieving the objectives of the Plan. Such requests can be made by any party, and should be submitted in the first instance via email to the Council at transport@westberks.gov.uk

and be titled Proposed Variations to the Enhanced Partnership Plan (or Scheme as appropriate). Requests will be circulated by the Council to the bus operators and considered at the next Enhanced Partnership Forum, providing that is at least 14 days after the request is submitted, to enable participants to consider the proposed variation in advance.

- 6.12 Voting on the proposal will take place in accordance with paragraphs 6.5 to 6.10.
- 6.13 Any variation rejected, other than on the grounds of paragraph 6.18, may be resubmitted. No rejected variation will be considered again until at least six months after the request is rejected.
- 6.14 All variation requests, and the decisions made will be published on the Council's dedicated webpage: <https://info.westberks.gov.uk/enhancedpartnership>.

Changes to the EP Plan or creation of a new EP Scheme

- 6.15 The Plan may be changed, or a new Scheme created in the following circumstances:
 - 6.15.1 Following review of the Plan or Scheme in accordance with paragraph 6.1.
 - 6.15.2 Following consideration of a request to vary the Plan or create a new Scheme, which receives a unanimous vote at the Forum.
- 6.16 Any proposed change to the Plan or new Scheme will be subject to both the Council approval process, and to following the formal variation process under section 138K of the Transport Act 2000.

Changes to existing EP Scheme(s)

- 6.17 An existing Scheme may be varied in the following circumstances under section 138E of the Transport Act 2000:
 - 6.17.1 Following review of the Scheme in accordance with paragraph 6.1. This will trigger submission of a proposed variation.
 - 6.17.2 Following consideration of a request to vary the Scheme, which receives a unanimous vote at the Forum.
 - 6.17.3 In circumstances where the variation to the Scheme will not affect all operators, following a unanimous vote of all operators affected.
- 6.18 Any proposed change must meet the criteria set out in sections 138K (4) and 138K (5) of the Transport Act 2000.
- 6.19 If a unanimous vote under paragraphs 6.17.2 or 6.17.3 is received, the Scheme will be varied providing that there is no adverse impact on the Council, and with no mechanism for objections. If the Forum Chair deems that the variation could have an adverse impact on the Council, it will be subject to the Council approval process before introduction.

Competition Statement

- 6.20 West Berkshire Council has undertaken an assessment of the impacts of the Plan and Scheme, launched on 1 April 2022, on competition, for the purposes of Part 1 of Schedule 10 of the Transport Act 2000. It believes it will not or is unlikely to have a significantly adverse effect on competition.
- 6.21 The implementation of a Plan and associated Scheme is aimed at delivering improvements to bus services for passengers in a deregulated environment. The EP will not impact on competition as operators remain free to amend and introduce new services in the area, provided that the standards that apply to operators are met. The Competition and Markets Authority has also been consulted on the proposals as required by section 138F of the Transport Act 2000.

Part B: Enhanced Partnership Scheme

7. Context

- 7.1 The Scheme has been jointly developed by West Berkshire Council and those operators that provide local bus services in the Scheme area. It sets out obligations and requirements on both the Local Authority and operators of local services in order to achieve the intended improvements, with the aim of delivering the objectives of the associated Plan.
- 7.2 The Scheme will support the improvement of local bus services operating in West Berkshire.

Exempted Services

- 7.3 All registered local bus services are included except as stated in paragraph 1.3, or exempted below.
- 7.4 The following services are exempt from all the requirements of the Scheme:
- Long-distance coach services that are required to be registered with the Traffic Commissioner because they have boarding and alighting stops that are less than 15 miles apart, but where the primary purpose of the service is not to meet local travel needs.
 - Services operated because of the historical interest of the vehicle.
 - Services which are defined as an excursion or tour under section 137 (1) of the Transport Act 1985.
- 7.5 The following services are exempt from some of the requirements of the Scheme:
- Services operated primarily for the purposes of travel to or from an educational establishment.
 - Services operated primarily for the purposes of travel to or from a sporting event.
 - Cross-boundary services where less than 10% of the registered mileage of journeys entering West Berkshire is within the area.

8. Facilities, Measures and Requirements

- 8.1 Facilities, measures and requirements are detailed in Annex A.
- 8.2 All obligations on the local authority with respect to facilities and measures apply to West Berkshire Council. The Council will liaise with Town and Parish Councils with regards to bus shelters as they are responsible for ownership and maintenance of these.
- 8.3 All obligations on local bus operators are detailed under Operator Standards of Service, and apply to any registered local bus service, provided that it is not exempted from obligations under the Plan or Scheme, unless otherwise stated in the list of requirements.

Definitions

AONB	Area of Outstanding Natural Beauty
AQMA	Air Quality Management Area
BODS	Bus Operator Data Service
BSIP	Bus Service Improvement Plan
Council	West Berkshire District Council
DfT	Department for Transport
DRT	Demand Responsive Transport
EP	Enhanced Partnership
Euro IV	}
Euro V	} European standards on vehicle emissions
Euro VI	}
Forum	EP Forum
ONS	Office for National Statistics
Plan	EP Plan
RTPI	Real Time Passenger Information
Scheme	EP Scheme
Section 22	The Transport Act 1985 allows not-for-profit organisations to operate without the need for a full public service vehicle operator's licence. They are not subject to many of the normal licensing or legislative requirements.

WEST BERKSHIRE ENHANCED PARTNERSHIP SCHEME

ANNEX A – OBLIGATIONS ON COUNCIL AND BUS OPERATORS

All of the following apply to registered local bus services that are not excluded or exempt. If a registered local bus service is exempt from only parts of the scheme, those services are only included if specifically mentioned in the following tables.

OBJECTIVE	1. Improved bus services			
DESCRIPTION	FACILITIES PROVIDED	TIMESCALE	MEASURES PROVIDED	TIMESCALE
Existing services	Any local bus service operating will continue to operate at a similar frequency or better than that operated at the commencement of the Scheme subject to demand, and to commercial operation or sufficient funding being available.	From commencement of the Scheme for a period of at least 10 years.	Council funding for supported bus services will not be reduced in the absence of consultation. The Council will follow available procurement routes to maintain appropriate service provision, subject to sufficient funding being available.	From commencement of the Scheme for a period of at least 10 years.
Service frequencies	The Council will seek to facilitate enhanced service frequencies as set out in the current Bus Service Improvement Plan.	As soon as practicable subject to sufficient funding being available.	The Council will follow available procurement routes to improve service frequencies, including negotiation with bus operators regarding enhancements that can be operated commercially.	Subject to sufficient funding being available.
Hours of operation	The Council will seek to facilitate wider hours of operation as set out in the current Bus Service Improvement Plan.	Subject to sufficient funding being available.	The Council will follow available procurement routes to improve hours of operation, including negotiation with bus operators regarding enhancements that can be operated commercially.	Subject to sufficient funding being available.
New services	The Council will seek to facilitate new services as set out in the current Bus Service Improvement Plan, or where new developments occur.	Subject to sufficient funding being available, including developer contributions.	The Council will follow available procurement routes to introduce new services, including negotiation with bus operators regarding enhancements that can be operated commercially.	Subject to sufficient funding being available.

OBJECTIVE	1. Improved bus services			
DESCRIPTION	FACILITIES PROVIDED	TIMESCALE	MEASURES PROVIDED	TIMESCALE
		Developer contributions are subject to arrangements on timescales outside of the Scheme.		
Demand-responsive transport	The Council will seek to facilitate demand-responsive services as set out in the current Bus Service Improvement Plan.	Subject to sufficient funding being available.	The Council will follow available procurement routes to introduce demand-responsive services, including negotiation with bus operators regarding enhancements that can be operated commercially.	Subject to sufficient funding being available.
DESCRIPTION	OPERATOR STANDARDS OF SERVICE		TIMESCALE	
Services	Any commercial local bus service operating will continue to operate at the same frequency to that operated at the commencement of the Scheme, or can be amended if it will improve the overall bus offer, subject to the following proviso.		From commencement of the Scheme.	
	Commercial services or journeys can be reduced or withdrawn if the operator is able to demonstrate to the Council that (a) the need no longer exists; (b) it is no longer commercially viable; or (c) or for any other appropriate reason providing justification is given to the Council.		Three months' notice to be given to the Council to allow time for alternatives to be considered, and for publicity and marketing to be amended.	
	Operators will submit information to the Council on the total scheduled distance, in miles or kilometres, covered by each service within West Berkshire, including those otherwise exempt under section 7.5 of the Plan. For any cross-boundary service, they will also provide the percentage of total distance that is within West Berkshire for qualifying journeys. Data will be provided for a specified period to be agreed with operators.		If section 6.16 is required to enable the Council to calculate qualifying objections.	
	Operators will submit information to the Council on how and when a local service is used by passengers for each service within West Berkshire, in a format specified by the Council, including those otherwise exempt under section 7.5 of the Plan. For any cross-boundary service, they will also provide the percentages of the totals for passengers boarding within West Berkshire for qualifying journeys. Data will be provided for a calendar month specified by the Council.		Within one month of request. This will not be asked for more than twice during each April to March period.	

OBJECTIVE	1. Improved bus services	
DESCRIPTION	OPERATOR STANDARDS OF SERVICE	TIMESCALE
	Operators will submit monthly or four-weekly statistics to the Council regarding the total number of passengers boarding each service, with sufficient detail for annual and quarterly statistics to be calculated per service. This includes those otherwise exempt under section 7.5 of the Plan.	Before the next monthly / four-weekly period finishes.
	Any new registration, variation or cancellation of a registered local bus service, including those otherwise exempt under section 7.5 of the Plan, will be submitted to the Council in advance of the proposed change.	In line with Traffic Commissioner timescales.
	Operators will submit all live data to BODS as required by the DfT, including those services otherwise exempt under section 7.5 of the Plan.	In accordance with DfT requirements.
	Operators will submit monthly or four-weekly statistics to the Council regarding % of journeys operated and their reliability, in line with former National Indicator 178a and current DfT statistics Table BUS0902, with sufficient detail for annual and quarterly statistics to be calculated.	Before the next monthly / four-weekly period finishes.
	Operators will submit information to the Council on the time taken for journeys, or parts of journeys, covered by each service within West Berkshire. For any cross-boundary service, they will also provide the percentage of total time taken that is within West Berkshire for qualifying journeys. Data will be provided for a calendar month specified by the Council.	Within one month of request. This will not be asked for more than twice during each April to March period.
Service frequencies	Operators will be proactive in looking to enhance frequencies of bus services operated. They will work with the Council to determine if this can be done commercially, or to determine what level of funding would be required to achieve this. If enhancements cannot be done commercially, enhancements will only be made if additional funding is available.	From commencement of the Scheme.
	Operators will work with the Council to ensure that all buses on each corridor are spaced evenly unless demand dictates otherwise.	Applies to any new or amended local bus service registration.
Demand-responsive services	Should the Council be in a position to procure or operate demand-responsive services, operators will ensure that connections are maintained at agreed interchange points subject to legal obligations on operators.	When demand-responsive services are available.

OBJECTIVE	2. Buses prioritised in traffic			
DESCRIPTION	FACILITIES PROVIDED	TIMESCALE	MEASURES PROVIDED	TIMESCALE
Bus gates	Newbury – Park Way Bridge, Wharf Road, over River Kennet.	Existing infrastructure which will not be removed whilst still required and not considered unsafe.	Maintenance, management and enforcement of the current measures, which are a combination of CCTV, rising bollards and “sump-busters”. The Council will consider extending use of discretionary powers granted in the Traffic Management Act 2004 to enforce these measures.	Existing. To be considered as part of Parking Strategy.
	Thatcham – Between Urquhart Road at Borderers Gardens and Braemore Close.			
	Calcot – Between Pollards Way at Ledbury Drive and The Chase at Calbourne Drive.			
	Calcot – Between Underwood Road and Carters Rise.			
	Calcot – Sainsbury’s, allowing buses to exit stop to gain access to Pincents Lane.			
	Further bus gates will be investigated, for example as part of new developments.			
Roadworks and road closures	Notification to the public on bus stop closures and service diversions where this affects subsidised services. Provision of temporary bus stops.	Existing.	Co-ordination of works (except for emergency closures) on the public highway to minimise disruption to all road users, including notification to bus operators.	Existing.
			Mitigate the impacts on bus services by seeking to recover any additional costs incurred.	
Bottlenecks on the network	Solutions will be implemented that reduce the impacts on bus services of congestion hotspots.	Subject to available funding, and approval and resources of the Council.	The Council maintains a list of congestion hotspots that impact on reliable bus operation. These are discussed regularly between Transport and Highways teams to identify resolution.	Existing. Subject to available funding.
			Some hotspots may require feasibility studies to identify suitable solutions.	

OBJECTIVE	2. Buses prioritised in traffic			
DESCRIPTION	FACILITIES PROVIDED	TIMESCALE	MEASURES PROVIDED	TIMESCALE
Bus priority	Bus priority measures identified in the Bus Service Improvement Plan will be implemented.	Subject to available funding, and approval and resources of the Council.	Bus priority measures are likely to require feasibility studies to identify suitable solutions.	Subject to available funding.
DESCRIPTION	OPERATOR STANDARDS OF SERVICE			TIMESCALE
Roadworks and road closures	Operators will seek to mitigate the effects of roadworks and road closures on their commercial services, and services that are operated without direct subsidy from West Berkshire Council. This may include dealing with bus stop closures, providing temporary bus stops and diversions, subject to this not adversely impacting on the financial viability of the service. Advance notice of these measures must be relayed to passengers.			Existing.
Bottlenecks on the network	Operators will notify the Council regarding bottlenecks on the network, including where these would only impact those services otherwise exempt under section 7.5 of the Plan.			Existing.
Bus priority	Operators will notify the Council of potential locations for bus priority works, including where these would only impact those services otherwise exempt under section 7.5 of the Plan.			Existing.

OBJECTIVE	3. Passenger comfort and safety			
DESCRIPTION	FACILITIES PROVIDED	TIMESCALE	MEASURES PROVIDED	TIMESCALE
Boarding	Level boarding is already provided at many stops in West Berkshire. It will be expanded to more stops.	Existing infrastructure will not be removed whilst still required and not considered unsafe.	The Council maintains an asset register of facilities available at bus stops. Council funding for bus stop infrastructure will not be reduced until all suitable stops have level boarding.	Existing. From commencement of the Scheme for a period of at least 10 years.
	Additional stops will be provided with level boarding (a) as other highway works take place in the location of the bus stop; (b) at more popular stops; or (c) following requests from users.	Subject to available funding, including developer contributions, and feasibility.		
Bus stops	Over 1,000 bus stops or shelters with various combinations of the following: <ul style="list-style-type: none"> • Poles • Flags • Timetable cases • Hardstanding • Level boarding (Kassel Kerbs) • RTPi displays. 	Existing.	Maintenance, repair and replacement of bus stops.	Existing.
	Lighting at more bus stops.	Subject to available funding, including developer contributions.		
Bus shelters	Bus shelters are owned / organised by Town and Parish Councils and are therefore outside the direct responsibility of the Scheme.	Existing.	Maintenance and cleaning of bus shelters is the responsibility of the Town and Parish Councils and therefore outside the direct responsibility of the Scheme.	Existing.
	The Council will encourage installation of further bus shelters which may include grants for installation and maintenance of new shelters.	Subject to available funding.		

OBJECTIVE	3. Passenger comfort and safety			
DESCRIPTION	FACILITIES PROVIDED	TIMESCALE	MEASURES PROVIDED	TIMESCALE
Bus station	A bus station in central Newbury with: <ul style="list-style-type: none"> • At least eight departure bays or stops in the immediate vicinity. • At least five waiting bays for vehicles that are required to take layover time. • Bus service departure information. • Passenger waiting infrastructure. • CCTV to monitor vehicle and passenger safety. 	Existing.	A guide for safe and appropriate use of the bus station, which all operators (including those not part of the Scheme) must sign up to, and which allows the Council to enforce the rules. Cleaning and maintenance of the bus station, including the passenger infrastructure, funded in part by charges for using the facility.	Existing.
	Improvements to cater more easily for increased vehicle and passenger movements, including better passenger facilities.	Subject to available funding.		
DESCRIPTION	OPERATOR STANDARDS OF SERVICE			TIMESCALE
Vehicles	Any vehicle used must meet the following standards: <ul style="list-style-type: none"> • Euro VI equivalent standards or better. • CCTV installed to provide images inside the vehicle for safety and security. • Free Wi-Fi. • Automatic Vehicle Location equipment installed that will feed into a real time information system. • Heating and cooling for customer comfort. • USB charging available. • Audio visual announcement: <ul style="list-style-type: none"> ○ Next stop audio announcements. ○ Next stop visual announcements. <ul style="list-style-type: none"> ○ Take all reasonable steps to alert passengers to route diversions through audio announcements and visual displays on the vehicle. • Low floor to enable level boarding. 			Any registered new vehicle used from commencement of the Scheme. All vehicles used by 31 March 2030. All vehicles used on services otherwise exempt under section 7.5 of the Plan by 1 April 2033.
	Operators will submit information to the Council on the vehicles typically used within West Berkshire, including those otherwise exempt under section 7.5 of the Plan. This will include the age of the vehicles, emissions and types of fuel or power. Data will be provided as a snapshot within a defined time period specified by the Council.			Within one month of request. This will not be asked for more than twice during each April to March period.

OBJECTIVE	3. Passenger comfort and safety	
DESCRIPTION	OPERATOR STANDARDS OF SERVICE	TIMESCALE
Boarding	Operators to notify the Council of any difficulties accessing level boarding at bus stops.	Existing.
Bus station	Operators, including those otherwise exempt under section 7.5 of the Plan, will comply with the rules for using Newbury Bus Station.	Existing.

OBJECTIVE	4. Affordability of bus travel			
DESCRIPTION	FACILITIES PROVIDED	TIMESCALE	MEASURES PROVIDED	TIMESCALE
Bus fares	The Council sets the fares charged on services that it contracts.	Existing.	The Council will review fares charged on these services. Subject to the outcome of this review, a simplified fare structure may be implemented.	By September 2022.
Young people			The Council will work with operators to harmonise the terms under which reduced fares are offered to young people.	Not defined.
Payments	Payments on Council-contracted services will be able to be made by cash, contactless bank card, or phone app.	Existing.	The Council will work with operators to encourage a range of payment options, including cash for as long as this is used.	Not defined.
Ticketing	A range of tickets are in place which allow travel on most buses outside of the Eastern Area (as defined in the Bus Service Improvement Plan) or those heading east from Hungerford or Lambourn. These allow for daily, weekly, 10-trip, and monthly travel.	Existing.	Revenue for these tickets remains with the operator who sells them.	Existing.
	The Council will review the price and scope of these tickets in line with its review of fares charged on its contracted services.	By September 2022.	The Council will set the price of these tickets taking account of normal commercial ticket prices. Any new tickets introduced will be priced no lower than operator-set commercial ticket prices, and no ticket price will be permanently reduced to make it cheaper than a commercial equivalent. Short-term price reductions may be agreed with participating operators as part of a promotional or marketing campaign.	By September 2022.
	All bus services operated within the area of these tickets must participate in the ticketing scheme.	By September 2023.		
	Services operated in the Eastern Area will allow joint ticketing between operators travelling along similar routes, or between similar places.	By September 2023.	The Council will assist the introduction of multi-operator ticketing in the Eastern Area.	By September 2023.

OBJECTIVE	4. Affordability of bus travel			
DESCRIPTION	FACILITIES PROVIDED	TIMESCALE	MEASURES PROVIDED	TIMESCALE
Fare capping	n/a	n/a	The Council will work with operators to introduce multi-operator fare capping.	Following the introduction of a national mechanism, and subject to funding.
DESCRIPTION	OPERATOR STANDARDS OF SERVICE		TIMESCALE	
Bus fares	For bus services not contracted by the Council, bus fares are set by either the operator or the contracting party. Operators will submit information to the Council on the fares charged to and from stops within West Berkshire, including those otherwise exempt under section 7.5 of the Plan. Data will make clear all of the different fares that may apply to different users. Prior notification will not need to be given for promotional fares but would be appreciated.		At commencement of the Scheme, and then at least two weeks before any change in fares is applied.	
Young people	Where bus fares are outside of the Council's direct control, operators will work with the Council to harmonise the terms under which reduced fares are offered to young people.		Not defined.	
Payments	Where payment mechanisms are outside of the Council's direct control, operators will work with the Council to retain a variety of payment options, including cash for as long as this is used.		Not defined.	
Ticketing	All vehicles must use an Electronic Ticket Machine capable of reading English National Concessionary Travel Scheme cards, and accepting contactless payments using a credit or debit card.		Any services from commencement of the Scheme. All services otherwise exempt under the third criteria of section 7.5 (cross-boundary) of the Plan by 1 April 2026.	
	Operators will, in cooperation with other operators as necessary: <ul style="list-style-type: none"> • Allow tickets from other services that either travel along similar routes, or between similar places to be used on their services; and/or • Take part in a multi-operator ticketing scheme. Any fare which is more than 15% different from the equivalent fare on the service used may be excluded from this arrangement, or otherwise a premium may be charged, at the discretion of the operator on whose service the ticket is sought to be used.		By September 2023.	

OBJECTIVE	4. Affordability of bus travel	
DESCRIPTION	OPERATOR STANDARDS OF SERVICE	TIMESCALE
	Operators will submit information to the Council on the types of tickets used by passengers, and by particular types of passenger within West Berkshire in a format agreed between the Council and the operator, and in such a way as to maintain commercial sensitivity as far as practicable. This will include those services otherwise exempt under section 7.5 of the Plan.	Within one month of request. This will only be requested to support specific projects.
Fare capping	All operators will use tap-on, tap-off technology to enable passenger fare capping to take place, and will co-operate in a multi-operator fare capping scheme.	Subject to available funding and any clarity on national arrangements.

OBJECTIVE	5. Improved image of bus travel			
DESCRIPTION	FACILITIES PROVIDED	TIMESCALE	MEASURES PROVIDED	TIMESCALE
Identity	The Council use the <i>Connect</i> branding to highlight connectivity in the bus network. It is used in publicity, ticket products, and on Council-operated section 22 vehicles.	Existing.	The Council retain ownership of this overall brand, but will review it to ensure it meets its desired aims.	Ongoing.
Passenger charter	A simple standard passenger charter will be produced to inform passengers of their rights and expectations and any recourse for failure to meet these. It will be available on the Council website.	By October 2022.	n/a	n/a
Passenger awareness	Under sections 139 and 140 of the Transport Act 2000, and therefore outside the scope of the Scheme, the Council will: <ul style="list-style-type: none"> • Produce a Travel Guide giving information on all local bus services. It will be updated following significant changes to the bus network. • Ensure bus stops provide information on services and departure times. 	Existing.	Under section 140 of the Transport Act 2000, and therefore outside the scope of the Scheme, the Council may recover reasonable costs from operators where such information is not provided by the operators.	Existing.
	RTPI screens are in place at eleven locations: <ul style="list-style-type: none"> • Calcot: Beansheaf Stores, Charrington Road (x1), Swanholm Gardens (x1), Sainsbury's (x1) • Newbury: Park Way (x2), The Wharf Bus Station (x1) • Thatcham: Broadway (x2) • Theale: The Crown (x1) • Tilehurst: Overdown Road / Tring Road (x1) • West Berkshire Hospital (x1) 	Existing. Where it is not cost-effective to maintain an existing screen, or where multiple screens exist, a screen may be removed.	The Council will follow available procurement routes for new infrastructure and maintenance of existing infrastructure, subject to sufficient funding being available.	Subject to available funding.

OBJECTIVE	5. Improved image of bus travel			
DESCRIPTION	FACILITIES PROVIDED	TIMESCALE	MEASURES PROVIDED	TIMESCALE
	Installation of RTPi screens at key stops in line with Bus Service Improvement Plan.	Subject to available funding.		
Marketing	Marketing of bus services will be improved to make people aware of what is available and encourage use, using a variety of different initiatives and techniques.	Subject to available funding.	We will seek to measure the effectiveness of different marketing strategies and campaigns.	Subject to available funding.
DESCRIPTION	OPERATOR STANDARDS OF SERVICE		TIMESCALE	
Passenger charter	Operators will make available a passenger charter, which will inform passengers of their rights and expectations and any recourse for failure to meet these.		By October 2022.	
Passenger awareness	Operators will manage RTPi systems.		Existing.	
Marketing	Operators will support the Council in marketing initiatives which aim to encourage greater bus use. They will provide information to the Council in a timely manner that helps to measure the success of such initiatives.		Following marketing campaigns.	

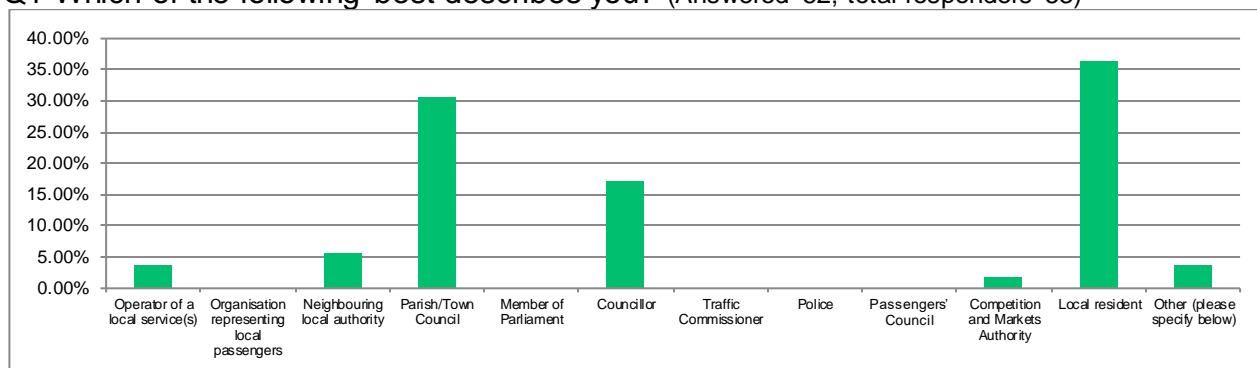
OBJECTIVE	6. Integration with other modes			
DESCRIPTION	FACILITIES PROVIDED	TIMESCALE	MEASURES PROVIDED	TIMESCALE
Community transport	The Council will continue to provide the same overall level of revenue grant funding to support community transport operations. It will also seek to provide capital funding to enable groups to replace essential assets.	From commencement of the Scheme for a period of at least 10 years.	The Council will monitor use of community transport activities. The Council will promote community transport for those unable to use public transport.	Existing.
Rail	The Council will look at improved links between buses and trains in line with the Bus Service Improvement Plan.	Subject to available funding.	The Council will work with rail companies to ensure better information and coordination when feasible for interchange between buses and trains.	Subject to available funding.
Other modes	The Council will support integration between buses and other modes of transport in line with the Bus Service Improvement Plan.	Subject to available funding.	The Council will develop and publish a Parking Strategy that will take account of environmental considerations.	By March 2024.
DESCRIPTION	OPERATOR STANDARDS OF SERVICE			TIMESCALE
Other transport modes	Bus operators will work with the Council to encourage seamless public transport journeys, including through ticketing.			Subject to available funding.

OBJECTIVE	7. Environmental Improvements			
DESCRIPTION	FACILITIES PROVIDED	TIMESCALE	MEASURES PROVIDED	TIMESCALE
Engine emissions	All future Council bus contracts will be provided using environmentally-friendly vehicles.	Subject to available funding.	The Council will include options for improved engine emission standards in all future tenders.	Subject to available funding.
	The Council will introduce, or facilitate the introduction of, a fuelling station for zero-emission vehicles.	Subject to available funding.	The Council will support operators in upgrading fleets to reduce environmental impacts.	Subject to available funding.
DESCRIPTION	OPERATOR STANDARDS OF SERVICE			TIMESCALE
Engine emissions	Operators will use environmentally-friendly vehicles.			Engine emissions of all vehicles will be: <ul style="list-style-type: none"> • Euro IV or higher from commencement of the Scheme. • Euro V or higher by 31 March 2025, subject to available funding. • Euro VI or higher by 31 March 2030, subject to available funding.

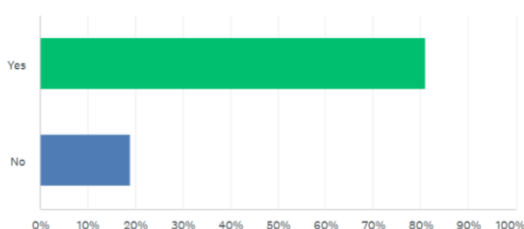
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Summary of Consultation Responses

Q1 Which of the following best describes you? (Answered 52; total responders 53)



Q2 Do you think the West Berkshire Enhanced Partnership Plan and Scheme (EPPS) accurately reflect the priorities of the council's approved Bus Service Improvement Plan (BSIP)? (Answered 21)

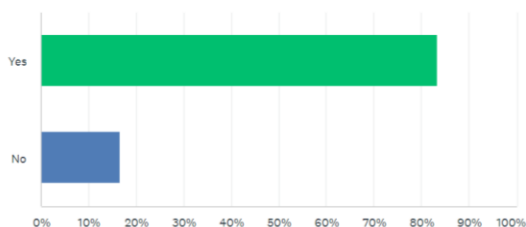


- The Plan lays out some admirable objectives but lacks specific targets. There are references to infrequent bus service as being one of the main reasons found in the survey for people not using buses, so plan is to increase frequency but no targets on how many more buses and on which routes. The online map also incorrectly identifies the A340 through Aldermaston Parish having a 2-hourly service. According to the schedule on the WBC website the no. 44 route has just two services DAILY heading north (stopping in Aldermaston village at 11:41 and 16:58) and in a southerly direction the timetable is variable depending on the day of the week (Mon & Tues three buses, Fri four buses, Wed two buses and Thursday 1 bus). I'm not sure if this is accurate but it is definitely not a two hourly service and not regular or frequent enough to be used for the purpose of commuting to work.
- Thatcham Town Council welcomes the opportunity to comment on the West Berkshire Enhanced Partnership Plan and Scheme (EPPS) and to respond to the consultation. The Council's Planning & Highways Working Party met on the 1st February 2022 to discuss the EPPS and wish to submit their comments below. Thatcham Town Council support the objectives of the Bus Service Improvement Plan and the Enhanced Partnership Plan and Scheme reflects these objectives. The Town Council, however, would like to emphasise the importance that every attempt be made to improve the bus services between Newbury and Thatcham, being the two largest towns in West Berkshire. Specifically, regarding frequency, particularly in the evenings and at weekends, the feedback from the Bus Service Improvement Plan detailed in the EPPS (Passenger Views section 4.4) reflects this need. The ambition should be to encourage less reliance on the car and a more sustainable travel option between the two towns.
- Seems to be much the same
- This is a lengthy document and for people living in small hamlets is not appropriate to wade through only to find that it does not apply to them. However, it has to be applauded that WBC are trying to improve public transport.
- What is needed
- It recognises current realities of population and levels of bus service but with the provision of funding could provide a suitable basis for improvements to service and higher levels of bus use.

West Berkshire Enhanced Partnership Plan and Scheme (for buses)

- Cursory mention of some villages without public transport, some not mentioned at all. No indication of any plan to improve this.
- Meet the requirements for the community.

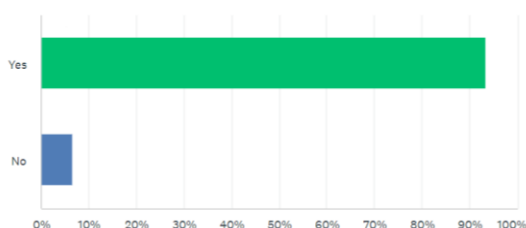
Q3 Do you think the EPPS gives sufficient oversight of the Enhanced Partnership?
(Answered 18)



Q4 Do you have any suggestions on how this could be improved? (Answered 1)

- A shorter document would be more helpful. The survey work is good, but it does not seem to ask as simple question such as what would make you use public transport

Q5 Do you think the EPPS allows for genuine improvements for bus passengers? (Answered 15)



Q6 Do you have any suggestion on how genuine improvements can be assured? (Answered 1)

- A bit lopsided - concentrates on existing service improvement rather than extending the service.

Q7 Do you have any other comments that are critical to the adoption of the EPPS?
(Answered 8)

- I would like to see more targets with which to measure success against and more to help outlying areas. As ever, investment and emphasis is on the main hubs of Newbury and Thatcham. There is no mention of improvement to more rural services.
- Tidmarsh currently has no bus service so the EPPS is irrelevant to our parishioners unless the Demand Responsive Service is implemented
- We recognise the key issue in rural services is the economic viability of routes. Services passing through this parish have been reduced for that reason. We accept increasing current frequency is unlikely but would like to discuss some sort of "feeder" to enable our residents to get to and from the A4 at Woolhampton, where there is a faster and more frequent service available both to Newbury and Reading.
- Use of smaller, electric vehicles could offer a more frequent service to rural areas for less cost.
- No.
- Reading Borough Council would be keen to work with West Berkshire to develop the proposed multi operator ticketing for the eastern area and with all Berkshire authorities to develop the proposed passenger charter.
- No
- None

Contract Award for Pelham House - Supported Living Service for Adults with a Learning Disability

Committee considering report:	Executive
Date of Committee:	24 March 2022
Portfolio Member:	Councillor Jo Stewart
Date Portfolio Member agreed report:	31 December 2021
Report Author:	Rebecca Braithwaite
Forward Plan Ref:	EX4169

1 Purpose of the Report

The purpose of this report is to inform Executive of the tender process and seek delegated authority to award the contract.

2 Recommendation

It is recommended that Executive resolves to award this contract to the successful bidder as per the agreed process for the procurement of a contract of this value.

3 Implications and Impact Assessment

Implication	Commentary
Financial:	There is a risk of pressure for ASC budgets, of which they are aware and have been involved in these discussions and are aware of the budget pressures. A 1.5% annual inflationary increase has been built in as part of the contract.
Human Resource:	TUPE data submitted by incumbent provider.

Legal:	<p>Tendering in line with Public-sector procurement regulations, tender has been published on Find a Tender as this tender value is over the threshold.</p> <p>These services are provided for service users usually as a result of their needs having been assessed under the Care Act 2014. Where this is the case, there is a legal duty to provide services identified as part of an individual's care and support plan.</p> <p>Due regard also needs to be given to the Mental Capacity Act 2005 in relation to those individuals who lack capacity to make decisions regarding their care and support.</p>			
Risk Management:	<p>Good communication with providers prior to tender going live to gain market appetite.</p> <p>Risks are reduced by using a spot purchase only model so WBC are only required to pay for the support hours that are provided.</p>			
Property:	<p>Ongoing use of the property which is owned by A2 Dominion. The successful Provider will enter into a Service Level Agreement with the Housing Provider and contract directly with one another. WBC are not liable for any part of the rental/maintenance aspect of the agreement.</p>			
Policy:	<p>The proposal does not include any significant deviations from the policy.</p>			
	Positive	Neutral	Negative	Commentary
Equalities Impact:		x		
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?	x			<p>Contract provides care and support for adults with learning disabilities as well as physical disabilities. Contract provides care and support within the service as well as helping service users access the local community.</p>

B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		x		
Environmental Impact:		x		
Health Impact:		x		
ICT Impact:		X		
Digital Services Impact:		X		
Council Strategy Priorities:		x		
Core Business:		X		
Data Impact:		X		
Consultation and Engagement:	Service users, families, external providers, ASC, Legal, Finance			

4 Executive Summary

Following consideration of all of the options and their relative benefits and risks, and in line with the WBC Contract Rules of Procedure approvals requirements for the procurement of a contract of this value this report seeks delegated authority to award the contract from Executive.

5 Supporting Information

5.1 Introduction

Pelham House is a specialist provision for adults with a learning disability, the specialist accommodation is also fully accessible so many of the service users supported within the service also have physical needs. The contract has just been re-tendered due to the current contract coming to an end. The contract will be for 5 + 2 years, the same as the current contract.

5.2 Background

Pelham House can support 16 service users, there are two 3 bedroom flats on the ground floor and a further 10 single bedroom flats on the first and second floors. There are currently 15 service users supported at the service, all of which are commissioned by West Berkshire Council. There are currently 980 hours of support provided per week, plus night time support of 136.5 hours per week.

5.3 Advertisement

The tender was advertised on the In-tend e-procurement portal as an open tender process. The advertisement was also published on Contracts Finder as well as Find a Tender Service (FTS).

5.4 Selection/Award Criteria

The tenders have been evaluated using the below breakdown:

50% price

40% quality

10% social value

5.5 Pricing Strategy

No guide rate was used as part of the re-tender as this has worked well previously and providers have submitted competitive prices. Providers were required to submit one price for an hourly rate during waking hours and one price submitted for a waking night (per night).

6 Other options considered

- Do nothing – this would leave multiple vulnerable adults without the care and support they require and would also put them at risk of being homeless. This is a statutory provision.
- Contract extension – the current contract has already been extended so there is no provision to extend the contract further.
- Re-tender a block contract – this would be a bigger financial risk to WBC as we would be liable for a set number of hours which might not always be used.
- In-house provision – this service would not fit with an existing in-house service provision. External providers should have greater resources to call on to provide flexibility should sickness/leave/demand require this.

7 Conclusion

This paper is to inform Executive of the tender process and to seek delegated authority to award the contract. It is recommended that Executive agree to award the contract to the

successful bidder. This is in line with the WBC Contract Rules of Procedure approvals requirements and the agreed process for the procurement of a contract of this value.

8 Appendices

Appendix A – Equalities Impact Assessment

Background Papers:

Procurement Strategy

Subject to Call-In:

Yes: No:

- The item is due to be referred to Council for final approval
- Delays in implementation could have serious financial implications for the Council
- Delays in implementation could compromise the Council’s position
- Considered or reviewed by Overview and Scrutiny Management Committee or associated Task Groups within preceding six months
- Item is Urgent Key Decision
- Report is to note only

Officer details:

Name: Rebecca Braithwaite
 Job Title: Commissioning Officer
 Tel No: 01635 519166
 E-mail: Rebecca.braithwaite@westberks.gov.uk

Document Control

DocumentRef:		Date Created:	
Version:		Date Modified:	
Author:			
Owning Service			

Change History

Version	Date	Description	Change ID
1			
2			

Appendix A

Equality Impact Assessment (EqIA) - Stage One

What is the proposed decision that you are asking the Executive to make:	This paper seeks to inform Executive of the tender process and seek delegated authority to award the contract.
Summary of relevant legislation:	The Care Act 2014 Mental Capacity Act 2005 Equality Act 2010
Does the proposed decision conflict with any of the Council's priorities for improvement? <ul style="list-style-type: none"> • Ensure our vulnerable children and adults achieve better outcomes • Support everyone to reach their full potential • Support businesses to start develop and thrive in West Berkshire • Develop local infrastructure including housing to support and grow the local economy Maintain a green district • Ensure sustainable services through innovation and partnerships 	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, please indicate which priority and provide an explanation
Name of Budget Holder:	Paul Coe
Name of Service/Directorate:	Adult Social Care
Name of assessor:	Rebecca Braithwaite
Date of assessment:	24 th January 2022
Version and release date (if applicable):	

Is this a ?		Is this policy, strategy, function or service ... ?	
Policy	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	New or proposed	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Strategy	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Already exists and is being reviewed	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Function	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Is changing	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Service	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

(1) What are the main aims, objectives and intended outcomes of the proposed decision and who is likely to benefit from it?

Aims:	To inform Executive of the procurement of the Pelham House supported living service.
Objectives:	Service provision.
Outcomes:	Supplier award.
Benefits:	Care delivered in line with expectations.

(2) Which groups might be affected and how? Is it positively or negatively and what sources of information have been used to determine this?

(Please demonstrate consideration of all strands – Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion or Belief, Sex and Sexual Orientation)

Group Affected	What might be the effect?	Information to support this
Age	Positive – service supports service users with a wide range of ages	Contract monitoring, KPI data and meetings. Consultation taken place as part of procurement with service users, providers.
Disability	Positive - Improved support and wellbeing for service users being supported under this contract.	Contract monitoring, KPI data and meetings. Consultation taken place as part of procurement with service users, providers.
Gender Reassignment	There is no change to the proposed service model	
Marriage and Civil Partnership	There is no change to the proposed service model	
Pregnancy and Maternity	There is no change to the proposed service model	
Race	There is no change to the proposed service model	
Religion or Belief	There is no change to the proposed service model	
Sex	There is no change to the proposed service model	
Sexual Orientation	There is no change to the proposed service model	
Further Comments:		
N/A		

(3) Result	
Are there any aspects of the proposed decision, including how it is delivered or accessed, that could contribute to inequality?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<p>Please provide an explanation for your answer: Not as the report stands. However, in the event the officer's recommendation is not followed, re-consideration under the Equality Act 2010 will likely be required.</p>	
Will the proposed decision have an adverse impact upon the lives of people, including employees and service users?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<p>Please provide an explanation for your answer: As above</p>	

If your answers to question 2 have identified potential adverse impacts and you have answered 'yes' to either of the sections at question 3, or you are unsure about the impact, then you should carry out a EqlA 2.

If an EqlA 2 is required, before proceeding you should discuss the scope of the Assessment with service managers in your area. You will also need to refer to the EqlA guidance and template – <http://intranet/index.aspx?articleid=32255>.

(4) Identify next steps as appropriate:	
EqlA Stage 2 required	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Owner of EqlA Stage Two:	
Timescale for EqlA Stage Two:	

Name: Rebecca Braithwaite

Date: 24/01/22

Please now forward this completed form to Pamela Voss, Equality and Diversity Officer (pamela.voss@westberks.gov.uk), for publication on the WBC website.

Draft Leisure Strategy

Committee considering report:	Executive
Date of Committee:	24 March 2022
Portfolio Member:	Councillor Howard Woollaston
Date Portfolio Member agreed report:	02 March 2022
Report Author:	Jude Thomas
Forward Plan Ref:	EX3888

1 Purpose of the Report

To introduce the final Leisure Strategy for approval and detail the process which has been undertaken in its development.

2 Recommendation

That the Executive approves the new Leisure Strategy.

3 Implications and Impact Assessment

Implication	Commentary
Financial:	<p>Adoption of the Strategy has no direct financial implications. Financial implications for capital expenditure will be addressed through funding bids for projects that fall from the Delivery Plan and those detailed in the Medium Term Financial Strategy (see below). Revenue expenditure will be covered through the new leisure centre contract and revenue budgets from relevant services e.g. Environment, Public Health and Wellbeing.</p> <p>A summary of the capital funding allocations against the delivery of the new leisure strategy, and agreed by Council, include:</p> <ul style="list-style-type: none"> • Redevelopment of the Lido - £4,900,000 • Playing Pitch Strategy - £5,556,000 • Northcroft Redevelopment - £4,500,000 plus preliminary works - £151,000

	<ul style="list-style-type: none"> • Refurbishment of Kennet Leisure Centre - £200,000 • Leisure Centre Compliance and Modernisation - £825,010 • Henwick Worthy Sports Facility - £175,000 • Hungerford Leisure Centre Modular Exercise Studio - £140,000 • Feasibility Studies for Options to deliver the Leisure Strategy - £245,000 			
Human Resource:	Development of the Delivery Plan will require resourcing.			
Legal:	Any projects arising as a result of this strategy would need to be procured and implemented in accordance with the Constitution and regulatory requirements.			
Risk Management:	Risks associated with the implementation of the new strategy will be overseen by the Culture and Leisure Programme Board			
Property:	The Strategy identifies high level issues relating to the Council's leisure assets. Any potential changes will be subject to individual business cases.			
Policy:	<p>The Leisure Strategy is one of a number of strategies which will contribute to fulfilling the aspirations set out in the West Berkshire 2036 Vision, which itself is a key component of the council's policy making in the years to 2036.</p> <p>It expected that a separate physical activity strategy is developed across Berkshire West which will cover a broader whole systems approach to increasing levels of physical activity across the district and beyond.</p> <p>In reviewing this strategy, the links and alignment with other council strategies have been explored, including the Cultural Heritage strategy and it is expected that these will be increasingly aligned as the Delivery Plan is developed.</p>			
	Positive	Neutral	Negative	Commentary

Equalities Impact:				
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?	X			The Leisure Strategy has a strong emphasis on reducing health inequalities, especially for groups with protected characteristics.
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?	X			The Leisure Strategy has a strong emphasis on reducing health inequalities, especially for groups with protected characteristics.
Environmental Impact:	X			This Strategy explicitly states, as an objective, that it will ensure that the recommendations of the Environment Strategy that relate to activity, are supported and adopted. This will be addressed through the Delivery Plan. Specific projects will be delivered in consultation the Environment service to ensure that the most energy efficient solutions are utilised including solar panels, air source heat pumps etc. where viable.
Health Impact:	X			This Strategy is focused on improving the Health and Wellbeing outcomes for people within the District by increasing their levels of participation in active Leisure
ICT Impact:		X		
Digital Services Impact:		X		It is expected that digital solutions will be used to support the delivery of some aspects of the Strategy

Council Strategy Priorities:	X			<p>This Strategy will contribute to the following Council priorities:</p> <ul style="list-style-type: none"> • Improve the Health & Wellbeing of our residents by increasing participation in active leisure. • Improve mental health and wellbeing by increasing participation in active leisure • Enhance the arts, culture and leisure offering by developing a diverse leisure offering • Minimise the impact on the environment when delivering our services by ensuring that the recommendations of the Environment Strategy that relate to activity, are supported and adopted. • Expand our work with partner organisations and communities to improve services for local residents and to tackle inequalities further developing partnerships with an emphasis on actively encouraging volunteering.
Core Business:	X			<p>Successful implementation of the Strategy should increase utilisation of facilities, with the potential to increase revenue.</p>
Data Impact:		X		

Consultation and Engagement:	<p>In writing the original draft of the Leisure Strategy, an online survey, targeted engagement sessions with town councils, and additional discussions with key interest groups took place. The draft was also consulted on and this feedback incorporated into the latest draft which has been the subject of this review.</p> <p>In reviewing the original draft, an additional online survey to understand the leisure priorities of people within the District was undertaken. This was complemented by workshop sessions undertaken by Get Berkshire Active, on our behalf, to understand the priorities of 'seldom heard' groups.</p>
-------------------------------------	--

4 Executive Summary

- 4.1 The importance of leisure activity, in supporting the health and wellbeing of the population, has become increasingly evident throughout the Covid-19 pandemic.
- 4.2 The type of leisure activities undertaken throughout the pandemic, and particularly in times of lockdown, changed as traditional opportunities were unavailable while facilities were closed. Leisure activity diversified into both online 'at home' activity and greater informal use of outdoor space.
- 4.3 It is, therefore, timely that, in developing a new Leisure Strategy, the Council has been able to undertake further detailed engagement with the community to understand the current leisure priorities, and barriers to participation, and to reflect these changes in the Strategy. The first draft of the Leisure Strategy, which was consulted on with the public in late 2020, has been reviewed and additional engagement has been undertaken to ensure that conclusions are evidenced and the leisure priorities are clearly understood. This additional engagement was complemented by workshop sessions undertaken by Get Berkshire Active, on our behalf, to understand the priorities of 'seldom heard' groups which research shows are less likely to engage in leisure activities.
- 4.4 The Leisure Strategy includes an appendix document which covers a summary of the relevant data, the Get Berkshire Active consultation report and the Facilities Planning Model summary.
- 4.5 In reviewing the first draft of the Leisure Strategy, the initial recommendations have been tested and, as a result, have been developed to reflect the findings of the additional engagement exercises and data analysis.

5 Supporting Information

Introduction

- 5.1 Following the initial consultation on the draft Leisure Strategy in late 2020, further work has been undertaken to update and refine the strategy and it is presented for endorsement by the Executive.

Background

- 5.2 The Covid-19 pandemic has impacted significantly on both the physical and mental health of the population and the importance of good health and wellbeing is increasingly clear. The role of leisure activity in promoting and supporting good health and wellbeing has also become increasingly clear.
- 5.3 It is, therefore, timely that the Leisure strategy that we previously consulted on, has been reviewed and, in so doing, the priorities for, and barriers to, participation in leisure activity have been explored to ensure that they are clearly understood and current. The types of activity undertaken in the last two years, and particularly in times of lockdown, have changed with greater appreciation and utilisation of outdoor space and an increase in less formal forms of leisure.
- 5.4 As part of the review process, an engagement exercise, 'What's Your Leisure?' was undertaken with a focus on understanding the leisure activities that were already undertaken within the District, activities that people were keen to engage in, but were not currently doing so, and the barriers that existed.
- 5.5 During the course of the exercise, response levels, and the demographics of those responding, were monitored and action was taken to maximise coverage and engagement. The Council also worked with Get Berkshire Active to undertake more detailed engagement with 'seldom heard' groups, and a series of seven workshops took place.
- 5.6 Detailed analysis of Leisure Centre activity data and customer satisfaction data was also carried out. Other sources relevant to West Berkshire, such as Office of National Statistics (ONS) and Sport England data were assessed, including the conclusions of a Facilities Planning Model (FPM) exercise that was undertaken within the District.
- 5.7 The feedback from this additional engagement and data analysis was used to inform the development of the Strategy, particularly in understanding what is meant by 'leisure activity' to the people of West Berkshire.
- 5.8 The evidence base has been expanded, and is supported by the links to wider external analysis, within the document. An appendix document summarising the data which has specifically informed the Strategy is provided.
- 5.9 The recommendations have been tested and further developed to reflect the findings of the additional engagement exercises and data analysis and, as a result, the aims of the Strategy are:
1. Increase participation for all, with an emphasis on those less physically active, and maintain improved activity levels throughout lives;
 2. Facilitate access to a network of modern and sustainable indoor sports and leisure facilities;
 3. Improve the quality, accessibility and awareness of outdoor sports facilities and play areas;

4. Measurably enhance access to, and utilisation of greenspace and bluespace, through improving accessibility to open water, waterways, parks, commons and Public Rights of Way;
5. Further develop partnerships (with town and parish councils, sport governing bodies, health organisations and the voluntary sector), with an emphasis on actively encouraging volunteering.

5.10 The evidence for these is laid out in Section 5 – Case for Change, and under these aims sit more detailed objectives, as detailed in Section 6 which, in turn, will provide the basis of the more detailed Delivery Plan.

5.11 A detailed Delivery Plan will be developed on adoption of the Strategy. Work on this is already underway and should be completed by Autumn 2022.

5.12 Alignment with the Cultural Heritage Strategy will be developed through the Delivery Plan.

5.13 The role of the Council in the provision of affordable accessible leisure facilities remains fundamental to the Leisure opportunities of the people of West Berkshire and this is analysed within the appendices.

5.14 Investment in leisure facilities is a key component of the value of the Leisure Management Contract in that the better the facilities, the more attractive they are, the more use they get and the greater the impact to the health and wellbeing of the District. This Strategy will, therefore, inform the new Leisure Management Contract.

Proposals

5.15 The Executive endorses the new Leisure Strategy

6 Other options considered

6.1 At the outset, consideration was given to a broader definition of leisure, beyond physical activity but it felt this was addressed by other strategies such as the Cultural Heritage Strategy.

6.2 The production of a broader Physical Activity Strategy, including journey to work/school and school curriculum was also considered but it was felt that this perspective was more appropriately covered at a Berkshire West level through a systems analysis of physical activity, which is currently underway and is anticipated to be completed in early 2023.

7 Conclusion

7.1 The Executive is asked to endorse the new Leisure Strategy.

8 Appendices

8.1 Appendix A – Equalities Impact Assessment

8.2 Appendix B – Draft Leisure Strategy

8.3 Appendix C – Draft Leisure Strategy Appendix document

Subject to Call-In:

Yes: No:

- The item is due to be referred to Council for final approval
- Delays in implementation could have serious financial implications for the Council
- Delays in implementation could compromise the Council's position
- Considered or reviewed by Overview and Scrutiny Management Committee or associated Task Groups within preceding six months
- Item is Urgent Key Decision
- Report is to note only

Officer details:

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Document Control

Document Ref:		Date Created:	
Version:		Date Modified:	
Author:			
Owning Service			

Change History

Version	Date	Description	Change ID
1			
2			

Appendix A

Equality Impact Assessment (EqIA) - Stage One

What is the proposed decision that you are asking the Executive to make:	To endorse the Leisure Strategy
Summary of relevant legislation:	N/A
Does the proposed decision conflict with any of the Council's priorities for improvement? <ul style="list-style-type: none"> • Ensure our vulnerable children and adults achieve better outcomes • Support everyone to reach their full potential • Support businesses to start develop and thrive in West Berkshire • Develop local infrastructure including housing to support and grow the local economy Maintain a green district • Ensure sustainable services through innovation and partnerships 	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Name of Budget Holder:	Matt Pearce
Name of Service/Directorate:	Communities & Wellbeing
Name of assessor:	Jude Thomas
Date of assessment:	15/02/2022
Version and release date (if applicable):	NA

Is this a ?		Is this policy, strategy, function or service ...?	
Policy	Yes <input type="checkbox"/> No <input type="checkbox"/>	New or proposed	Yes <input type="checkbox"/> No <input type="checkbox"/>
Strategy	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Already exists and is being reviewed	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Function	Yes <input type="checkbox"/> No <input type="checkbox"/>	Is changing	Yes <input type="checkbox"/> No <input type="checkbox"/>
Service	Yes <input type="checkbox"/> No <input type="checkbox"/>		

(1) What are the main aims, objectives and intended outcomes of the proposed decision and who is likely to benefit from it?	
Aims:	To have an approved strategy to define 'Leisure', and communicate a vision through to 2032.

Objectives:	To co-ordinate a range of projects designed to deliver the vision.
Outcomes:	This document in and of itself will not facilitate outcomes as it is strategic and aspirational in its focus. A resultant delivery plan will fulfil this purpose.
Benefits:	This document in and of itself will not facilitate benefits as it is strategic and aspirational in its focus. A resultant delivery plan will fulfil this purpose.

(2) Which groups might be affected and how? Is it positively or negatively and what sources of information have been used to determine this?

Group Affected	What might be the effect?	Information to support this
Age	None	
Disability	None	
Gender Reassignment	None	
Marriage and Civil Partnership	None	
Pregnancy and Maternity	None	
Race	None	
Religion or Belief	None	
Sex	None	
Sexual Orientation	None	
Further Comments:		

(3) Result

Are there any aspects of the proposed decision, including how it is delivered or accessed, that could contribute to inequality?

Yes No

Will the proposed decision have an adverse impact upon the lives of people, including employees and service users?

Yes No

(4) Identify next steps as appropriate:

EqIA Stage 2 required	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Owner of EqIA Stage Two:	
Timescale for EqIA Stage Two:	

Name: Jude Thomas

Date: 14/02/2022

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Leisure Strategy 2022-32



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1. Foreword

Leisure, in all its forms, is vital to individual wellbeing and quality of life. In our District, we want to ensure that the leisure opportunities, whether through formal leisure facilities, parks and green spaces, or otherwise, are integral to what makes West Berkshire such a great place to live.

In the [West Berkshire 2036 Vision¹](#) we committed, to maintaining a strong local leisure offering, recognising the importance of doing so in securing good outcomes for residents of all ages, as well as attracting newcomers to the District. The Covid pandemic has brought this commitment into particular focus. The importance of sustaining good mental and physical health is increasingly apparent.

To facilitate this commitment, we will deliver an ambitious, revitalised offering of which the District can be proud. This strategy, and its delivery plan, which we will develop once the strategy has been adopted, outlines how we intend to work with our residents and partners to develop leisure opportunities and increase accessibility to meet the needs and wishes of the local community and, in so doing, increase participation. Whilst health and wellbeing is central to this strategy, we will also ensure that

environmental sustainability and its impact is fully considered. We also recognise that Leisure, through its role as an employer and a local attraction, supports the local economy.

Where there is clear evidence of local demand for new facilities we will explore ways to deliver them, whether on our own or in partnership, or with the many volunteers who contribute hugely to the diverse range of sport and leisure opportunities already available in the District. Equally, where investment would benefit existing facilities, we will work to offer this, ensuring the sustainability of community assets.

During the lifetime of this strategy, we will scope and deliver projects which enable local people to be more active in the community and engage in a variety of leisure pursuits, adding value to their lives and to the vibrancy of the District.

Howard Woollaston

Executive Member for Internal Governance, Leisure & Culture





2. Introduction

“ *In the context of the strategy, we mean ‘active’ leisure, where the activity involves physical effort that will deliver health and wellbeing benefits to the individual.* ”

The term ‘Leisure’ means something different to all of us, with personal preference dictating how we choose to spend our time away from work, home or school. In the context of the strategy, we mean ‘active’ leisure, where the activity involves physical effort that will deliver health and wellbeing benefits to the individual. We recognise that there are many other non-active leisure activities that play a critical role in people’s lives, but these are outside the scope of this Strategy.

As a society, we are less active than we used to be and, regardless of how active we have, or have not, been in the past, and of our age and ability, there is strong scientific evidence that being physically active can help us to achieve a healthier and happier life. Research

shows that those who exercise regularly reduce their risk of significant health issues including dementia, depression, diabetes and some cancers. Indeed, it is increasingly accepted that ‘exercise is medicine’ and it has even been called the ‘wonder drug’ and a ‘miracle cure’. Incorporating physical activity into our daily lives has also been shown to boost self-esteem and mood, improve sleep quality and energy levels, and reduce the risk of chronic stress.

There is also evidence to suggest other social and economic benefits to exercise such as long term educational attainment, supporting social inclusion, increased workplace productivity and reduced absenteeism at work.

Leisure activity has become increasingly important through Covid, and the benefits, both physical and mental, are clearly recognised. The refreshed [Council Strategy](#)² incorporates our updated [Covid-19 Recovery and Renewal Strategy](#)³ which prioritises the recovery of West Berkshire’s health and social wellbeing, the delivery of which will be supported by the new

Health and Wellbeing Strategy. This Leisure Strategy is timely and will help deliver recovery for the District.

The pandemic has demonstrated that active leisure is undertaken in many ways, often outside a formal leisure facility or programme. West Berkshire is rich in opportunities to enjoy the countryside and we want to ensure that these opportunities are maximised for all.

We wish to support everyone, particularly those people that are not currently partaking in active leisure, to get involved and enjoy the benefits, and will be seeking ways of improving accessibility and variety of opportunities.

This strategy will not be delivered in isolation. We will work with partners and volunteers to deliver the objectives and will ensure that our ambitions are consistent with our other strategies and priorities, by seeking to integrate transport links, reduce carbon emissions, and harness technological advances to reduce health inequalities, and to break down barriers to sport and leisure opportunity.

This strategy explains the plans we have, as a Council, for the District's leisure offering through to 2032. It builds on our commitment to maintain West Berkshire's status as a great place to live and also contributes to our shared aspiration to deliver good health and wellbeing opportunities for residents of all ages and backgrounds, as outlined in the West Berkshire 2036 Vision. The formal West Berkshire Council leisure offering will be delivered, in the main, through the renewed Leisure Management Contract, due to commence in 2023. Improved access to the countryside and greenspaces will be delivered through the Council's [Public Rights of Way Improvement Plan](#)⁴ which is currently undergoing consultation prior to publication in 2022.

In writing this strategy, we have engaged with the public to understand their active leisure priorities and the barriers to participation, via an online [‘What’s your Leisure?’](#)⁵ survey. To support this we also commissioned Get [Get Berkshire Active \(GBA\)](#)⁶ to undertake focussed [workshop sessions](#)⁷ with representatives of specific, ‘seldom heard’ groups. We have also engaged directly with our leisure partners.

We look forward to working with our community to shape the future of leisure provision in our District and to deliver an ever more varied and inclusive range of lifestyle opportunities for local people.

3. The context for West Berkshire

3.1 Strategic

In order to support people to become more active, updated weekly physical activity [guidelines](#)⁸ for [different population groups](#)⁹, were published by the Chief Medical Officer (CMO) in 2019. For the general population, a combination of 150 minutes of moderate intensity activity and/or 75 minutes of vigorous intensity activity is recommended, on a weekly basis across four or more days. Additionally, it is recommended that we partake in strength-building activities at least twice a week; engage in activities that maintain and improve balance at least twice a week; and minimise our sedentary time by breaking up periods of inactivity as often as possible.

To support this, [Public Health England](#)¹⁰ identified three focus areas in its strategy 'Everybody Active Every Day'¹¹: Making physical activity the social norm; Making environments accessible for all; and Making physical activity inclusive for everyone. In a similar vein, Sport England in 'Uniting the Movement'¹² set out five key priorities in 2021: Recover and Reinvent; An Active and Healthier Life; Fairer Access to Physical Activity; Strengthen Communities; and Active Environments.

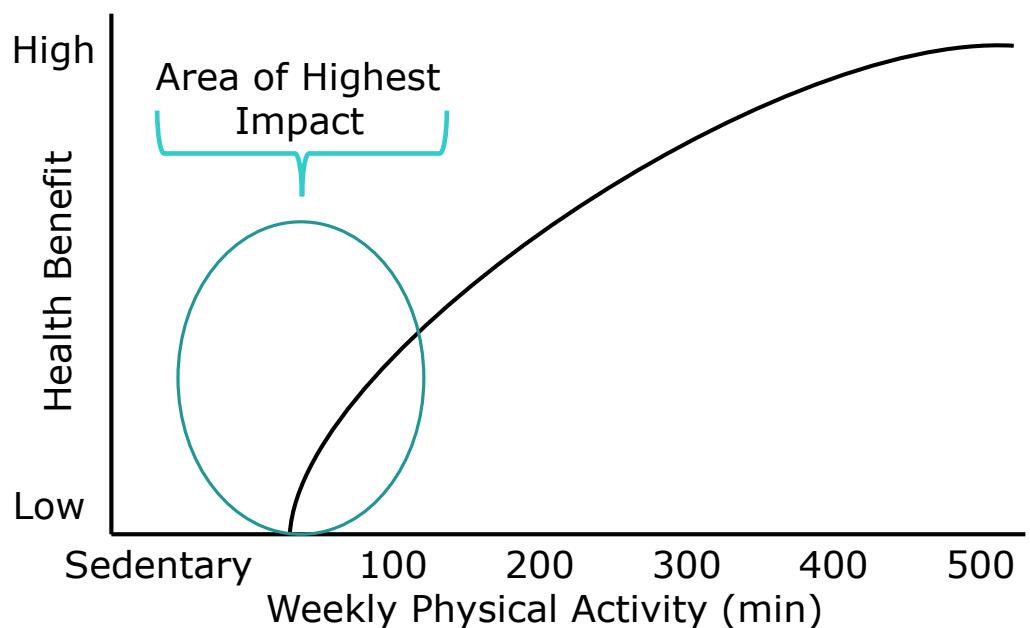
Ultimately, those who are currently considered 'inactive' – defined as doing less than 30 minutes of physical activity per week – stand to gain the most. As demonstrated in Figure 1, these people will see the most health benefits from becoming more active, even if it is just by a few minutes at a time.

This Strategy is being developed with reference to the national context of a focus on longer and healthier lives, particularly for disadvantaged communities, as part of the 'Build Back Better'¹³ and levelling up ambitions set out by central government.

Reflecting the national view, in 2019, the [Health and Wellbeing Boards \(HWBs\) for Reading, West Berkshire and Wokingham \(Berkshire West\)](#)¹⁴ developed a shared [Health and Wellbeing Strategy](#)¹⁵ with the [Berkshire West Integrated Care Partnership](#)¹⁶ (ICP), to improve population and community health.

The Leisure Strategy sits within the wider strategic context for West Berkshire Council; supporting some strategies, being delivered through others and using others for that delivery. Figure 2 shows the Leisure Strategy in relation to other key Council strategies, including the Health and Wellbeing Strategy.

Figure 1 Exercise and Benefits to Health (Source: Adapted from [Wen CP et al, 2011](#))



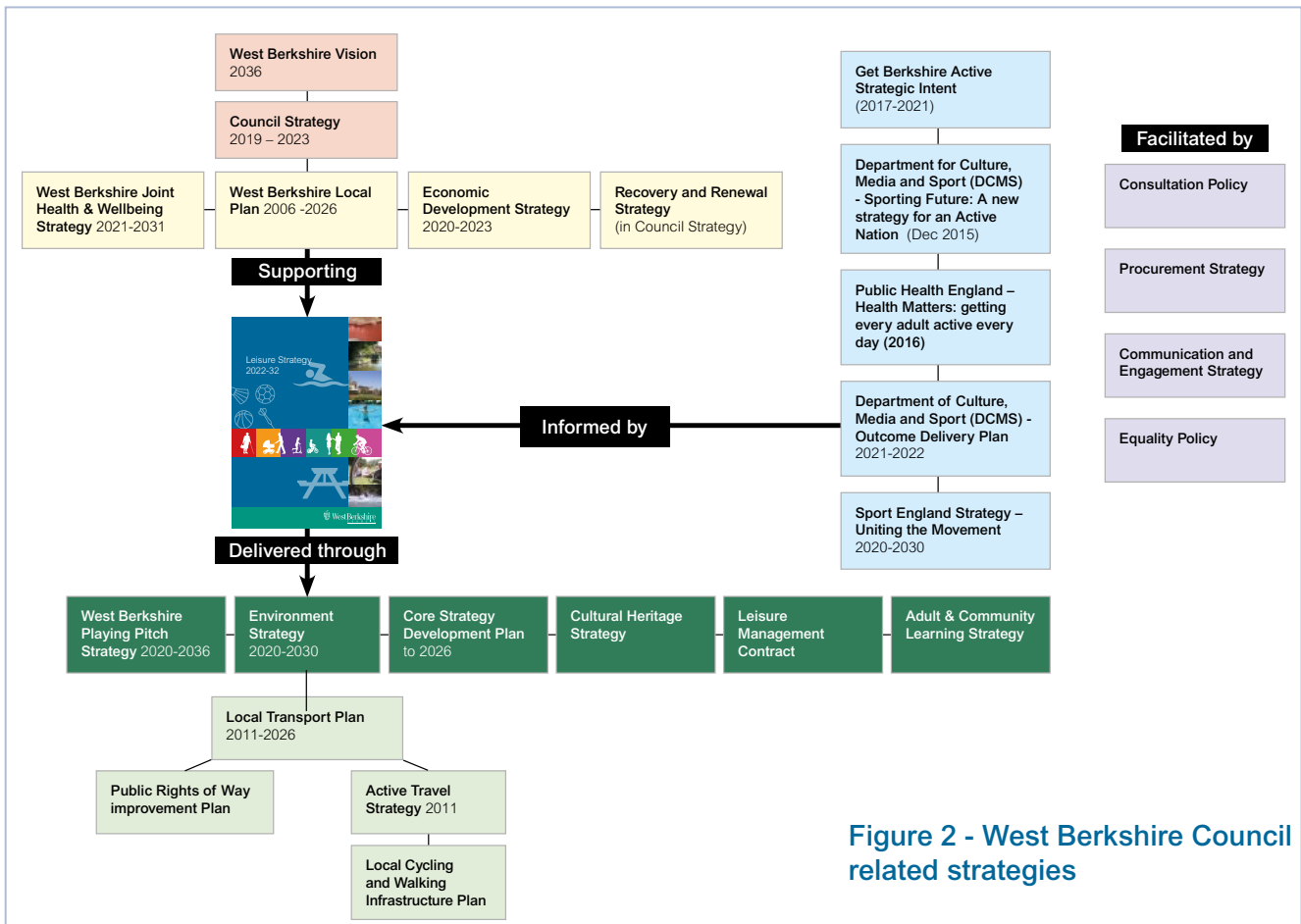


Figure 2 - West Berkshire Council related strategies

3.2 Population Health

When compared nationally, West Berkshire is relatively affluent, with low levels of disadvantage, high levels of employment and higher than average life expectancy. West Berkshire residents are healthy compared to the national picture, as shown in the [ONS Health and Disability index¹⁷](#). [Population levels³⁸](#) within West Berkshire are relatively static, and unlikely to grow significantly in the near future, but the population will age.

Life expectancy levels in West Berkshire are good; above national averages, for both men and women – this includes healthy life expectancy. Obesity levels in both adults and children are also below both regional and national levels. There is, however, a gap of nearly ten years between the wards with highest and lowest life expectancy in the District, which could, in part, relate to opportunities to participate in active leisure and suggests targeted interventions may be necessary to ensure everyone in the District has the opportunity to achieve good outcomes.

3.3 Geography

West Berkshire is a beautiful area (two thirds of the District is classified as an Area of Outstanding Natural Beauty), that benefits from both urban and rural settings providing approximately 1000 hectares of parks and open spaces, commons, woodland and over 700 miles of generally well-maintained public rights of way network, including two national trails, as well as rivers, canals, lakes and reservoirs. Ensuring accessibility, conservation and quality of the natural environment is a significant function of West Berkshire Council.

Nevertheless, its geography does create some challenges. While the urban centres are well served by physical infrastructure, clubs and activities for leisure, a third of the population lives in rural wards with less access, particularly if reliant on public transport. Small communities can also make it difficult to support or maintain local activities.

The Public Rights of Way (PRoW) network, although extensive, is sometimes fragmented and walkers, cyclists and horseriders can find it difficult to complete a meaningful journey without resorting to the road network.

3.4 Physical Activity Levels

In our District, [Office for Health Improvements and Disparities \(previously Public Health England\) data¹⁸](#) shows that 77.3% of [adults¹⁹](#) are considered physically active which is significantly higher than the average in England of 66.4%. However, 14.2% of adults in West Berkshire are physically inactive, which translates to around [18,000²⁰](#) people. Whilst this may be lower than the national average, we believe this is still too high.

Recent regional estimates indicate that 49.9% of children in West Berkshire are considered to be physically active which implies that half of the children in West Berkshire, nearly 16,000 individuals under 16, are not getting enough physical activity.

Findings from the West Berkshire Council [‘What’s Your Leisure?’²⁵](#) survey show that, whilst club membership and organised leisure is important, less structured or formalised activities such as ‘Walking for Leisure’ and running are among the most popular forms of active leisure. The data also shows that there is significant demand for swimming, fitness classes and gyms.

This broadly reflects the ‘Active Lives’ data for West Berkshire from [Sports England²¹](#) for 2019/20, with the exception of adventure sports.

To ensure we identified the needs of groups who are traditionally harder to reach, we engaged Get Berkshire Active (GBA) to work

with organisations and charities representing elderly, disabled, youth and ethnic minorities, through [workshop sessions⁷](#).

The GBA analysis indicates that walking is a very popular activity for both elderly and many with health conditions and disabilities, with dementia walks highlighted. For the frail elderly, low impact activities such as chair-based sessions, tai chi and swimming are popular, and for under 18s, the opportunity to try something new can be a good motivator.

The GBA research broadly supported the findings of the ‘What’s Your Leisure?’ Survey, but did highlight, for both young and elderly, that the social aspect of activity is a more important factor than the type of activity or sport.

3.5 Active Leisure Facilities in West Berkshire

A wide range of leisure facilities is available within West Berkshire, across the public, private and voluntary sectors.

The public sector has seven leisure centres (four with swimming pools), Newbury Lido, the Henwick Worthy Sports Ground and the emerging Newbury Sports Hub. In addition, many secondary schools and academies across the District have facilities which can be booked for use by local sports clubs and community associations. Figure 4 shows the locations of the Council’s indoor leisure facilities.

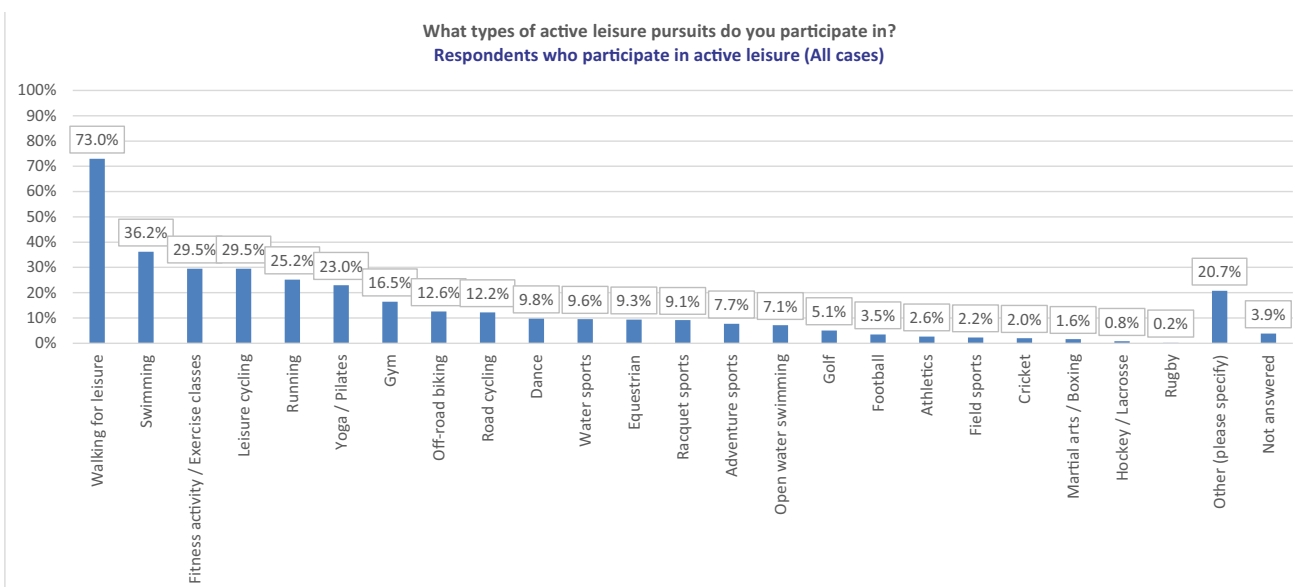
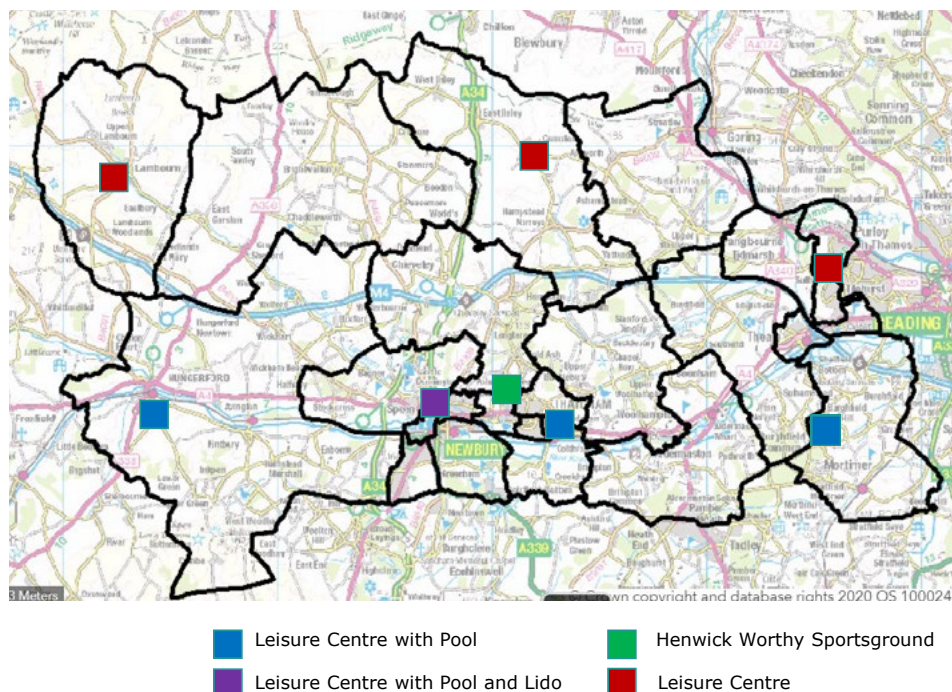


Figure 3 Activity type and participation levels (Source: WBC ‘What’s your Leisure?’ survey)

Figure 4 - Location of West Berkshire Leisure Centres
(Source: WBC)



Northcroft, Kennet, Willink and Hungerford Leisure Centres are owned outright by the Council. Northcroft is a standalone facility, whilst the others were developed on school sites and are subject to Joint Use Agreements with the local town and parish councils and the schools. The Cotswold Sports Centre was developed by the local community and is owned by Tilehurst Parish Council and is leased to West Berkshire Council. The Lambourn Centre is a small facility owned by the Council but subject to a Joint Use Agreement with the Parish Council. Downlands Sports Centre is part of the Downs School in Compton and made available for community use in the evenings.

The seven leisure centres, and Lido, are operated under a leisure management contract with Parkwood Leisure Limited, sublet to their charitable arm, Legacy Leisure. The current contract commenced in 2007 and is due to expire in early 2023; a retendering of the leisure management contract is underway and scheduled to commence in April 2023.

The facilities vary in age, with most of the sports halls on school sites dating back to the 1960s. The Northcroft Leisure Centre was opened in 1980 on the site of the Lido which dates back to 1870. The indoor swimming pools all date to 1996/97 as part of a development programme at the time which included a full refurbishment of the

Northcroft indoor pool. The Lambourn Centre was constructed on the site of a former village school in 1992.

Private leisure centres within the District mostly operate on a membership basis and range from budget gyms to premium health clubs. There are also various classes established by local private instructors, both indoors and outdoors, e.g. boot camps.

In addition to leisure centre and gym facilities, there are a number of more specialist facilities within West Berkshire, providing access to athletics, racquet sports, gymnastics, golf, bowls and BMX cycling. There are also a number of skateparks.

Equestrian pursuits are fundamental to the identity of West Berkshire, and whilst horse racing, and its associated commercial activity, is outside the scope of this Strategy, equestrian leisure activity is significant, with a number of private facilities and public bridleways.

The District has a range of playing pitches, from semi-professional facilities, to school sports grounds and recreational pitches in villages. In 2019, the Council developed the [Playing Pitch Strategy \(PPS\)](#)³³ following a detailed assessment of the supply of, and demand for, all types of pitches across West Berkshire. This identified a shortage of accessible pitches relative to both the current

Facilities within West Berkshire, as of 31 March 2021

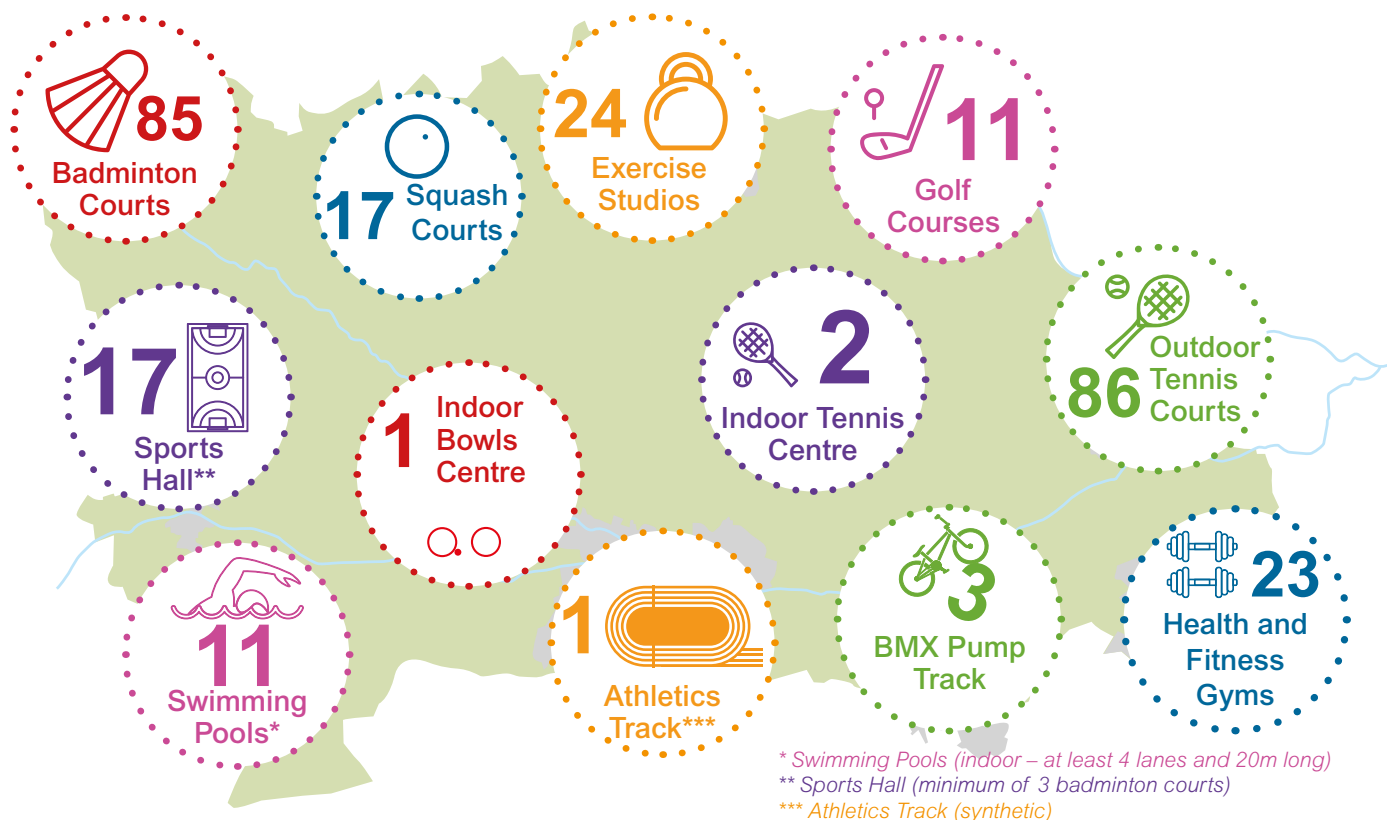


Figure 5 - Summary of Leisure Facilities in West Berkshire (Source: [Active Places Power](#))²²

and future (to 2037) population of West Berkshire, based on Sport England guidelines.

An extensive network of waterways and lakes exists within West Berkshire which currently supports sports such as sailing, paddleboarding and canoeing.

There are over 200 sports clubs in West Berkshire, some with their own facilities. These vary in size and facilities but support sports such as rugby, cricket, football and hockey, as well as activities such as dance and martial arts. Some of these larger clubs are semi-professional.

Village and community halls also vary in size and quality of facilities, but play host to activities such as fitness classes/yoga, children's groups, short mat bowls, badminton and table tennis, and there is at least one in every parish within the District.

It should be noted that there are some popular activities for which there are limited opportunities available to the general public within West Berkshire e.g. open water swimming and indoor climbing.

3.6 The Impact of Covid

The impact of Covid on physical activity levels has been much debated, with more time at home for walking, offset by the closure of leisure centres, gyms, clubs and classes. Evidence from our survey indicates that as many people increased their activity levels as decreased them, with half remaining unchanged. [National data](#)²¹ indicates that activity levels fell by around 2% in the year to May 2021, with the greatest impact on those aged 16-34.

Undoubtedly the type of leisure activity did change, with a significant increase in walking, running and cycling, as other opportunities for leisure were closed. Many organisations sought to address this through online activities but, whilst these were popular, they were less accessible for those with limited digital access or awareness and did not offer the same level of social benefit.

The GBA analysis highlighted that many of the elderly, and more vulnerable, were significantly impacted, as venues closed, and that the social, as well as physical, opportunities were lost. This has discouraged some from returning, as it has increased their frailty. Many

How does your current level of participation in active leisure compare to before the Covid pandemic (pre March 2020)?

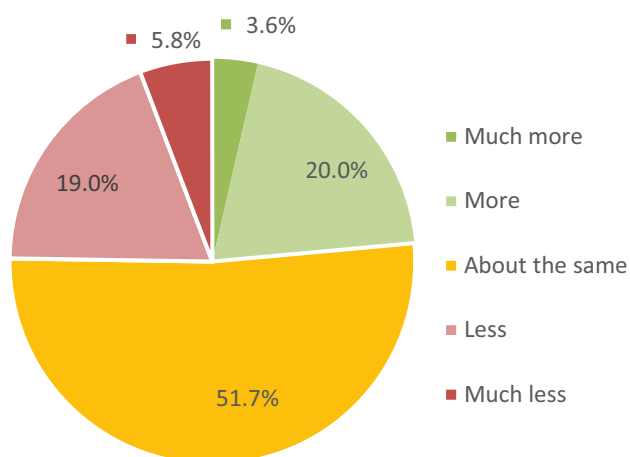


Figure 6 - Impact of Covid on Participation Levels (Source: WBC 'What's your Leisure?' survey)

are also still concerned by the Covid risk, itself. Young people also suffered, losing both clubs and school activities. While the popularity of cycling and walking increased significantly, the former is less accessible to those on low incomes. Additionally, people from diverse ethnic communities are significantly under-represented, nationally, in outdoor activities.

The current pandemic provides an opportunity to reflect on the value of the Council's greenspace and current provision, as part of the post Covid recovery planning process. During the recent lockdowns, our residents and communities were unable to participate in nearly all formal out-of-home leisure activity and, consequently, demand for open spaces, greenspace and countryside increased as residents sought out alternative opportunities to maximise their leisure time. As many residents were unable to work, they had more time to engage in leisure and outdoor recreation.

3.7 Partnerships and Funding

Partner organisations are key to the facilitation of physical activity in West Berkshire. These partners range from national organisations such as Sport England and individual sports' bodies, to regional health partners, and town and parish councils, local clubs and the voluntary sector.

Town and parish councils are vital partners in providing active leisure facilities such as village

halls, local sports grounds and play areas, with West Berkshire Council often playing an enabling role in developing plans and funding through Parish Plans and Members' grants; over £30,000 of funding was granted for active play facilities in 2019 and 2020. Larger sums are also granted, such as a £100,000 from the Community Infrastructure Levy (CIL) in October 2021, to develop outdoor play and multi-sports facilities in Theale.

The '[Let's Get Active' fund](#)²³, a partnership between West Berkshire Council and the Greenham Trust has made available £33,000 to support access to physical activity including a community basketball hub in Theale, free chair yoga sessions at Educafe in Newbury, netball equipment for Kintbury Jubilee Centre, and CrossFit sessions for West Berkshire Muslim Centre.

The Council works with the voluntary sector organisations focussed on youth services. In 2021, [£250,000](#)²⁴ was given to [Berkshire Youth](#)²⁵, as a contribution to the redevelopment of the Waterside Centre, and it is in the process of transferring the Dolphin Centre at Pangbourne to the [Adventure Dolphin](#)²⁶ (Pangbourne) Charity to safeguard the future provision of watersports and climbing, for organised youth groups.

We also work with Public Health and the NHS, along with voluntary sector organisations, to provide activity sessions, many with links to social prescribing. Examples in place at present include [Activity4Health](#)²⁷ exercise referral, [Walking4Health](#)²⁸ and Activ8 Gym sessions for young people. These often address the demand for activities with 'people like me' raised by many who are anxious about starting participation.

Help with information and grant access is provided by Get Berkshire Active which delivers Sport England's strategic objectives throughout Berkshire, through the development of partnerships with sporting and non-sporting bodies to provide opportunities for engagement in physical activity. As a registered charity, Get Berkshire Active is able to access non-traditional funding opportunities and to work to develop programmes in the heart of community settings or the work place.



4. Our Vision and Aims for Leisure in West Berkshire

4.1 Our Vision

By 2032 we will have an **increased participation in active leisure** for all, with a **particular focus on those least active**, through access to a network of **modern and sustainable indoor facilities** together with a **diverse mix of accessible public outdoor sports facilities and greenspace and bluespace**.

We will further develop **partnerships** with public, commercial and voluntary organisations to drive participation in a wide range of activities.

We will deliver this vision for the District's future leisure offering by focusing on five strategic aims. These aims have been identified through consultation with the public (including seldom heard groups) and partners, as well as analysis of current use of facilities and modelling of future demand. We have also taken into consideration a number of key strategic documents including the West Berkshire Vision 2036, West Berkshire Council strategies for [Cultural Heritage](#)²⁹, [Environment](#)³⁰, [Economic Development](#)³¹, and Health and [Wellbeing](#)³².

4.2 Our Aims

1. Increase participation for all, with an emphasis on those less physically active, and maintain improved activity levels throughout lives;
2. Facilitate access to a network of modern and sustainable indoor sports and leisure facilities;
3. Improve the quality, accessibility and awareness of outdoor sports facilities and play areas;
4. Measurably enhance access to, and utilisation of [greenspace](#)³⁶ and [bluespace](#)³⁷, through improving accessibility to open water, waterways, parks, commons and Public Rights of Way;
5. Further develop partnerships (with town and parish councils, sport governing bodies, health organisations and the voluntary sector), with an emphasis on actively encouraging volunteering.

5. The Case for Change

The impact of Covid on physical and mental wellbeing has placed a greater than ever emphasis on the importance of physical activity and the need for all stakeholders, including the Council and its partners, to examine how we can stimulate engagement and understand and meet new expectations.

5.1 Increase participation for all, with an emphasis on those less physically active, and maintain improved activity levels throughout lives;

Research shows that an individual's age and origin, including ethnicity or socio-economic background, have been key determinants of the level of opportunity available and the health and wellbeing outcomes. In line with [Sport England's own strategy](#)¹¹ we wish to re-balance this, ensuring that our District's offering is more inclusive than ever before and that everyone in West Berkshire is given the opportunity to thrive.

It is clear from our survey feedback that these challenges exist in West Berkshire. When asked about what needed to change to encourage participation, the top three issues, that the Council could impact, were cost, confidence and the need for accessible information on what is available.

When asked what could be done to encourage people to do more, the responses mirrored the barriers and there was also a strong emphasis on the need for classes and activities for 'people like me'. Relatively inactive individuals can feel excluded from some activities; the success of programmes such as Park Run and 'Couch to 5k' has been to stress inclusivity.

These views are reflected in the GBA analysis. There are a number of barriers that affect different audiences and make it hard for them to be active, including location and accessibility of venues, the need for better customer service and well-trained staff to run and facilitate sessions, better messaging, advertising and signposting, and activities tailored to specific audiences and their needs, in order to make individuals feel welcome. More flexible booking systems are also identified as a need.

The GBA analysis reinforces the importance of keeping physically active, particularly acknowledging the health and social benefits.

The social benefit of active leisure is a motivator in bringing people to physical activity and keeping them involved, and support networks are also key in motivating and facilitating individuals to partake. Leisure

What, if anything, would encourage/enable you to participate, or participate more regularly, in an active leisure pursuit? Respondents who don't participate in active leisure more than twice a week (All cases)

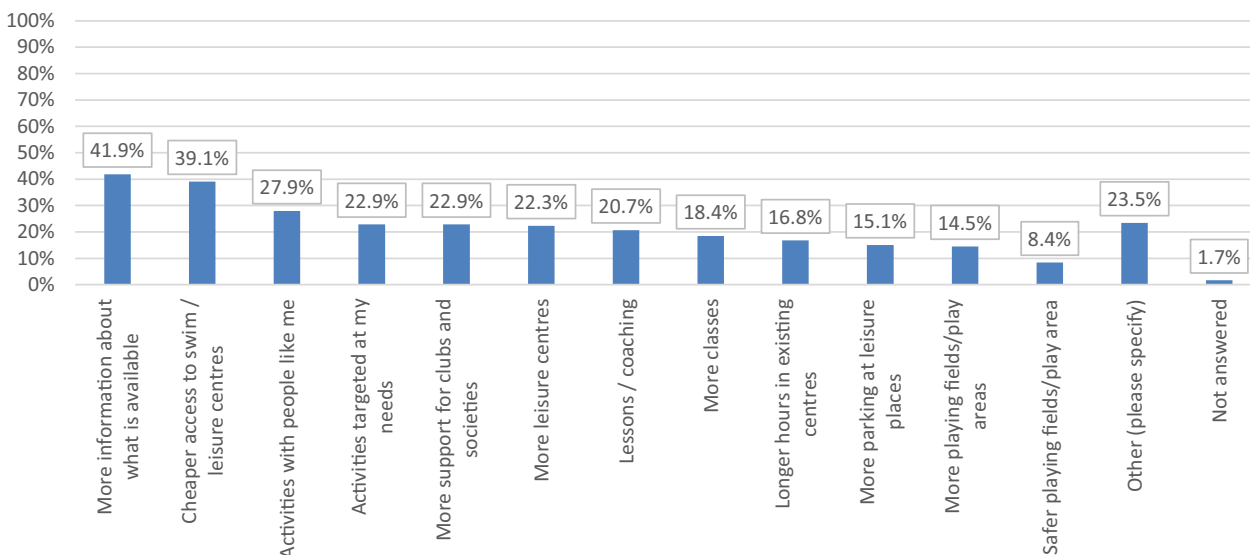


Figure 7 Potential Triggers to increase participation (Source: WBC 'What's Your Leisure?' survey 2021)

opportunities need to be flexible and tailored to different audiences and a more specific approach to meet the needs of a particular group can make active leisure fully inclusive. A 'one size fits all' does not necessarily work.

These findings demonstrate that, often, the barriers to active leisure are similar for everyone, regardless of their gender, ethnicity, disability or socioeconomic group; everybody wants to feel welcome and that they fit in and are comfortable in their environment. What differs is what provides these assurances and, through this Strategy, we will explore the facilitators and barriers to being active, to understand what is required in order to make everyone feel welcome and motivated to engage in active leisure. This is particularly important as we work to recover from Covid.

We also wish to encourage people to maintain higher levels of activity throughout their lives. The type and intensity of activity, the timing, and even accessibility will change through age, health and life-stage changes and it is important that the classes, facilities and communication reflect these needs, and that opportunities are clearly signposted as needs change. We can address many of these issues directly in respect to our leisure centres, through the structuring of the new Leisure Management Contract, or by signposting information to residents.

We have also developed opportunities for social prescribing, through engagement with Healthcare Professionals (HCPs) and partners and we can widen and further develop these partnerships to increase the range and accessibility of activities to drive up participation.

With rising demand, we can protect and enhance the range of tailored leisure opportunities delivered in our leisure centres for those groups with specific needs, who may need additional support, e.g. people with learning disabilities and those with conditions such as diabetes, or those recovering or living with cancer. We should also ensure continued provision for those in the community who, due to health or age, may be at risk of falling by ensuring that we have opportunities for these individuals to improve strength and balance, we can reduce negative health outcomes such as fractures from falls or social isolation from

lack of confidence. As some activities may also be addressed in the Cultural Heritage Strategy, we will ensure that our approach is consistent.

5.2 Facilitate access to a network of modern and sustainable indoor sports and leisure facilities;

Although West Berkshire Council has a good range of leisure centres appropriately located throughout the District, the most modern facilities are now 25 years old and have significantly outlasted their expected lifecycle. Improvements have been made, as lifecycle replacement of plant and equipment has been required, and when opportunities have presented themselves, but challenges still remain to provide an estate which meets modern expectations. Similarly, much of the supporting infrastructure (e.g. pool plant, heating systems, air handling units) is ageing and not all areas meet requirements under equality legislation.

The facilities are less energy efficient than those of a more modern design and would need to be re-engineered to be more environmentally friendly and reduce their carbon footprint.

Data analysis of need suggests that we have leisure centres in the right location, with the possible exception of the Cotswold Centre in Tilehurst. However, customer survey feedback highlights concerns over conditions of the facilities, particularly cleanliness and the state of the building fabric.

Since the centres were designed, customer requirements have changed, with a general move away from traditional sports and activities. This is coupled with a growing awareness of the needs of specific targeted audiences e.g. different requirements for children as opposed to older people, and especially the needs of people living with disabilities.

In exploring the case for investment in facilities, Sport England has been commissioned to run the Facilities Planning Model in relation to West Berkshire – this has ascertained the current demand for leisure facilities and how this may change with projected population growth, demographic change and housing development up to 2037. The results will be



used to inform planning for new or refurbished facilities ensuring that West Berkshire maintains modern, accessible facilities moving forward.

It is important to recognise that the 'network of leisure centres' extends beyond West Berkshire Council facilities. We should be open to exploring options to work with private sector providers and neighbouring authorities such as Reading and South Oxfordshire, where this may best meet the needs of residents.

5.3 Improve the quality, accessibility and awareness of outdoor sports facilities and play areas;

Leisure is diverse in its form and so are the locations in which it is undertaken. In addition to reviewing the formal leisure offering in West Berkshire, through the new Leisure Management Contract, it is crucial that opportunities for formal and informal recreation, utilising outdoor facilities, parks and play areas,

are reviewed to ensure they are good quality, accessible and that the public is aware of their existence.

As already noted, in 2019, supply and demand analysis for formal sports pitches in West Berkshire was developed through the [Playing Pitch Strategy \(PPS\)](#),³³ which assessed the existing position and need projected through to 2037. The PPS helps support the planning process and provides key information to protect and expand the provision of pitches in the District, as residential developments proceed in line with the Local Plan.

The key findings were that there was a specific shortfall in relation to 3G artificial turf pitches and also grass pitches with secure access for community clubs and organisations. The PPS has been signed off by West Berkshire Council, Sport England and the governing bodies of football, rugby union, cricket and hockey.

Through the PPS, the Council engages with, and delivers support for, the many sports clubs across the District which provide a range of opportunities for all ages and levels of skill to engage in team sports, and we would encourage the adoption of its recommendations, as far as possible, as these are aligned with our leisure objectives.

Parish and town councils provide a range of spaces available for active outdoor recreation, with most villages having open space, play grounds, and pitches. These are a vital resource and the Council will consider how it can best support the provision and development of these with local communities.

There is also need to create 'safe spaces'; well-lit and well-designed parks with safe access routes where people can exercise and play without feeling at risk. Access for the disabled has improved, but more can be done to ensure equality of access to parks and open space.

There is a need to reinforce the public's awareness of the facilities on offer in West Berkshire, and to maintain that in the long-

term. A structured long-term Communications campaign should be delivered as part of the Strategy.

5.4 Measurably enhance access to, and utilisation of greenspace and bluespace, through improving accessibility to open water, waterways, parks, commons and Public Rights of Way;

A recent [RSPB study](#)³⁴ revealed that use of the outdoors increased substantially over the periods of lockdown, far exceeding that expected under normal conditions. This trend has led to speculation that the Covid lockdowns have precipitated widespread 're-engagement' with outdoor recreation and is, perhaps, evidence of a structural shift in preferences for greenspaces.

To help people make the most of greenspace, they need to have the opportunity to use it, feel they have the capability to do so, and see a benefit to their lives. This may be through specific initiatives, which support more active lifestyles and enrich experiences, or simply by normalising greenspace within the community.



Well-designed greenspace will appeal to different groups. It must be inclusive and accommodate people with a range of needs, offering opportunities for play, relaxation, social interaction and stimulation.

We must also ensure that the [Local Cycling and Walking Infrastructure Plan](#)³⁵ reflects the importance of active leisure, and we will work with colleagues to make sure this Plan explicitly supports our leisure goals, by considering enhanced accessibility to urban green space, countryside and leisure facilities, as a core aim.

There are a number of open spaces within the District, with trails for walking, running and cycling. We should be actively exploring, with voluntary organisations and town and parish councils, what further facilities and activities, such as outdoor gyms, 'boot camps', children's trails etc., could be developed, ensuring the needs of those with disabilities are explicitly considered.

There is no better time to mark the ongoing Covid recovery process by reevaluating recreational provision in our parks and open spaces.

5.5 Further develop partnerships (with town and parish councils, sport governing bodies, health organisations and the voluntary sector), with an emphasis on actively encouraging volunteering.

The Council recognises that, often, its role is to work with, and through, local organisations and individuals to maximise the impact of programmes on the local community. There are many opportunities to tap into the enthusiasm, experience and knowledge of local communities and individual volunteers to encourage wider participation.

In some cases, the role of the Council may be as simple as signposting organisations to alternative funding sources and assisting groups in accessing grants from charities and sporting bodies. The Council is licensed for Grantfinder, a database for funding sources for charities and community needs. There is an opportunity to build on this through a role that proactively seeks, and supports the sourcing, of funding.

Whilst it is appropriate that the Council leads on major development programmes such as upgrading the leisure centres and building the Newbury Sports Hub, we should be encouraging others to develop and lead additional facilities and activities, especially where these support and focus on under-represented groups, and on increasing participation e.g. Park Runs. There is then a communication role for the Council in the provision of information services so that residents can be signposted to what is available locally.

The redevelopment of the Waterside centre in Newbury with a modern climbing wall is the type of facility where joint working (in this case with [Berkshire Youth](#)²⁵) could open up access that could excite interest in a new activity. Similarly the watersports provided by Berkshire Youth offer a model that could be expanded in West Berkshire, given the significant amount of accessible waterways and lakes.

As part of the ['Build Back Better'](#)¹³ Health and Social Care Plan, there may be a case to reassess the function and funding level of the ['Let's Get Active'](#)²³ fund, Parish Plans and Members' Grants. The voluntary and community sector participants in the GBA analysis, expressed an interest in further developing targeted programmes, which would benefit from additional funding and support, and potentially be more expressly integrated into the West Berkshire Council and Health offerings for certain groups. Partners with a specific outdoor/exercise focus such as the Ramblers Association and the Bucks, Berks and Oxon Wildlife Trust should also be actively engaged.

The role of volunteers is fundamental to the provision of many of the active leisure opportunities within the District, and the Council may wish to explore whether there is any benefit in developing a pool of volunteers who are trained and experienced to support local initiatives.

6. Our Objectives

To deliver this vision, we have chosen to focus our resources on the areas in which we believe we can make the most positive contribution to the overall health of our community.

The challenge for us, like many organisations, is to ensure that our approach is both representative of the majority and inclusive of those who have traditionally been under-represented in terms of participation. This strategy has been informed by feedback from the public, including seldom heard groups, and we would hope to work in partnership with these groups to deliver this strategy. These strategic objectives will help shape our thinking and the delivery plan will show how, in practical terms, we can turn that thinking into action.

1. Increase participation for all, with an emphasis on those less physically active, and maintain improved activity levels throughout lives:

- 1.1. Significantly increase the provision of activities targeted at the less physically active, with a strong emphasis on activities for 'people like me';
- 1.2. Increase the provision of targeted activities for individuals with challenges resulting from health issues or disabilities, through active collaboration with health and voluntary sector partners;
- 1.3. Work across the Council to improve use and accessibility of leisure activities, facilities and greenspace;
- 1.4. Develop low/no cost activity options for low-income individuals and families;
- 1.5. Ensure the provision of leisure opportunities responds creatively to evolving demand;
- 1.6. Create a communication strategy to raise awareness of the benefits and local availability of physical activity opportunities.



2. Facilitate access to a network of modern and sustainable indoor sports and leisure facilities:

- 2.1 Through the Leisure Management Contract, operate a network of attractive, well-run and vibrant leisure centres focussed on delivering a great user experience;
- 2.2. Deliver an infrastructure improvement plan, giving consideration to significant changes in the network of facilities including consolidation, new delivery models and co-location of Council services and those of community partners;
- 2.3. Improve physical access to leisure facilities for people with health or disability needs;
- 2.4. Invest to reduce the carbon footprint of current facilities, with a focus on smart technologies;
- 2.5. Ensure that access to facilities takes account of opportunities provided by the private sector and neighbouring authorities.



3. Improve the quality, accessibility and awareness of outdoor sports facilities and play areas:

- 3.1. Deliver the recommendations of the Playing Pitch Strategy;
- 3.2. Pro-actively engage with town and parish councils to create a District-wide long-term development plan for local facilities, underpinned by appropriate resource support from the Council;
- 3.3. Improve physical access to outdoor sports facilities and play areas for people with health or disability needs;
- 3.4. Work with voluntary and private sector organisations to increase awareness and utilisation of sports facilities, parks and open spaces in a sustainable way.



4. Measurably enhance access to, and utilisation of greenspace and bluespace, through improving accessibility and awareness of open water, waterways, parks, commons and Public Rights of Way:

- 4.1. Explore new and additional leisure activity options where there is a clear demand;
- 4.2. Work with partners and residents to develop and deliver a programme of work to make our parks 'safe spaces' for all users;
- 4.3. Invest in improving accessibility to greenspace through provision of safe routes and facilities for disabled access;
- 4.4. Improve the provision of facilities for young people in parks and open spaces, considering both physical and social needs;
- 4.5. Ensure the recommendations of the Environment Strategy and the Rights of Way Improvement Plan, related to activity, are supported and adopted.



5. Further develop partnerships (with town and parish councils, sport governing bodies, health organisations and the voluntary sector), with an emphasis on actively encouraging volunteering:

- 5.1. Engage with partners across the voluntary and private sector to improve the level of co-ordinated services delivery;
- 5.2. Engage with health organisations to enhance accessibility to services via social and health prescribing opportunities;
- 5.3. Co-create a 'volunteering network strategy' with voluntary and community groups to increase the level of volunteering in support of physical activity;
- 5.4. Invest in provision of advice and support for voluntary groups, with a focus on access to funding;
- 5.5. Develop a focussed programme to engage with target groups, particularly children and young people, to co-create plans that address their leisure aspirations and needs;
- 5.6. Work with partners to reduce their cost and access issues for Council facilities.



7. Delivery, Monitoring and Resourcing of this Strategy

On agreement of this Strategy, a Delivery Plan will be developed to outline the projects and actions required to fulfil the aims and objectives of the Strategy. These projects will be incorporated into the Culture and Leisure Programme and their adoption and progress will be monitored and governed by the Culture and Leisure Programme Board.

Specific measures of success and performance indicators will be established through the Delivery Plan, and its projects, but the following data will be used to measure the overarching success of the Strategy:

- Active Lives data
- Leisure Centre data
- Leisure Centre surveys

Funding for the Council's Leisure Services supports works to create or enhance leisure assets which will provide long term benefit to residents (capital expenditure), or to meet day to day operational (revenue) costs of the Council's leisure provision.

Expenditure is funded either directly by the Council, through council tax or use of reserves, or derived from external sources. The Council may also borrow in support of capital works.

Sources of external funding include:

S106 Developer Contributions

Under Section 106 of the Town and County Planning Act 1990, as amended, contributions can be sought from developers towards the capital costs of providing community and social infrastructure, the need for which has arisen as a result of a new development taking place.

Community Infrastructure Levy

Community Infrastructure Levy (CIL) is a levy charged on most new development within an authority's area. The money is used to pay for new infrastructure supporting the development of an area by funding the provision, replacement, operation or maintenance of the infrastructure.

Grant or other third party funding

The Council may receive grants from Government or other sources, which may be given in support of either revenue and/ or capital costs. This includes contributions received from bodies such as Sport England or other third parties. Any such contributions received will be applied to support leisure activities in accordance with any conditions or restrictions.

8. Conclusions

There are many benefits to being physically active and we have set ourselves the challenge of doing everything we can to increase participation in active leisure, within the District, by developing the opportunities for people to enjoy our local leisure offering. We particularly want to support those people that are not currently active to improve their activity levels.

The Covid pandemic has reminded us of how important it is to sustain good mental and physical health, and that this can be supported through a more active lifestyle.

We will deliver ambitious plans to develop the leisure offering and revitalise local facilities, in a sustainable way, and co-ordinate a wide range of projects which will serve West Berkshire well.

West Berkshire is a great place to be if you want to be active, and we wish to make the most of the opportunities that our natural environment offers.

This work will require considerable effort to understand the local demands, finding ways to work with a range of partners and ensure that all investment is made with our vision and strategic objectives in mind. We will work to ensure our District's offering is more inclusive than ever before and that everyone in West Berkshire is given the opportunity to thrive.

9. References

In this Leisure Strategy 2022-2032, we lay out our aspirations for Leisure within West Berkshire, in order to enable local people to be more physically active in the community, and to experience the resulting health benefits. Below are the links to other documents and data sources that present evidence for the Strategy:

1. West Berkshire 2036 Vision - [West Berkshire Council - Strategies, Policies, and Plans](#) - Information
2. West Berkshire Council Strategy 2019-2023 - [West Berkshire Council - Strategies, Policies, and Plans](#) - Information
3. West Berkshire Council Covid-19 Recovery and Renewal Strategy - [West Berkshire Council - Strategies, Policies, and Plans](#) - Information
4. West Berkshire Council Public Rights of Way Improvement Plan [West Berkshire Council - Strategies, Policies, and Plans](#) - Information
5. West Berkshire Council – ‘[What’s Your Leisure?](#)’ survey report
6. Get Berkshire Active - [Get Berkshire Active – GBA Strategic Intent 2021-2026](#)
7. Get Berkshire Active – ‘[What’s Your Leisure?](#)’ workshop report
8. NHS - Physical Activity Guidelines for Adults - [Exercise - NHS \(www.nhs.uk\)](#)
9. GOV.UK - Physical activity guidelines: infographics - [Physical activity guidelines: infographics - GOV.UK \(www.gov.uk\)](#)
10. Public Health England – now Office for Health Improvements and Disparities
11. Everybody Active Every Day - [Everybody active, every day: framework for physical activity - GOV.UK \(www.gov.uk\)](#)
12. Sport England - [Uniting the Movement Uniting the Movement | Sport England](#)
13. Build Back Better - <https://www.gov.uk/government/publications/build-back-better-our-plan-for-growth>
14. [Health and Wellbeing Boards \(HWBs\) for Reading, West Berkshire and Wokingham \(Berkshire West\)](#)
15. Berkshire West Joint Health & Wellbeing Strategy - <https://www.berkshirewestccg.nhs.uk/get-involved/joint-health-wellbeing-strategy-for-berkshire-west/>
16. Berkshire West Integrated Care Partnership - [Berkshire West Integrated Care Partnership \(ICP\) | Berkshire West Clinical Commissioning Group \(berkshirewestccg.nhs.uk\)](#)
17. ONS Health and Disability index - [West berkshire - Deprivation - UTLA | West Berkshire | InstantAtlas Reports \(berkshireobservatory.co.uk\)](#)
18. Fingertips (2020) [Public Health Profiles - PHE](#)
19. ‘Adults’ defined as residents of West Berkshire over the age of 16.
20. Calculated from population data available through the Berkshire Observatory [West Berkshire - Population - UTLA | West Berkshire | InstantAtlas Reports \(berkshireobservatory.co.uk\)](#)

21. Sport England - [Active Lives data for West Berkshire https://activelives.sportengland.org](https://activelives.sportengland.org)
22. Sport England - [Active Places Power - Active Places Power](#)
23. Greenham Common Trust and West Berkshire Council – [Let's Get Active Fund https://info.westberks.gov.uk/article/36079/Lets-Get-Active-Fund](https://info.westberks.gov.uk/article/36079/Lets-Get-Active-Fund)
24. Newbury Weekly News - <https://www.newburytoday.co.uk/news/250k-boost-for-waterside-centre-project-9203071/>
25. Berkshire Youth - <https://www.berkshireyouth.co.uk>
26. Adventure Dolphin - [Adventure Dolphin – Experience a Sense of Adventure](#)
27. West Berkshire Council - [Activity for Health - Exercise Programmes - Information](#)
28. Walking for Health - [Walking for Health | Home](#)
29. West Berkshire Council Cultural Heritage Strategy - [West Berkshire Council - Strategies, Policies, and Plans](#) - Information
30. West Berkshire Council Environment Strategy 2020-2030 - [West Berkshire Council - Strategies, Policies, and Plans](#) - Information
31. West Berkshire Council Economic Development Strategy 2020-2023 - [West Berkshire Council - Strategies, Policies, and Plans](#) - Information
32. West Berkshire Joint Health and Wellbeing Strategy 2021-2031 - [West Berkshire Council - Strategies, Policies, and Plans](#) - Information
33. West Berkshire Council Playing Pitch Strategy - [West Berkshire Council - Strategies, Policies, and Plans](#) - Information
34. Royal Society for the Protection of Birds – [Recovering Together 2020 - recovering-together-report-nature-and-green-recovery_rspbyougov_june-2020.pdf](#)
35. West Berkshire Council Local Cycling and Walking Infrastructure Plan - [West Berkshire Council - Strategies, Policies, and Plans](#) - Information
36. Greenspace is defined as parks, gardens, playing fields, children's play areas, woods and other natural areas, grassed areas, cemeteries and allotments, green corridors like paths, disused railway lines, rivers and canals.
37. Bluespace is defined as all areas dominated by surface waterbodies and water courses.
38. Office of National Statistics - [Subnational population projections for England: 2018-based https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationprojections/bulletins/subnationalpopulationprojectionsforengland/2018based](https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationprojections/bulletins/subnationalpopulationprojectionsforengland/2018based)

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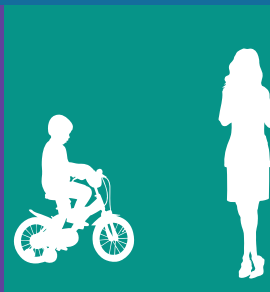
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WBC/C&W/JT/0322

Leisure Strategy 2022-32

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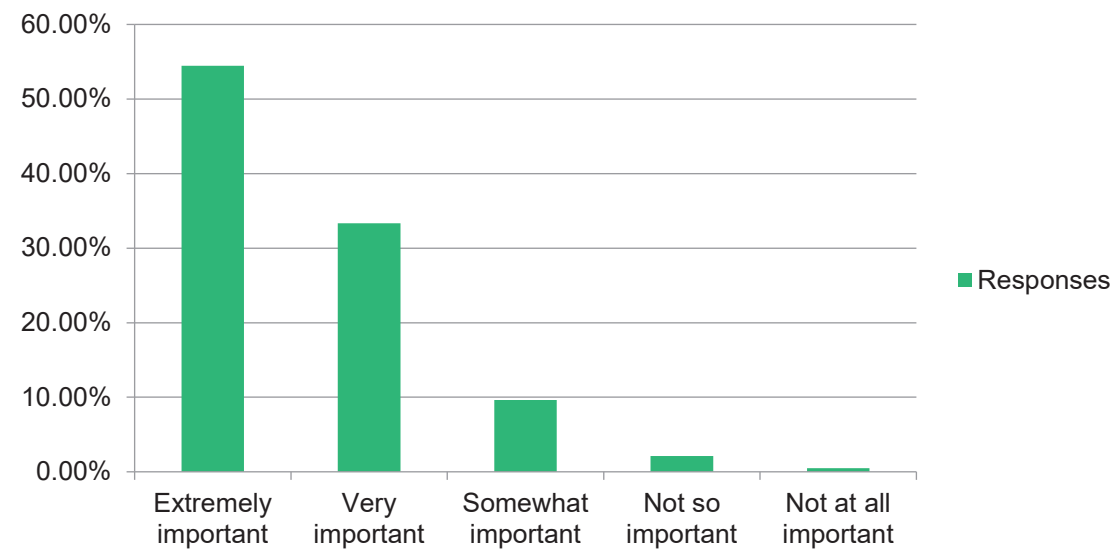
Appendix 1 - Data

1.1 What's Your Leisure Data

Please note that Questions 7, 10, 11, 12, 13 and 14 had free text responses so cannot be graphed. The data in this appendix can be accessed at <https://info.westberks.gov.uk/whatsyourleisure>

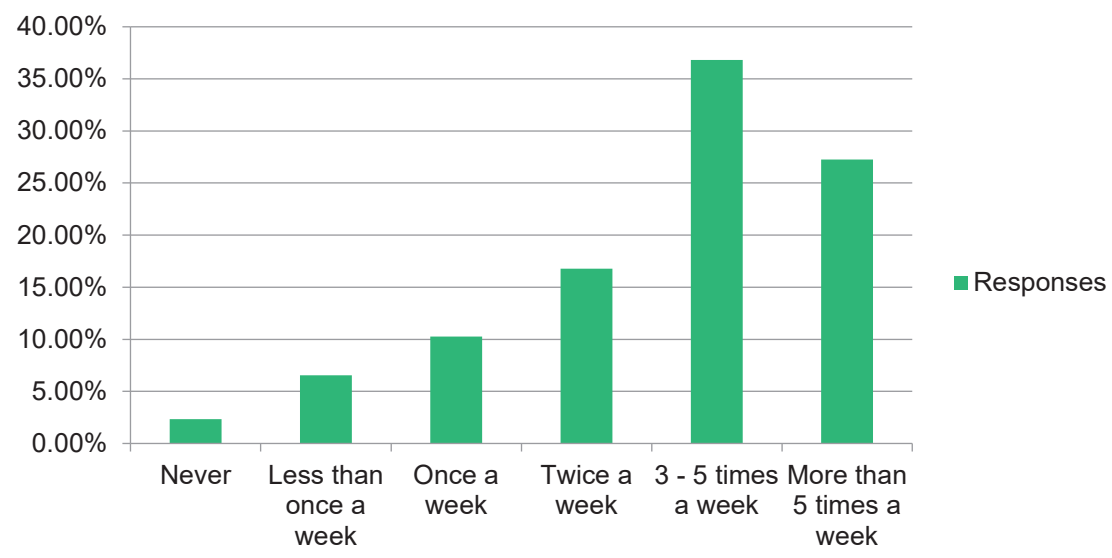
Question 1

How important is active leisure to your health and wellbeing?



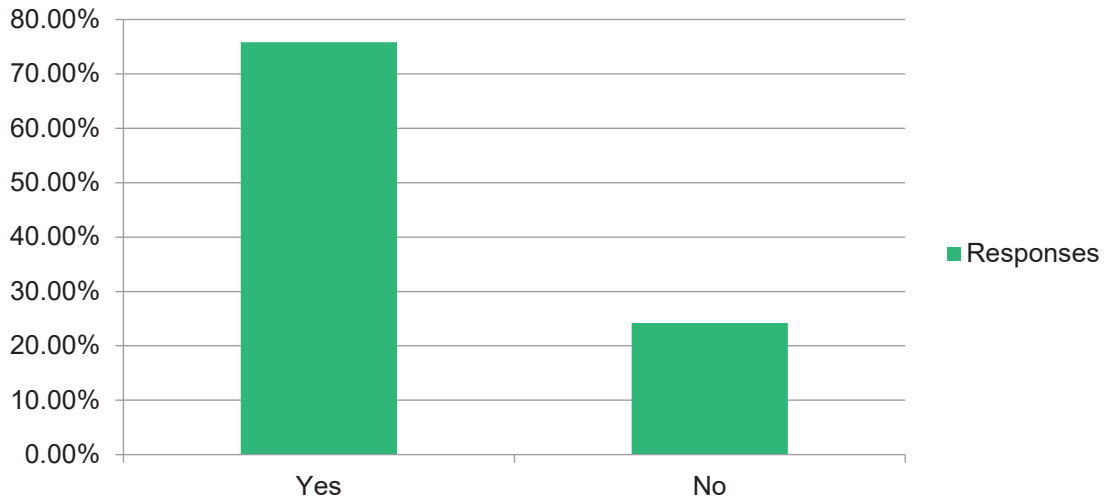
Question 2

How frequently do you participate in an active leisure pursuit for at least 30 minutes?



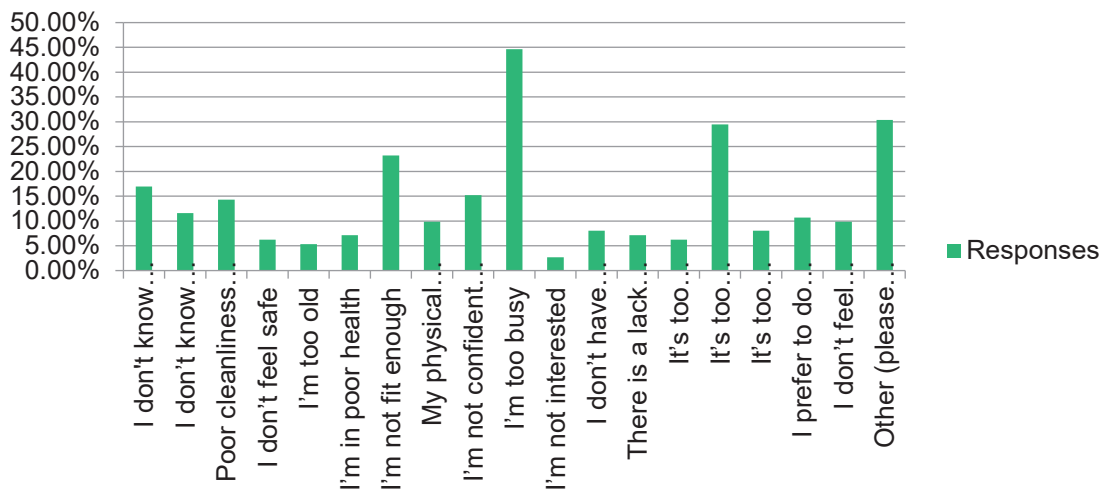
Question 3

Is there anything that prevents you from participating, or participating more regularly, in an active leisure pursuit?



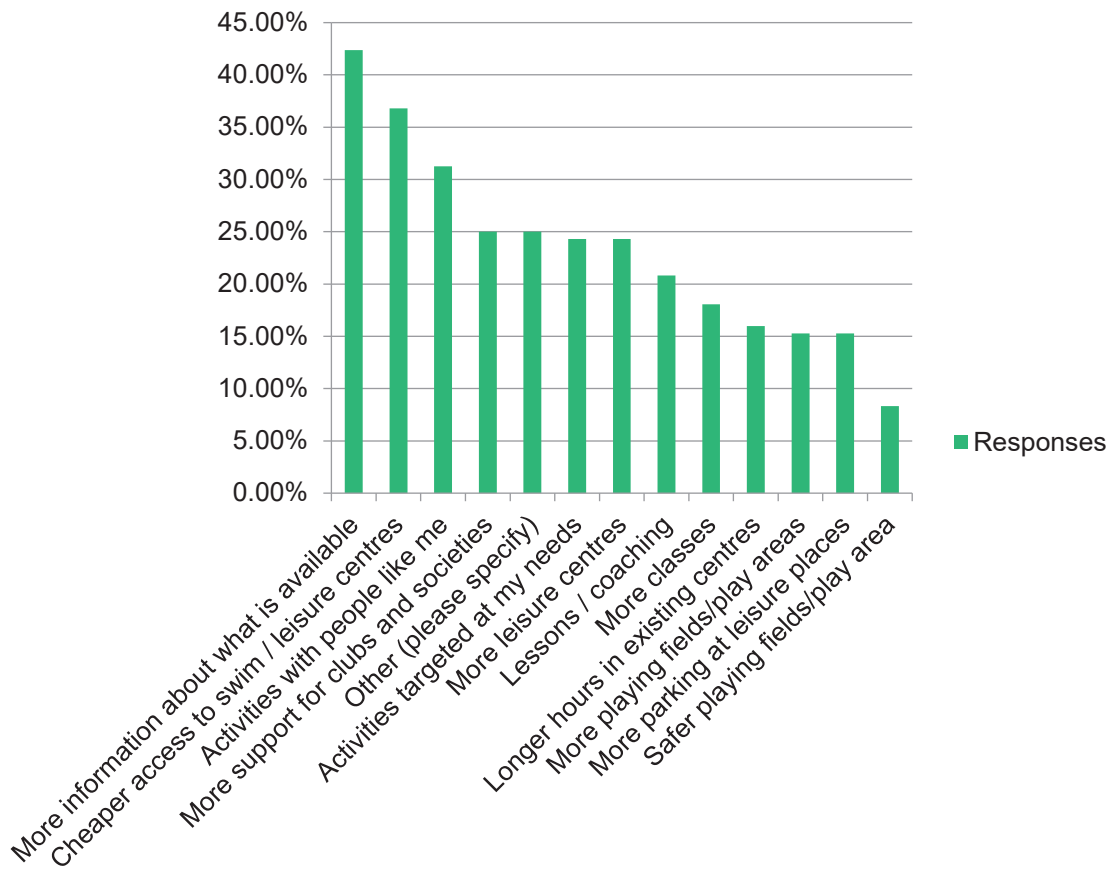
Question 4

What prevents you from participating, or participating more regularly, in an active leisure pursuit? Please select your top five.



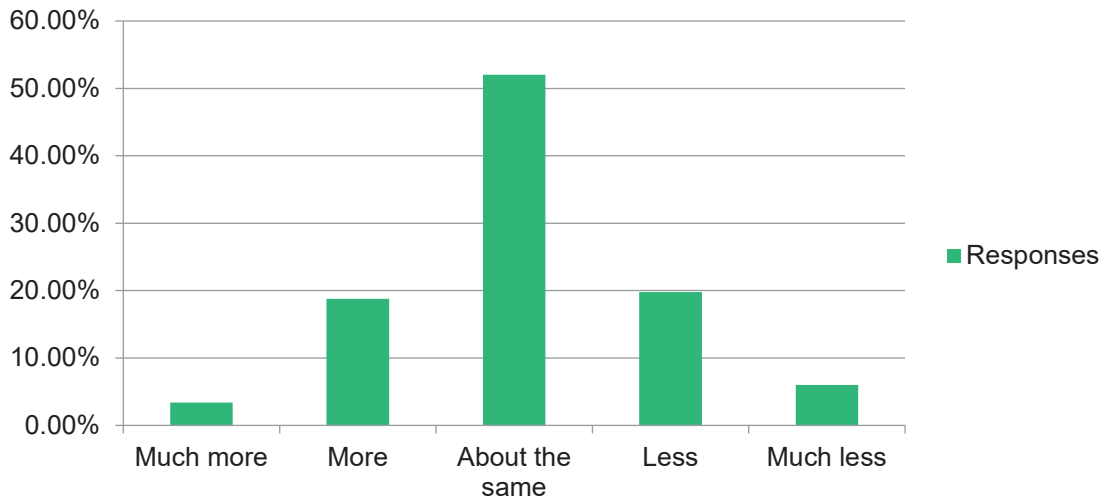
Question 5

What, if anything, would encourage/enable you to participate, or participate more regularly, in an active leisure pursuit? Please select your top five.



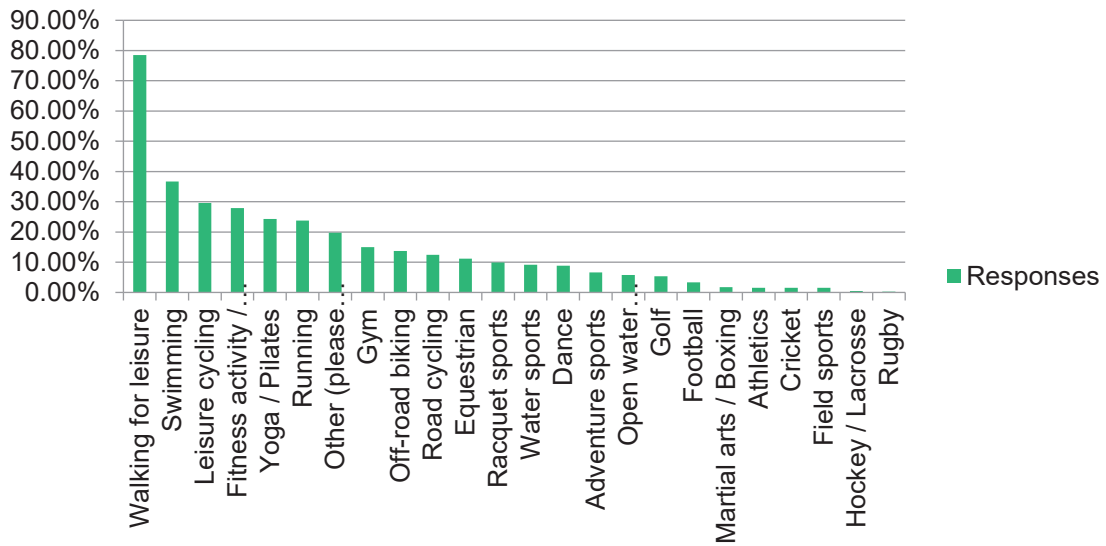
Question 6

How does your current level of participation in active leisure compare to before the Covid pandemic (pre March 2020)?



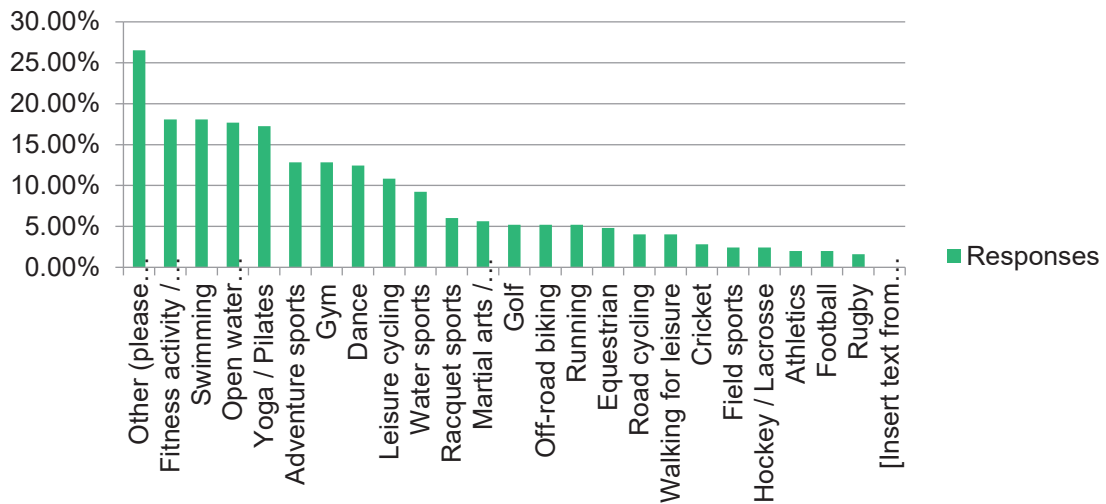
Question 8

What types of active leisure pursuits do you participate in? Please select all that apply.



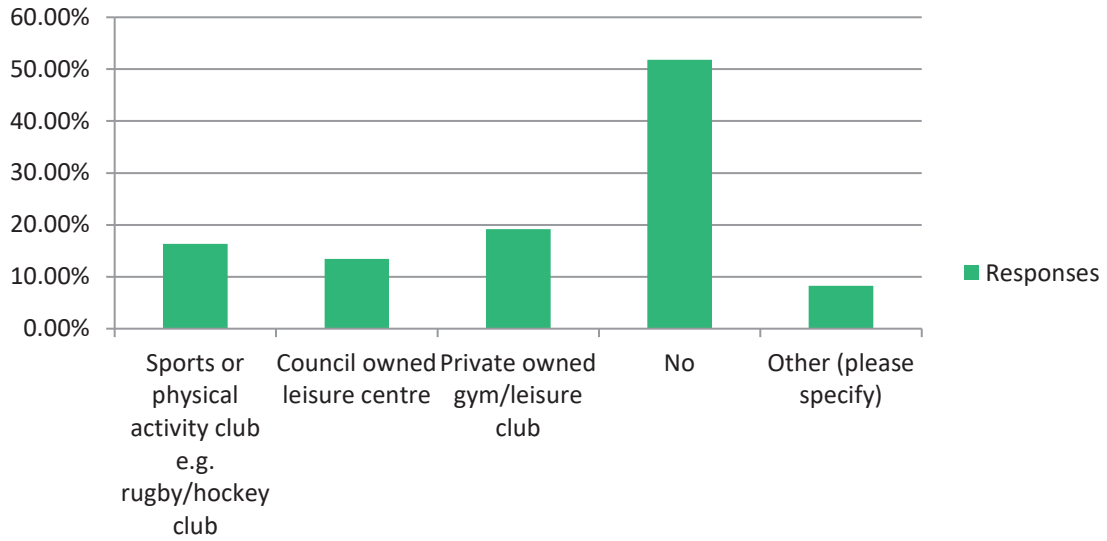
Question 9

Are there any types of active leisure pursuits that you would like to do, but don't/can't at the moment? Please select all that apply.



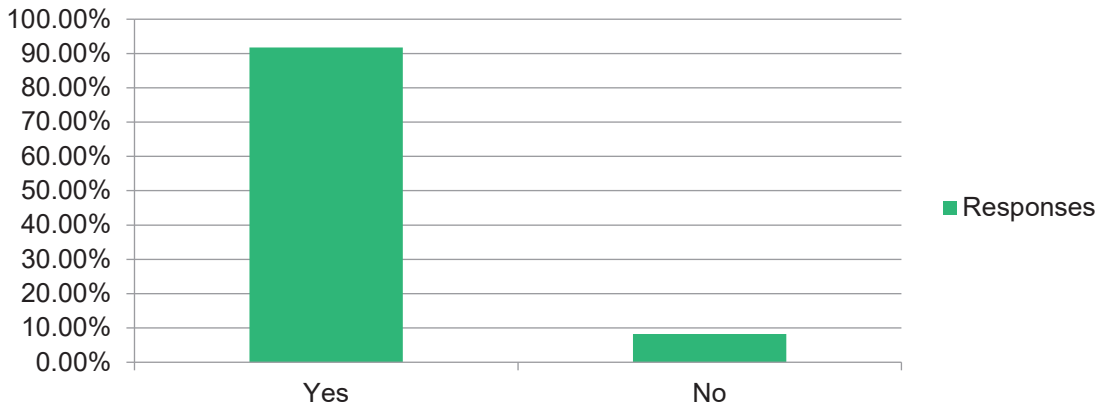
Question 10

Are you a member of a sports club, leisure centre or gym? Please select all that apply



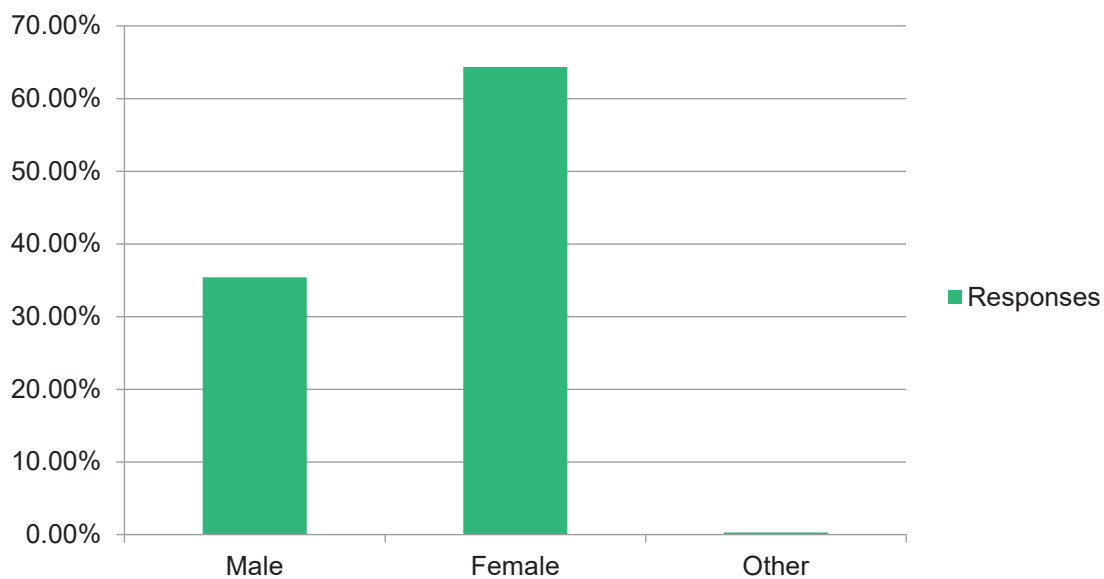
Question 15

I consent to the council collecting and processing special category data according to the purposes outlined in its privacy notice.



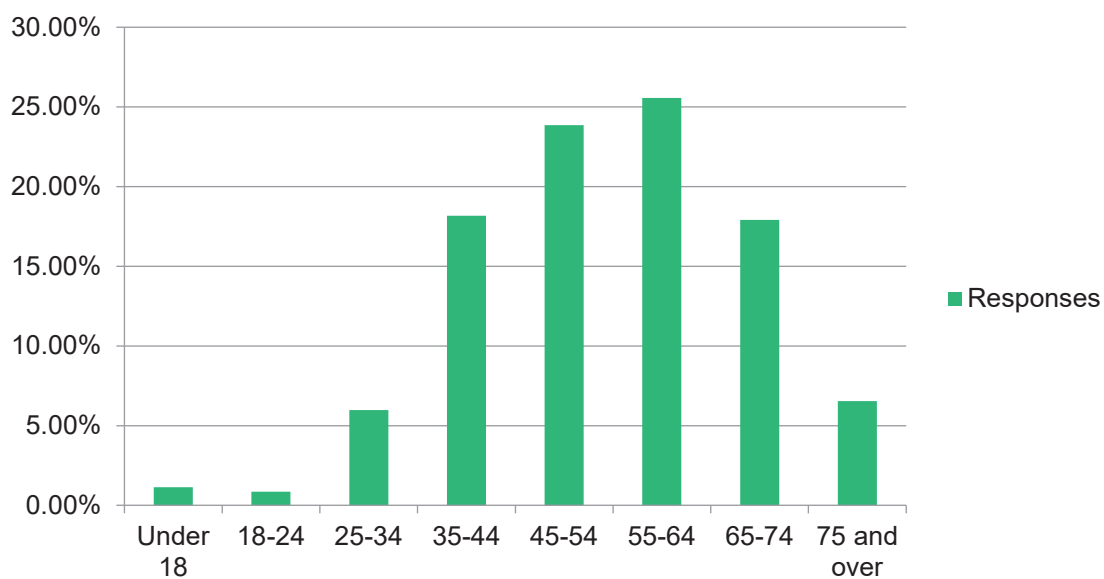
Question 16

What is your gender?



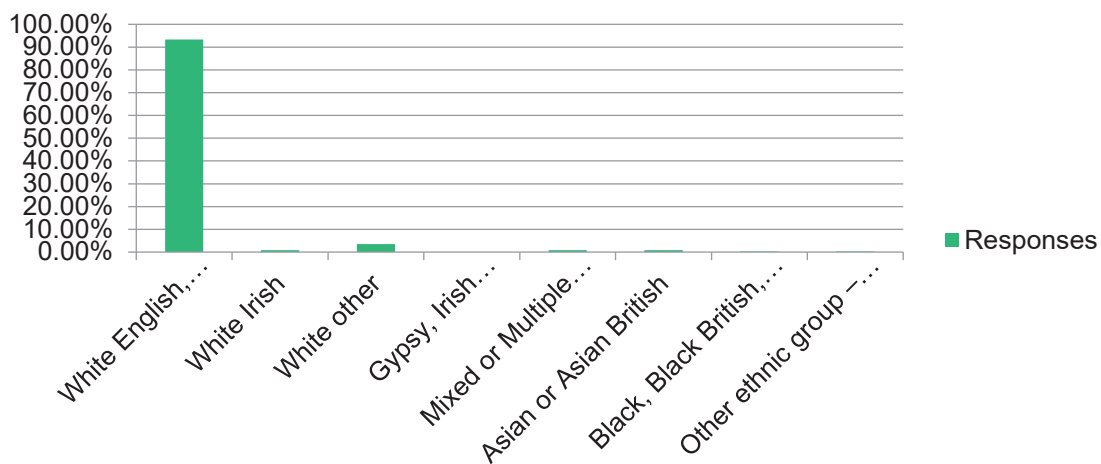
Question 17

How old are you?



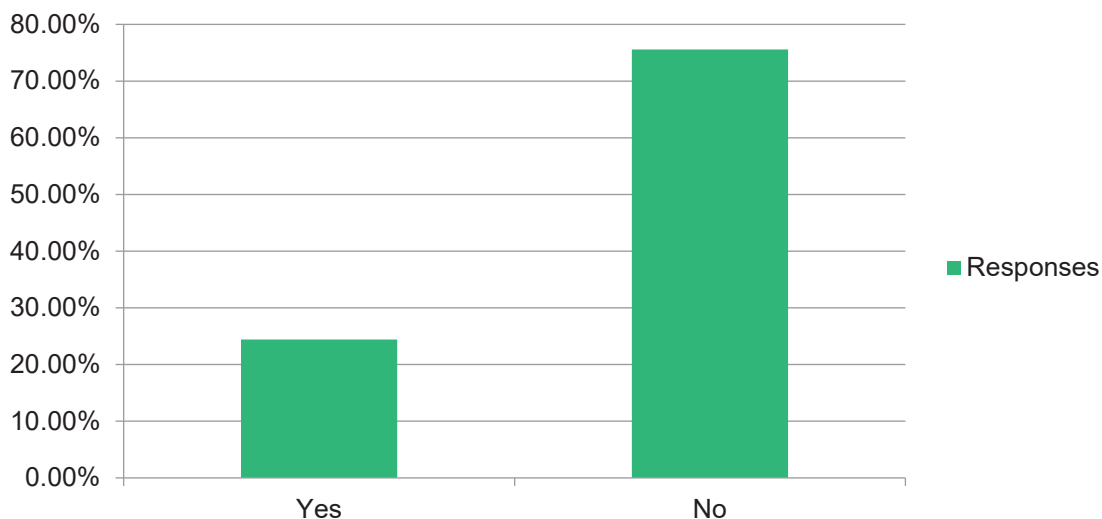
Question 18

What is your ethnic group? Categories are based on those asked at the Census 2021



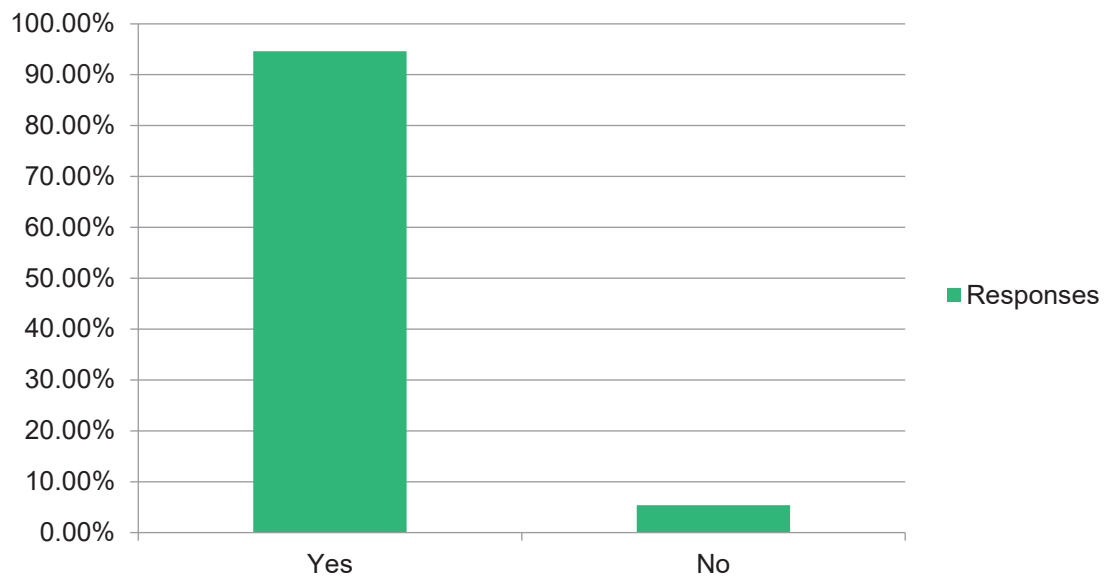
Question 19

Do you have a disability, long-term illness, or health condition?



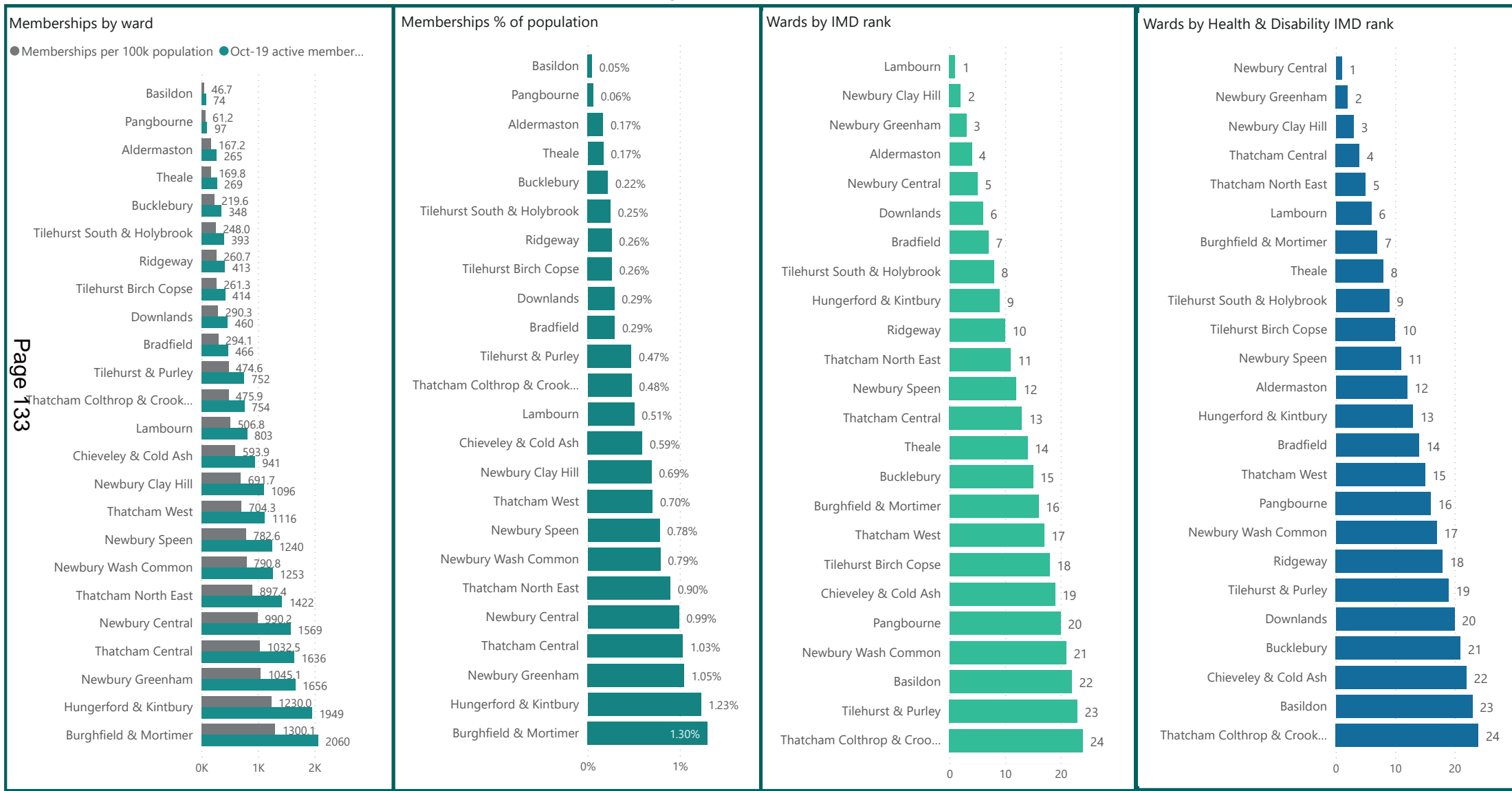
Question 20

Do you live in West Berkshire?



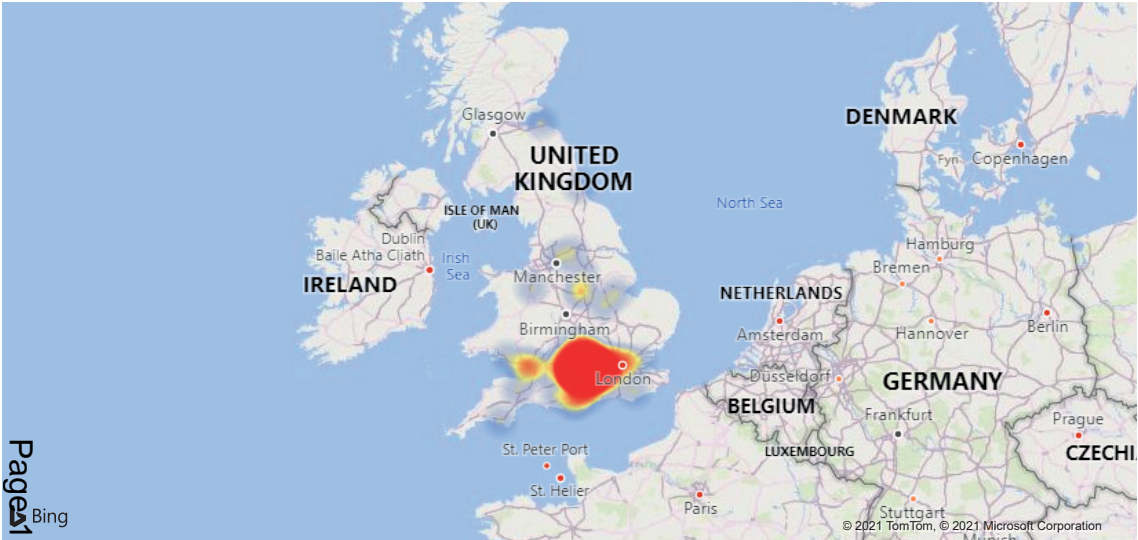
1.2 Data from West Berkshire Council Leisure Centres Membership, Activity logs and Customer Survey

West Berkshire leisure centre membership analysis - Accurate as of Oct-19



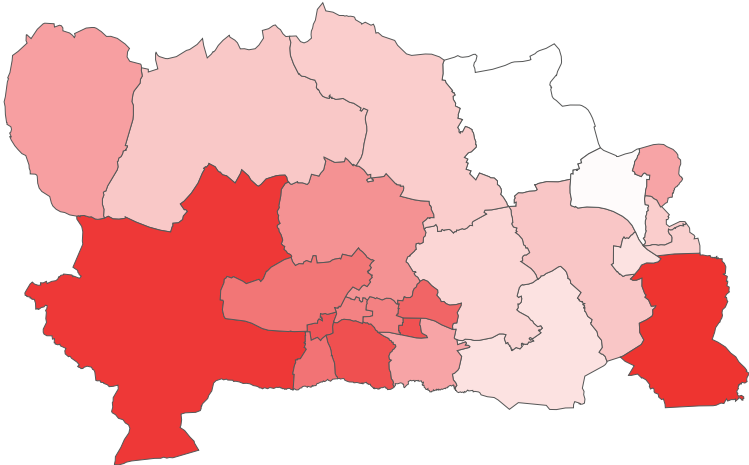
West Berkshire leisure centre membership analysis - Accurate as of Oct-19

Memberships by member post code

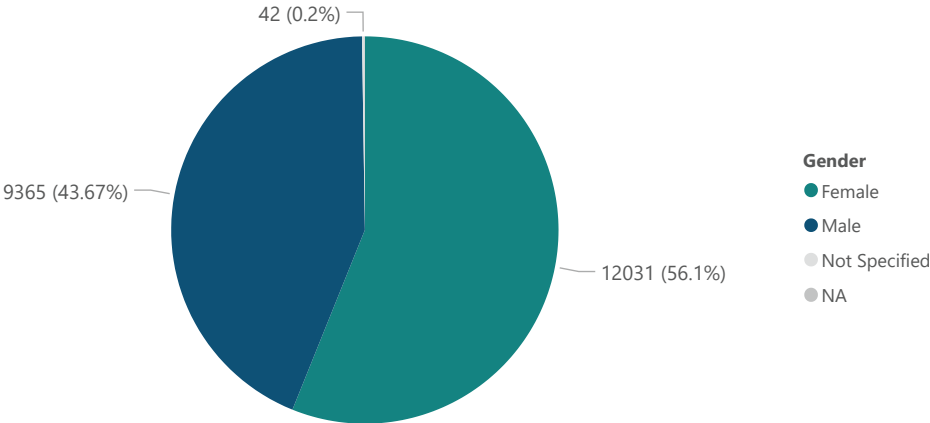


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Memberships by member post code

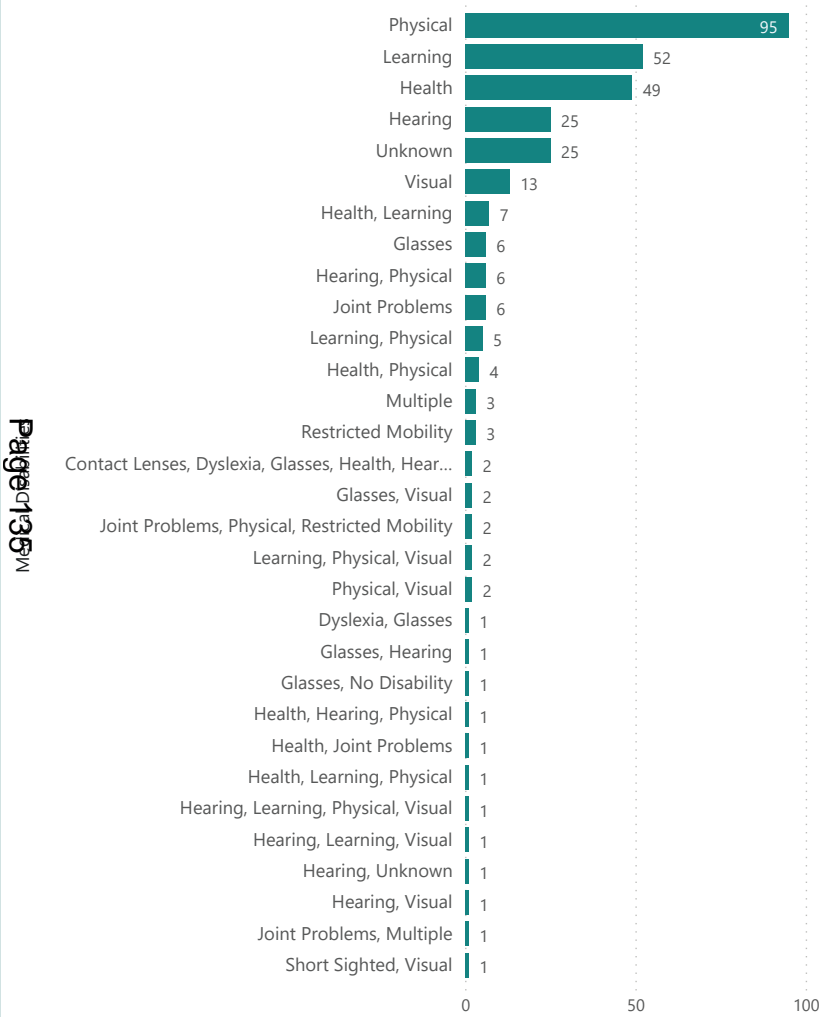


Oct-19 active memberships by Gender

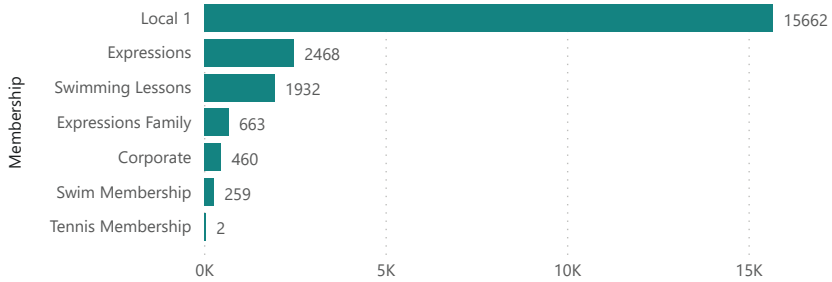


West Berkshire leisure centre membership analysis

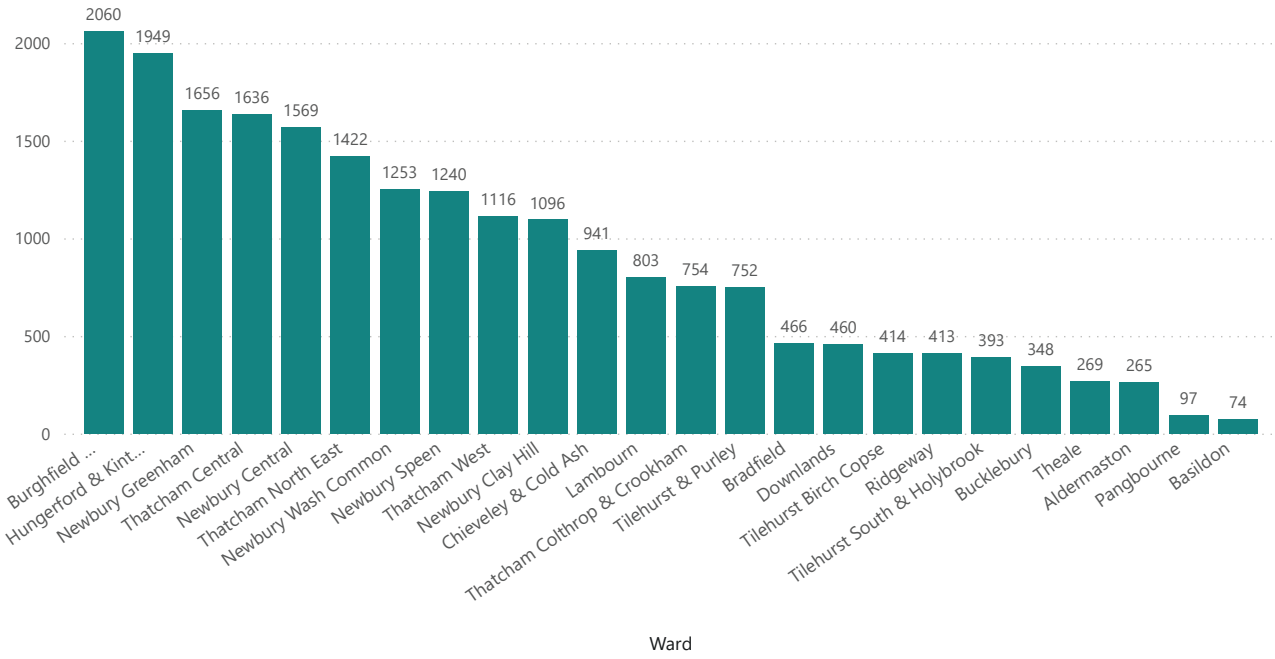
Members with disabilities recorded



Memberships by type of membership



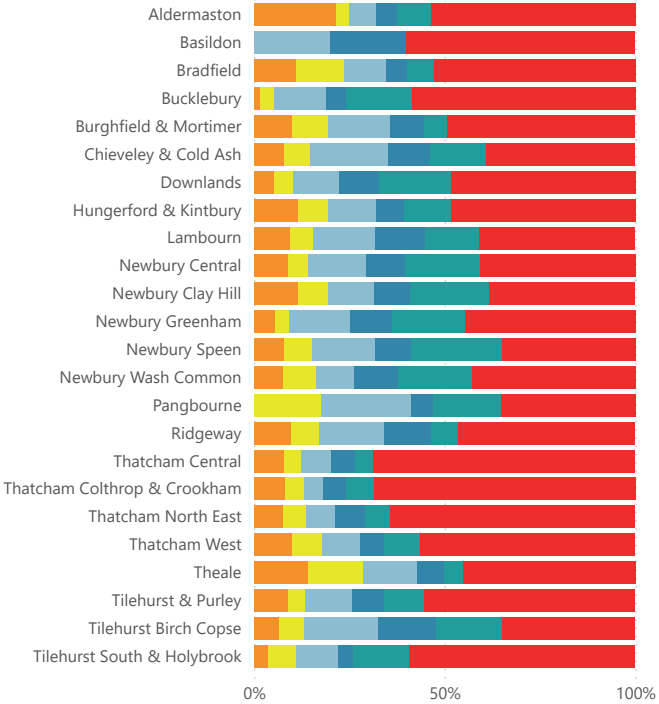
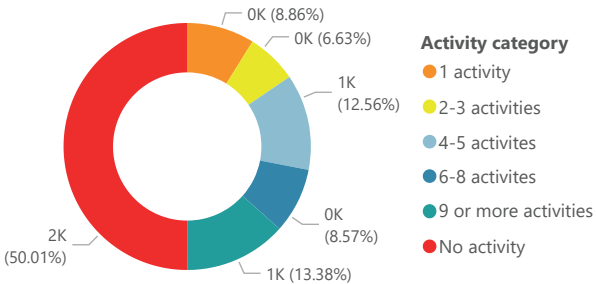
Memberships by member ward



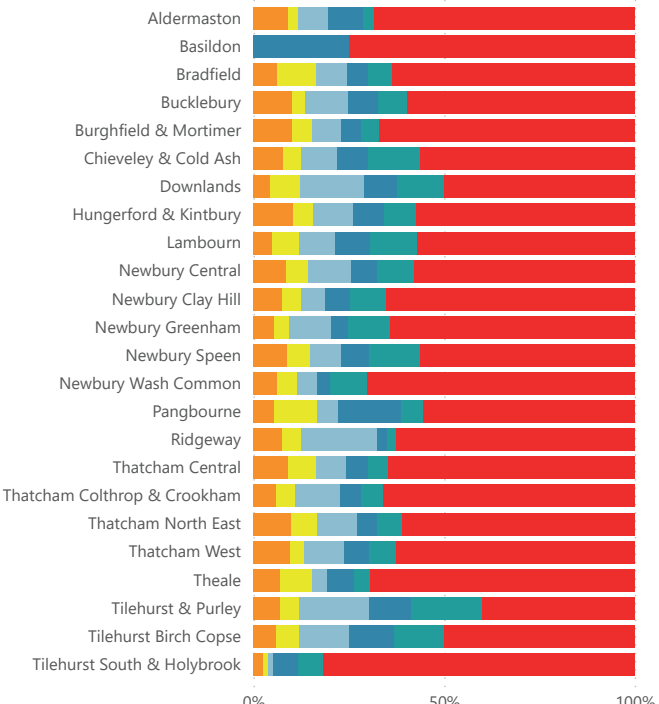
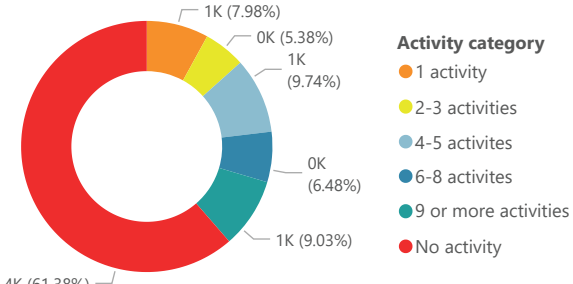
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West Berkshire leisure centre activity analysis

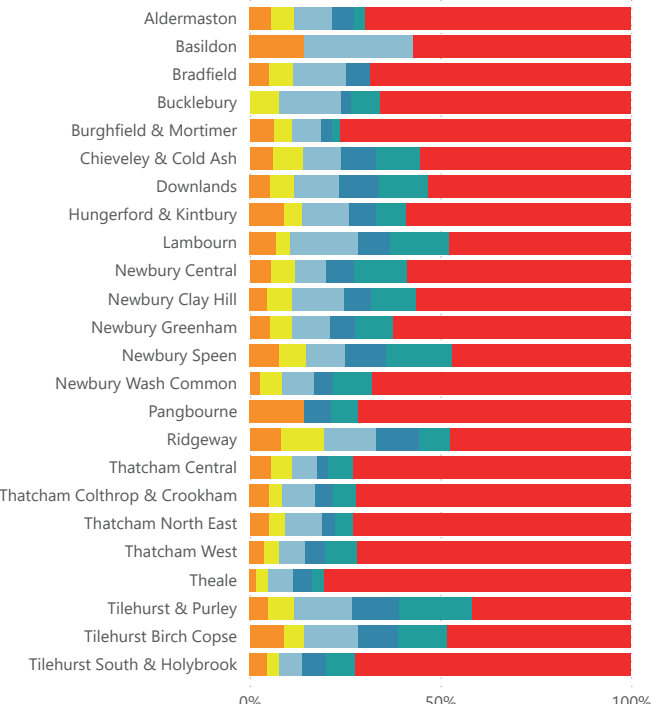
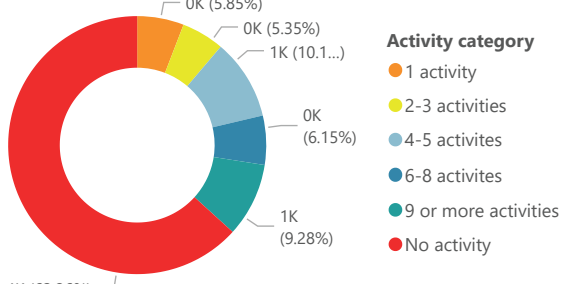
Activity by members during Oct-17



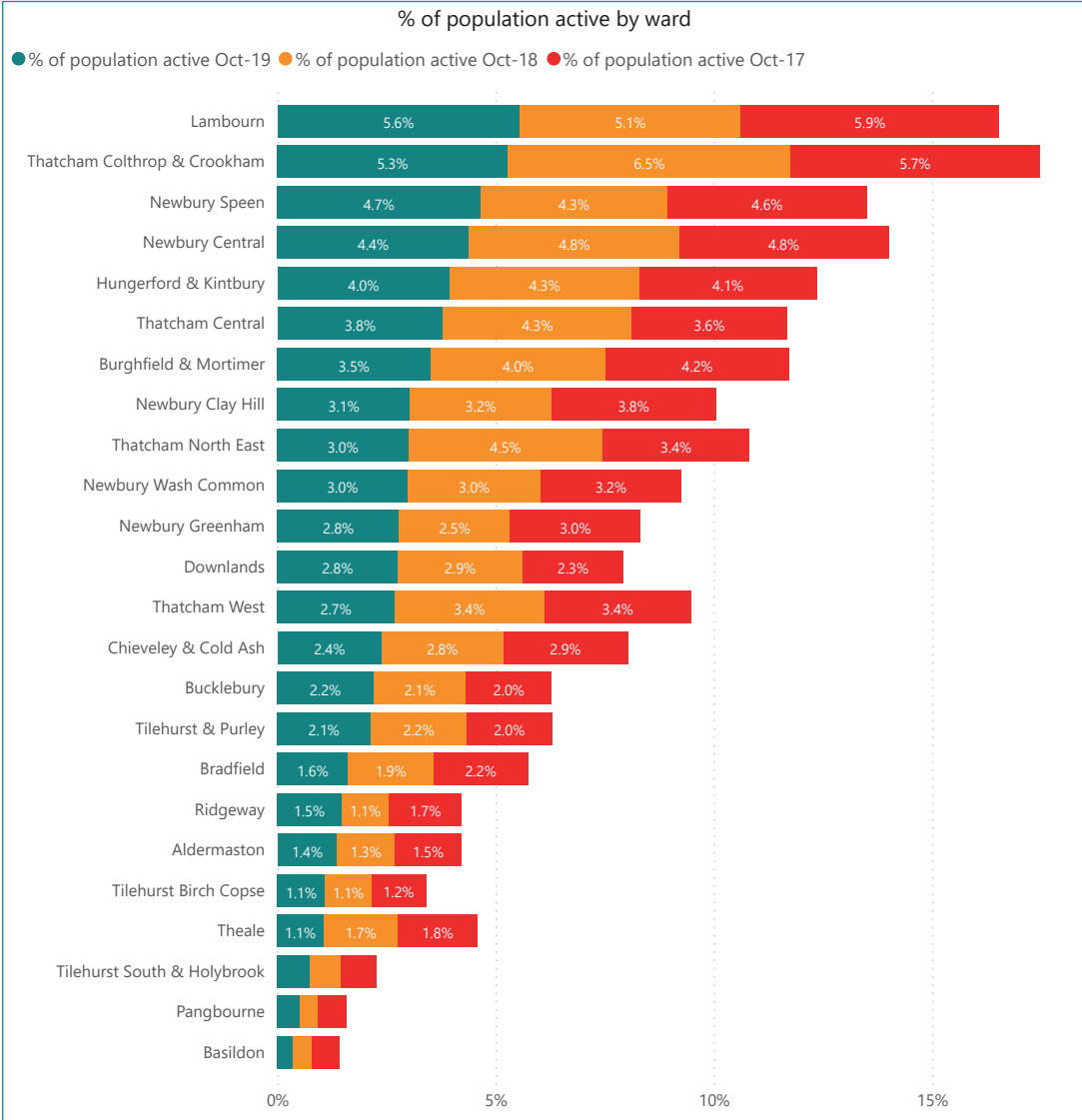
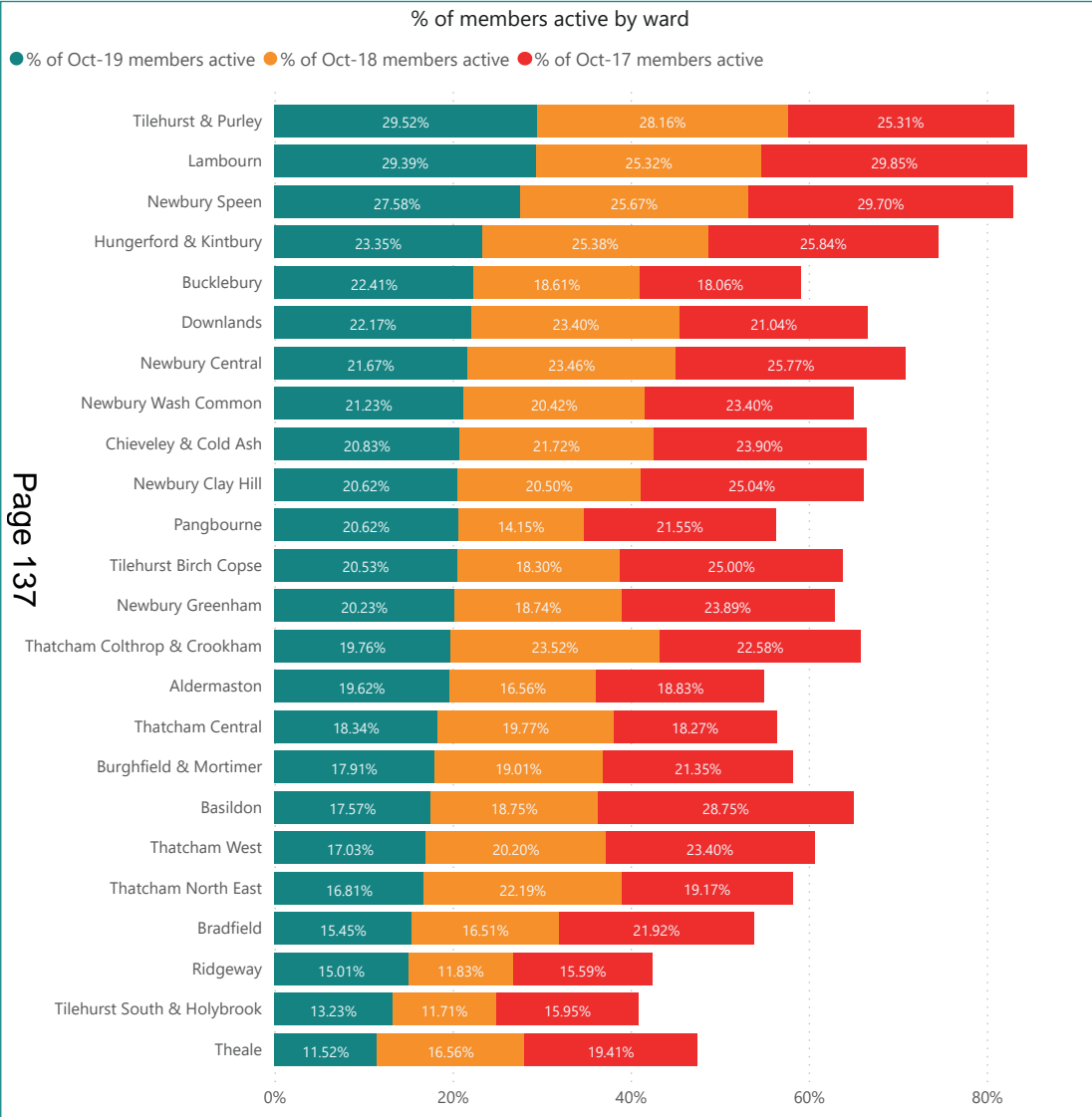
Activity by members during Oct-18



Activity by members during Oct-19



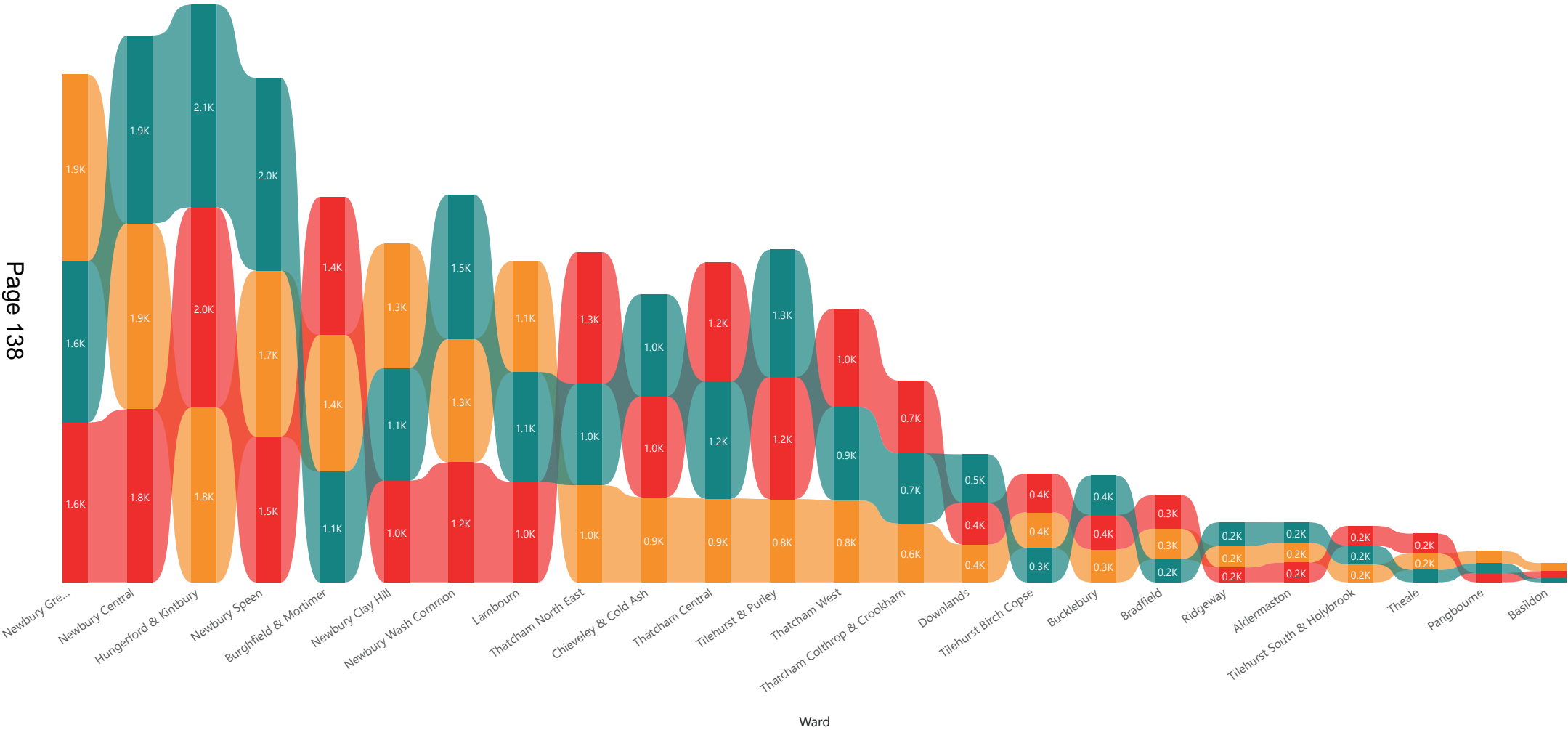
West Berkshire leisure centre membership analysis



West Berkshire leisure centre membership analysis

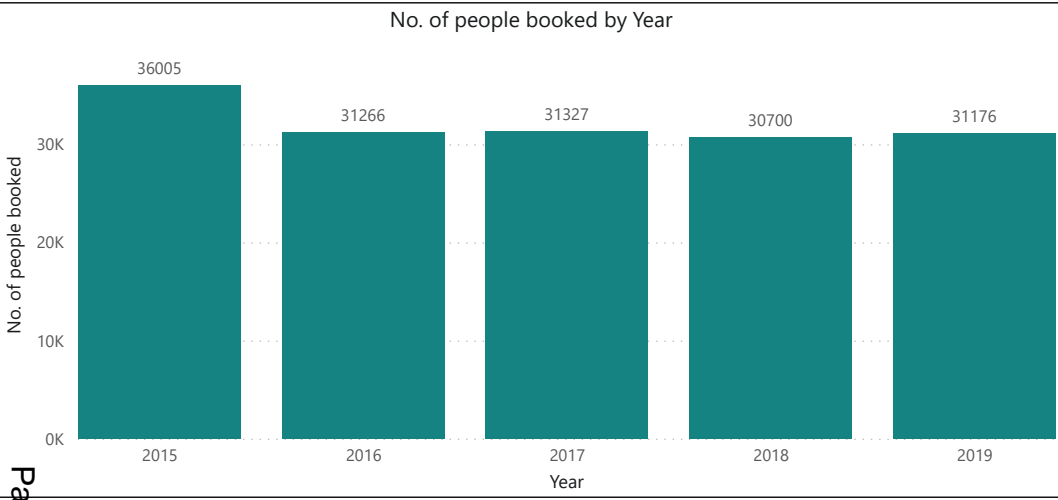
Members active by ward and year

● Oct-17 total activity ● Oct-18 total activity ● Oct-19 total activity

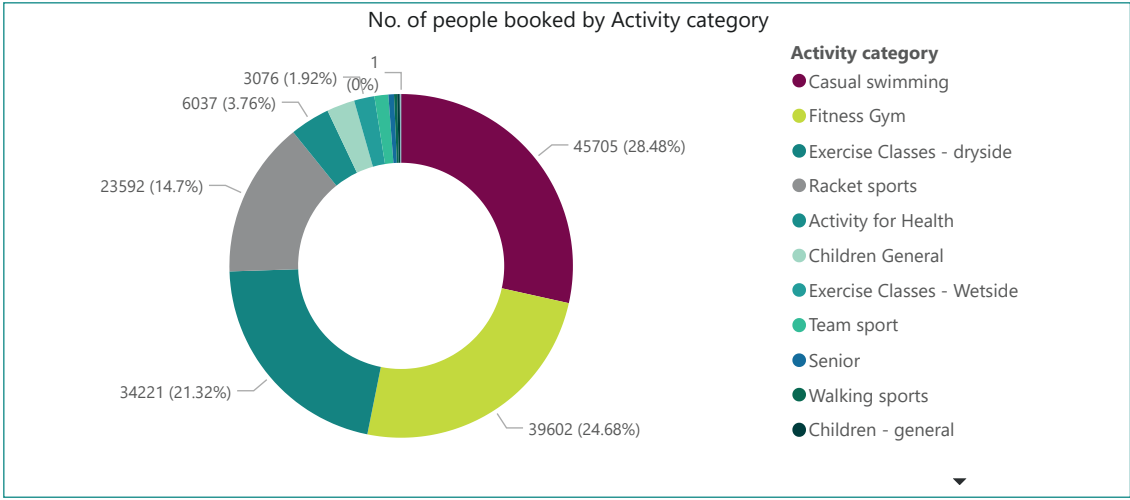


West Berkshire leisure centre activity

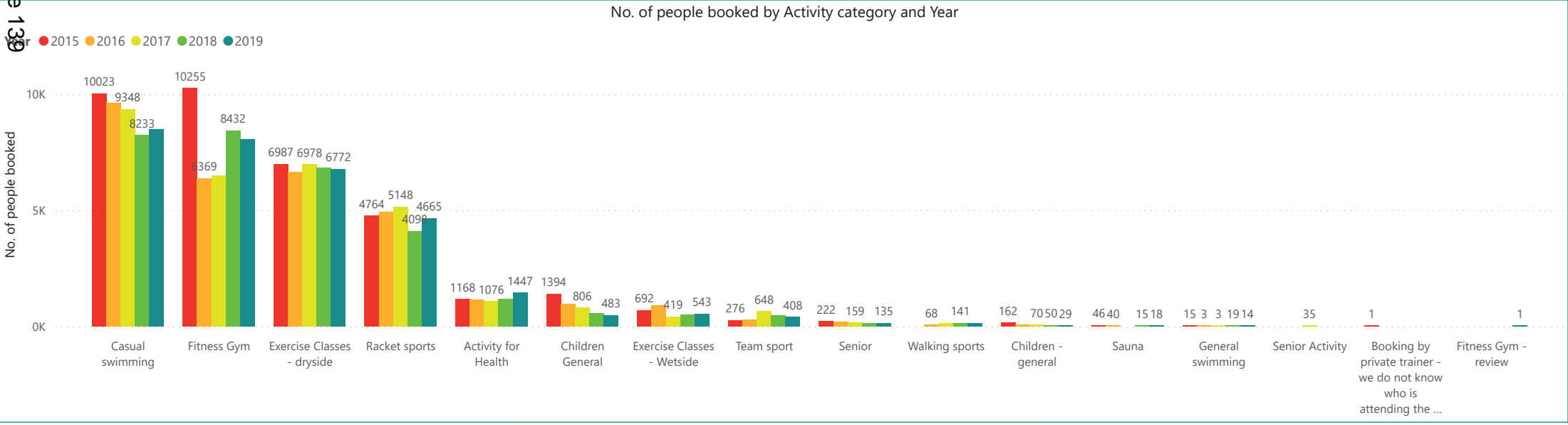
No. of people booked by Year



No. of people booked by Activity category

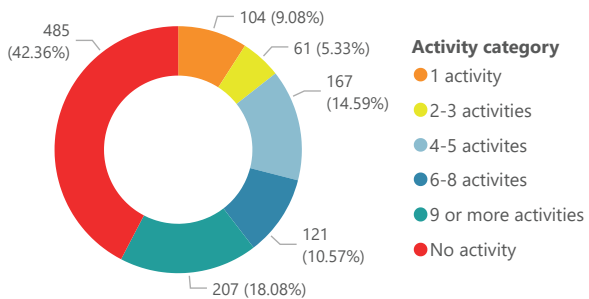


No. of people booked by Activity category and Year

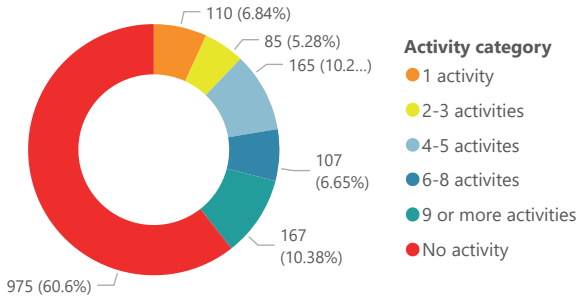


West Berkshire leisure centre activity analysis - Six most deprived wards

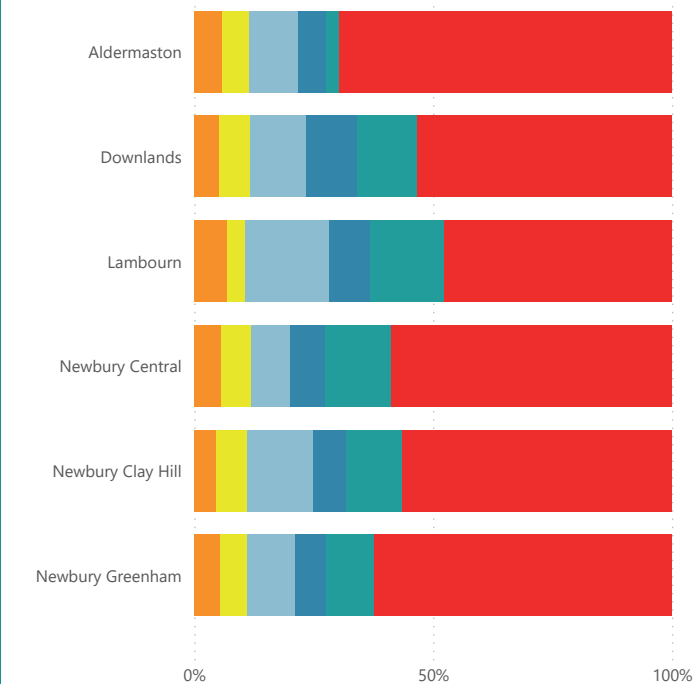
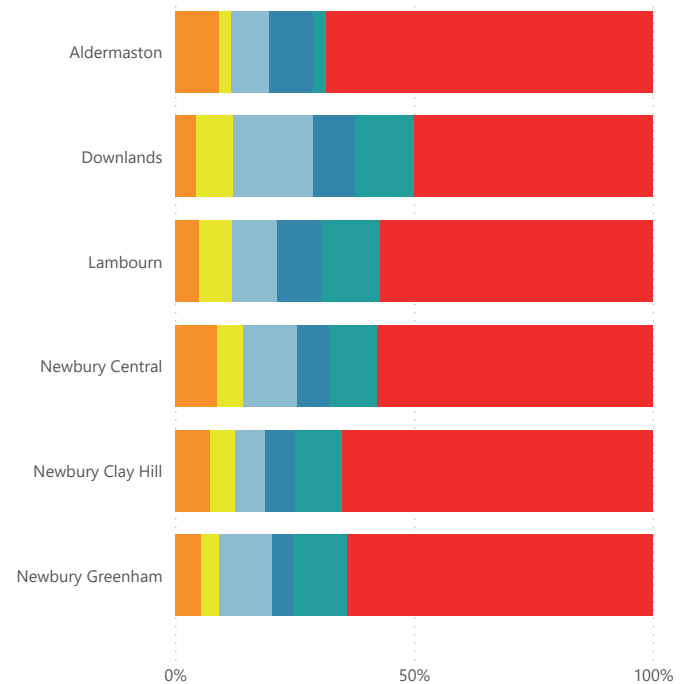
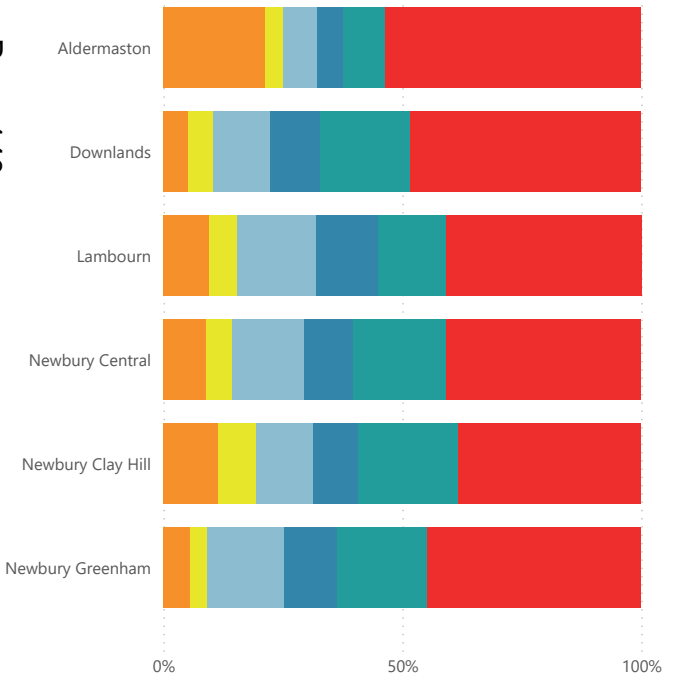
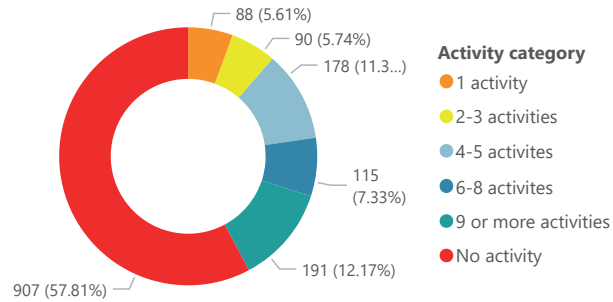
Activity by members during Oct-17



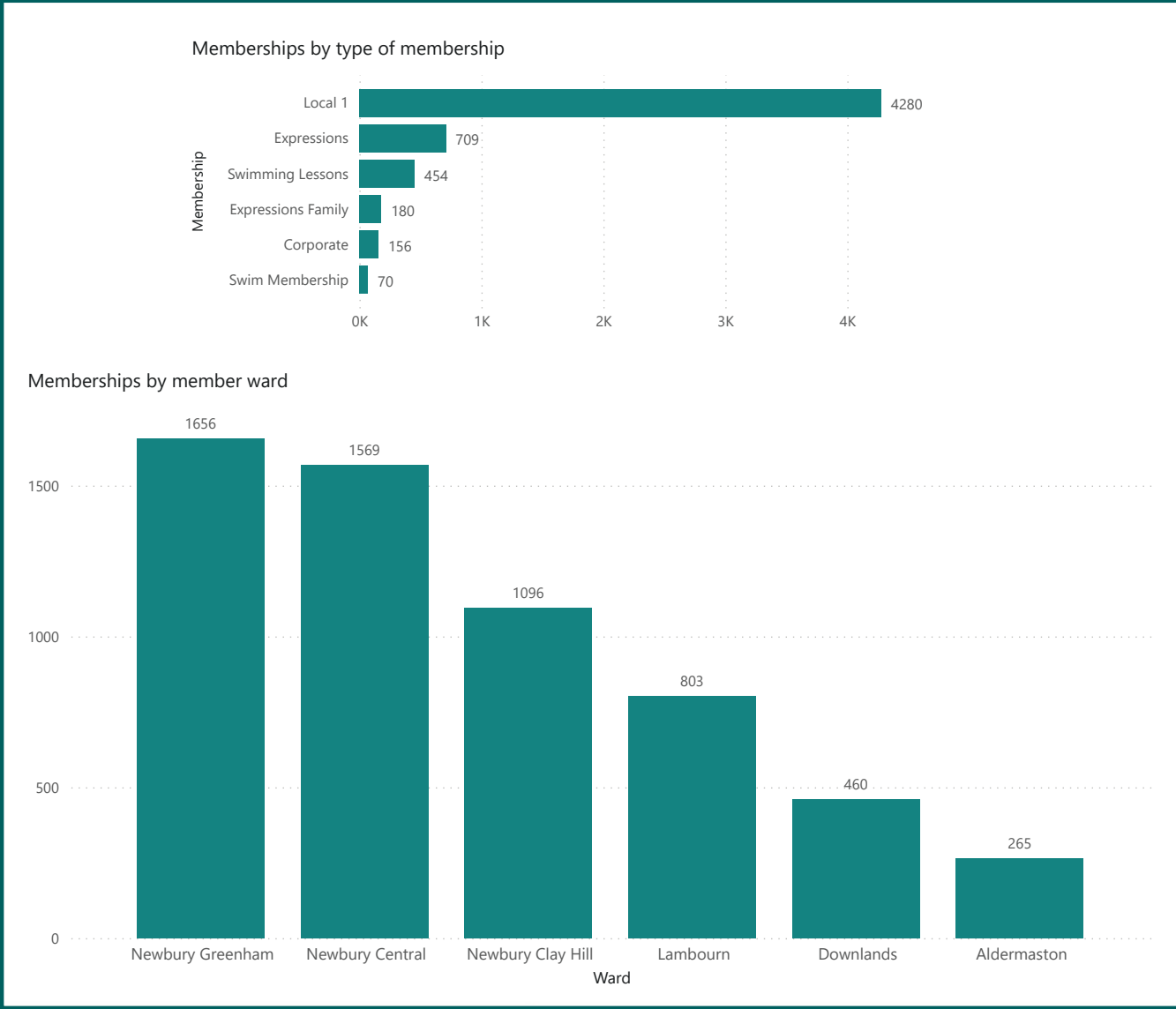
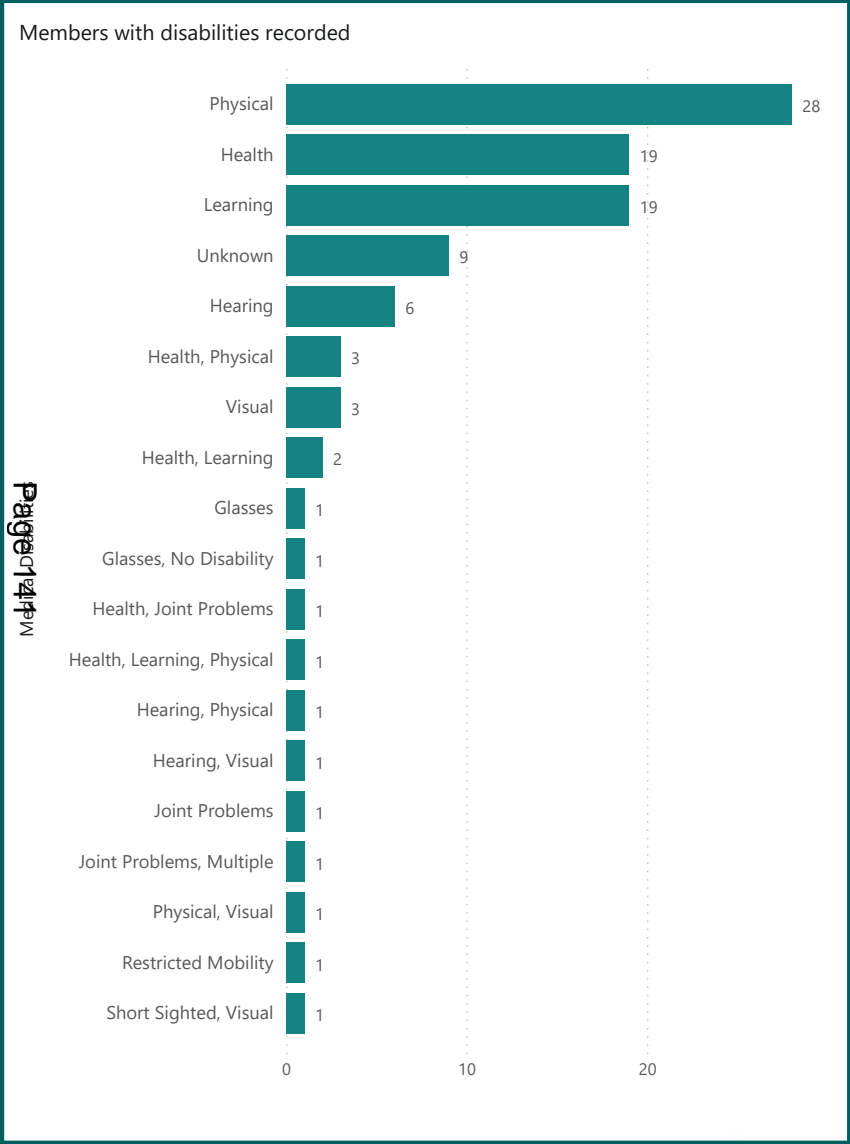
Activity by members during Oct-18



Activity by members during Oct-19



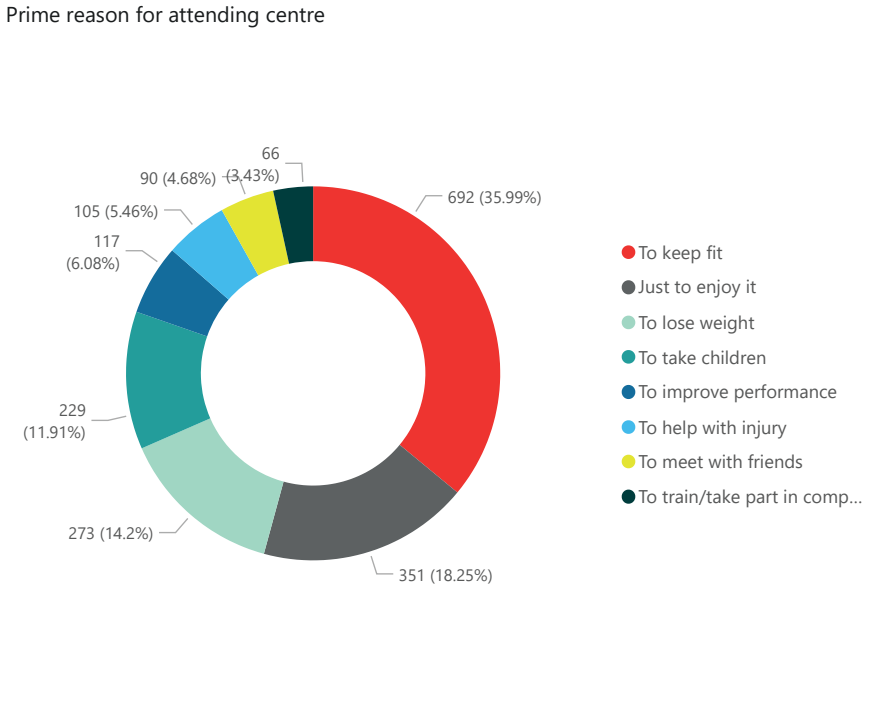
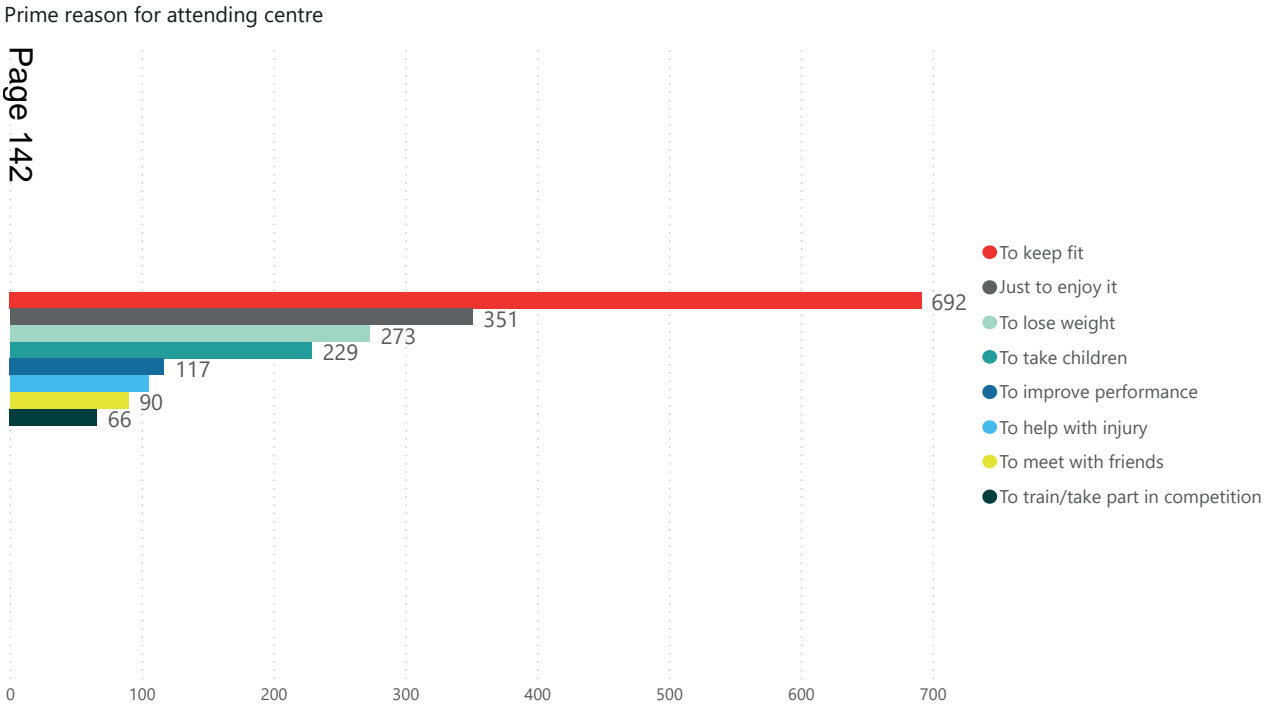
West Berkshire leisure centre activity analysis - Six most deprived wards



West Berkshire leisure centre survey 2019 - All respondents

On average how often do you visit a West Berkshire leisure centre?	Cotswold Sports Centre	Downlands Sports Centre	Hungerford Leisure Centre	Kennet Leisure Centre	Lambourn Centre	Northcroft Leisure Centre	Willink Leisure Centre	Total
About once every two weeks	1		5	13	5	29	5	58
About once per month	4		6	22		43	15	90
About once per week	2	2	21	49	8	88	32	202
Less than once every six months	4	3	4	14	1	13	10	49
Less than once per month but more than once every six months	1	1	8	30	1	47	16	104
More than once per week	21	1	37	114	18	210	52	453
Total	33	7	81	242	33	430	130	956

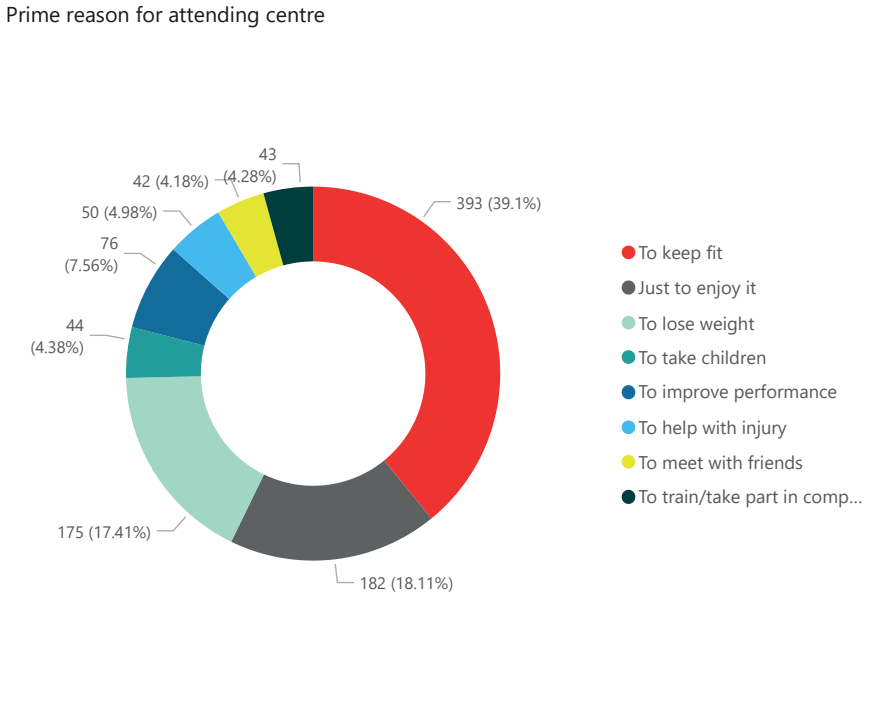
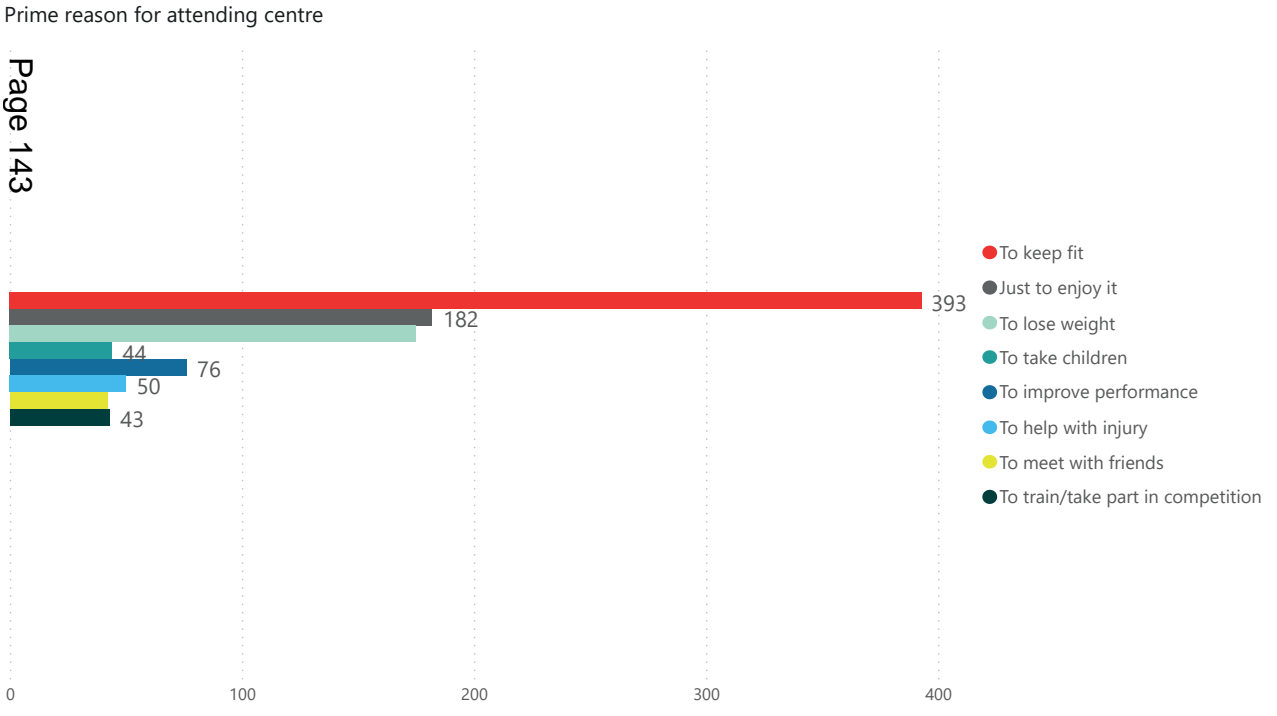
On average how often do you visit a West Berkshire leisure centre?	%GT Response count
More than once per week	47.38%
About once per week	21.13%
Less than once per month but more than once every six months	10.88%
About once per month	9.41%
About once every two weeks	6.07%
Less than once every six months	5.13%
Total	100.00%



West Berkshire leisure centre survey 2019 - Current monthly members only

On average how often do you visit a West Berkshire leisure centre?	Cotswold Sports Centre	Downlands Sports Centre	Hungerford Leisure Centre	Kennet Leisure Centre	Lambourn Centre	Northcroft Leisure Centre	Willink Leisure Centre	Total
About once every two weeks				4	2	4		10
About once per month				7		8	3	18
About once per week			7	18	2	28	12	67
Less than once every six months			1	1			1	2
Less than once per month but more than once every six months		1	1	10			9	22
More than once per week	13	1	28	94	12	144	44	336
Total	13	2	37	133	16	194	60	455

On average how often do you visit a West Berkshire leisure centre?	%GT Response count
More than once per week	73.85%
About once per week	14.73%
Less than once per month but more than once every six months	4.84%
About once per month	3.96%
About once every two weeks	2.20%
Less than once every six months	0.44%
Total	100.00%



West Berkshire Leisure Centres

1. Location and Background

One of the key ways in which West Berkshire Council supports physical activities is through its seven leisure centres, including four indoor swimming pools and a lido. These are relatively

unique in that a regular membership is not a requirement (although memberships are available), to be able to access them. Figure 1 below, shows the locations of these facilities across the District.

The Council owns four wet and dry leisure centres at Northcroft, Kennet, Willink and Hungerford. Northcroft is a standalone facility, whilst the others were developed on school sites and are subject to Joint Use

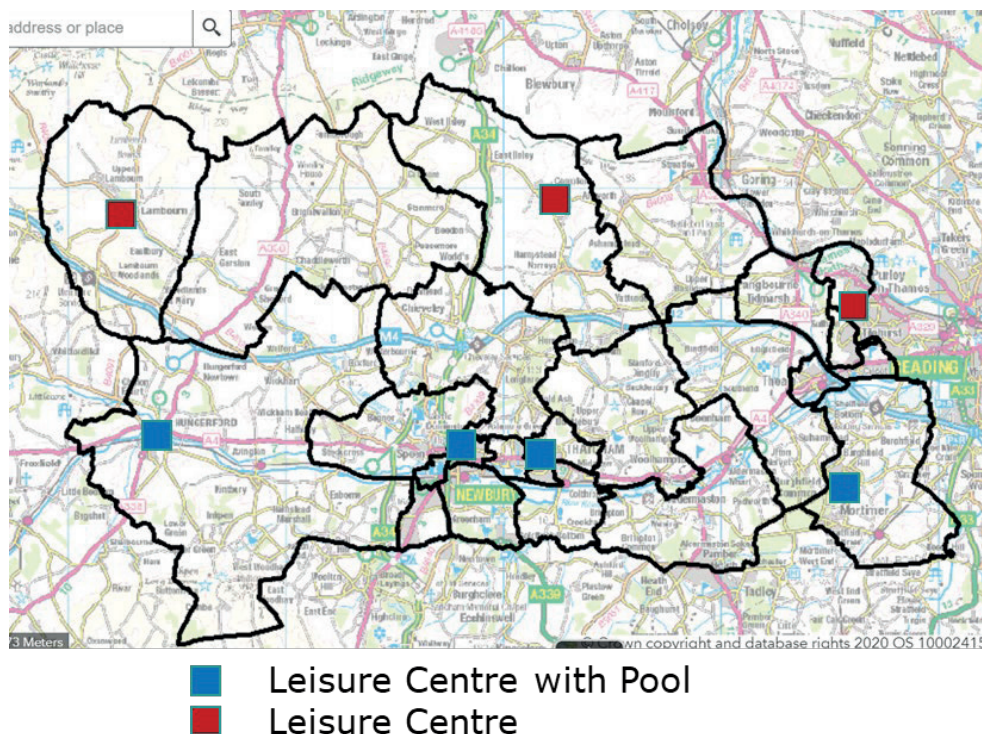


Figure 1 Location of facilities in West Berkshire

Agreements with the local town and parish councils and the schools. The other sites are dryside only facilities (no swimming pools). The Cotswold Sports Centre was developed by the local community and is owned by Tilehurst Parish Council and is leased to West Berkshire Council. The Lambourn Centre is a small facility owned by the Council but subject to a Joint Use Agreement with the Parish Council. Downlands Sports Centre is part of the Downs School in Compton and made available for community use in the evenings.

The facilities vary in age, with most of the sports halls on school sites dating back to the 1960s. The Northcroft Leisure Centre

was opened in 1980 on the site of the Lido which dates back to 1870. The indoor swimming pools all date to 1996/97 as part of a development programme at the time which included a full refurbishment of the Northcroft indoor pool. The Lambourn Centre was constructed on the site of a former village school in 1992.

The seven facilities are operated under a leisure management contract with Parkwood Leisure Limited, sublet to their charitable arm Legacy Leisure. The current contract commenced in 2007 and is due to expire in early 2023; a re-tendering of the contract is underway to procure a new leisure management contract scheduled to commence in April 2023.

2. Membership

Our leisure centres are well-places with respect to both population centres and levels of need, with the ten most deprived wards all being within easy reach of a leisure centre. Four centres are dual use sites, shared with secondary schools which limits their availability during the day for community use.

There is a strong geographic correlation, between membership levels and proximity to a leisure centre, with the exception of Tilehurst, where membership levels are very low. This may reflect the limited facilities available at the Cotswold Sports Centre and the proximity of alternatives in Reading.

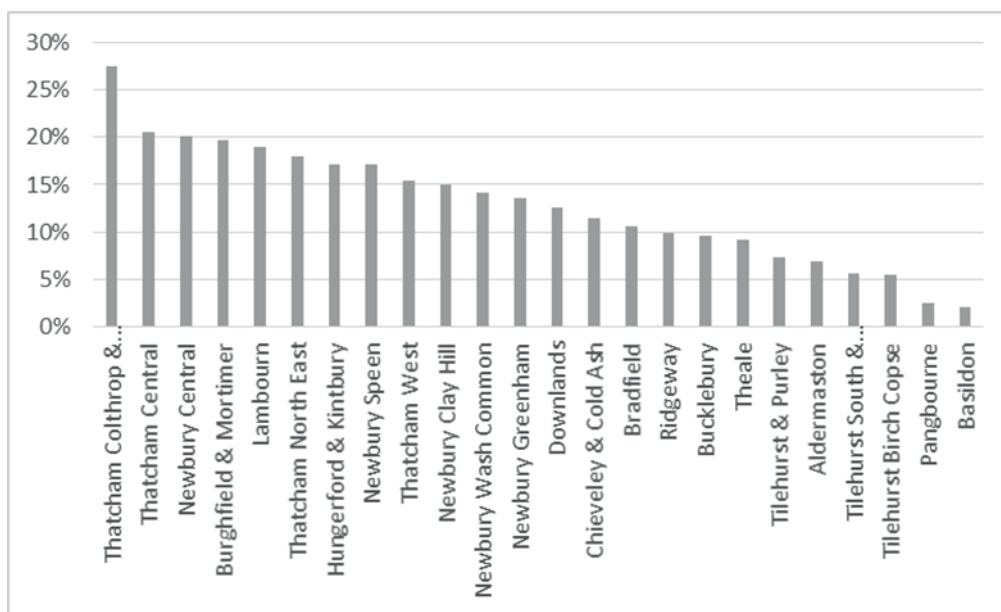


Figure 2 - Leisure Centre Membership Levels by Ward, as a percentage of the ward population (Source: WBC Leisure Centre membership data 2019)

3. Use

Leisure Centre use data for 2015-19 reflects a decrease in use. Although most 'dryside' activities have been relatively stable, swimming has declined. Decline in gym usage may reflect competition from the private sector. The growth in Activity for Health (classes available via GP referral, to help people manage or recover from an existing condition, or at risk of developing one) is encouraging, reflecting developing partnerships with Health bodies and voluntary groups.

At a national level, pre-Covid, demand for local leisure centres nationally remains

stable with customer spending levels increasing in 2018/19. It is still too early to assess the long-term impact of Covid, though the GBA data identifies a reluctance among some (particularly elderly) to re-engage because of the Covid risk. We have seen increased outdoor activity during lockdown as alternatives were closed, but it is not clear how far people will return to pre-Covid pursuits. Usage in West Berkshire has remained stable, pre-Covid, at just over one million annual attendances being recorded.

The 2019 Leisure Centre survey showed that frequency of visits was much higher for members than casual users.

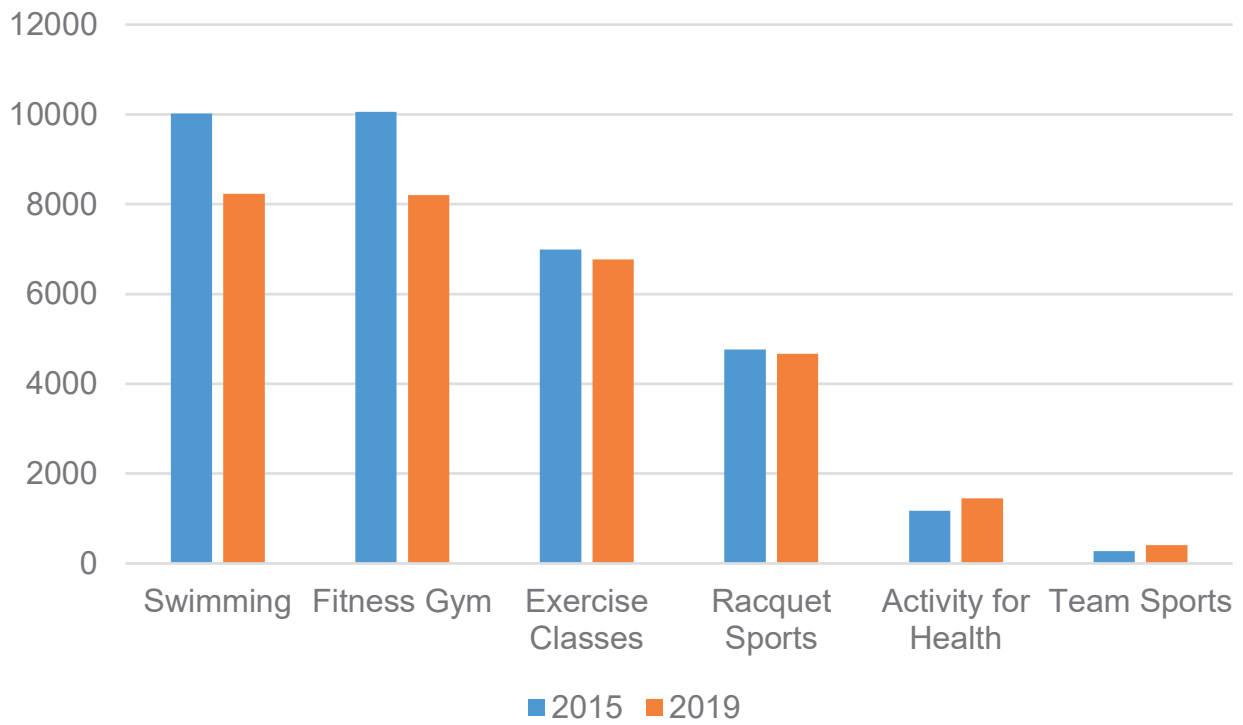


Figure 3 - Leisure Centre Usage by Activity 2015-2019 (Source: WBC Leisure Centre membership data 2015 /2019) Please note: The drop 2016 gym bookings was caused by a technical issue with entry system and does not reflect the true figures.

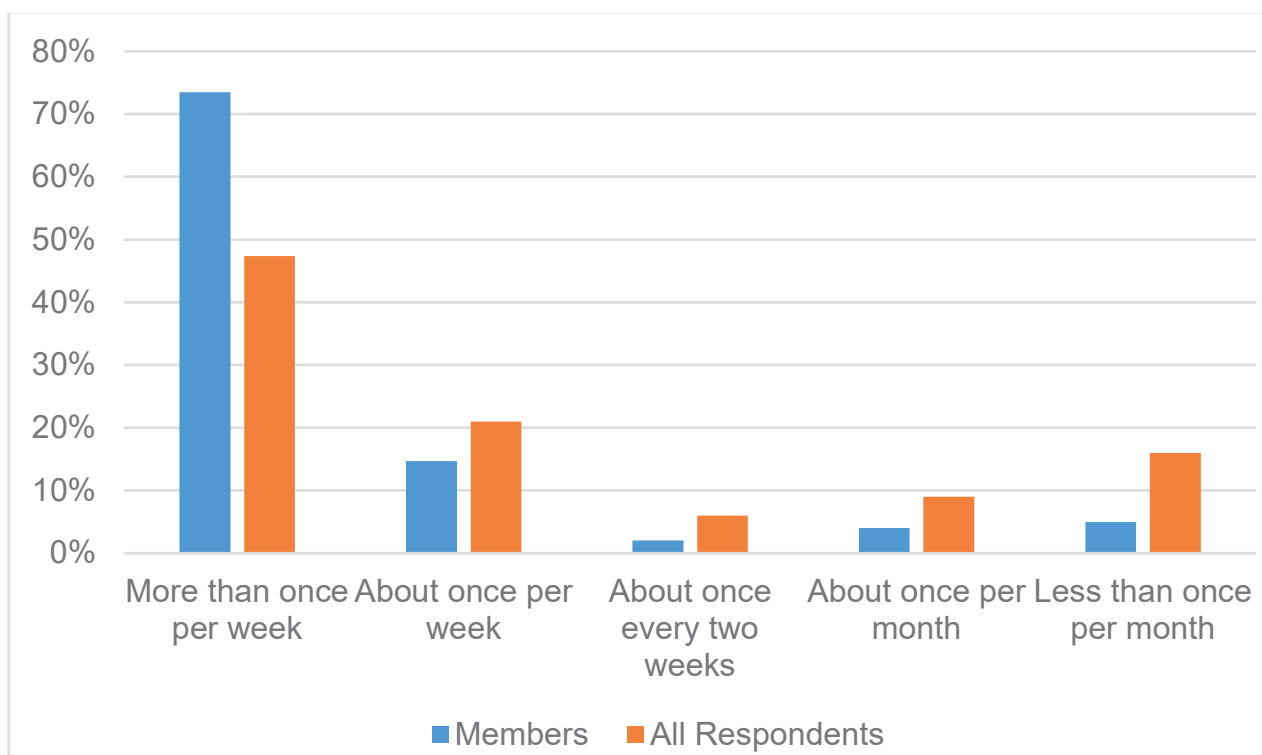


Figure 10 - Visit Frequency at Leisure Centres for Members and Casual Users (Source: WBC Leisure Centre membership data 2019)

4. User Satisfaction

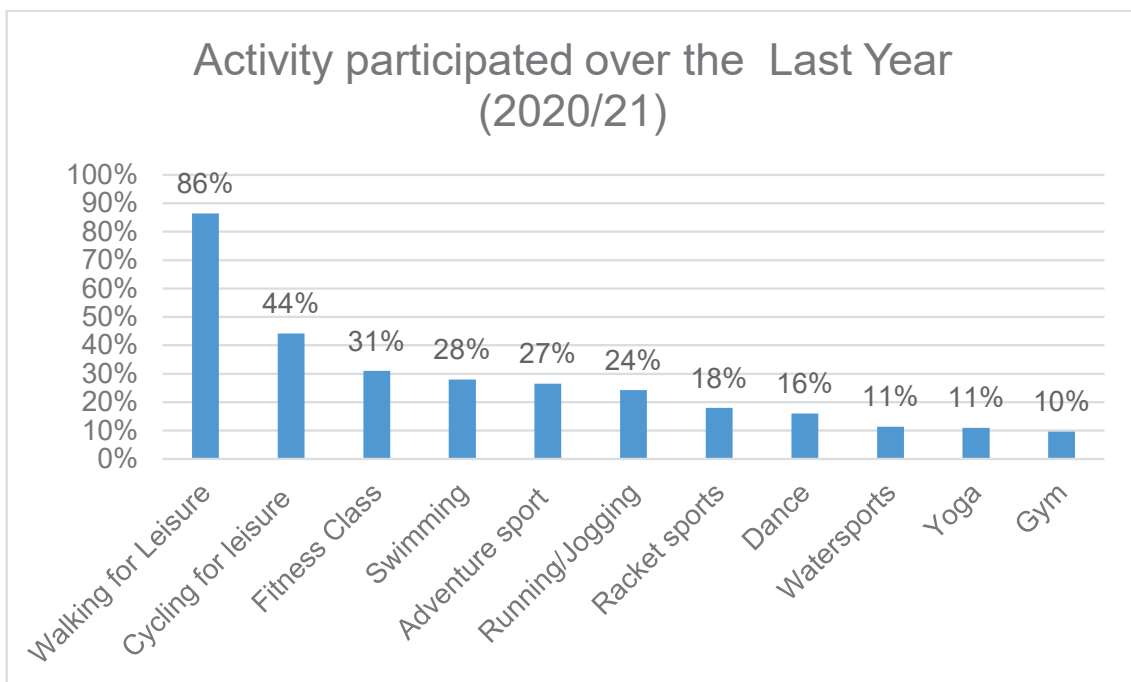
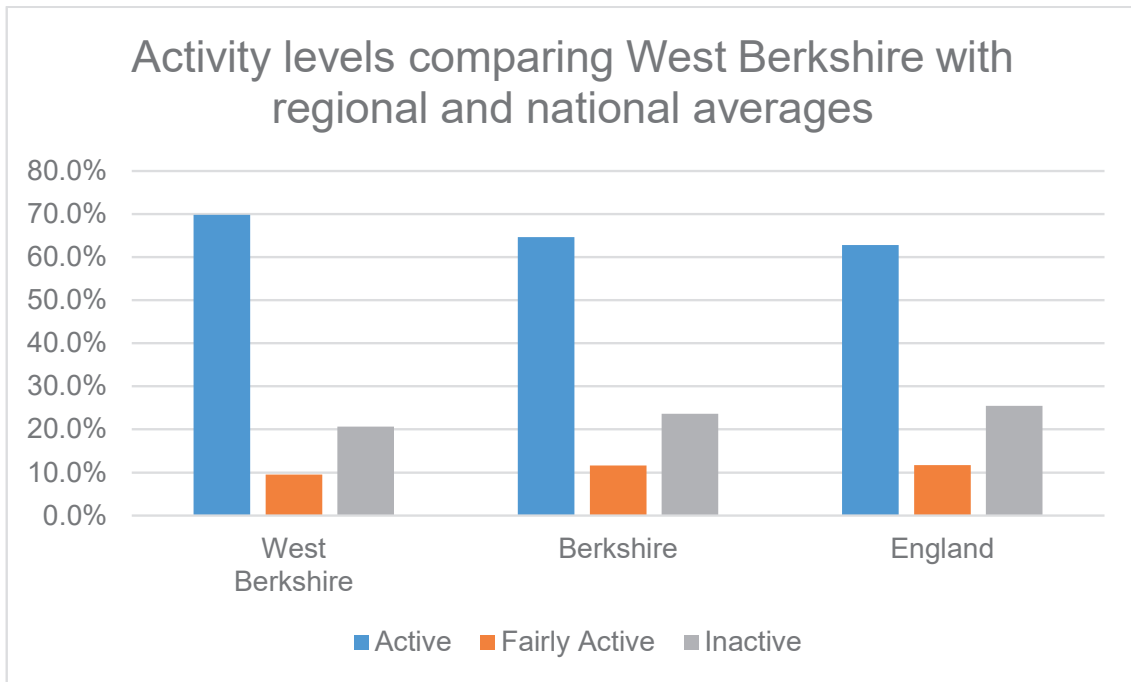
Nationally, it is reported that customer satisfaction across all local authority facility types (gyms, swimming pools and halls, for example) has declined in 2018/19, the first time this has happened in five years.

The Council's leisure management contractor carries out a biennial survey of customer satisfaction for the leisure centres. There was no 2021 survey due to Covid, so the most recent is from 2019. This showed improved levels of

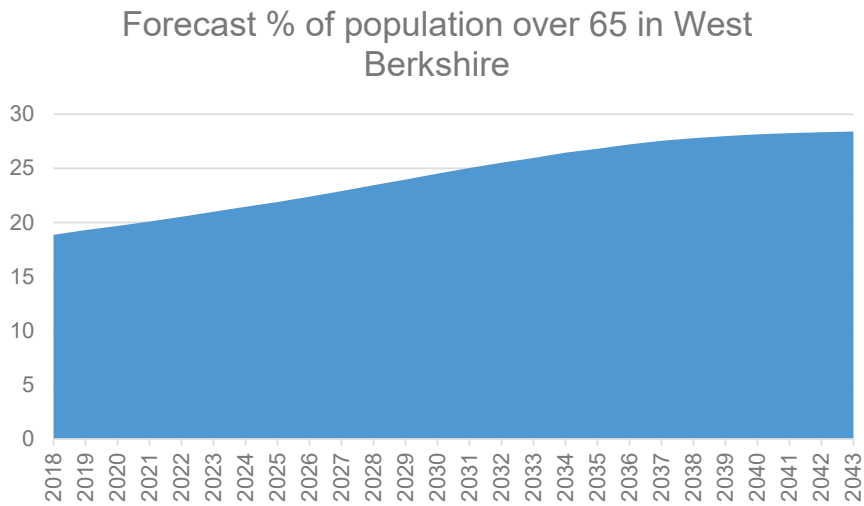
satisfaction, with 'overall satisfaction' for all sites at 91.4% of customers scoring this as 'Satisfactory' or above. The quality of staff and coaching, value for money and availability of activities all scored well. The areas of greatest dissatisfaction relate to cleanliness of changing spaces, which is a constant challenge for all providers. It is noteworthy that the scores for this at Northcroft increased significantly after the 2013 refurbishment, indicating that the overall freshness of the facilities has an impact on satisfaction.

1.3 National Data sets

1.3.1 Sport England



1.3.2 Office for National Statistics



Index of Multiple Deprivation: Health and Disability Rank. Ranked average by Ward in West Berkshire

Ward Name	Rank
Thatcham Colthrop & Crookham	24
Basildon	23
Chieveley & Cold Ash	22
Bucklebury	21
Downlands	20
Tilehurst & Purley	19
Ridgeway	18
Newbury Wash Common	17
Pangbourne	16
Thatcham West	15
Bradfield	14
Hungerford & Kintbury	13
Aldermaston	12
Newbury Speen	11
Tilehurst Birch Copse	10
Tilehurst South & Holybrook	9
Theale	8
Burghfield & Mortimer	7
Lambourn	6
Thatcham North East	5
Thatcham Central	4
Newbury Clay Hill	3
Newbury Greenham	2
Newbury Central	1

Appendix 2

West Berkshire Council approached Get Berkshire Active in July 2021 to undertake engagement work with specific hard to reach groups to help inform their new Leisure Strategy.

This report outlines the opinions of the organisations and individuals involved in the consultation process, it is a summary of a group of people who have experience working with the audiences identified. There are a huge number of other people that work in West Berkshire or with local residents and they may have contrasting thoughts on active leisure to those consulted with for this report.

The contributors were

- Age UK Berkshire
- Berkshire Youth
 - Bus of Hope
 - Educafe
 - Eight Bells
 - Mencap
- MNR Coaching
 - Spotlight
- West Berkshire Therapy Centre
- A group of Social Prescribers based in West Berkshire
- A Pastoral Development Worker

The aim of the sessions were to understand

- people's attitudes towards active leisure,
- the barriers preventing people from taking part
- and how to increase engagement and participation.

It was also hoped that any gaps in provision and the most popular activities could be identified and contributors were also asked about the impact of Covid-19.

The main audiences covered in this report are **children and young people, older people** and those with a **disability or long term health condition (LTHC)**.

On a smaller scale, there was engagement with groups that work with **women and girls, ethnically diverse communities** and those from **lower socioeconomic backgrounds**.

Get Berkshire Active conducted the sessions over a period of three weeks in September 2021. These conversations were held online and each participant was informed about the nature of the consultation and why it was being undertaken. A set of questions was asked in each session followed by further discussion based on specific points made.

When discussing active leisure with each organisation, key themes emerged that were relevant to several demographics but it was clear that everyone is different and the solutions to increasing active leisure won't work for every person at all times. Unsurprisingly an overriding message coming through was that a 'one size fits all' approach (even when applied to one of the audiences referred to above) would be ineffective.

A flexible, individual approach may be needed and for some, getting them involved in active leisure may be a slow process with a number of hurdles to overcome.

One Age UK Berkshire participant commented about the need to be flexible;

'it is not about service specifications, it's about meeting people's needs in the most appropriate way for those individuals...providing flexible solutions for them in terms of leisure going forward is really important.'

Some individuals also offered additional feedback which was not necessarily specific to the theme of the consultation and these points have been summarised in the Appendix.

Report outline

1. Attitudes towards active leisure; the importance of being active and reasons for participating	(2)
2. Barriers to active leisure	(3)
3. Inclusive or specific?	(9)
4. Barriers to organisations delivering activities	(10)
5. Popular activities and gaps identified	(10)
6. Impact of Covid-19	(11)
7. Conclusion	(12)
8. Appendix	(13)

1. Attitudes towards active leisure; the importance of being active and reasons for participating

There are a range of attitudes towards active leisure and opinions cannot be generalised; there isn't a common feeling among people of the same age, gender or cultural background. Those that participate are, as expected, more positive about being active and choose to do it. The organisations we spoke to felt that people want to be active as they realise how important it is for maintaining good physical health and some appreciate the mental health benefits as well;

'a lot of people want to be active as they know it's good for them physically and mentally' (Eight Bells).

For **older people** that attend activity sessions, they do so because they want to, often they have always been active;

'no one is prodding them with a stick, they're all keen to come' (Age UK Berkshire).

They participate because they understand the link between being active, keeping fit, staying healthy and having good mobility. It gives them physical and mental stimulation and they do it because

'they need to keep moving' (Pastoral Development Worker).

However, **older people** that do not participate in active leisure are often not motivated to do so, many don't feel capable of it and therefore it isn't a priority and they think due to their age, they are 'past it' and being active doesn't matter. Education and previous opportunities may have a role to play in this, people who participate may do so because

'they know the benefits of eating well and keeping active' (Age UK Berkshire).

For people with **disabilities** and **LTHC's** being active is less about leisure and more about improving physically and mentally, as well as losing weight. They are often active to help them be able to complete activities of daily living - life can be greatly affected when mobility is reduced. Many are trying to stop further deterioration and being active has a practical role;

'they're trying to recover some of what they have lost' (West Berkshire Therapy Centre).

The attitude of **children and young people** towards active leisure varies greatly; for some that are already involved in an activity or sport, they are keen to attend and are committed, whereas others may attend venues but take weeks to get involved. Social reputation also plays a part in the interest levels of some.

Participating for social reasons was a key theme across different demographics but it was felt this was particularly the case for **older** and **younger** age groups.

For many **children and young people** the activity is not the main draw but an additional benefit of attending a venue;

'for a large percentage they don't come for the activity, they come for their friends, they come because it's a safe space to be with their friends. The activity isn't necessarily always the main driver' (Berkshire Youth).

Once **children and young people** are involved in active leisure it is often the friendships that keep them there; they may think it is important to be active but it's the social aspect that gets them and keeps them involved. Some of them just see active leisure as something to do that's different to 'hanging out' so they would be unlikely to see a reason for it (such as being healthy) or recognise the benefits. Body image can act as a barrier for some **young people** but can also be a motivator for others.

For some **non-English speakers**, the social aspect of active leisure is significant because it has the added benefit of allowing them to practice speaking English, be involved in inclusive activities and interact with a range of people. It can be something to look forward to with purpose in addition to the health benefits.

The social side of being active can also be important for those with **disabilities** or **LTHC's** and some can find it beneficial to share their experiences of living with different conditions and how they cope.

Negative attitudes can be due to fear and feeling self-conscious, particularly for those with a high BMI and sometimes those that most need to be active don't prioritise it as they consider it too difficult;

'any initiatives that can show that physical activity is easily achievable and enjoyable (aimed at those who are not already super fit) would be a positive thing' (Social Prescriber).

Lack of motivation and confidence are discussed as barriers later.

2. Barriers to active leisure

For people that do not participate in active leisure the reasons are varied. Some are practical barriers which can potentially be solved, other barriers are far more complex and may take time and interventions to overcome. There are often multiple factors affecting an individual. The barriers identified during the consultation sessions have been broadly separated and solutions suggested by contributors where appropriate.

Consultation participants were asked to identify barriers specifically affecting different demographics and these have been included where commented on. However, one of the organisations acknowledged they need to look at ethnicity in greater detail; they work on being inclusive but recognise that this approach may not be suitable for everyone.

Some of the Social Prescribers said the majority of their referrals are for White British people so they do not have such a broad experience of working with **ethnically diverse communities** but this potentially highlights a different issue in terms of the need to widen referrals to all areas of the community.

2.1 Facilities

Location was the key barrier noted in relation to facilities; public transport can be an issue, particularly in some rural areas of West Berkshire so being able to get to facilities easily is essential. Some people do drive so a suitable car park is required, particularly for those with **disabilities** or **LTHC's**, but it was commented that often the less motivated people are less mobile so poor accessibility of venues can be an obstacle to participation.

Once participants have made it to the facility where they are to be active, the actual facilities are also important. Suitably accessible toilets are essential and the set-up of changing facilities can be important to **older people** as many prefer private cubicles.

Using facilities at or near Doctor's surgeries was suggested as most people in the community can get to these and one contributor commented that if a socially isolated person doesn't have many other links with their community, they are most likely to have contact with the Doctor so these venues could play a role in advertising and encouraging active leisure. It may be beneficial to connect active leisure with groups that are already running, coffee mornings for older residents for example.

Similarly, location is important for **children and young people** as they are reliant on public transport or their parents to drive them unless facilities are very local and they can walk or cycle. Good lighting and the availability of bike racks is crucial. Wherever they go they need to feel safe; it's hard to get them to engage if they don't feel safe and then leisure activities can be offered later.

For some **young people** it feels like there is nowhere to go, especially in the winter months and sadly being at home isn't a safe option for everyone. One contributor mentioned that facilities in public areas that are primarily for the use of **young people** have been locked due to the behaviour of some but this makes other **young people** feel physically excluded. For those who may have other personal barriers, such as poor mental health or shyness, they may be more likely to go to a local facility where they feel safe - having regular activity and consistency can help with this.

The booking process for activities and facilities can often be a challenge, especially if it involves booking online. This can be impossible for people without internet access (which is most commonly **older people**) but even for **young people** who typically have the ability to book online, they don't always want to book in advance or think far ahead about active leisure, they live in an 'instant world.' It can be complicated and a long process.

Ideally there would be greater flexibility in terms of booking and attending any leisure sessions such as not having to pre-book or commit to a number of weeks in advance. A drop in session was suggested which removes the barrier of having to book online and something could be organised in the centre of a town so active leisure is taken to where they are.

Where bookings need to be made, telephone numbers or different ways of booking, such as via social media, may be useful. Some of the older generation feel discriminated against as they are less likely to have online access. It shouldn't be assumed that everyone has digital access, a group such as the 'non digital task group' could help leisure providers understand how to reach people who are not online.

2.2 Not feeling welcome, feeling intimidated or like there is nowhere 'for them'

Feedback from the clients of West Berkshire Therapy Centre regarding using other facilities was that it was intimidating and they got 'funny looks.' For some people with certain **disabilities**, such as those who are blind, they don't feel they can safely exercise in other places without being frightened. Mencap had received feedback from their service users with **learning difficulties** that they did not feel welcome at facilities such as leisure centres and weren't encouraged to attend, feeling like the odd ones out;

'there's nothing specific for them, there is nothing they can go and do with a group of friends and feel part of, there's nothing to draw them and encourage them.'

Not feeling or being welcome was also said to be felt by many **children and young people**. They believe staff at leisure facilities have already made their minds up on how they will behave which creates hostility. It was felt by some that where there had been anti-social behaviour before, it was presumed that all **young people** would behave in that way and facilities had been locked, a multi-use games area in one example. They need to feel like they belong as many leisure centres don't see them as their customers. One organisation commented that they don't feel valued and that communities don't invest in **children and young people** anymore, although it was acknowledged that they need help making leisure activities sustainable.

It was suggested that leisure facilities need to consider what young people want or need as customers instead of them fitting in with what they run. It was felt there was a need for better customer service and training, at the moment the perception is they are *'adult facilities.'*

Leisure providers need to work alongside children and young people, to create a dialogue and to understand their needs to make them feel welcome. They also need to be consistent and persistent – it can take time to build trust and relationships. As one contributor from Bus of Hope said *'there are no quick wins.'*

Linked to this, it was suggested that staff that work at leisure facilities need to have a greater understanding of different people's needs so they can be more welcoming - training in this area may be beneficial. There may also be a need for improved staff training in accessibility and for leisure facilities to have a greater understanding of how to make participation more accessible for all. And if training of this nature has already been delivered, it's important to promote this and make it clear if/how specific audiences can engage with trained individuals and make use of the skills learnt. Some with LTHC'S or disabilities may want reassurance that staff are

'skilled in training those with a wide range of conditions and can suggest adaptations where appropriate' (Social Prescriber).

For those for whom English is not their first language, some need to be told about what active leisure is available face to face; they might choose to stay in their own communities and don't feel welcome at places where active leisure takes place so they need to be told and shown they are welcome.

Advertising and messaging needs to be clear about what is available and how to get involved.

On a similar point, for some families from different cultures who may not have lived in the area long, they may not be engaged in active leisure and it may be totally new to them. Further consideration is needed on how to engage with everyone in the community, not understanding the instructions in activity classes or understanding a flyer could be barriers to some if English is not their first language.

2.3 'It's not for me'

There was a consensus amongst the Social Prescribers and Age UK Berkshire that some people think active leisure isn't for them because they are too old, they have an illness or disability or think activities aren't suitable for their gender;

'I have many male patients who think that yoga is for women and women who don't think football is for them' (Social Prescriber).

Some people want to be active but don't know where to start because, as one Social Prescriber said, they are

'so far away from a starting point mentally and physically.'

Others worry about looking 'silly' and that everyone else will think they aren't doing it right.

For **older residents** who lack motivation, they can have the attitude of they are too old for it to matter and don't see what benefit they will get from it, others are in physical pain making it even harder to be active. The physical mobility of many people has declined during the pandemic, those who were previously mobile are now less so;

'for a lot of us our mobility has decreased, some are struggling' (Pastoral Development Worker).

Greater consideration may be needed with regards to messaging and promoting the point that everyone can be active and take part in leisure, it's not just for the already fit and healthy, no matter your age or ability there will be an activity for you and it can help with a variety of conditions. Some people with limited mobility do want to be more active but don't know how to be so it is important to help them find out what they can do and where.

Greater collaboration between organisations that work with different audiences or have knowledge in this area may be beneficial in understanding and highlighting suitable activities. Education for some audiences on the benefits of leisure and keeping active could help. Age UK Berkshire highlighted that the use of language is important and

'it's about treating people and supporting them to access activities and to get them motivated regardless of their age. Age is nothing to do with it.'

It was also noted by a participant that for some older people it is necessary to speak a little slower and clearer to make them feel welcome and to make participation more accessible.

The names of activities are also important, if something sounds more like exercise than leisure or fun it can put people off, using words like 'friendly walks' instead of 'health walks' was suggested.

Beginner sessions could help build confidence and there were a couple of comments regarding online activities and how they still have a place for some demographics; participating in your own home means there's less worry about what others think of you. For those with mental health conditions or those that don't want to leave the house, doing online activities at home can be a starting point with a pathway to progression.

2.4 Money

Finances and budgets were highlighted as a barrier for many people of all ages, genders and backgrounds and it often comes with other factors that make it more difficult for them to participate. There were mixed views on paying upfront for active leisure with some reluctant to sign up to a course and preferring to pay weekly, but for others a financial commitment at the start would encourage attendance. This highlights the need for flexible options and solutions.

Cost of activities is a barrier for many **children and young people**;

'there immediate question is how much is this going to cost...there's no way Mum and Dad will pay' (MNR Coaching).

Some do have disposable income but spending it on active leisure is not something that they are necessarily aware of; this links in with the feeling of activities not being 'for me' and for many **young people** it's not something they have done before. Bus of Hope highlighted that some don't have people around them that go to the gym or do water sports (for example) and need to be shown that there are alternative ways to spend their money and time - they would perhaps benefit from good role models.

It was noted that some **older people** are keen to attend things when they are free but lose interest when a cost to them is involved, they are often making choices between different activities and can't afford to do them all, even if they want to.

Active leisure that is affordable and accessible to all parts of the community would be beneficial and there also may be some work needed with young people who do have some disposable income but aren't spending it on leisure; better engagement with them highlighting the types of things on offer and the benefits of being involved may be a positive step.

Free taster sessions in different activities may be beneficial for all age groups so people can try things before making a commitment.

For people who need extra support, allowing them to bring a companion or carer for free and making this an easy process would also encourage participation.

2.4 Lack of knowledge about what's on

Several organisations commented on the lack of clear, easily accessible information about active leisure and what's going on in West Berkshire. Details are often out of date or inaccurate and this has been made worse by the pandemic. Even if there is the motivation to participate in active leisure, it can be hard to find what you want;

'they want to get out and they want to feel healthy again, and they know there's these things are out there but actually trying to find them is a bit of a hassle' (Social Prescriber).

Digital exclusion has previously been mentioned with regards to booking and this can also be an issue when trying to find information on where to access leisure opportunities.

Better signposting is needed as well as up to date schedules and regularly updated pages on the West Berkshire directory. Information ideally needs to be in one place so organisations can direct people to the correct information and any literature needs to be dated so it is clear if it is currently running. Social media doesn't suit everyone but is useful for local residents to see what's going on as well as organisations that signpost to the public.

Contact numbers are helpful so potential participants can find out more if they want to and it's good to have a contact name so people know who they need to speak to. An opportunity to build a rapport with the deliverer was suggested as a good way to help newcomers take that first step to joining an activity. Flyers/notices can be useful if they are made accessible for a wide range of people, things such as the font and colour of text needs to be taken into consideration.

2.5 Lack of motivation/confidence

Some people haven't done much in the way of activities (or anything else) for the past 18 months and are reluctant to be out and around other people – concerns related to Covid-19 will be highlighted later. Regardless of the pandemic, many experience worries about going out, fueling their lack of motivation and confidence, particularly affecting those with **LTHC's**. This has been exacerbated by Covid-19 and these are often the people that would most benefit from active leisure. Others were motivated before but as their usual activities haven't been running they have got out of the habit and lost interest.

Many people are experiencing a lack of confidence due to lost physical ability;

'they [older people] are lonely and isolated in general, but they're also quite nervous about getting back up there and getting out. They don't have the physical ability that they had 18 months ago' (Social Prescriber).

For people with a **learning disability**, self-motivation can be an issue and they need the support and encouragement of others. Mencap commented that once people are participating the response is normally positive and they've had groups that have really enjoyed leisure activities but they need the push from their support networks to get involved (this is also highlighted in the next section).

For some with poor mental health, their condition can stop them from being able to go out even though they know they should, it can be a mental challenge to leave the house and they need support and encouragement to do so.

Suggestions were made as to how to help build confidence and motivation, including having a friendly facilitator for sessions or welcoming leader so attendees feel comfortable and know who to expect the next time. Consistency and a familiar face can be key for some people.

This is linked to the booking process and barriers outlined previously, providing a phone number for organisations or individuals to speak to to find out what to expect and who they will meet can be beneficial. Including a social element to any activity would be of benefit as this is one of the main reasons for participation for many.

As the social aspect of active leisure seems so important, having this at the start may help with providing a relaxing atmosphere to make people feel more confident and provide encouragement. It is important to build relationships between those attending and those running activities to develop trust.

For some **children and young people** there is a fear of 'looking silly' and others watching, partly due to body image and their self-perception. They have the idea that if they don't try something then they can't fail - they don't want to risk humiliation. It depends on what they are used to and what the people around them do, but some **young people** think they will be judged for doing leisure activities and have low self esteem.

Providing opportunities for young people to be active privately away from others may be key. One participant commented that 13 year old girls don't want to go to the gym with 13 year old boys, they want their own space.

2.6 Support Network

Lack of support to be active and to access leisure facilities was identified as a barrier for some groups. For some people with **learning difficulties** who are in supported living, they are reliant upon carers to assist them with participating in active leisure and to be motivated to do so. Service users may benefit from support staff understanding the benefits of being physically active.

They often need a 'push' from those around them which isn't always there but *'if you can find really motivated staff it will rub off on them'* (Mencap).

Some people with **learning difficulties** like to keep to their routines so if there isn't a continuation of encouragement and support they might stop a leisure activity and building activity around existing routines, visits to days centres etc. can be a challenge.

Age UK Berkshire need more volunteers to help support their activities; although they are able to attend sessions with some people it is not practical to go with them every time. As well as **older people** needing a wider support network they also need to develop the confidence to go out on their own which is linked to barriers previously mentioned.

Eight Bells work with people to build a support network around where they live. Ideally a lot of people need one to one support to go to things with someone else and to build a relationship.

Some people would like to participate in active leisure but worry about what their friends and family will think. Family initiatives may be beneficial to get different generations or a wider group of people involved, Educafe commented;

'sometimes you need to get one person interested and rest of their family and friends will follow.'

2.7 Too busy

Not having enough time was not stated as a key barrier for many of the audiences discussed in the consultation sessions but for a lot of parents, individuals with caring duties and working age people it can be hard to fit in active leisure.

Specific sessions for those with **LTHC's** is included as a suggestion in the next section but this idea is similar to the preexisting 'Activity for Health' programmes. One contributor told us of their personal experience with this service based at leisure centres and highlighted the issue that the sessions they were offered were all on weekdays during the day, which can be difficult for those who work full time or have other commitments.

Activity providers need to think about their schedules and how participants might fit leisure activities around a working day. Parents require greater flexibility as it can be hard to stick to routines and more family activities at weekends might be beneficial. The use of creches was also mentioned and can help with increasing participation.

3. Inclusive or specific?

A topic that was discussed a lot was whether people want to participate in sessions with other people 'like them' or would prefer active leisure to be fully inclusive with everyone attending together. Unfortunately there's no easy answer, people like to participate in different ways and everyone has individual preferences.

It was felt that some people would benefit from a leisure activity that was suitable for their **LTHC** so they can be told what is appropriate for them to do and they could receive support from their peers which would also be helpful for carers. It can benefit people to spend time with others who understand how their life is affected. A gym session for people with arthritis may be useful as an example, to allow them work out and do gentle exercise without feeling intimidated by others. Specific sessions might not suit everyone though. An example was given of a session for people with dementia; for some people with advanced stage dementia and their carers it might be good to attend activities alongside people with a similar condition so they don't feel out of place but others who are less advanced may find this intimidating. Some people don't like being 'labelled' as having a condition.

Marketing sessions 'for people with **LTHC's**' may be suitable as it keeps it broader and the mixture of people can work well. As mentioned previously, having a suitable facilitator or activity leader can really help - people need to feel welcomed. The activity isn't always as important as the people supporting the session and spending more money on the right coach/deliverer can be a good investment.

Another specific example was offering sessions to those with **LTHC's** who have had a recent hospital stay so once they've recovered they can find out what leisure activities are suitable for them;

'they are incredibly nervous about doing something where there may not be somebody with that specialist support if it's needed' (Age UK Berkshire).

It was suggested they could be given a prescription and told what activity is suitable for them, when it is on and all the relevant information. Sometimes there are too many options; specific, clear, simplified support is needed. Sessions for beginners involving different activities may give those who are less confident the ability to participate.

It was thought that some specific groups would prefer and benefit from sessions just for them, Mums and babies for example and women wearing clothing such as a hijab who were thought to prefer to stick to all female groups for leisure.
They need active leisure to be

'tailored to them, in a safe environment that doesn't contradict beliefs and values' (Educafe).

A suggestion was made regarding swimming for people with dementia and their carers or a session just for **older people** which has worked in other areas of Berkshire. A lot of people have swum in the past but don't feel able to go on their own as they get older or their health declines, so they need to build up their confidence in the water again and go with someone else. A quiet time just for the group would be required so it does need the support of leisure providers to facilitate this but it might be really beneficial in Age UK Berkshire's opinion;

'I think it would make a lot of people more comfortable and confident in going in.'

4. Barriers to organisations delivering activities

Many organisations would like to offer their members/service users more options for active leisure but cannot afford to and are unable to arrange everything for free or at very low cost, so finances are a key barrier. Several contributors felt they had people who wanted to do more activities but they require additional funding to recruit staff, instructors and volunteers, to hire suitable venues and to purchase the right equipment.

For the organisations that have more of a signposting role, their barriers are related to a lack of up to date information about what's going on.

The need for more volunteers is a barrier for some organisations; although this is something for them to tackle themselves, making it easier for people to attend leisure activities as carers would help. There is often a process for being identified as a carer but if it was more accessible for volunteers to take someone along to an activity (for free) to support them, this may make it easier for people to be active.

5. Popular activities and gaps identified

Most of the organisations involved in the consultation ran their own activities so could not specifically comment on why people did not get involved in other leisure pursuits but the barriers to general active leisure participation were discussed at length and have already been outlined.

Many of the leisure activities that the audiences get involved with are low intensity and gentle, low impact activities. They are often held in community centres or church halls but some people do attend West Berkshire Council facilities such as leisure centres. It was felt that some people don't attend leisure facilities or other activities outside of the organisation they are involved with because they prefer cheaper/free local sessions and/or they feel that the activity is not for them (as highlighted in previous sections).

For **older people**, activities like Tai Chi are popular as they improve strength and balance. Chair based activities such as yoga are also beneficial. Ideally any activities need to have a social element (tea and biscuits are also widely enjoyed!) Activity mornings held previously in other areas were mentioned as working very well, the [pre-pandemic] 50+ morning at Riverside Leisure Centre in Reading was mentioned as an example of good practice where people could go and try out different leisure activities or just have a chat. Walking for leisure is common for those who are able to do it. Some older people do feel confident in going swimming;

'I always really encourage people when they tell me they go swimming' (Pastoral Development Worker).

Sessions run locally that have been targeted as 'wellbeing sessions' were noted as being popular; although they involved seated exercise, this demonstrated how a simple change in language engaged the target audience successfully. There is interest from **older people** in West Berkshire in indoor bowls which there is provision for and popular in some areas and Steady Steps was noted as being enjoyed by those that can get to the venue.

As previously mentioned, sessions for people with **disabilities** or **LTHC's** may be beneficial and wanted by some. 'Dementia walks' that have been run locally have been positively received. They are inexpensive and good for participants physically, mentally and socially. Walks organised for older people in general were suggested, not just for those with dementia and their carers.

One contributing organisation felt there is a gap in provision for antenatal women - these are often privately run and can be expensive. There also appears to be a need for more activities for older men; some participants commented that they are often 'taken' by their wives so something specifically for them may be beneficial with darts and lunch clubs and table tennis highlighted as possible activities.

A couple of contributors felt that **women** can be encouraged more easily than **men**. Mindfulness sessions or activities like tai chi and pilates can be beneficial for a range of people but it was felt there are not enough of these and they are too expensive for many.

Children and young people are often attracted to new and exciting sports although others are happy to just run around with a ball. Some organisations who run sessions for this age group said they are more likely to get them involved in dodgeball, zorbing or dancing on Tik Tok than a traditional sporting activity.

Water based activities are popular but most often it is the **children and young people** that are already involved in them that are most keen and others will take a long time to join in. The new climbing facilities at Newbury's Waterside Centre are expected to be popular but the cost of qualified instructors may make sessions too expensive for some. As mentioned previously, some **children and young people** have little experience of leisure activities and have not had exposure to the variety that others have.

For those with **learning difficulties**, trampolining has been a popular activity in the past (the contributor had been led to believe that this had tailed off due to equipment requiring maintenance). Walking is also popular but needs to be a suitable length to meet their needs and badminton has also been of interest previously.

There may be a need for more activities for families. One Social Prescriber felt that provision for intergenerational activities would be beneficial and positive thing for parents;

'it's more fun and promotes health and exercise through activity. It can only be a positive thing, especially if they're working together as a group.'

The gaps in provision and activities suggested would require further research to understand the need in terms of location of such activities and actual demand for them.

6. Impact of Covid-19

In each of the consultation sessions the participants were asked about any key learnings from the pandemic with regards to leisure, activities, health and wellbeing and the comments focussed on the following themes:

6.1 Some people are nervous about doing things

Although many people have returned to the leisure activities they did before the pandemic, there are a lot of people that still feel nervous, scared or have lost their confidence;

'there is a small group who are still reluctant for various reasons, whether it be health or just nervous about the whole situation' (Age UK Berkshire).

Some of these people had a lack of motivation prior to Covid-19 but the past 18 months have made it worse, others have been shielding or are still highly vulnerable for health reasons. For those that were told to shield, they may just go back to what they did before rather than try new activities as it's not a priority;

'it's probably so far down your list of things to do.' (Age UK Berkshire).

At times during the pandemic it has been unclear about what restrictions mean for active leisure and what has been allowed to run, increasing anxiety for some who want to do the right thing (by following restrictions) but are unsure what they can do.

Some older people feel worried about catching Covid-19 and others feel worried about going out because they now feel unsteady on their feet.

6.2 Online activities

Many organisations brought in virtual online sessions for a range of activities and those we spoke to were no different. This was positive for some organisations; as well as keeping their members/service users busy during the periods of restrictions, it forced them to get involved with online technology. However, this did highlight the digital divide and acted as a barrier for some people during the pandemic. As previously highlighted, some organisations felt there was still a place for online activities, especially for those who find it difficult to get out physically or mentally and those who have transport issues.

6.3 Venues

Although many venues where residents take part in active leisure are now open, some are still closed and others have taken a long time to reopen. It has been challenging for those organising their own sessions to find places that are big enough to accommodate social distancing, with suitable access and facilities that allow enough people to participate and still ensures financial side of it works.

Everywhere has different Covid-19 regulations and people don't know what to expect so for those who are nervous about going out or experience a lack confidence this can add another barrier. This links to previous comments about messaging and ensuring people know what and who to expect to help make them feel comfortable.

7. Conclusion

Participating in active leisure and keeping physically active is seen as important by many people due to the health benefits provided and the social aspect of bringing people together. However, there are a number of barriers that affect different audiences and make it hard for them to be active. There are several key points and considerations to be taken from this consultation report:

- Suggestions that have been made on the location and accessibility of venues, the need for better customer service, well-trained staff to run/facilitate sessions, better messaging and advertising and activities tailored to specific audiences and their needs, are all linked to the requirement for individuals to **feel welcome** and that active leisure is **'for them.'**
- The social element of active leisure is important and can be a motivator in bringing people to physical activity and keeping them involved.
- A 'one size fits all' approach will not work; leisure opportunities need to be flexible and tailored to different audiences. Being inclusive and welcoming to all is essential but taking a more **specific approach** to meet the needs of a particular group can make active leisure **fully inclusive**.
- Support networks are important, whether those in the network are paid/unpaid/family members/role models, they all have a part to play in motivating the people they work with to be active and enabling them to participate in leisure.
- Better signposting on what's on, where, how to book on and who is running the session would be beneficial. Making it easier for people to book or giving flexibility in attending is also recommended.
- Covid-19 is still having an impact on a lot of people in terms of their confidence levels and ability to be active.
- It takes time and consistency to develop confidence and trust when working with some audiences, it is important to build relationships to encourage participation.

Get Berkshire Active would like to thank all individuals who have contributed this report who have given their time and honest opinions to provide a better understanding of the active leisure needs of West Berkshire.

8. Appendix

- A couple of organisations said they had been asked for their opinions before by West Berkshire Council (not related to this Leisure Strategy) but their feedback had not been listened to. One contributor felt there had been consultation work done with young people previously, that they repeatedly get asked the same things but their opinions were not valued.
- Other organisations were disappointed to have not been included in youth consultations and felt there were barriers stopping those they work with from having their voices heard.
- One participant thought that West Berkshire Council's strategies needed to be more joined up with different departments working together. They felt the Leisure Strategy needed to consider the objectives of other groups, such as the Health and Wellbeing Board.
- There is a gap in services for overweight people, particularly young people who do not get enough support; this is not necessarily a leisure issue but enabling them to better access services and be active is important.
- It was highlighted that there is some duplication with activities and it would be better for deliverers to coordinate schedules to spread sessions out across the week.
- Mencap expressed interest in collaborating with West Berkshire Council to develop a session for leisure provider staff on working with members of the public with disabilities.
- There was concern among some organisations about the future problems with older people who have lost mobility due to the pandemic; they believe there will be a lot of people who never return to 'normal' and will require a lot of NHS/social care in future.

Appendix 3

Facilities Planning Model

The Facilities Planning model (FPM) is a supply/demand gravity model to assess the strategic provision of community sports facilities in an area.

The tool was originally developed by the University of Edinburgh in conjunction with Sport Scotland and Sport England.

The FPM can be used as a principal planning tool to assist local authorities in planning for the provision of community sports facilities

In the case of West Berkshire, it has been used to assess future demand for swimming pools, sports halls and gyms based on population projections for 2021, 2028 and 2027.

A range of scenarios (runs) have been tested, including the opening of a new leisure centre in the East which would contain a main pool and teaching pool and sports hall, alongside the closing of some of the existing leisure facilities over this period.

Headlines

- Demand for swimming and sports halls remains largely unchanged for the period to 2037.
- For swimming pools, 93% of demand is met, and for sports halls 94% of demand is met.
- All of West Berkshire's population is within a 20-minute drive of a health and fitness gym. For 89% of West Berkshire's population, the nearest health and fitness gym is located in West Berkshire.
- There is no hotspot location for unmet demand.
- Unmet demand from lack of capacity is not an issue.
- Leisure Centre locations are in the right places for most West Berkshire residents.
- Of concern, is the age of stock.
- A high proportion of residents can afford to access commercial sites.
- Accessibility - 84% of residents access swimming pools by car and 5% by public transport.

Three Executive summary reports are included to show the results of the modeling for swimming pools, sports halls and fitness gyms.

1. Swimming Pools

Executive Summary

Introduction

- 1.1 West Berkshire Council is reviewing the current provision of swimming pools and assessing future demand and level of provision required to 2028 and 2037. The Council has commissioned a Sport England Facility Planning Model (FPM) local assessment to develop an evidence base and support this strategic planning.
- 1.2 The overall aims of the FPM assessments are to:
 - Assess the extent to which the existing supply of swimming pools meets demand in 2021 across the West Berkshire Council area and a wider study area, which includes the neighbouring local authorities.
 - Assess the impact of population change from 2021 to 2028, and from 2028 to 2037, and the changes that the supply of swimming pools has on demand and its distribution across West Berkshire.
- 1.3 The FPM study builds a picture of change with assessments based on different runs. The assessments are catchment area based, so include the swimming pools and population across neighbouring local authorities (the study area).
- 1.4 The FPM modelling runs are:
 - **Run 1** – Supply, demand, and access to swimming pools in **2021**. This run provides a baseline assessment of current provision and can be used to compare the findings on changes in the future.
 - **Run 2** – Supply, demand, and access to swimming pools in **2028**, based on the impact of the projected population change to 2028. This run assesses whether the demand for swimming pools across West Berkshire can be met by the current supply.
 - **Run 3** – Supply, demand, and access to swimming pools in **2028**, based on the impact that the projected growth in population has on the future demand for swimming pools and its distribution. This run includes the opening of a new swimming pool at Theale Green School in 2026. It provides an overall assessment on the future demand for swimming pools for **2028** with these changes to provision.
 - **Run 4** – Supply, demand, and access to swimming pools in **2028**, based on the impact that the projected growth in population has on the future demand for swimming pools and its distribution. This run includes the opening of a new swimming pool at Theale Green School in 2026 and the closure of the swimming pool at Willink Leisure Centre. It provides an overall assessment on the future demand for swimming pools with these changes to provision.
 - **Run 5** – Supply, demand, and access to swimming pools in **2037**, based on the impact of the projected population change to 2037. This run assesses whether the demand for swimming pools across West Berkshire can be met by the current supply.
 - **Run 6** – Supply, demand, and access to swimming pools in **2037**, based on the impact that the projected growth in population has on the future demand for swimming pools and its distribution. This run includes the opening of a new swimming pool at Theale Green School in 2026. It provides an overall assessment on the future demand for swimming pools with these changes to provision.
 - **Run 7** – Supply, demand, and access to swimming pools in **2037**, based on the impact that the projected growth in population has on the future demand for swimming pools and its distribution. This run includes the opening of a new swimming pool at Theale Green School in 2026 and the closure of the swimming pool at Willink Leisure Centre. It provides an overall assessment on the future demand for swimming pools with these changes to provision.

1.5 Table 1 summarises the swimming pool changes in Runs 1 to 7.

Table 1: Summary of Swimming Pool Changes in West Berkshire by Run 1

Swimming Pool Sites	Run 1	Run 2	Run 3	Run 4	Run 5	Run 6	Run 7
Theale Green School	closed	closed	open	open	closed	open	open
Willink Leisure Centre	open	open	open	closed	open	open	closed

1.6 The key findings for the FPM study are set out below:

Key Findings

1. In 2021, of the ten existing swimming pool sites, there is only one double pool site at Northcroft Leisure Centre, which has a teaching/learner pool.
2. Water space is highest in Runs 3 and 6 at 2,811 sqm of water, when Theale Green School swimming pool is included, and Willink Leisure Centre is open. The water space available for community use in the weekly peak period is 87.5% of the total supply at 2,464 sqm of water.
3. Inclusion of a teaching pool at Theale Green School doubles the number of dedicated pools and the capacity to provide for learn to swim.
4. West Berkshire’s demand for swimming pools is projected to be almost unchanged between 2021 and 2037, and is the equivalent of a reduction of 8 sqm. Population growth is not a driver of increased demand for swimming pools.
5. There is a loss of access to swimming pools for residents who walk in the south-east of the authority with the closure of Willink Leisure Centre. The FPM finding is that 11% of all visits to swimming pools are by walkers.
6. In all seven runs, over 93% of the total demand for swimming pools is met; and is over 94% in Runs 3 and 6, when Theale Green School swimming pool is included, and Willink Leisure Centre is open.
7. Eight out of ten visits by West Berkshire residents are to swimming pools in West Berkshire. Therefore, the swimming pools are in the right locations for the majority of West Berkshire residents.
8. Total unmet demand ranges from the equivalent of 100 sqm of water (Runs 3 and 6) to 109 sqm of water (Runs 4 and 7). For context, West Berkshire water space available for community use ranges from 2,061 sqm of water in Run 1, to 2,464 sqm of water in Runs 3 and 6.
9. Across all seven runs, lack of capacity is not an issue because 99% of the unmet demand is located outside a swimming pool catchment.
10. As an authority-wide average, West Berkshire swimming pools are estimated to be 50% full in the weekly peak period in Run 1, and 53% in Run 7. There is plenty of headroom before the Sport England comfort level of 70% of capacity used in the weekly peak period is reached.
11. In 2021, 15% of the estimated used capacity of West Berkshire swimming pools is imported, and this increases to 21% in 2037 when Theale Green School is open. The increase is because of the draw of a new swimming pool site.

2. Sports Halls

(To be finalised)

Executive Summary

Introduction

2.1 West Berkshire Council is reviewing the current provision of sports halls and assessing future demand and level of provision required to 2028 and 2037. The Council has commissioned a Sport England Facility Planning Model (FPM) local assessment to develop an evidence base and support this strategic planning.

2.2 The overall aims of the FPM work are to:

- Assess the extent to which the existing supply of sports halls meets current demand in 2021 across the West Berkshire Council area and a wider study area, which includes the neighbouring local authorities.
- Assess the impact of changes in population from 2021 to 2028 and 2037 and changes in the supply of sports halls has on demand and its distribution across West Berkshire.

2.3 The FPM study builds a picture of change with assessments based on different runs. The assessments are catchment area based, so include the swimming pools and population across neighbouring local authorities (the study area).

2.4 The FPM modelling runs are:

- **Run 1** – Supply, demand, and access to sports halls in **2021**. This run provides a baseline assessment of current provision and can be used to compare the findings on changes in the future.
- **Run 2** – Supply, demand, and access to sports halls in **2028**, based on the impact of the projected population change to 2028. This run assesses whether the demand for sports halls across West Berkshire can be met by the current supply

- **Run 3** – Supply, demand, and access to sports halls in **2028**, based on the impact the projected growth in population has on future demand for sports halls and its distribution. This run includes the opening of a new sports hall at Theale Green School in 2026 and the closure of the sports halls at Cotswold Sports Centre and Willink Leisure Centre. It provides an overall assessment on the future demand for sports halls with these changes to provision. Run 3 is the strategic assessment for **2028** with changes in sports halls supply.

- **Run 4** – Supply, demand, and access to sports halls in **2037**, based on the impact of the projected population change to 2037. This run assesses whether the demand for sports halls across West Berkshire can be met by the current supply.

- **Run 5** – Supply, demand, and access to sports halls in **2037**, based on the impact the projected growth in population has on the future demand for sports halls and its distribution. This run includes the opening of a new sports hall at Theale Green School in 2026 and the closure of the sports halls at Cotswold Sports Centre and Willink Leisure Centre. It provides an overall assessment on the future demand for sports halls with these changes to provision. Run 5 is the strategic assessment for **2037** with changes in sports halls supply.

2.5 The next section of the report provides the headline strategic overview, which includes the key findings and interventions arising from the FPM study on supply, demand, and accessibility.

2.6 The main report sets out the full set of findings under each of the seven assessment headings.

Headline Strategic Overview

2.7 The headline strategic overview is that the current supply of sports halls and the options for change can meet the West Berkshire demand for sports halls in 2021 and projected forward to 2028 and 2037.

- 2.8 The most important strategic finding, and which influences all the other findings, is that demand for sports halls by West Berkshire residents does not materially change between 2021, 2028 and 2037. The West Berkshire population is projected to increase by 3.0% between 2021 and 2028 and by 2.1% between 2028 and 2037).
- 2.9 The reason demand for sports halls does not change is because of the ageing of the resident population between 2021 and 2037. It is projected there are fewer residents in 2028 and 2037 than in 2021 in the main age bands for the highest sports hall participation (14-49 for males and 14-39 for females).
- 2.10 Therefore, the increase in demand from population growth is offset by the ageing of the resident population. The demand calculation includes both the existing population and the projected growth in population. The rate of participation is projected to be unchanged.
- 2.11 There is a decrease in demand in three other authorities from 2021 to 2028 and then to 2037, in Reading by 0.6% to 2028 and 0.4% to 2037, Basingstoke and Deane, 1.6% and then 1.1% and South Oxfordshire, 0.6% and 0.5%.
- 2.12 Demand for sports halls increases in four authorities, ranging from 0.3% by 2028 and 0.7% by 2037 in Wiltshire, to 5.6% by 2028 and 4.1% by 2037 in Vale of White Horse.
- 2.13 The options to close Cotswold Sports Centre and Willink Leisure Centre and open a new sports hall at Theale Green School (net reduction of 3 badminton courts), do not change the level of demand for sports halls which can met, or increase the level of unmet demand across the authority. Satisfied demand is over 94% of the West Berkshire total demand for sports halls in 2021, 2028 and 2037.
- 2.14 The sports hall options for change reduces the West Berkshire sports hall demand retained/met within the authority from 82% in 2021 to 79% in 2028 and 2037. However, this is still very high, and it means eight times out of ten the nearest sports hall to a West Berkshire resident is within the local authority. In short, the sports hall locations are in the right places for most West Berkshire residents.
- 2.15 Residents living in the area of the three sports hall options for change and who travel to sports halls by car, can access sports halls outside the authority, mainly in Reading. The new Rivermead Sports Complex, which has a six-court main hall, is scheduled to open in Spring 2023.
- 2.16 The West Berkshire sports halls, as an authority-wide average, are estimated to be 56% full in the weekly peak period in 2021, then 57% in 2028 and 2037. Used capacity is higher at most of the public leisure centres because (1) they have the highest accessibility for both sports club and public use; (2) they are available for daytime use, which is not possible at education venues during term time; and (3) the operators actively promote hall sports and physical activity participation, with a programme of use which reflects the activities and times that customers want to participate. For all these reasons, the public leisure centres have a 'draw effect', and most have higher used capacity. The Theale Green School sports hall has an estimated 100% of capacity used in the weekly peak period.
- 2.17 Of concern is the age of the sports hall sites. In 2021 the average age of the 17 sports hall sites is 28 years and the average age of the public leisure centre sites is 29 years. The oldest sports hall site is located at Park House School opened in 1961.
- 2.18 Eleven sports hall sites opened before 2000 and only four have been modernised, therefore, the ageing of the stock will decrease its attractiveness to participants and may reduce participation. Nearly all of the unmodernised sports halls are located on education sites.

- 2.19 Cotswold Sports Centre opened in 1982 (modernised in 2010) and Willink Leisure Centre opened in 1989 (modernised in 2001). Replacement with the option of a new sports hall at Theale Green school (modelled to open in 2026) will provide a modern sports hall offer for this part of the authority. The oldest unmodernised public sports hall is Northcroft Leisure Centre, opened in 1980 and which has the lowest estimated used capacity of the public leisure centre sports halls.
- 2.20 It may well be a challenge for education budgets to meet the cost of modernising sports halls. The recommendation is to secure community access at the education sports halls which provide the best offer for community use and thereby protect that supply.
- 2.21 A partnership of investment in return for securing community access through an agreement could be the start point. This will secure sports club and community group access for hall sports, with the wider recreational pay and play being provided at the public leisure centre sports halls along with sports club use.
- 2.22 It is also recommended that a review is undertaken of the existing community use agreements either secured by planning conditions, or through a Sport England Lottery Funding Agreement. These agreements should not be allowed to lapse otherwise the available supply will be reduced and impact on reduced participation levels.

3. Health and Fitness Gyms

Executive Summary

Introduction

- 3.1 West Berkshire Council is reviewing the current provision of health and fitness gyms. The Council has commissioned a Sport England Facilities Report and Access Analysis assessment to support its sports facilities strategic planning work and development of planning policies for Health & Fitness Gyms provision.
- 3.2 The overall aims of the work are to:
- Provide a 2021 baseline assessment for health and fitness gyms in the West Berkshire Council area, and the surrounding local authorities, which make up the study area.
 - Assist the Council in determining the scale of health and fitness gyms required in any new public leisure centre project, and the contribution to the overall viability of a new centre.

Key Findings

- 3.3 The key findings are:
1. Most of the West Berkshire health and fitness gyms opened pre-2000, with ten sites in the 1990s and eight sites in the 1980s. Only four of the total 32 West Berkshire sites have opened since 2010.
 2. There are six local authority sites with a total of 185 stations, equivalent to 18% of the total number of accessible stations. There is an average of 30 stations per centre. The largest site is Northcroft Leisure Centre with 52 stations, and the smallest is Jubilee Leisure Centre with ten stations.
 3. The commercial sector is the majority provider, with 11 of the 26 public accessible health and fitness gyms. They have 593 stations, 56% of the total number of accessible stations,

with an average of 54 stations per site. The biggest and most recent site to open is Pure Gym in 2020 with 220 stations.

4. The pattern of provision across the study area is different from West Berkshire, with a more recent supply of centres. In the study area, 79 centres opened in the 2000 decade (eight in West Berkshire) and 61 centres opened between 2010 and 2019 (three in West Berkshire).
5. West Berkshire has no lower super output areas (LSOAs) that are classified as the most deprived 10% nationally, which means it is more likely that residents will join and take out a membership to access commercial health and fitness gyms. There is a greater ability to pay in West Berkshire than in other local authority areas in England.
6. Northcroft Leisure Centre is the local authority centre with the largest number of stations (52) but only 0.4% of the population (561 people) live within its 20-minute drive time catchment because it is co-located with several commercial centres. This centre is also the oldest public leisure centre health & fitness gym (opened in 1980). If the membership levels and memberships per station for this centre are low, this could be explained by these findings.

Strategic Overview

- 3.4 From this supply and accessibility assessment, there are some trends that can be identified. West Berkshire's stock of health and fitness sites is quite old, with most centres pre-dating 2000.
- 3.5 There has not been the growth of low-cost health & fitness centres in West Berkshire as experienced in a lot of other authorities. Since 2010 only four centres have opened in West Berkshire, one of these being a commercial centre (Pure Gym, opened in 2020). This is a low-cost centre, and is also the largest in the authority with 220 stations. However, this does suggest that, given the minor

increase in sites overall, there is quite a settled pattern of health and fitness centre provision.

- 3.6 The trend in gym session participation reflects this settled pattern of provision. Over the first four Active Lives surveys from 2016 to 2020, participation was highest in the year November 2017/18, when 13.5% of adults participated in at least two gym sessions over the past 28 days but reduced to 9% of adults participating in the November 2019/20 year due to the restrictions on access to gyms caused by Covid-19.
- 3.7 It is better to take the longer term trend rather than review changes over one year. This shows that adult participation increased over the first three years of Active Lives surveys, and fell by 3 percentage points in the fourth year when compared with the first year. The longer term Active Lives findings do not suggest a trend of sustained increases in gym session participation.
- 3.8 It is important to compare the Active Lives trends for participation with membership levels for the local authority centres over the same time period to see whether there is any correlation, and also as a trend guide to future participation levels.

3.9 Of note is that only three of the 26 public accessible gyms have over 80 stations, which is a commercial benchmark level for provision. Most of the centres are in the range of 20 to 40 stations, with 13 sites in this range. These are mainly small scale local centres, and there are only two national health and fitness commercial providers, Nuffield Health with 124 stations opened in 1998 and Pure Gym with 220 stations opened in 2020.

3.10 The absence of more of the national commercial providers and larger scale sites also reinforces the view that provision in West Berkshire is settled in terms of supply and demand, with a network of local centres in the main settlements.

3.11 To reiterate, this is a 2021 baseline assessment for health and fitness gyms in the West Berkshire Council area and the surrounding local authorities.

3.12 Its purpose is to assist the Council in determining the scale of health and fitness gyms required in any new public leisure centre project, and the contribution to the overall viability of a new centre.



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Re-development of Northcroft Lido

Committee considering report:	Executive
Date of Committee:	24 March 2022
Portfolio Member:	Councillor Howard Woollaston
Date Portfolio Member agreed report:	01 March 2022
Report Author:	Paul Martindill
Forward Plan Ref:	EX4159

1 Purpose of the Report

- 1.1 To present the results of the public consultation undertaken between July and September 2021 and seek delegated authority to award the contract to Alliance Leisure Services for the re-development of the Lido at Northcroft Leisure Centre.

2 Recommendations

- 2.1 The Executive resolves to:
- (a) delegate authority to the Executive Director – People, in consultation with the Portfolio Holder for Internal Governance, Culture and Leisure to award the call off contract for the redevelopment of the Lido at Northcroft Leisure Centre (to include Access Agreement and Development Management Agreement) under the UK Leisure Framework to Alliance Leisure Services Ltd; and
 - (b) delegate authority to the Service Lead Legal & Democratic Services to enter into Call off contract (to include Access Agreement, Development Management Agreement, and associated agreements) with Alliance Leisure Services Ltd to finalise the terms of the agreement.

3 Implications and Impact Assessment

Implication	Commentary
Financial:	The estimated capital costs will be met through borrowing; the Council will incur financing costs (payment of interest and Minimum Revenue Provision) as a result. The actual cost of such will reflect the borrowing structure to be adopted, and market rates prevailing at the time. The cost of the lido is estimated at £5M with an annual repayment of £186,670 per

	<p>annum which will include payment for both principal and interest over a 40 year term</p>
Human Resource:	<p>None</p>
Legal:	<p>In accordance with the approved procurement strategy this is a direct award under the UK Leisure Framework by Denbighshire County Council which will commence in March 2022. The framework is a single supplier framework awarded to Alliance Leisure Services Ltd (AL).</p> <p>The Council will enter into an Access Agreement in March 2022 which will confirm the design brief for the project</p> <p>For the second stage the council will enter into development management agreement (DMA) which will allow the AL to enter into various contracts relating to specialist quantity surveyor and project management services etc. with provider(s) together with a construction contract with the building contractor. AL will receive a management fee and project and development costs from the Council.</p> <p>The development manager ultimate role is to deliver the scheme on time and in accordance with the projects costs plan however it should be noted that this is not an absolute obligation on AL so there is a risk of costs increase which will be paid by the Council.</p> <p>It is recommended that the Council shall only enter into the DMA once full costing have been finalised and subject to planning consent being achieved.</p>
Risk Management:	<p>This development will utilise a pre planning application prior to the submission for full planning consent.</p> <p>Surveys have been undertaken to examine soil conditions surrounding the tank and to assess the condition of the tank itself. This information will be shared with Alliance Leisure Services.</p> <p>The project programme is designed for the lido development to occur with only one summer closure. The scope of works for the stabilisation of the tank is being finalised.</p> <p>Subject to agreement with planning with regard to the scope of works for stabilisation, the works may progress prior to planning determination and be undertaken in the summer of</p>

	<p>2022. This will mean that the lido will not be open to the public for the 2022 season.</p> <p>There is only a limited window of opportunity each year to complete the stabilisation works due to the level of the water table and therefore the optimum time to undertake the stabilisation works is between June and August.</p> <p>Based on recent experience of inflation in the construction sector, delays in timescale are likely to lead to significant increased costs The report contains a section on mitigation enabling specific elements of the scheme to be removed to stay within the allocated budget.</p>			
Property:	<p>Northcroft Leisure Centre is owned by West Berkshire Council and will be managed as part of the Leisure Centre management contract.</p>			
Policy:	<p>Council strategy - Develop local infrastructure, including housing to support and grow the local economy : specifically Enhance the arts, culture and leisure offering of the District</p> <p>Draft Leisure Strategy 2022-2032: the lido development is identified as a key project to enable local people to be more active in the community and engage in a variety of leisure pursuits.</p>			
	Positive	Neutral	Negative	Commentary
Equalities Impact:				
<p>A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?</p>	X			<p>The project will improve access to the lido for people with mobility issues, and improve the accessibility of changing accommodation</p>

Re-development of Northcroft Lido

<p>B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?</p>	<p>X</p>			<p>People who have mobility issues will have better access to swimming outdoors, helping to improve their health and well-being.</p>
<p>Environmental Impact:</p>	<p>X</p>			<p>The Lido development will be designed with the aim of achieving BREEAM Excellent.</p> <p>It will be the aim of the project to achieve net zero carbon, this will include full exploration for the use of solar energy for the lido development.</p> <p>The project will utilise modern design and infrastructure.</p> <p>The Leisure Strategy explicitly states, as an objective, that it will ensure that the recommendations of the Environment Strategy, are supported and adopted. The Lido redevelopment will be delivered in consultation the Environment service to ensure that the most energy efficient solutions are utilised including solar panels, air source heat pumps etc. where viable.</p>
<p>Health Impact:</p>	<p>X</p>			<p>Data for the current user profile for the lido shows that only approx. 20% of users use indoor pools or other leisure centre facilities. By providing improved facilities this group will have a longer season in which to access the facilities, together with a broader range of facilities for different age groups which will help enhance physical activity. We project a significant increase in the number of user visits following the investment</p>
<p>ICT Impact:</p>		<p>X</p>		<p>None</p>

Digital Services Impact:		X		None
Council Strategy Priorities:	X			Enhanced leisure facilities for the people who live, work and visit West Berkshire by redeveloping a facility which was last refurbished in the early 1960's
Core Business:		X		None
Data Impact:		X		None
Consultation and Engagement:	<p>Officers consulted Matthew Pearce (Service Director Communities and Well Being); Jim Sweeting (Sport and Leisure Manager, Lisa Potts, (Finance Manager) Jonathan Martin (Business Lead for Capital and Treasury), Ian Wigginton,(Senior Finance Manager) Shiraz Sheikh (Service Lead Legal and Demographic Services)</p> <p>A formal consultation exercise was undertaken with the public from 26 July to 5 September 2021 a total of 715 responses were received. (95% of respondents supported investment in the lido and 67% supported the conversion of the pool tank from 72m to 50m (in line with an Olympic competition pool)</p> <p>The consultation process included visual presentations of different development options and was promoted through a social media campaign, press releases and an interactive webinar that facilitated public questions. The campaign was backed up by posters in the leisure centre to attract 2021 users.</p>			

4 Executive Summary

- 4.1** The lido facility at Northcroft Leisure Centre in Newbury dates from the late 19th century with the last refurbishment works carried out in the early 1960's. The facility was built in the flood plain of the river Kennet and as such is impacted on annually by ground water levels. Specialist contractors have advised that options for a long term future for the facility should be considered if the lido is to have a future in Newbury.
- 4.2** Following survey work into the ground and tank conditions undertaken in 2020/21, concept plans were produced by architects Space and Place, which formed the basis of a public consultation. The results showed 95% support for the lido redevelopment with 67% support to convert the tank from 72m to 50m and strong support for a longer outdoor swimming season.

4.3 The aim of the project is to increase the duration of the outdoor swimming season from its current position of ten to twelve weeks per year to a period of six months from Easter through to September. The new proposal delivers the following:

- (a) To deliver the scheme at a net zero carbon footprint and aim to BREEAM Excellent standards.
- (b) Ground stabilisation works to provide protection for the new tank
- (c) The creation of a 50m Olympic length pool through the provision of a new Myrtha tank.
- (d) A new depth profile for the pool running from 1.2 to 1.5m (currently 0.9m to 2.8m) thereby reducing weight in the tank and the risk of the ground conditions continuing to disrupt the service.
- (e) Increased flexibility for the programming of the water space.
- (f) An enhanced environment surrounding the pool including deck level entrance to the pool enabling improved access for people with mobility issues.
- (g) Replacing the paddling pool with an interactive splash pad (incorporating a small paddling pool feature)
- (h) A racer slide
- (i) Improved changing facilities (including accessible changing).
 - i. To increase the capacity of the existing male and female lido changing areas to enable lido sessions to be programmed which will require rapid turnover of customers leaving and entering the lido area.
 - ii. The provision of additional changing cubicles around the lido site to recapture the traditional feel of lidos and to create a beach like environment.
 - iii. To provide facilities for disabled people to be able to use the lido – including larger changing cubicles.

4.4 The proposal will provide for a long term future for the lido – providing a fully accessible facility fit for the 21st century in line with the objectives of the leisure strategy.

4.5 The lido investment is projected to Increase usage from the current levels of 15 to 20,000 visits per annum to a projected throughput of over 50,000 attendances across the six month opening period. It is recognised in the Sport England Facilities planning model that investment in facilities increases usage. The Sport England Facilities Planning Model includes an increased weighting for projected usage for new pools or those that have had significant investment.

4.6 The lido will provide further opportunities for physical activity across West Berkshire. Whilst 77.3% of adults in West Berkshire are considered physically active, 14.2% of adults (18,000 adults) in West Berkshire are physically inactive. 50% of children in West Berkshire are not currently getting enough physical activity and the Lido present further opportunity for families to increase their levels of physical activity

- 4.7** Evidence suggests that swimming outdoors can bring a range of benefits to our health. In addition to the benefits associated with increased physical activity, outdoor swimming can also improve mental wellbeing.
- 4.8** Increased opportunities for child swimming can also help improve social skills and confidence as well as building water safety skills
- 4.9** The re-profiled shallower pool depth will run from 1.2m to 1.5m (currently 0.9m to 2.8m) facilitating a greater area for water based exercise classes (e.g. Aqua Fit, Aqua Aerobics. Aqua Well Being). Water based exercises are particularly helpful in assisting people with weight management issues to commence an exercise programme. Water based exercise classes can provide for a low intensity exercise experience. Therefore these classes can feel accessible to inactive people who are seeking to commence exercise for the first time. The lido development will support the key objective of the leisure strategy in facilitating a change in lifestyle from inactivity to activity.
- 4.10** A key finding in the recent public consultation that informed the review of the leisure strategy, is the increase in popularity of outdoor swimming experiences. The new lido, with the projected longer opening six month period, will support this new increasing demand for outdoor swimming experiences.
- 4.11** Swim England, the national governing body for swimming, site a range of health benefits that are achieved through swimming including:
- (a) Better sleep
 - (b) Increased happiness
 - (c) Boosted immune system
 - (d) Preventing and managing long term health conditions

Further information can be located at: www.swimming.org/openwater/the-health-benefits-of-open-water-swimming/. Further benefits from swimming can be found in Appendix D

5 Supporting Information

Introduction

- 5.1** Northcroft Lido dates back to the 1870's with some refurbishments during the 20th century, the last being in the early 1960's. The facility today represents the values prevalent at the time works were carried out and not necessarily those today.
- 5.2** The lido is built into the flood plain of the River Kennet and pressures caused by ground water levels impacts on when the pool can be emptied and repair work carried out which has resulted in the last ten years the longest season being only 12 weeks long.
- 5.3** Feedback from specialist contractors carrying out the annual repair work have indicated that patch and repair on the structure was having minimum effect now and consideration should be given to a longer term solution.

- 5.4** In reviewing a long term solution for the lido it was appropriate to consider how the facility could be improved for the 21st century.

Background

- 5.5** Northcroft Lido was first built as a permanent structure in the late 1870's continuing a tradition of open air swimming at the site (formerly an open pool). Several refurbishments were undertaken at various stages in the 20th century with the last being approximately 1960. The main pool seen today looks dated and has limited access for people with mobility issues, whilst the paddling pool has steep steps making it unsuitable for people with mobility issues.
- 5.6** Ground water pressure restricts the time when the pool can be emptied for an assessment of seasonal remedial works to allow the pool to be opened each season. The result is that the average season over the last ten years has been only 74 days. On occasions the lido has not been able to open when the weather has been good in the late Spring much to the frustration of users.
- 5.7** Specialist contractors carrying out annual repairs before each season have reported that the patch and repair programme is now having limited impact and the Council should consider a longer term solution.
- 5.8** The area has been impacted by two major floods in the past twenty years. It was unclear as to the impact of these on the tank structure therefore a successful bid was made to Capital Strategy for budget to undertake a series of surveys to analyse the ground and tank conditions which will inform plans going forward.

6 Procurement

- 6.1** Denbighshire County Council has completed the retendering of the UK Leisure Framework. The UK Leisure Framework Agreement provides a complete design and build solution from design to delivery. A key advantage of this route is that the framework has just been procured using a competitive process.
- 6.2** The procurement strategy has been agreed 18 November 2022
- 6.3** The UK Leisure Framework allows for the direct appointment of a Development Partner. The proposed team will include:
- (a) Alliance Leisure Services Limited
 - (b) Scott, White and Hookins – BREEAM Consultants
 - (c) UPAC (Universal Piling and Construction)
 - (d) Space and Place (Architectural Services)
 - (e) BGH (Bradshaw Gas and Hope)
 - (f) Myrthapools (pool tank supplier)
 - (g) Ustigate Waterplay Limited (Splash Pad with paddling pool)

- (h) Savernake (project management)
- (i) Barr and Wray Ltd (pool engineering consultancy and water treatment)
- (j) KRP (Consulting Engineers)
- (k) GIS
- (l) Structural Renovations

7 Summary of technical solution for the lido tank

- 7.1** To date £35,000 has been spent commissioning surveys to ascertain the current ground and tank conditions. The reports produced have determined the areas where work is required and offered technical solutions to provide a long term future for the lido. These include:
- (a) Ground stabilisation works to minimise movement of the tank from ground water conditions.
 - (b) The use of a specialist Myrtha tank liner that effectively creates a new 50m tank within the main tank to strengthen the walls to reduce the impact of pressure from ground water.
 - (c) New lining across the base of the existing tank to raise the base of the pool to create a new depth profile and pressure on the tank.
- 7.2** The proposal is for the existing pool length to be reduced by constructing a new concrete wall across the width to create the 50m length, this would be tied into the existing pool walls and floor to ensure the structure works as a single entity. The Myrtha lining will form the internal finish for the concrete as well and there would be no discernible difference to users immaterial of the route taken.
- 7.3** In order to change the depth of the pool a light aggregate concrete screed will be used, and this will need to be reviewed against the ground stabilization works

8 Current Position

- 8.1** In February 2020 Space and Place (Architects) were commissioned to develop concept plans to demonstrate the potential for the lido development. These plans formed the basis of the public consultation that was undertaken between July and September 2021
- 8.2** Space and Place (S&P) are one of the architectural companies that are on the UK Leisure Framework Agreement and has such can be appointed to complete further design work without a requirement for competitive tender. S&P are familiar with the site and the technical reports detailing the ground conditions and has such have detailed knowledge of the client's requirements and site challenges.
- 8.3** Following the public consultation Alliance Leisure Services (ALS) produced a proposal to develop the scheme to RIBA stage 4. The cost for delivering this work is detailed in section 14 below.

- 8.4** The current scope of works to complete the stabilisation stage is currently being calculated and will be presented to planning to determine if the stabilisation works require planning permission. The aim will be to complete the stabilisation works in the summer of 2022 and for this summer the lido would not be open.
- 8.5** Subject to planning determination and agreed construction programme the aim is for the lido development to be completed for the summer of 2023.

9 Business Case – Rational for the Lido Development

9.1 Public sector swimming pools have not been developed for profit. Throughout their history public pools have required subsidy. The growth of the fitness industry however, and the profitability of gyms, has meant that the subsidy required for swimming pools can be off-set by the income generation from gyms and exercise classes within leisure centres. This has meant that over the past 20 years many new leisure centres have increasingly been built with fitness gyms containing 100 stations or more and older leisure centres have been remodelled with expanded fitness facilities and gyms in order to reduce subsidy and in some cases return a surplus.

- (a) Increased usage of the lido is projected following the investment due to the following factors:
- (b) New facilities attract increased audiences and this is recognised by the Sport England Facilities Planning Model.
- (c) The proposals are reflecting the results of the public consultation survey and the various elements of the scheme reflect high public demand with all features having achieved at least 50% public support.
- (d) The new depth profile of the pool enables more programming for water based exercise classes
- (e) The leisure strategy demonstrated increased demand for outdoor swimming experiences

Based on these factors and extended opening period increased attendances can be realistically projected to increase usage from an average of 17,000 to 18,000 to 40,000 to 60,000. Leisure operator's projections will be ascertained through the tender process conducted in 2022/23.

9.2 The plans for the Northcroft leisure centre dryside development will increase the size of the gym and increase the number of exercise studios within phase 2 of the development. The total capital envelope for Phase 1 (lido) is £5M and for Phase 2 (dryside – health and fitness expansion) is £4.3M. It is proposed that Phase 1 will be developed first, in 2022/2023, due to the fragile condition of the lido tank. Phase 2 will be completed in 2023/24 (subject to capital funding approval) enabling leisure operators to contribute and influence the dryside fitness expansion proposals through the process of the tender for the new leisure management contract which will be undertaken in 2022.

9.3 The steps taken to secure the future of the lido will create a 21st century water destination with widespread appeal for all the community. Programming flexibility will

be the key to minimising costs and maximising income. The summer months will provide peak demand and the use of the additional water features such as the splash pad and racer slide can be expected to operate daily.

- 9.4 Outside of peak demand, pool programming will offer lane swimming for a variety of standards. Throughout the extended 6-month opening period a range of water based exercise classes will be programmed. Clubs and schools will also have extended opportunities to use the lido for training and learn to swim lessons.
- 9.5 The additional water space provided by the lido can also be used for staff training to ensure an enhanced base of qualified lifeguards, without having to reduce public swimming time in the indoor pools to facilitate this.
- 9.6 The change in the dimensions of the lido from 72 m to 50 m alongside the shallow depth profile of the pool means that the water volume in the lido will reduce significantly (approximately 30%). This will provide a significant reduction in cost in terms of energy (heating) and lower the daily operational cost of the lido. It will be within the control of WBC to determine the duration of the lido season.
- 9.7 In recent years lidos have undertaken a resurgence. Many of the lido business models have operated on a basis of exclusivity, with high membership prices often for adults only. The WBC lido prices are non-exclusive and the proposals contain features that will be attractive for families with young and older children. However there is flexibility to include premium memberships alongside an inclusive pricing structure and this will be explored through the leisure management contract tender process which includes scope for negotiation. Please see table in Appendix D for further details on the benefits of the provision of the lido service

10 Risk Mitigation

- 10.1 At present inflation is operating at unprecedented levels providing significant risk to capital projects. In order to reduce risk, several mechanisms can be put in place to ensure the scheme for the lido project stays within the allocated budget.
- 10.2 The proposed scheme has several discreet elements, which can be removed to address cost control in the event of price escalation. Based on the survey results it is proposed that the following elements would be removed from the scheme in the order presented, if costs escalate beyond the allocated budget this could create an estimated reduction in the scope of the project in the range of £860k to £1.025 Million
 - (a) Racer slide (Estimated £280k - £300k)
 - (b) New changing rooms and beach huts (Estimated £150k to £200k)
 - (c) Pergoda areas for relaxation and outdoor fitness (Estimated £50k to £75k)
 - (d) Splash pad and toddler pool. (Estimated £380k to £450k)
- 10.3 West Berkshire Council will retain the option to stop or modify the scheme following the design to RIBA stage 4.

10.4 The proposal for catering services to serve the lido received a high level of support 87.5%. The existing catering service is located on the first floor in the leisure centre and this location limits accessibility for visitors to the lido. It is therefore likely that a relocation of the catering area to a position to serve customers using wetside and dryside facilities will maximise catering income. However the proposed location for the new catering service will mean a loss of some of the existing gym space on the ground floor, therefore it is proposed to implement the new catering service in Phase 2 of the Northcroft Leisure Centre development, when it will be possible to relocate the gym to an alternative location.

10.5 A capital bid has been submitted to allocate funds to redevelop the health and fitness side of Northcroft Leisure Centre creating a new and larger fitness area and additional exercise studios. This development is scheduled for 2023/2024 subject to capital funding approval. The leisure contract procurement process is seeking the leisure contractor's views on this proposal, to ensure it will maximise visitors and income potential.

11 Public Consultation

11.1 In developing proposals for the future of the lido a formal public consultation exercise was undertaken between 26 July 2021 and 5 September 2021. The items that were consulted upon were:

- (a) Whether investment should be undertaken to safeguard the future of the lido.
- (b) The length of the pool – whether it should be 50m or 71m.
- (c) Additional facilities to support the main lido pool
- (d) The preferred length of the season and potential programming elements.

11.2 A total of 715 responses were received to the public consultation exercise and a summary report of the findings was presented to Culture and Leisure Programme Board on November 1st 2021 (Copy available in Appendix B). The following represents a summary of the main results:

- (a) 95% of respondents were supportive of investment into the lido.
- (b) 67.4% of respondents from the survey were supportive of the notion of reducing the length of the lido to 50m
- (c) There was a strong feeling not to mix and match activity and to focus on 'Wet' activity in the lido area.
- (d) A balance was required between social/family activity and pure swimming for swimming sake
- (e) The notion of a toddler pool, splash pad and slides of some format received most support

11.3 A webinar took place on August 3rd 2021 – feedback from this was broadly in line with the consultation responses with the emphasis on ensuring the lido was available for much longer periods of each year.

12 Proposals

12.1 To redevelop the lido to net carbon zero and aim to achieve BREEAM Excellent certification.

12.2 Stabilise the lido tank and protect it from ground water pressure and movement.

12.3 Install a new Myrtha tank, remodelled to reduce the pool to 50m in length with a maximum depth of 1.5m

12.4 To raise the ground level around the main pool thus eliminating the upstand to create a deck level entry for the lido.

12.5 To create an interactive splash pad with toddler pool creating opportunities for children to experience play with water and be more active.

12.6 To install racer slides to cater for older and teenage children.

12.7 Improved relaxation areas, changing accommodation and café facilities.

12.8 Once completed the lido should be available for a minimum of six months throughout the year with the proposed timetable being from Easter through to September.

12.9 An indicative plan of the proposal is provided in Appendix C

13 Benefits of Proposed Lido development

13.1 The redevelopment of the lido offers greater flexibility in terms of programming. Specific sessions will be available for family fun sessions when the water features are used to full capacity.

13.2 The re-profiled pool depth (1.2 to 1.5m) facilitates a greater area for water based exercise classes (e.g. Aqua Fit, Aqua Aerobics. Aqua Well Being) which can assist those with joint and general mobility issues.

13.3 Outdoor swimming is increasingly attractive so the longer lido opening period will facilitate more opportunities for lane swimming.

13.4 Transferring to an Olympic length pool (50 metres) enables club, county and national standard swimmers to train in a pool that has the same length as used in all high level competitions.

13.5 The outdoor seating area for the café can be used flexibly and can operate for additional classes such as yoga, pilates or spinning classes therefore increasing the income generating potential of the site.

13.6 Improved accessibility for people with mobility issues due to the design of a deck level amenity.

13.7 Increased usage from the current levels of 15 to 20,000 visits per annum to a projected throughput of over 50,000 attendances for the lido alone. The Sport England Facilities Planning Model provides an increased weighting for usage for new pools or those that have had significant investment.

14 Project Costs

14.1 Alliance Leisure Services will produce designs to RIBA Stage 4 and establish cost certainty Alliance Leisure have not yet been appointed.

14.2 £5 million pound has been allocated within the Capital programme to deliver the project.

14.3 Cost estimates for all pre-construction works through to RIBA stage 4 would be in the region of £490,000.

14.4 The stabilisation works to secure the new pool tank is estimated at £500,000

14.5 The estimated capital costs will be met through borrowing; the Council will incur financing costs (payment of interest and Minimum Revenue Provision) as a result. The actual cost of such will reflect the borrowing structure to be adopted, and market rates prevailing at the time. By way of illustration, a £5m annuity loan at 2.14% would incur total repayment costs of £7.47m over a 40 year period.

14.6 Initial discussions would indicate that the re-development of the Lido could be eligible to be funded by CIL contributions

14.7 Importantly, the project will result in increased access with an increase in daily opening times (especially mornings and evenings) and the period of opening increased to 6 months from the current 11 weeks.

14.8 On the basis of the above, the scheme will result in an improved new offer and on this basis the scheme has been included in the Infrastructure Development Plan (IDP).

15 Other options considered

15.1 Continue lido operation as is – from the feedback provided in the technical surveys this would mean a continuation of patch and repair for a period until the lido became inoperable. No timescale can be given for this as it would be dependent upon ground conditions each year. This provides a high risk strategy as the current tank is at the end of its lifecycle.

15.2 To undertake a different procurement strategy. It is likely that alternative procurement routes will require a longer time period and in light of current cost inflation this could significantly increase costs.

15.3 An alternative development strategy could be undertaken that removes the lido completely and replaces this with new outdoor sports facilities or new indoor sports facilities. Potential outdoor facilities could include courts for tennis, netball, basketball and football. Indoor facilities could include provision for table tennis, martial arts/combat sports, weightlifting, or a range of disability sports. (e.g. Boccia, Power Chair Football, archery).

16 Conclusion

- 16.1 The lido can be modernised and its future secured in line with the results of the public consultation for a budget of £5 million.
- 16.2 The proposed scheme reflects the results of the public consultation including all features that received a minimum of 50% support.
- 16.3 Based on the indicative programme the lido would not open for the summer of 2022 to enable the stabilisation works to be undertaken but could be open for the summer of 2023 subject to planning approval.

17 Appendices

- 17.1 Appendix A – Equalities Impact Assessment
- 17.2 Appendix B – Report to Culture and Leisure Programme Board following the Lido Public Consultation exercise.
- 17.3 Appendix C – Indicative proposal for the Northcroft Leisure Centre Lido.
- 17.4 Appendix D – Business Case – Key drivers for investment into the Lido
- 17.5 Appendix E – UK Leisure Framework Agreement Delivery Model

Background Papers:

Survey reports of ground and tank conditions; Public Consultation responses and report to Culture and Leisure Programme Board.

Subject to Call-In:

Yes: No:

- The item is due to be referred to Council for final approval
- Delays in implementation could have serious financial implications for the Council
- Delays in implementation could compromise the Council's position
- Considered or reviewed by Overview and Scrutiny Management Committee or associated Task Groups within preceding six months
- Item is Urgent Key Decision
- Report is to note only

Wards affected: All

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Version	Date	Description	Change ID
1			
2			

Appendix A

Equality Impact Assessment (EqIA) - Stage One

We need to ensure that our strategies, policies, functions and services, current and proposed have given due regard to equality and diversity as set out in the Public Sector Equality Duty (Section 149 of the Equality Act), which states:

- (1) A public authority must, in the exercise of its functions, have due regard to the need to:
 - (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;*
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; This includes the need to:
 - (i) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;*
 - (ii) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;**
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it, with due regard, in particular, to the need to be aware that compliance with the duties in this section may involve treating some persons more favourably than others.**
- (2) The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.*
- (3) Compliance with the duties in this section may involve treating some persons more favourably than others.*

The following list of questions may help to establish whether the decision is relevant to equality:

- Does the decision affect service users, employees or the wider community?
- (The relevance of a decision to equality depends not just on the number of those affected but on the significance of the impact on them)
- Is it likely to affect people with particular protected characteristics differently?
- Is it a major policy, or a major change to an existing policy, significantly affecting how functions are delivered?
- Will the decision have a significant impact on how other organisations operate in terms of equality?
- Does the decision relate to functions that engagement has identified as being important to people with particular protected characteristics?
- Does the decision relate to an area with known inequalities?
- Does the decision relate to any equality objectives that have been set by the council?

Please complete the following questions to determine whether a full Stage Two, Equality Impact Assessment is required.

What is the proposed decision that you are asking the Executive to make:	To approve the redevelopment of the lido located in the grounds of Northcroft Leisure Centre.
Summary of relevant legislation:	Equality Act 2010
Does the proposed decision conflict with any of the Council’s priorities for improvement? <ul style="list-style-type: none"> • Ensure our vulnerable children and adults achieve better outcomes • Support everyone to reach their full potential • Support businesses to start develop and thrive in West Berkshire • Develop local infrastructure including housing to support and grow the local economy Maintain a green district • Ensure sustainable services through innovation and partnerships 	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, please indicate which priority and provide an explanation
Name of Budget Holder:	(Budget not allocated yet)
Name of Service/Directorate:	Communities and Wellbeing (People directorate)
Name of assessor:	Jim Sweeting
Date of assessment:	25/11/2021
Version and release date (if applicable):	

Is this a ?		Is this policy, strategy, function or service ... ?	
Policy	Yes <input type="checkbox"/> No <input type="checkbox"/>	New or proposed	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Strategy	Yes <input type="checkbox"/> No <input type="checkbox"/>	Already exists and is being reviewed	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Function	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Is changing	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Service	Yes <input type="checkbox"/> No <input type="checkbox"/>		

(1) What are the main aims, objectives and intended outcomes of the proposed decision and who is likely to benefit from it?	
Aims:	To redevelop the lido area at Northcroft Leisure Centre to update facilities and provide accessible facilities.
Objectives:	To provide for a facility fit for the 21 st century with fully accessible facilities.

Outcomes:	A facility available for a minimum of six months, an accessible main pool and an accessible replacement for the current paddling pool.
Benefits:	Increased use by people with mobility issues gaining from the benefits that participation in swimming and physical activity in general can bring.

(2) Which groups might be affected and how? Is it positively or negatively and what sources of information have been used to determine this?

(Please demonstrate consideration of all strands – Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion or Belief, Sex and Sexual Orientation)

Group Affected	What might be the effect?	Information to support this
Age	Older people with mobility issues would be able to better access the main pool and benefit from participation in a weight bearing activity such as swimming.	https://www.seniorlink.com/blog/6-benefits-of-swimming-for-seniors https://heritageliveincare.co.uk/blog/9-reasons-why-swimming-is-such-a-great-exercise-for-older-people/
Disability	People with disabilities will be able to easier access the pool and have access to improved changing accommodation	file:///C:/Users/JSweeting/Downloads/Inclusion%20of%20Swimmers%20with%20a%20Disability.pdf
Gender Reassignment		
Marriage and Civil Partnership		
Pregnancy and Maternity		
Race		
Religion or Belief		
Sex		
Sexual Orientation		
Further Comments:		
Swimming is an excellent activity for those with joint issues as it is non weight bearing, the project will improve accessibility to the main pool, an alternative to the current paddling pool with steep steps and improved changing accomodation		

(3) Result	
Are there any aspects of the proposed decision, including how it is delivered or accessed, that could contribute to inequality?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Please provide an explanation for your answer: The project will improve access to the facility for those with mobility issues so equality will be improved.	
Will the proposed decision have an adverse impact upon the lives of people, including employees and service users?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Please provide an explanation for your answer: The project will improve access to the main pool and provide an alternative for younger people with mobility issues. This will help improve people’s ability to engage in beneficial physical activity (swimming) which will help improve their quality of life.	

If your answers to question 2 have identified potential adverse impacts and you have answered ‘yes’ to either of the sections at question 3, or you are unsure about the impact, then you should carry out a EqlA 2.

If an EqlA 2 is required, before proceeding you should discuss the scope of the Assessment with service managers in your area. You will also need to refer to the EqlA guidance and template – <http://intranet/index.aspx?articleid=32255>.

(4) Identify next steps as appropriate:	
EqlA Stage 2 required	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Owner of EqlA Stage Two:	
Timescale for EqlA Stage Two:	

Name: Jim Sweeting Date: 22/11/2021

Please now forward this completed form to Pamela Voss, Equality and Diversity Officer (pamela.voss@westberks.gov.uk), for publication on the WBC website.

Appendix B

Report to Culture and Leisure Programme Board – Findings from Public Consultation Exercise – re-development of Lido.

Produced for:	Culture & Leisure Programme Board
Requested by:	Matt Pearce
Portfolio Member:	Councillor Howard Woollaston
Head of Service:	Matt Pearce
Date Prepared:	20 October 2021
Briefing Author:	Jim Sweeting

1 Purpose

- 1.1 To update the Culture and Leisure Programme Board (CLPB) on the extent, nature and scope of responses to the Northcroft Lido Consultation exercise.
- 1.2 The Appendices detail the full consultation response.

2 Recommendations

- 2.1 That the Culture and Leisure Programme Board notes the consultation response summary.

3 Background

- 3.1 The lido at Northcroft Leisure Centre continues a tradition of outdoor swimming at the site dating back to Victorian times. A formal pool is shown on maps dating from 1880, the structure of which underwent refurbishment at different times during the 20th century with the last being about 1960.
- 3.2 The structure is located within the floodplain of the River Kennet and as such the ground water conditions impact on when the pool can be drained to allow inspections to take place and remedial works to occur before opening. The result is that in recent years the season has opened between mid-June and mid-July and lasted for a period of about eleven weeks.

- 3.3** As the last refurbishment was carried out in 1960, the facilities are now dated, although works have been carried out to the infrastructure in more recent times.
- 3.4** A budget was allocated towards carrying out survey work to assess the condition of the current structure and ground conditions to review what would need to be carried out to allow the site to open for longer periods. The final report is due November 2021.
- 3.5** The opportunity was also available to assess public opinion of the facility and to determine the public's views on a number of options for the site.
- 3.6** Based on some indicative concept proposals, a formal consultation was designed to take place in line with the 2021 lido season. The consultation was available through the Council's consultation portal with hard copies available on request. A copy of the questionnaire is attached as Appendix A.
- 3.7** The consultation opened on 26th July 2021 and closed on 5th September 2021. The consultation was publicised via:
- Press Release
 - The Community Panel
 - A social media campaign
 - Posters in WBC buildings
 - A webinar that took place on August 3rd, 2021
- 3.8** At the close of the consultation and after cleansing, 715 responses had been received. This is considered to be a good level of engagement.

4 Key findings from the Northcroft lido consultation exercise

- 4.1** A summary report of the findings from the consultation is provided in Appendix B and Appendix C
- 4.2** Sample:
- The sample covered all age groups, and was representative of the user profile seen most seasons. Less responses were received from younger individuals but it is clear from the responses that family groups were represented in the returns.
 - 11.1% of respondents indicated they had a disability or long term health condition.
 - For those who gave gender, 68.6% were female and 30.9% male.
 - 90% of respondents had made use of the lido either in their family/friendship group or for personal swimming
- 4.3** Indicative Proposals

Three indicative proposals were outlined in the consultation. No single proposal has majority support, however it was clear from the responses that:

- 67.4% of respondents from the survey were supportive of the notion of reducing the length of the lido to 50m
- There was a strong feeling not to mix and match activity and to focus on 'Wet' activity in the lido area.
- A balance was required between social/family activity and pure swimming for swimming sake
- The notion of a toddler pool, splash pad and slides of some format received most support

4.4 Support facilities

Support was seen for facilities and features such as picnic tables, parasols and loungers

There was strong support for café facilities serving hot and cold drinks, ice creams and sandwiches (note there are plans being developed for the dryside of the facility for a new café which would serve both internal and external areas).

4.5 Programming

Respondents overwhelmingly wanted an extension to when the lido was available with May to September being the most popular season.

From responses to potential use of the main pool, there is scope for shorter sessions but focused on particular activity e.g. lane swimming, club sessions (particularly with a 50m pool).

There was a small group of respondents who would like to see the lido open all year (possibly without heating over the winter months).

5 Conclusions

5.1 In conclusion the consultation exercise indicates broad support for investment in the lido and a desire to extend the season.

5.2 Any item which received more than 50% support from the public will be included in the brief moving forward. From this there was support for additional wet facilities in the current lido area with priority from the results for:

- A toddler pool
- A splash pad
- Slides – racer or other.

Support for the High ropes was at lower levels than the wet features and has therefore been removed from the brief.

- 5.3** Respondents wanted to be able to access cafeteria provision (more so than vending) with the main items of interest being hot and cold drinks, ice creams and sandwiches. A good proportion still wanted the option of bringing their own food into the area. There was good support for the idea of the changing cubicles and lockers around the site.
- 5.4** Although there was mention of the USP of having a pool that was 72m long – two thirds indicated support for the indicative options that proposed a reduction to 50m. Respondents did link this to the ability for competitive swimming and training.
- 5.5** Respondents also requested increased picnic tables/parasols/loungers to support the relaxation area and suggested things such as increased trees for natural shade.
- 5.6** Overall a broad range of items were suggested but given the limited space available decisions will have to be taken on those which have more support or those which may prove impractical at the site.
- 5.7** From an operating point of view there was broad support for a wider programme to better utilise the lido.

6 Next Steps

- 6.1** The final structural survey has now been completed and the report is due back in November 2021. All of the survey works will provide the background from which proposals can be developed, based on the feedback from the consultation to provide a future for the lido in Newbury.
- 6.2** A procurement report will be brought forward confirming costs to complete a detailed feasibility study incorporating the aspects of the scheme identified as popular in the consultation process for the project.

7 Appendices

- 7.1** Appendix B(A) – ‘Lido consultation’ online survey
- 7.2** Appendix B(B) – Lido Consultation Summary Findings
- 7.3** Appendix C – Indicative proposal following public consultation

Development of the Lido at Northcroft Leisure Centre, Newbury

Background

The Lido is a 72m heated outdoor pool located within the grounds of the Northcroft Leisure Centre in Newbury.

The Lido is located on a spot which has a tradition of open air swimming in Newbury, and was first built as an unheated pool, approximately 66m x 12m, in August 1870, with two shallow ends and a deep water section in the middle. It was extended in 1914, and completely rebuilt in 1937, at which point it was believed to be the largest pool in the south of England.

Unlike more modern pools, the Lido is affected by ground water levels, which have undermined the integrity of the structure. It is built on a flood plain and is fed by a bore hole, under license by the Environment Agency. Over winter the ground water level rises and falls, and so the structure moves as the amount of water in the ground changes, therefore the pool needs constant maintenance to prevent leaks. To be able to inspect the pool and carry out any fixes to make sure it's safe to open, the pool has to be empty (which can only be carried out when ground water levels are low), and it then takes 10 days to re-fill, chlorinate and heat.

In years where there is a lot of rain during Spring, the ground level is too high and maintenance can't be carried out until it is lower than the pool. This means that we can't guarantee when the Lido will open, which can be frustrating when the weather is good, but the Lido is closed.

What we are proposing

To carry out works to stabilise the pool structure and surrounding ground area which would provide the opportunity to both extend the lido season (from Easter through to the Autumn) and to review the facilities that are available for outdoor swimming.

We've worked with Space and Place (<https://space-place.com>) to produce a concept plan to give an idea of what the proposed Lido might look like. Some examples of the facilities are a children's interactive splash pad, changing cubicles and lockers by the pool, and a sun-terrace and relaxation space. We'd also improve access for those with mobility issues.

As well as modernising the facilities, to provide a long term future for the Lido, the current maximum depth of 2.8m would need to be reduced to 1.5m, this would remove a lot of the pressure and impact from the ground water on the structure. Three indicative options have been identified:

Option 1: 50 metre pool with racer slide, splash pad and high ropes.

Option 2: 50 metre pool with toddler pool, splash pad and high ropes.

Option3: 71 metre pool with splash pad.

(The new lido will be a maximum length of 71m to accommodate a new filtration pipework and internal tank liner.)

Why we want your views

We'd like to understand how you use the Lido, and your views on our proposals for the facilities and the size of the pool. We'd also like to know if you have any suggestions to make it an even better place to visit.

How to take part

If you'd like to comment on the plans for the Lido, please complete our survey by midnight on **Sunday, 5 September 2021**. It should take about 10 minutes. (<https://www.surveymonkey.co.uk/r/NorthcroftLidoDevelopment>)

We're also holding a public webinar with Councillor Howard Woollaston, West

Berkshire's Executive Member for Leisure and Culture, Jim Sweeting, Sports and Leisure Manager at West Berkshire Council and Paul Martindill, Leisure Consultant at **5pm on Tuesday, 3 August 2021** to discuss the options and answer your questions.

Please register to join the webinar, which will be livestreamed on our YouTube channel.

If you'd like to submit your questions beforehand, please email them to pr@westberks.gov.uk by midday on Friday, 30 July 2021.

If you have any questions about the consultation please email the Sports and Leisure Manager on Jim.Sweeting@westberks.gov.uk or call 01635 519251.

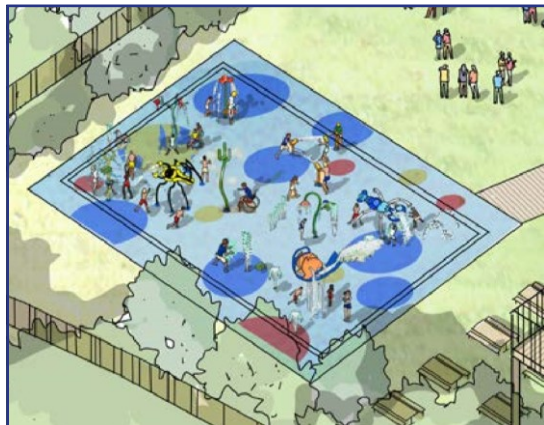
What happens next

Your feedback will be taken into consideration and either help us decide whether we should proceed with the project, or help shape our final proposals for the possible development of the Lido at Northcroft Leisure.

Development of the Lido at Northcroft Leisure Centre, Newbury

Option 1:

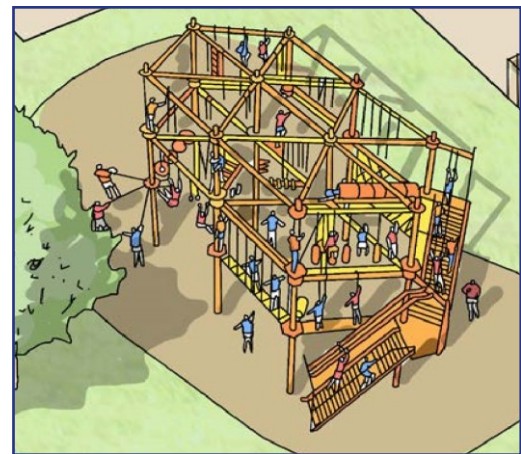
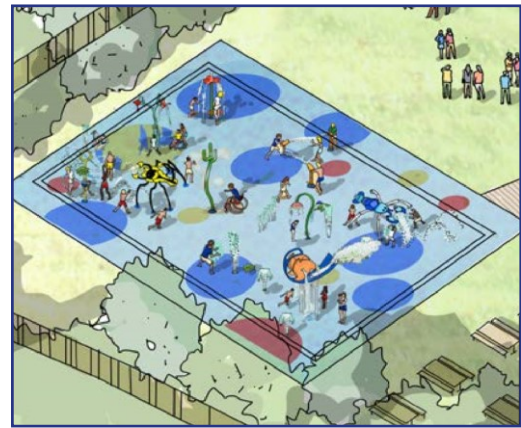
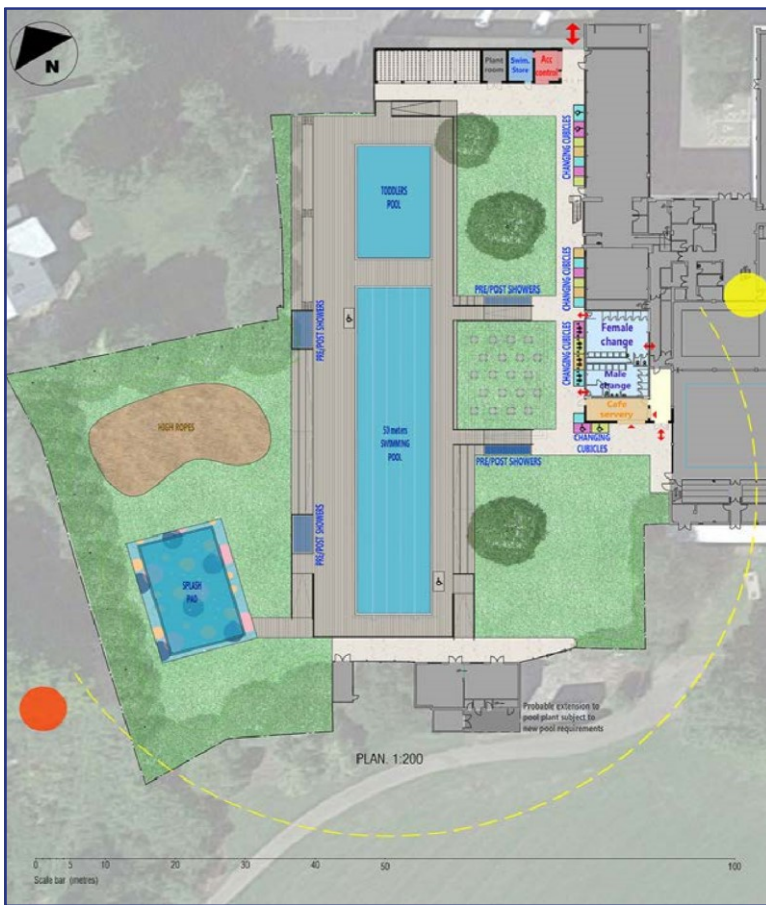
50 metre pool with racer slide, splash pad and high ropes.



Development of the Lido at Northcroft Leisure Centre, Newbury

Option 2:

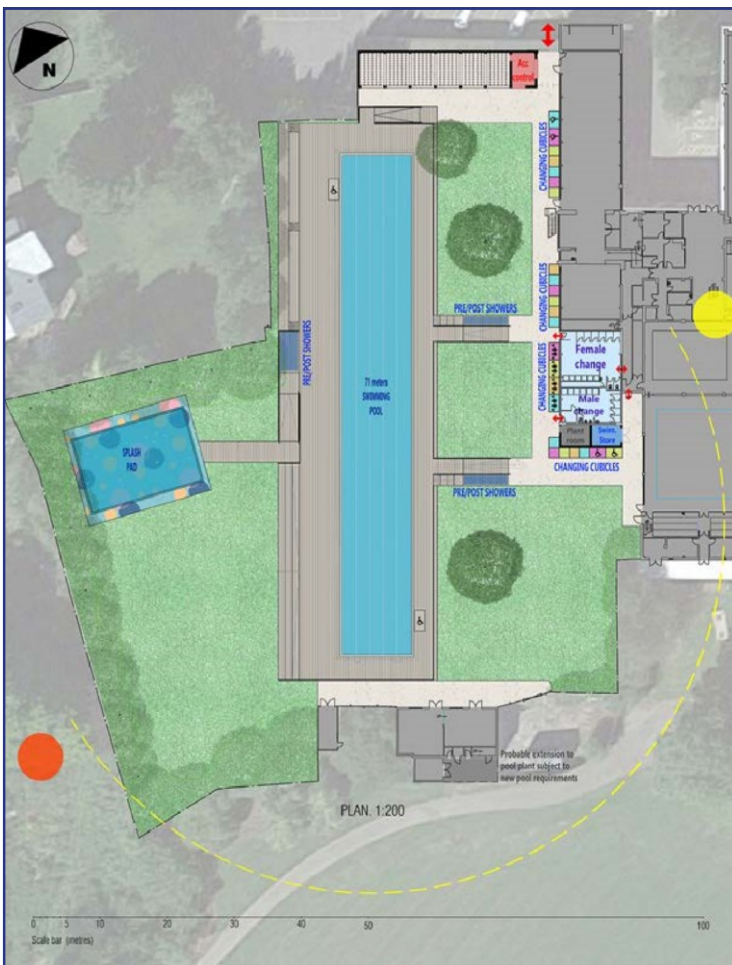
50 metre pool with toddler pool, splash pad and high ropes.



Development of the Lido at Northcroft Leisure Centre, Newbury

Option 3:

71 metre pool with splash pad



Development of the Lido at Northcroft Leisure Centre

Thank you for participating in our survey. It should take approximately 10 minutes to complete, and your feedback will help shape our final proposals for the development of the Lido at Northcroft Leisure Centre.

If you have any questions, please contact Jim Sweeting – Sports and Leisure Manager on 01635 519251.

The survey is open until midnight on Sunday, 5 September 2021.

Any personal information you choose to provide will be kept confidential and used in accordance with our privacy notice.

*** Question requires an answer**

1. Prior to this survey, were you aware of the existence of the Lido at Northcroft Leisure Centre?

Yes (Go to Q2)

No (Go to Q10)

2. Have you ever visited the Lido?

Yes (Go to Q5)

No (Go to Q3)

3. What are your main reasons for not visiting the Lido? Please select all that apply.

<input type="checkbox"/>	I can't swim
<input type="checkbox"/>	I don't enjoy swimming
<input type="checkbox"/>	I prefer to use an indoor pool
<input type="checkbox"/>	I visit an alternative outdoor pool
<input type="checkbox"/>	I don't have transport to get there
<input type="checkbox"/>	I have mobility difficulties and access is an issue

Development of the Lido at Northcroft Leisure Centre

	I can't afford to visit
	I don't have time to visit
	Other (please specify)

4. What, if anything, would encourage you to visit the Lido? (Once complete, skip questions 5 – 9 and proceed from Q10)

5. How often have you visited the Lido in the past 2 years?

	0 – 1 Times
	2 – 5 Times
	6 – 10 Times
	11 – 20 Times
	More than 20 Times

6. On average, how long did you stay the Lido per visit?

	Less than 1 hour
	1 – 2 Hours
	3 – 4 Hours
	All day

Development of the Lido at Northcroft Leisure Centre

7. How far do you travel to visit the Lido?

<input type="checkbox"/>	Less than 1 mile
<input type="checkbox"/>	1 – 5 miles
<input type="checkbox"/>	6 – 10 miles
<input type="checkbox"/>	11 – 20 miles
<input type="checkbox"/>	More than 20 miles

8. How do you usually travel to the Lido? Please select all that apply.

<input type="checkbox"/>	Walk
<input type="checkbox"/>	Cycle
<input type="checkbox"/>	Public Transport
<input type="checkbox"/>	Car
<input type="checkbox"/>	Other

9. Have you ever had difficulty getting a parking space at the Lido?

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

Comments

10. Substantial investment will be required to modernise the Lido, do you think this should be undertaken?

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

Development of the Lido at Northcroft Leisure Centre

Please tell us the reasons for your response.

11. How far do you agree or disagree with our proposed plans for the development of the following facilities?

	Strongly disagree	Disagree	Neither agree nor disagree	Agree	Strongly agree
Children's splash pad	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aqua features	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Toddler pool	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Racer slide	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
High ropes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Café and seating area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provision of changing cubicles and lockers by the pool	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sun terrace and relaxation space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Please tell us the reasons for your responses.					

Development of the Lido at Northcroft Leisure Centre

- 12. What amenities would you like to see in the relaxation area at the Lido? Please select all that apply.** (Skip question if you answered 'Strongly disagree' or 'Disagree' to the development of a sun terrace and relaxation space in Q11)

<input type="checkbox"/>	Beach Huts
<input type="checkbox"/>	Picnic Tables
<input type="checkbox"/>	Loungers
<input type="checkbox"/>	Parasols
<input type="checkbox"/>	Jacuzzi
<input type="checkbox"/>	Other

- 13. Are there any additional facilities you'd like to propose for the Lido development?**

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

- 14. What additional facilities would you like to propose?**

The existing pool is 72m in length, and runs from 0.9 to 2.8m in depth. This pool profile can no longer be retained, and the main pool tank will be need to be changed to a maximum depth of 1.5m. This provides an opportunity to review the overall provision on the site, and we've identified the following indicative options:

- Option 1 - 50 metre pool with racer slide, splash pad and high ropes
- Option 2 - 50 metre pool with toddler pool, splash pad and high ropes
- Option 3 - 71 metre pool with splash pad

- 15. Which of the three options detailed about do you support?**

<input type="checkbox"/>	Option 1
<input type="checkbox"/>	Option 2
<input type="checkbox"/>	Option 3

Development of the Lido at Northcroft Leisure Centre

Please tell us the reasons for your response.

--

- 16. The Lido has historically operated for approximately 10 weeks each year, from mid-June to early September. Do you think it should be open for a longer period than this?**

	Yes
	No

Please tell us the reasons for your response.

--

- 17. If the Lido was open for longer, in which months would you regularly (at least one visit per week) use it? Please select all that apply.**

	April
	May
	September
	October

- 18. If the Lido was open for longer, what activities would you participate in? Please select all that apply.**

	Family sessions with children
	Sunbathe and Dip
	Lane swimming
	Exercise Class
	Swimming Lesson
	Swimming Club
	Competitive event

Development of the Lido at Northcroft Leisure Centre

	Other (please specify)
--	------------------------

19. What type of catering offer would you prefer for the Lido?

	Bring your own
	Vending service
	Cafeteria Service

Please tell us the reasons for your response.

20. What catering products would you wish to see on offer at the Lido? Please select all that apply.

	Cold drinks		Soup
	Hot drinks		Energy Bar
	Healthy meals		Sports drinks
	Ice cream		Hot meals
	Smoothies		Crisps
	Porridge		Fruit
	Cereal		Croissants
	Sandwiches/Rolls		Other

West Berkshire Council's Community Panel

21. Would you like to join the West Berkshire Council's Community Panel?

Development of the Lido at Northcroft Leisure Centre

If you're a resident of West Berkshire, and would like to be invited to participate in any of our future consultation or engagement exercises, you can apply to join our Community Panel.

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No
<input type="checkbox"/>	Already a member

22. Please tell us your name and email address.

Name:

Email address

About You

The following questions relate to you individually, and some invite you to provide "special category" data in terms of data protection. As such, we need your explicit consent to collect and process your responses to these questions. They are not mandatory, and you are free to skip any or all of them if you wish. To read more about this, please consult our privacy notice.

23. * I consent to the council collecting and processing special category data according to the purposes outlined in its privacy notice.

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

24. Are you a member of a swimming club or triathlon club?

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

25. What is your gender?

<input type="checkbox"/>	Male
<input type="checkbox"/>	Female
<input type="checkbox"/>	Other

Development of the Lido at Northcroft Leisure Centre

26. How old are you?

	Under 18		18 – 24
	25 – 34		35 – 44
	45 – 54		55 – 64
	65 – 74		75 and over

27. What is your ethnic group? (Special Category)

	White English, Welsh, Scottish, Northern Irish or British		White Irish
	White other		Gypsy, Irish Traveller or Roma
	Mixed or Multiple ethnic groups		Asian or Asian British
	Black, Black British, Caribbean or African		Other ethnic group

Categories are based on those asked at the Census 2021

28. Do you have a disability, long-term illness, or health condition? (Special Category)

	Yes
	No

If you've answered yes, and feel the nature of what we're proposing/considering would have an impact on you because of your disability, illness or condition, please clarify what the disability is in the space below.

Privacy Notice



Development of the Lido at Northcroft Leisure Centre

Thank you for taking the time to complete our survey.

Please return your completed form by Sunday, 5 September 2021 to:

Northcroft Lido Survey Jim Sweeting
West Berkshire Council
Council Offices
Market Street
Newbury
Berkshire
RG14 5LD

This document describes how and why we collect, store, protect, process and share the data you give to us. We collect personal data to help us to run consultation and engagement exercises on topics that we want the opinion of our residents on.

Privacy Notice

Date of first Issue: 25 May 2018 Date of latest issue: 20 July 2021

Update History:

Version 1	First issue of a new Privacy Notice
Version 1.1	Minor amendment to existing Privacy Notice (Who will see your data?)

Directorate: Resources

Service: Strategy and Governance

Team: Performance, Research and Risk (PRR)

About the Organisation:

West Berkshire Council is the Data Controller. This means it is ultimately responsible for the data it holds about you.

Contact Address:

West Berkshire Council
Market Street
Newbury
Berkshire
RG14 5LD

ICO Registration Number: **Z6825178** <https://ico.org.uk/ESDWebPages/Entry/Z6825178>

The Data Protection Officer

The Data Protection Officer for West Berkshire Council is:

Sharon Armour

Contact details can be found here: <https://info.westberks.gov.uk/dataprotection>

What data will we collect about you?

We may ask for information about you such as:

- Name
- Address

We will use this information to make sure you're entitled to take part in a consultation or engagement exercise, e.g. to check you live in West Berkshire.

We might also ask you your:

- Age
- Gender
- Ethnicity
- Sexual orientation
- Disability, if applicable

We collect this for monitoring purposes and to provide context to your responses. This allows us to make informed and evidence based decisions. The questions are optional and you don't have to respond to them if you don't want to.

We may also ask you if you wish to join West Berkshire Council's Community Panel (<https://www.westberks.gov.uk/communitypanel>) by initially providing your name and email address. If you decide to provide this information, then we will also ask you for additional information at later date (* denotes a mandatory field):

- Title
- Name
- Email address*
- Telephone number
- Gender
- Age at last birthday
- Household composition i.e. number of adults and children
- Disability

Providing this information is optional, however if you choose to tell us, it will be used to ensure we invite you to contribute to consultation and engagement exercises that are applicable to you. You can ask for your details to be removed at any time.

We may also ask you if you wish to be included on a service's information circulation list

e.g. a newsletter, by providing your name and email address. If you do choose to sign up, you can ask for your details to be removed at any time by contacting the responsible service.

What will we use your data for?

We will use your data in order to perform effective consultation and engagement exercises, and to allow us to make informed and evidence-based decisions.

We will also use it to provide you with the service or information you have requested, for instance consultation notifications, newsletters or other correspondence.

We will never use your data for anything other than the purposes we collect it for.

Who will see your data?

- The West Berkshire Council officer(s) responsible for the consultation (who may be potentially from any service within the council)
- The Principal Performance Research and Consultation (PRC) Officer, PRC Officer and/or Principal Performance, Research and Information Officer, who manage the collection of all West Berkshire Council's consultation and engagement data where an online survey tool, e.g. Survey Monkey, is used.
- The Applications Development Manager who might assist the responsible officer with the qualitative analysis of the survey results.

We will not share your information with third parties unless you have given us permission to do so.

Why are we doing this?

The council runs consultation and engagement exercises in its capacity as a public body, in the public interest. Participation is completely voluntary, but in order for your voice to be heard and for us to make sure the consultation is fair and not open to abuse, it's necessary to collect and process some personal data. Some of the requirement to consult residents may be based in law, but this will depend on the topic and nature of the consultation.

If you join West Berkshire Council's Community Panel and then change your mind, you can ask the PRR team to remove your details from their list of panel members at any time.

The PRR Team contact details are here:

<https://info.westberks.gov.uk/article/28656/Performance-Research-and-Risk-Team>

How long will your data be kept?

Your data will not be kept any longer than necessary. You can check how long the organisation will keep each type of data against West Berkshire Council's retention schedule (www.westberks.gov.uk/retention).

How is your data stored and processed?

We sometimes use an online survey tool called Survey Monkey to collect your responses to a consultation or engagement exercise. Data collected by this method is stored by the providers. To read about their Privacy Policy and Security Statement visit:

- <https://www.surveymonkey.com/mp/policy/privacy-policy/>
- <https://www.surveymonkey.com/mp/policy/security/>

Data may also be held on the council's electronic systems and will be protected using upto-date technical and organisational security measures.

Transfer overseas

Survey Monkey may store your data outside of the EU in North America. Companies in the US are considered as having "adequate" status for the purposes of Data Protection by the European Commission where they hold the "Privacy Shield" accreditation. Survey Monkey holds such an accreditation, so your rights are protected. To read about "adequacy decisions" visit:

- https://ec.europa.eu/info/law/law-topic/data-protection/data-transfers-outsideeu/adequacy-protection-personal-data-non-eu-countries_en

Your rights

You have a number of rights when it comes to the data we hold about you. These are detailed on our request form (www.westberks.gov.uk/dprequest) that also allows you to make a request for us to take action about something.

Complaints

If you've already told us we need to do something, but we haven't responded in a way you're satisfied with, you can complain to the Information Commissioner's Office (the ICO). It's easiest to do this online via the ICO website (<https://ico.org.uk/concerns/handling/>), but you can also do so in writing to:

The Information Commissioner's Office:
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF

Summary Report from Lido Consultation presented to Culture and Leisure Programme Board (1 November 2021)

The lido at the Northcroft Leisure Centre in Newbury is situated at a site which has a tradition of outdoor swimming dating back to Victorian times with first an open pool and then by 1880 a formal structure.

At varying times through the 20th century pool refurbishment works were carried out with the last occurring in 1960 which completed the current 72m pool and paddling pool.

Improvements have been made to the support infrastructure over time but the pool tank is situated within the flood plain of the River Kennet and as such is prone to the impact of ground water. This has impacted on the timescales of operation each season with at times the pool being unable to be opened before mid-July.

There has been a desire to review the lido and to attempt to find a solution which will provide certainty for the future whilst also being fully compliant with current legislation requirements particularly around access..

The Council commissioned survey works of the pool structure and ground conditions to ascertain if these remained sound and would allow for improvements to be made.

Following initial survey work some initial proposals were drawn up to provide an updated facility in tune with the demands of the 21st century. To assist in the decision making process a full public consultation was undertaken – this commenced on July 26th 2021 and closed on September 5th 2021 and was supported through social media campaigns and a webinar.

At the closure of the consultation and following initial data cleansing – removing responses which had been opened but no questions had been answered a total of 715 responses were received. Of the respondents over 90% had visited the lido either with their family group and friends or for personal swimming.

The reasons given for not using the lido were varied with a lack of time being the largest single factor 15.2%, closely followed by using alternative pool facilities (13.6%) and preferring to use indoor pool facilities (10.6%). Themes that emerged within other responses included perceived lack of cleanliness, aged facilities and not knowing about the facility. Updating the facility will give the opportunity to tackle the first two areas whilst forming part of the new leisure contract will provide opportunities for the facility to be marketed better especially if the range of options is increased.

Although the significant majority of respondents used the lido only 18.4% had used the lido on more than ten occasions in the past two seasons of operation. Therefore the majority of use is casual in nature (as well as being weather dependent) and data shows that pre Covid daily attendances ranged from 5 to over 1,200. The consultation has cited limited opportunities, especially for families who are looking at more than just swimming up and down a pool.

Almost two thirds of respondents who used the current lido stayed on average for a maximum of two hours (64.7%) – new additional facilities could entice people to stay longer and utilise secondary spend or alternatively allow opportunities to develop specific sessions targeting different audiences within the opening hours.

79.0% of respondents who used the lido came from a radius of 5 miles from the facility. Anecdotal evidence suggests that travelling just for a swim has limited appeal but additional facilities could lead to the lido becoming a destination facility drawing more people from across West Berkshire and beyond.

95.9% of respondents, whether they used the lido or not, agreed with the need to invest into the lido to modernise the facility.

Three indicative options were presented as part of the consultation process, these were:

Option 1 - 50 metre pool with racer slide, splash pad and high ropes
Option 2 - 50 metre pool with toddler pool, splash pad and high ropes
Option 3 - 71 metre pool with splash pad

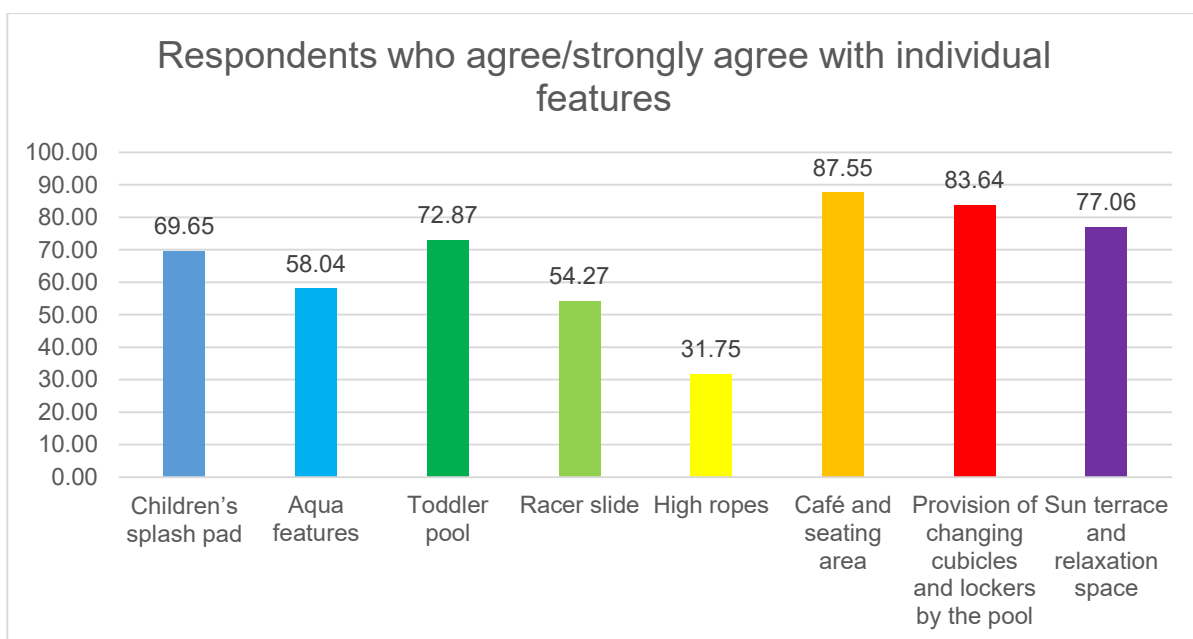
The responses were as follows:

Option 1	39.8%
Option 2	27.6%
Option 3	32.5%

No single indicative option has an overall majority, however a conclusion that can be made is that 67.4% of respondents favoured the indicative options with a 50m pool whilst only just under a third favoured retaining the current length.

These indicative options should not be viewed in isolation therefore questions were asked both in relation to individual aspects included in the options and also additional items which could be incorporated.

In terms of the individual features included the indicative options responses were as follows:

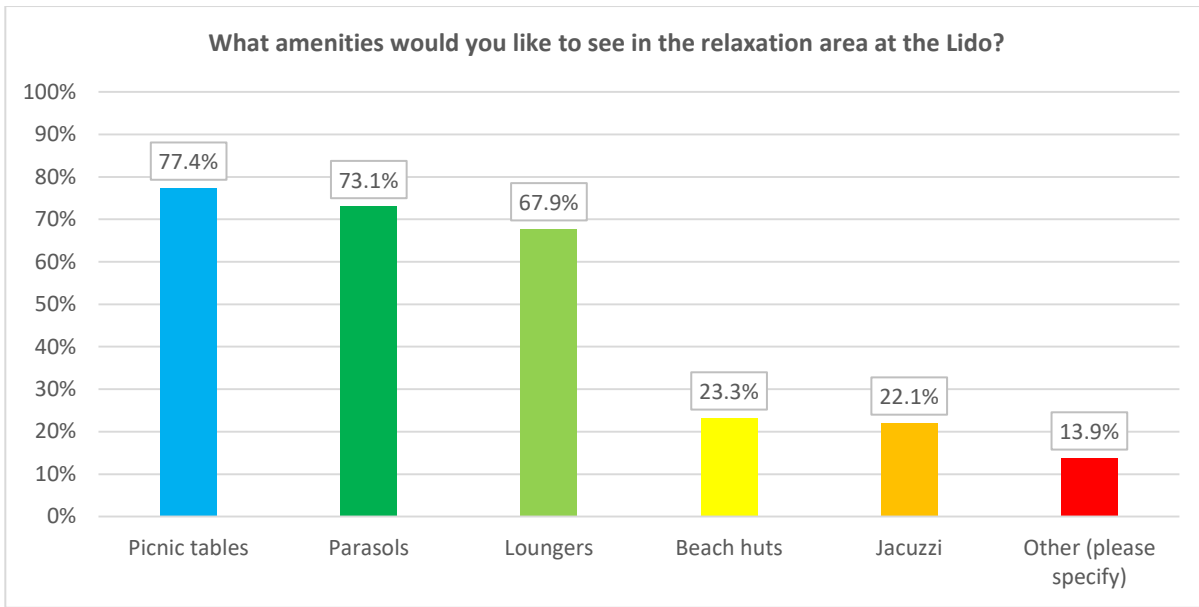


From these it is clearly seen that the provision of food and beverage facilities was most important, followed by changing cubicles and lockers and an area for sun bathing and relaxation. All three were included within each of the indicative options. Café facilities would need to be considered in line with plans for a refurbishment of the dryside facilities which included provision for a café facility which could serve both indoor and outdoor provision.

Of the activity features in the options a toddler pool had the highest response (72.87%) – this would be in line with what was proposed – i.e. a small pool available for younger participants and not a like for like replacement of the current paddling pool. 69.95% supported the idea of a children's splash pad. Just over half supported aquatic features (slides) and the racer slide whilst less than a third supported the high ropes.

This suggests, and was also backed up from the webinar discussion, that the area should be prioritised for 'wet' activity (there were also some operational challenges associated with the high ropes).

Respondents were also asked about additional facilities within any relaxation areas could enhance their visit to the lido. The responses were as follows:

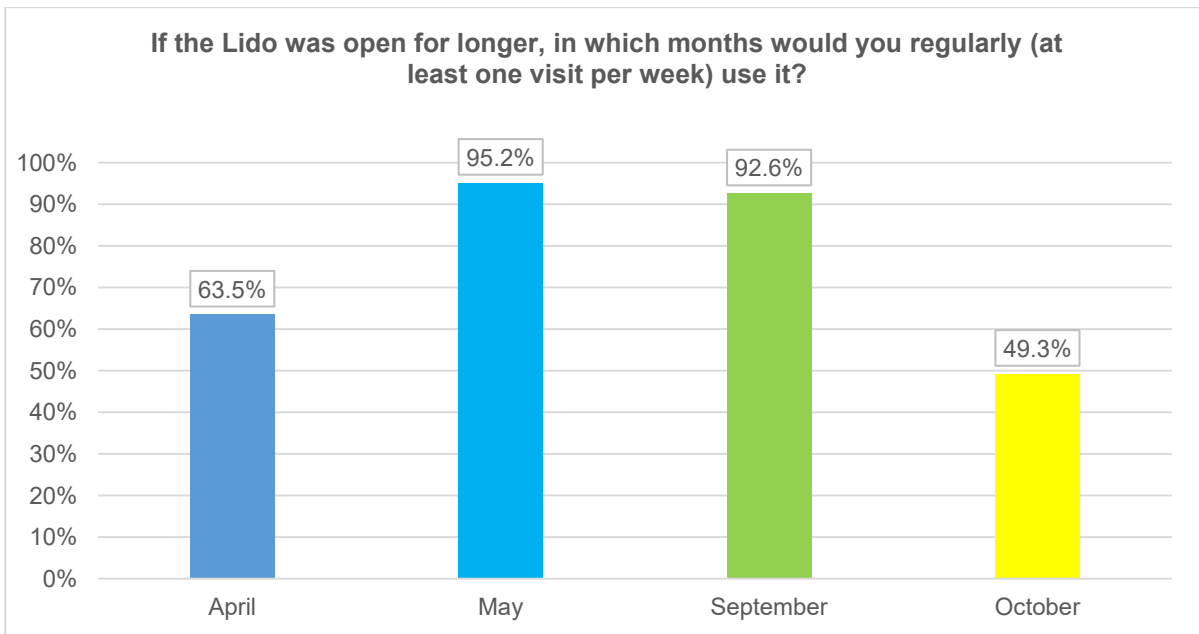


Over two thirds of respondents asked for picnic tables, parasols and loungers, whilst all others received less than a quarter of support from respondents.

Respondents had the opportunity to add anything they would like to see in addition to the two main questions. These produced a large range of responses with the main themes around increased opportunity for competition swimming/club use; a lazy river, a side entrance direct to the car park, more trees, all year round swimming (without any heating in winter), improved changing areas, foot baths.

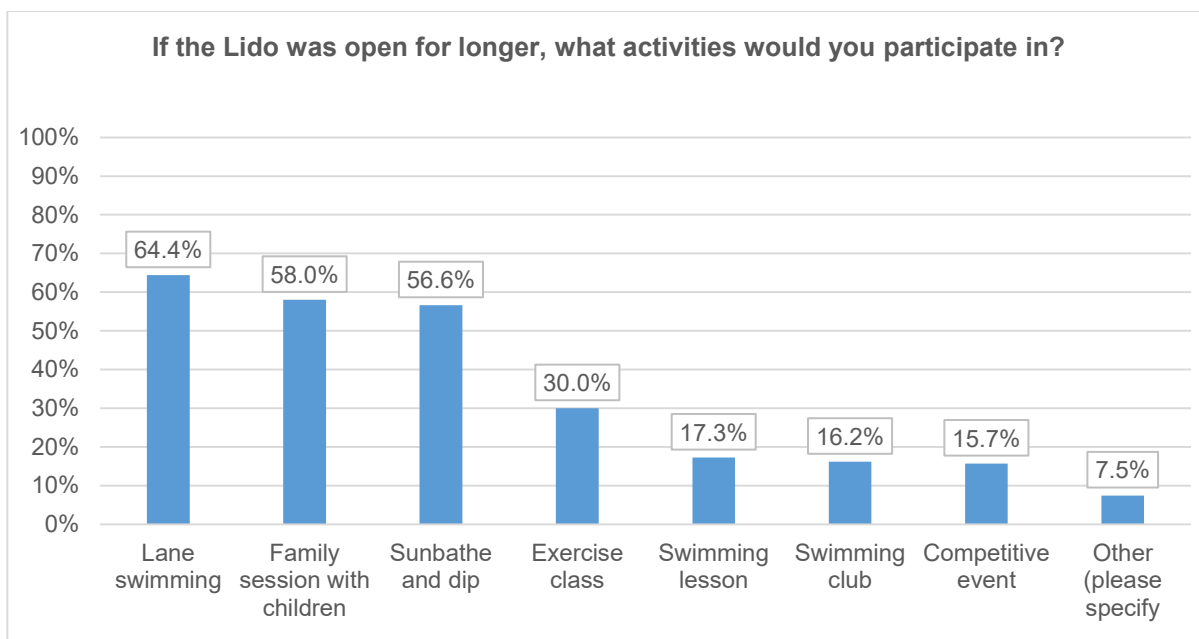
There were suggestions around increased lighting and availability of the facility for parties/concerts/entertainments with a bar. Where these are usually found are in lidos located in park areas with no direct neighbours or local wildlife to consider.

94.9% of respondents felt the lido should be open for a longer season than the current period (currently impacted by the ground conditions to open each season) of approximately 11 to 12 weeks. Respondents were asked if the lido was open during additional months how many would attend regularly (defined as at least once per week) – the responses were as follows:



This would suggest that people would be keen to regularly visit in May and September but the rate drops off outside of these months – primarily due to poorer weather (on average) and darker evenings.

In terms of programming the most popular activity was lane swimming (64.4%) followed by Family sessions with children (58.0%) and sunbathe and dip (56.6%)



Currently programming is early morning swim followed by general swim where by a single ticket could be purchased for the rest of the day (at the same cost as a quick swim). The responses suggest there is scope for an operator to develop varied sessions targeting specific user groups.

Two thirds of respondents wanted to have a catering offer on site with the significant majority wanting to be able to access a cafeteria service. One third wanted the freedom to bring their own food.

Of those who requested a cafeteria offer the main things of interest were Cold (94.4%) and hot (93.2%) drinks; ice creams (90.8%) and sandwiches and rolls (89.6%). Two thirds of respondents would be looking for fruit or smoothies. Hot meals were less than half of respondents and sports drinks and energy bars accounted for about a fifth of respondents.

Of the others submitted (a free cell) there was an extensive range but the main themes that were coming out were to ensure that there was a range on offer for those who are vegan, gluten free etc, light meals such as salads.

In conclusion the consultation exercise would indicate – broad support for investment in the lido and a desire to extend the season.

There was support for a wet facility in the current lido area with priority from the results for:

- A toddler pool
- A splash pad
- Slides – racer or other.

Respondents wanted to be able to access cafeteria provision (more so than vending) with the main items of interest being hot and cold drinks, ice creams and sandwiches. A good proportion still wanted the option of bringing their own food into the area. There was good support for the idea of the changing cubicles and lockers around the site.

Although there was mention of the USP of having a pool that was 72m long – two thirds indicated support for the indicative options that proposed a reduction to 50m. Respondents did link this to the ability for competitive swimming and training.

Respondents also requested increased picnic tables/parasols/loungers to support the relaxation area and suggested things such as increased trees for natural shade.

Overall a broad range of items were suggested but given the limited space available decisions will have to be taken on those which have more support or those which may prove impractical at the site.

From an operating point of view there was broad support for a wider programme to better utilise the lido rather than the current competing of swimmers against people out for a bit of fun in the pool at the same time.

Indicative proposal following public consultation exercise.

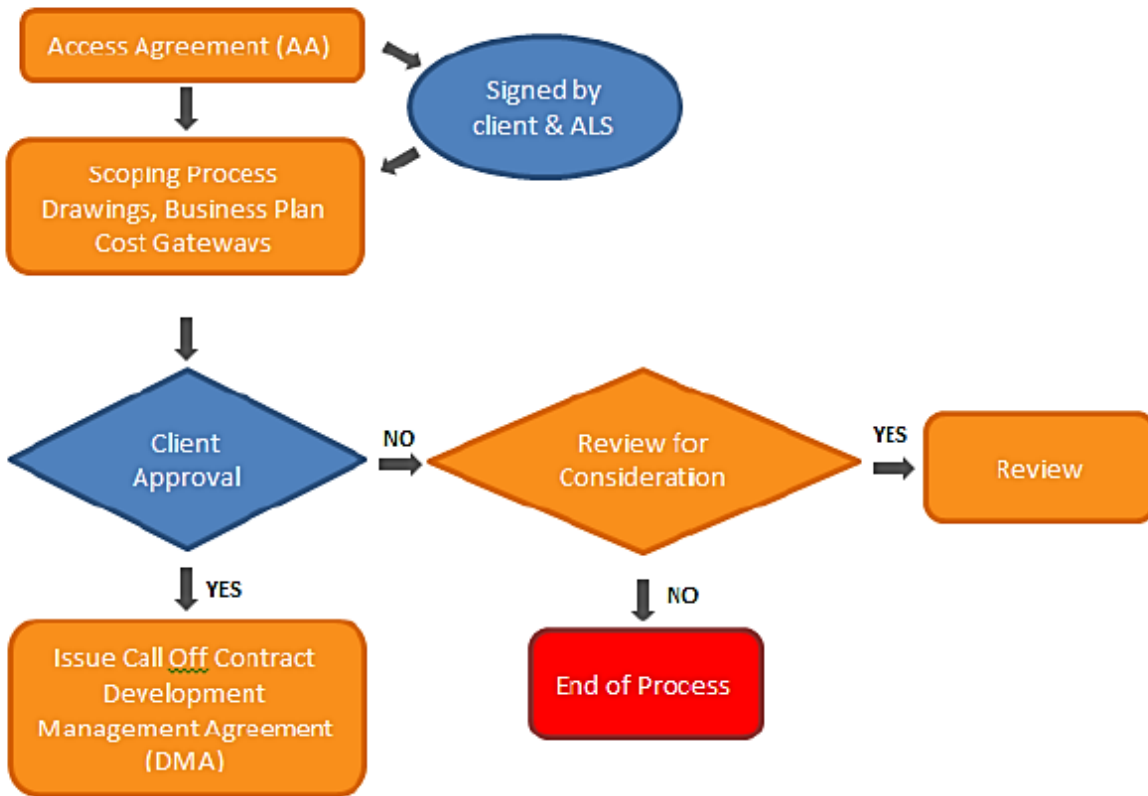


Business Case – key drivers for the lido investment

Rational	Who benefits
Investment will preserve and enhance a facility that has a long and significant history in Newbury. Without investment the lido will no longer be operational in the summer months.	Whole community
Increased opportunities to develop swimming confidence and skills. Lido and associated facilities offers children an opportunity to gain water confidence.	Pre-school children Primary school children
Provides additional capacity for the provision of swimming lessons – a key life skill Swimming can be learnt at any age and increases personal safety in any water setting and quality of life, enabling access to the sea and other water sports (sailing, rowing etc.)	Schools Non swimmers
Improved Health and Well-Being Significant health benefits gained from swimming for cardio-vascular fitness, muscular endurance, flexibility, strength and weight management	All participants
Provision for water based exercise classes – specific benefits for older people, adults with mobility issues and weight management issues. Water based exercises can provide significant income. In particular for people who have weight or joint management issues. The new pool profile can facilitate more exercise classes	Older People Adults and children with mobility issues People with weight management challenges
Olympic length pool. Adjusting the pool from a 72m length to 50m lengths reduces water volume and energy costs. This pool enables club swimmers to train in an Olympic length pool, which is used for most high-level competitions.	Club swimmers Lane swimmers
Survey results show that visitors will wish to stay for two hours or more and that the provision of catering is an important part of the new lido offer. This will increase secondary spend at leisure Centre. There is also and a potential multiplier	Visitors /Tourists Local suppliers/markets

<p>effect on the local economy when people choose to visit Newbury Town Centre.</p>	
<p>Improved value for money</p> <p>The existing lido provision is limited to 10 weeks opening per year. The new development to remain operational for 6 months per year or more subject to demand. This is likely to increase membership take-up.</p>	<p>Residents perceive membership offers better value for money.</p>
<p>The investment in the lido will improve the market response for the new leisure contract</p> <p>The increased competition should lead to a better value contract</p>	<p>WBC - better leisure management contract price</p>

Procurement – UK Leisure Framework Agreement Delivery Model.



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Update on Future Working Arrangements for the Public Protection Partnership

Committee considering report:	Executive
Date of Committee:	24 March 2022
Portfolio Member:	Councillor Hilary Cole
Date Portfolio Member agreed report:	15th March 2022
Report Author:	Sean Murphy
Forward Plan Ref:	EX4174

1 Purpose of the Report

- 1.1 Following the successful conclusion of the negotiations with Wokingham Borough Council (Wokingham BC), who are exiting the Public Protection Partnership (PPP) Members are asked to consider the resourcing, branding and governance arrangements for the new bilateral partnership between Bracknell Forest Council and West Berkshire Council.
- 1.2 The report also seeks to inform Members about the mechanism, funding and management of the services that Wokingham BC will be commissioning from PPP. Members are also being asked to approve the settlement sum payable by Wokingham BC due to their early termination of the Inter Authority Agreement (IAA), the detail of which will be included in the Part II paper as the report contains information relating to the business or financial affairs of individuals.

2 Recommendations

- 2.1 The Executive resolves to:
 - (a) APPROVE the settlement sum of £416,681, payable by Wokingham Borough Council associated with the termination of the Inter Authority Agreement and to delegate authority to Service Lead – Legal & Democratic Services to enter into a settlement agreement with Wokingham Borough Council in this connection;
 - (b) DELEGATE authority to the Public Protection Manager to conclude negotiations on the future arrangement with Wokingham Borough Council for the provision of trading standards and other services and delegate authority to the Service Lead Legal & Democratic Services to finalise and enter into an Inter-Authority Agreement (IAA).
 - (c) DELEGATE authority to Executive Director – Place to conclude negotiations on the revised form of Inter Authority Agreement (IAA) with Bracknell Forest Council

reflecting the Agreed Percentages of 60% West Berkshire and 40% Bracknell Forest and to delegate authority to the Service Lead Legal & Democratic Services to finalise and enter into an amended IAA on similar terms to the existing IAA.

- (d) APPROVE the revised branding for inclusion in the amended Inter Authority Agreement.
- (e) NOTE the proposed governance arrangements for the new bilateral service which Full Council will be asked to approve at the Annual meeting.

3 Implications and Impact Assessment

Implication	Commentary
<p>Financial:</p>	<p>The parties have agreed a ‘without prejudice’ financial settlement. The settlement sum will enable the PPP to operate its management structure for a further 12 months. Planning and risk management will be required to ensure that by that time other suitable arrangements have been put in place. The settlement also includes an in year allocation of PPP funds to meet data management costs for the new Commissioned Services.</p> <p>The Commissioned Services will be delivered under an Inter-Authority Agreement has been agreed with a contribution from Wokingham of £459K in year one based on cost recovery.</p> <p>It is being proposed that for the remaining services the Inter Authority Agreement (IAA) will be amended to reflect the revised agreed percentages of 60% for West Berkshire and 40% for Bracknell Forest.</p> <p>In terms of settlement arrangements the agreed figure between the parties is £416,281</p>
<p>Human Resource:</p>	<p>Arrangements have been put in place to ensure an orderly handover of workload for those employees transferring or being to Wokingham BC. A small number of staff will be transferring under the terms of TUPE and a further seven staff will be transferring to Wokingham BC after an ‘expression of interest’ selection process.</p> <p>Work is ongoing around a revised PPP structure to support the new service after the 01 April 2022. This is being undertaken in conjunction with the review of the Place Directorate at West Berkshire as the host authority.</p>
<p>Legal:</p>	<p>The existing Inter Authority Agreement (IAA) sets out the process for all parties to follow in the event of early termination by one party. The parties have agreed to a provisional</p>

	<p>Settlement Agreement reflecting the without prejudice offer from Wokingham BC.</p> <p>An Inter Authority Agreement (IAA) between West Berkshire Council and Wokingham BC is the proposed mechanism for dealing with the Commissioned Services going forward between the parties. This agreement would see employees providing these services continuing to be employed by West Berkshire Council.</p> <p>The Joint Public Protection Committee will need to be re-constituted to reflect the changes in the partnership going forward. It is proposed that Wokingham BC will be invited to attend the JPPC for relevant agenda items but will not be members of the JPPC.</p> <p>The IAA will be re-drawn in respect of the ongoing partnership between West Berkshire Council and Bracknell Borough Council which will to reflect the 60/40 agreed percentage split between the two organisations.</p>
<p>Risk Management:</p>	<p>The project governance board and the partner Councils have been kept updated on risk and risk mitigation matters throughout the course of the last year. The risks have now been largely successfully mitigated.</p> <p>The last remaining significant risk would be the failure of the parties to agree the draft settlement arrangements and / or to agree the terms of the IAA for the new Commissioned Services.</p> <p>Officers consider that the management of risk with respect to these changes have been successful with costs and liabilities kept to an absolute minimum whilst minimising the risk of redundancy and maintaining customer service.</p>
<p>Property:</p>	<p>There are no direct property implications from this report.</p> <p>Staff that were previously based at Shute End but who are staying with PPP have been asked to identify a new base at either Time Square, Bracknell or Theale Gateway. The vast majority have opted to be based at Time Square and contractual changes will now be made.</p> <p>Staff that are currently based at Shute End that will be providing services to Wokingham BC residents and businesses under the 'commissioned services' arrangements will remain at Shute End.</p>

Update on Future Working Arrangements for the Public Protection Partnership

Policy:	There are no direct policy implications arising from this report. Amendments will have to be made to a number of the PPPs existing plans, policies and strategies to reflect the change in circumstances and this will be incorporated into the annual review process.			
	Positive	Neutral	Negative	Commentary
Equalities Impact:		✓		No, the settlement and future trading arrangements of the PPP enable the services to continue to be provided across the whole community. The JPPC will consider any future policy changes and they will have their own EIA.
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		✓		As above
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		✓		As above
Environmental Impact:		✓		
Health Impact:		✓		
ICT Impact:		✓		Plans have been put in place to mitigate disruption from data migration projects and operational requirements for case management systems.

Digital Services Impact:		✓		Plans have been put in place to support website redesign.
Council Strategy Priorities:		✓		With careful planning and mitigation measures the PPP should be able to continue delivering a sustainable service. This is subject to successful negotiations and growth bid award.
Core Business:			✓	It is inevitable that there will be some management capacity issues to deal with the implications of the report, this will impact on Covid response (if required) and other Business As Usual (BAU).
Data Impact:		✓		Plans have been put in place to mitigate disruption from data migration projects and operational requirements for case management systems.
Consultation and Engagement:	<p>Sue Halliwell – Executive Director: Place</p> <p>Eric Owens – Service Director Development and Regulation</p> <p>Damian James – Assistant Director - Bracknell Forest</p> <p>Sean Murphy – PPP Service Manager</p> <p>Shiraz Sheikh and Claire Say – Legal Services</p>			

4 Executive Summary

- 4.1 Since the notification from Wokingham BC of their decision to terminate the partnership, detailed negotiations have taken place to minimise cost and disruption of customer service for all parties. The negotiations have now successfully concluded and a financial settlement has been reached.
- 4.2 During the negotiation process a range of risks were identified and assessed. Financial risks were always the primary concern and the Executive are being asked to make a decision on the Part II paper in order to conclude the remaining elements of the negotiations.
- 4.3 The settlement has ensured that the Council has recovered all costs and achieved a settlement which enables the retention of the existing management structure for just over 12 months.

Update on Future Working Arrangements for the Public Protection Partnership

- 4.4 In parallel to this, a discussion about specific functions that the PPP could continue to provide to Wokingham BC has been developed and a proposal to deliver 'Commissioned Services' is in the final stages of negotiations. This reduces financial risks for all parties and requires final approval to enter into a new legal agreement.
- 4.5 Inevitably there have been some compromises on both sides to ensure that positive working relationships are maintained and the Exit Plan has provided a framework for all parties to navigate the negotiations. Parties from both sides commented at the Joint Public Protection Committee on the 14 March 2022 about the positive manner in which the negotiations have been conducted and how this boded well for the future working relationship between the parties.
- 4.6 Wokingham BC will be taking a report on 'Arrangements for the New Enforcement and Safety Service' to their Executive meeting on the 31 March 2021. The stated purpose of the report is to update their Executive on the provisions for the in-house service including the settlement reached between parties.

Resourcing and Organisational Change

- 4.7 The decisions taken by Wokingham BC to leave the Partnership by the 31st March 2022 has naturally required a great deal to be delivered in a relatively short period of time. This has all taken place whilst the service has had to manage the impact of Covid and maintain vacancies to mitigate some elements of risk associated with staffing. It has also meant a number of staff being put at risk of redundancy as we worked together with Wokingham BC colleagues to balance services with budgets.
- 4.8 The re-organisation process resulting in the reduction of 21 posts from the establishment has now been completed. The restructure will take effect from April 1st 2022. The PPP has adapted its budget to manage the 34% reduction as a result of Wokingham BC leaving the Partnership. Whilst, not without challenge, the process has been conducted in a positive way and has only resulted in one voluntary redundancy. The rest of the post holders were either TUPE'd or voluntarily transferred to Wokingham BC or the posts were vacant.
- 4.9 It was agreed that the existing management structure would be retained due to the level of operational risk, as assessed by the Joint Management Board (JMB).
- 4.10 Commissioned Services arrangements have been approved 'in principal' by Bracknell, Wokingham and West Berkshire Executives and this will assist the PPP to offset a third of all overheads costs. In addition the PPP successfully received approval for additional funding for 2022/23 in respect of housing and environmental protection work.

Outline of Settlement Arrangements

- 4.11 Subject to approval by this Executive and the Executive of Wokingham Borough Council on the 31st March 2022 Wokingham have agreed to pay the sum of £416,681 with respect to the decision to leave the existing partnership on the 31st March 2022. Subject to agreement Wokingham will pay the sums set out in below:

Current Commitments

Cost (£)	Reason for Expenditure
98,600	Current commitment to the ongoing Single System IT project transferring data from Civic App. This is the 34% of the costs of the work.
7,813	Current commitment to the ongoing Theale Gateway refurbishment costs. This is the balance of the 34% cost of these works.

Project Costs

Cost (£)	Reason for Expenditure
108,050	Project management costs, external legal costs and West Berkshire officer times costs.

Employee Costs

Cost (£)	Reason for Expenditure
202,218	Contribution to the employee costs

4.12 The payment schedule is as set out below:

Financial Year	Amount & Date
22/23	£108,050 payable 01 April 2022

Update on Future Working Arrangements for the Public Protection Partnership

22/23	£154,316 payable 30 April 2022
23/24	£154,315 payable 30 April 2023

- 4.13 Additionally the Council will provide Wokingham BC with one dog warden van and one leased Electric Vehicle pool car.
- 4.14 Wokingham BC would indemnify the Council, up to an agreed sum, for any Employment Tribunal claims brought against the Council (on or before 31 March 2023) as a direct consequence of Wokingham BC terminating the IAA.
- 4.15 In terms of food hygiene inspections and standards the PPP is proposing that it will meet all the Food Standards Agency requirements in terms of the Covid Recovery Plan but that this would need to be balanced against other trading standards service pressures. It is therefore proposed that the final food standards unrated work will be finalised in Q1 of 2022/23. Food Safety work which will be returning to Wokingham BC will be brought in line with the Food Standards Agency recovery plan at the point of transfer.
- 4.16 While the PPP will be moving to a new integrated IT system to manage its cases early in the new financial year Wokingham BC Commissioned Services will be hosted on the existing system for a further twelve months during which time the data will be transferred to the PPP single system. The PPP will work with Wokingham BC ICT to determine the best approach to data, record keeping and processing between 1st April 2022 and the commencement date.

Inter-Authority Agreement (IAA)

- 4.17 An important part of the financial risk mitigation was the common agreement that specific elements of the PPP could and would be delivered more efficiently if they continued to be paid for collectively by all three councils. The Council agreed to support the negotiation parameters for Traded (Commissioned) Services at the Executive meeting on the [14th October 2021](#). The services that will be covered by this proposed IAA include: Trading Standards, Food Standards, Animal Health, Intelligence, Case Management and Air Quality Monitoring. The negotiation parameters agreed at the October Executive meeting can be summarised as follows:
- Do not agree to a term shorter than that of the existing IAA;
 - Identify clear termination provisions;
 - Allow for break clauses based around performance and costs issues; and
 - Negotiate on liabilities for break clause subjects.
- 4.18 Heads of Terms were drafted and Wokingham BC approved a year 1 budget of £459k to maintain a level of service. Bracknell Forest and the Council approved this approach and noted that it reduced financial risk by approximately one third (based on a

budget/headcount split). The fee would be reviewable each year to ensure cost recovery objectives are met.

4.19 There are significant operational benefits to the Council in this approach, allowing the PPP to maintain levels of service to the community, improving public health, safety and welfare whilst also reducing the risk of criminal activity in the area.

4.20 The principle terms of the proposed arrangement are as set out below:

- (a) Staff operating in the PPP will continue to be employed by West Berkshire Council;
- (b) Wokingham BC cease to have any participation in the Joint Public Protection Committee but will be invited to attend as a guest for relevant agenda items;
- (c) Specific Key Performance Indicators will be agreed and monitored through the Joint Management Board, inviting the nominated officer from Wokingham BC (Head of Enforcement and Safety) to attend for relevant agenda items;
- (d) Any additional work required by Wokingham BC will be conducted on a cost recovery basis (hourly rate of £59 in year 1);
- (e) The management arrangements are through the Joint Management Board;
- (f) Annual business planning and annual report;
- (g) How to deal with incident and emergency response;
- (h) The termination date will be the 8th January 2027
- (i) The earliest date for early termination to be effective will be the 31st March 2024
- (j) Early termination, termination, default, delegations etc. will be dealt with through the IAA

Revised Branding

4.21 Discussions have taken place to consider options for rebranding the service whilst still meeting the requirements of corporate standards in terms of sizing, clarity, colour blends etc. of the two authorities. Practical considerations in terms of the templates and what the logo would be used on (business cards, clothing, letterheads, forms, website, social media posts etc.) were also factored in to the discussions.

4.22 In addition to all of the technical elements of the logo, there is also quite a strong feeling that keeping close to the original branding has advantages online because of the increased publicity the PPP has been able to generate over the last two years.

4.23 It is therefore proposed that the following logos will be used going forward:



A shared service provided by
Bracknell Forest Council and
West Berkshire Council



4.24 It is also proposed that the Trading Standards Service that will operate across the three local authority areas will retain the branding that is in the current Inter-Authority Agreement. This will avoid the need for duplication of forms, paperwork etc. The branding is as follows and will be accompanied by the three local authority logos:



Future Governance Arrangements

Joint Management Board (JMB)

4.25 The JMB is formed under the requirements of the Inter-Authority Agreement (IAA). Future requirements for the two authority partnership will be set out in the amended IAA. All Public Protection Partnership risks have and will continue to be managed through the JMB who meet every two weeks.

4.26 From April 2022 all JMB meetings will have a two part agenda, separating the PPP management and the Commissioned Services management arrangements. The Wokingham BC Client Officer or their representative will attend the Commissioned Services element of the agenda which will oversee performance and risk.

Joint Public Protection Committee (JPPC)

- 4.27 The Joint Public Protection Committee (JPPC) has been established to oversee the strategic leadership of the Public Protection Partnership. It is proposed that as of the 1st April 2022 the JPPC will comprise of four Members, two from each partner authority. The Chairmanship of the JPPC rotates between the two Councils on an annual cycle. The Chairmanship of the 2022/23 cycle will reside with West Berkshire Council. The quorum of a meeting of the JPPC will be three and it will continue to operate in accordance with West Berkshire Council's Constitution.
- 4.28 It is proposed that Wokingham Borough Council Members and Officers will be invited to attend the JPPC for relevant agenda items but will not be members of the JPPC and will therefore not be able to vote on any of the items.

5 Other options considered

- 5.1 As set out in the Part II report.

6 Conclusion

- 6.1 It was important to manage the financial risks from this project to minimise cost and disruption for all parties and these negotiations have been broadly successful. Overall this is seen by all parties as a positive, sensible and pragmatic outcome. This sentiment was echoed by the Joint Public Protection Committee on the 14th March 2022.
- 6.2 Looking forward for the PPP there is work to be done to re-balance the service albeit that the service has managed to retain a wealth of technical and operational expertise. The new service will be focussed on delivering against the priorities of the Councils and the Joint Public Protection Committee as a new two authority service working. This will include working closely with our Wokingham BC partners on areas of common interest through a commissioned approach delivering quality services to the public.

7 Appendices

None

Subject to Call-In:

Yes: No:

The item is due to be referred to Council for final approval

Delays in implementation could have serious financial implications for the Council

Delays in implementation could compromise the Council's position

Considered or reviewed by Overview and Scrutiny Management Committee or associated Task Groups within preceding six months

Item is Urgent Key Decision

Report is to note only

Wards affected: All

Officer details:

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Job Title: Service Manager
Tel No: 01635 519840
E-mail: sean.murphy@westberks.gov.uk

Capital Financial Performance Report Quarter Three 2021/22

Committee considering report:	Executive
Date of Committee:	24 March 22
Portfolio Member:	Councillor Ross Mackinnon
Date Portfolio Member agreed / sent:	2 March 2022
Report Author:	Shannon Coleman-Slaughter
Forward Plan Ref:	EX4017

1 Purpose of the Report

The financial performance report provided to Members reports on the forecast under or over spends against the Council's approved capital budget. This report presents the forecast outturn position for financial year 2021/22 as at Quarter Three.

2 Recommendation

Members are recommended to note the report and approve the proposed reprofiling of £10.9 million of future expenditure from 2021/22 into financial year 2022/23.

3 Implications and Impact Assessment

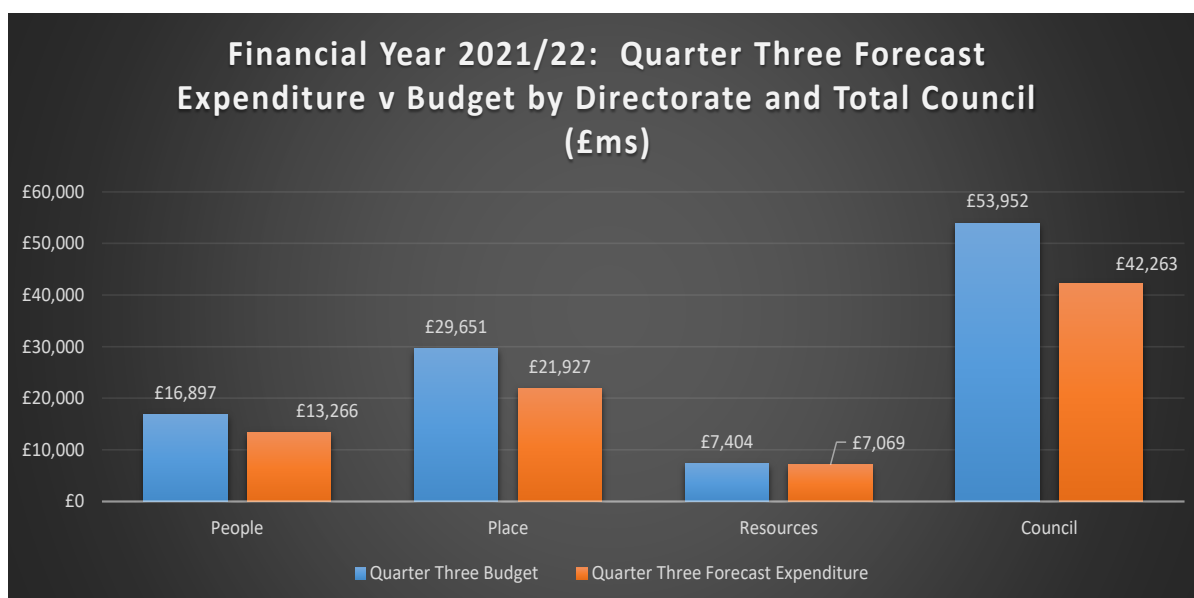
Implication	Commentary
Financial:	At Quarter Three, expenditure of £42.3 million is forecast to be incurred during the financial year against a revised capital programme budget of £54.0 million, generating a forecast underspend position of £11.7 million. £10.9 million of the underspend is proposed to be reprofiled into financial year 2022/23.
Human Resource:	Not applicable
Legal:	Not applicable

Risk Management:	The long term impacts of the Covid-19 pandemic and resource availability post Brexit are creating issues within existing supply chains. The capital programme is impacted through these economic developments with inflation impacts on existing contracts and contracts subject to negotiation/finalisation. Currently, specifically in respect of long term maintenance contracts, the level of service being supplied for existing contracts is being reduced by third party suppliers. Over the course of the programme there is a high likelihood that inflation and scarcity of resource will create additional financial pressures.			
Property:	Not applicable			
Policy:	Not applicable			
	Positive	Neutral	Negative	Commentary
Equalities Impact:				
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		X		
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		X		
Environmental Impact:		X		
Health Impact:		X		

ICT Impact:		X		
Digital Services Impact:		X		
Council Strategy Priorities:		X		
Core Business:		X		
Data Impact:		X		
Consultation and Engagement:	Joseph Holmes, Executive Director for Resources, s151 Officer Capital Strategy Group (CSG)			

4 Executive Summary

- 4.1 At Quarter Three, expenditure of £42.3 million is forecast to be incurred during the financial year against a revised capital programme budget of £54.0 million, generating a forecast underspend position of £11.7 million.



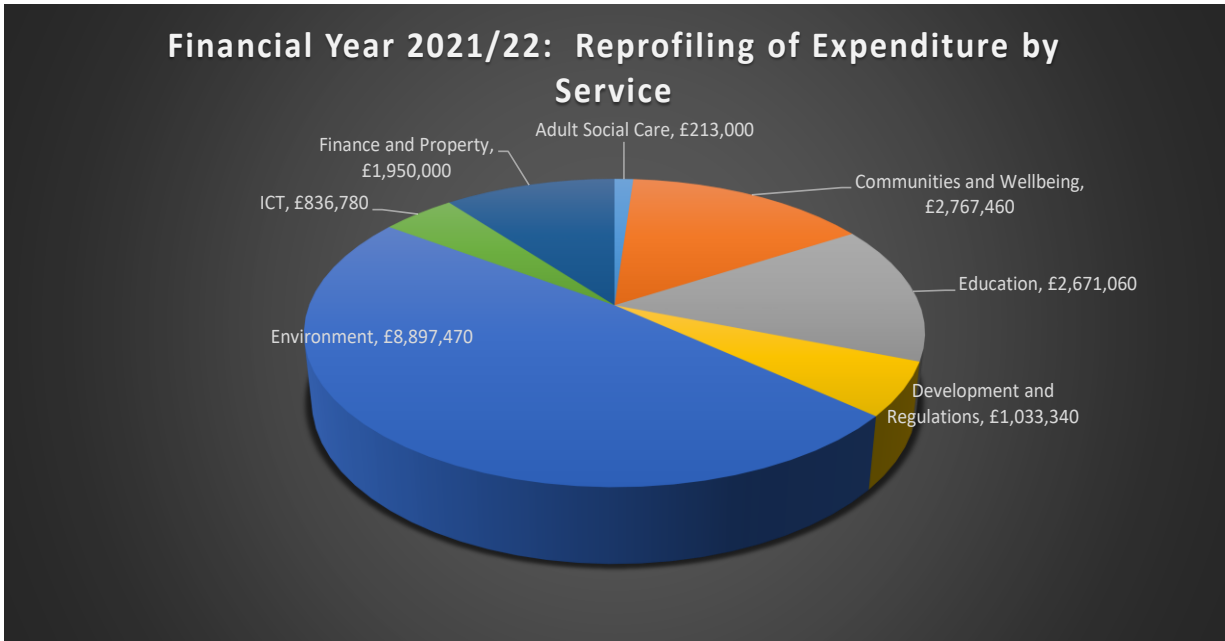
- 4.2 In respect of the overall programme forecast underspend, the main contributing factors are:

- (a) Education Services: The service is forecasting a £1.2 million underspend, with variances across a range of capital schemes. This includes a forecast £408k underspend on the i-College Alternative Education budget due to

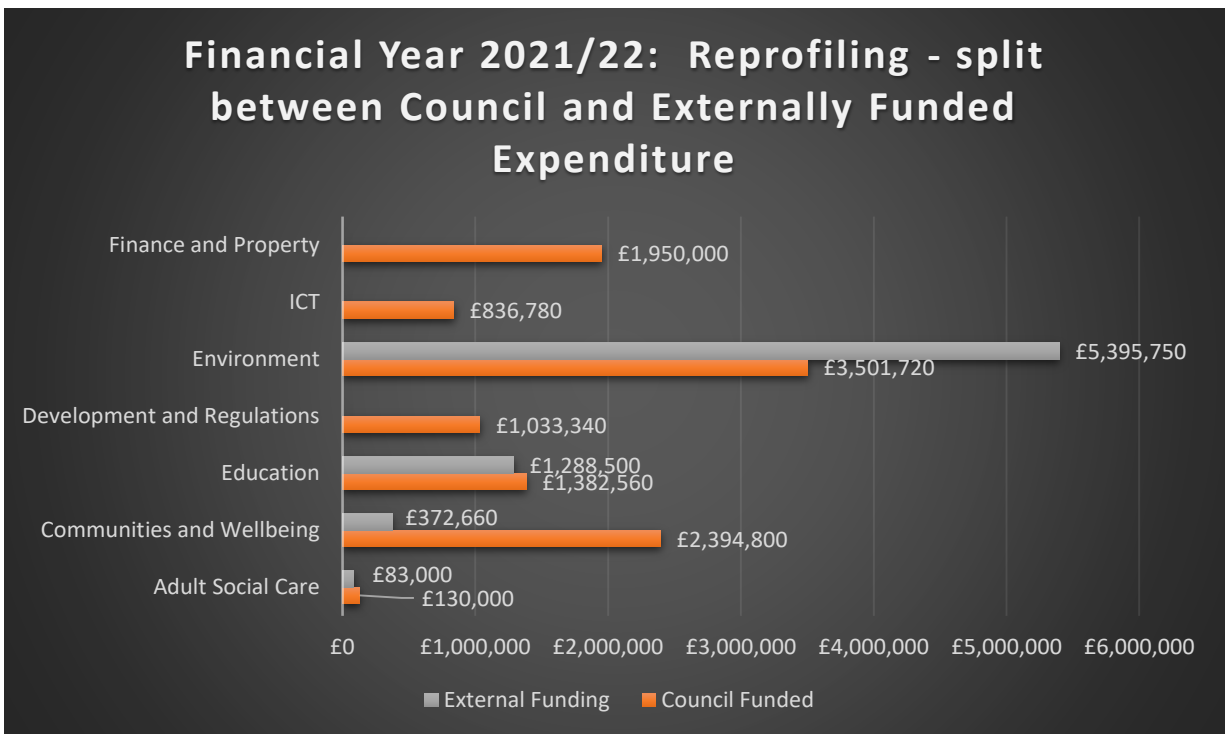
procurement related delay. Of this, £323k of budget has been requested for reprofiling. Other main variances include underspends forecast due to changes in project scope for Parsons Down Rationalisation (£244k) and cost plan for Garland School (£222k), with a combined £373k of budget to be reprofiled into 2022/23 to match revised timings of spend.

- (b) Communities and Wellbeing: A £2.3 million underspend is forecast. The main underspends are on the Playing Pitch Action Plan (£1 million) and the Expansion of the Berkshire Records Office (£0.5 million); both due to delays in securing necessary planning permissions. Progress on Leisure Centre Compliance and Modernisation is delayed due to a need to review costs, post conclusion of tender process, with an underspend of £300k anticipated. Proactive Museum Repair/Enhancement will underspend by £139k as no further works are deemed necessary in year. There is a £98k underspend on costs of Damp Proofing West Berkshire Museum, due to contractor delays. These budgets are proposed to be reprofiled accordingly. Other significant variances include a £152k underspend on Members Bids, for which expenditure is now expected in the first quarter of the new financial year and profiling will be adjusted to match.
- (c) Environment: A £7.7 million underspend is estimated. The larger variances forming part of this can be summarised as follows - Theale Station Improvements will underspend by around £2.0 million as completion of the project has been delayed by Great Western Railway into late 2023; budgets will be reprofiled accordingly. An aggregate underspend in the region of £2.0 million is also projected across the Council's various green energy / carbon neutral capital schemes, mainly as a result of third party delays. Of this, £1.2 million of budget will be reprofiled to match revised expectation of spend. There will be a £900k underspend on the Separate Food Waste collection project, owing to industry delays in acquiring new waste vehicles and bins. These are now expected to be delivered late summer 2022, with the budget to be adjusted accordingly. Underspends are also expected across a number of larger Highways schemes, including the Newbury King Road Link (£750k – due to delay in the construction by the developer); Robin Hood Roundabout (£200k – delayed pending confirmation of scope of Government funding) and Aldermaston Footways (£244k – due to land issues). Budgets for these schemes are to be reprofiled.

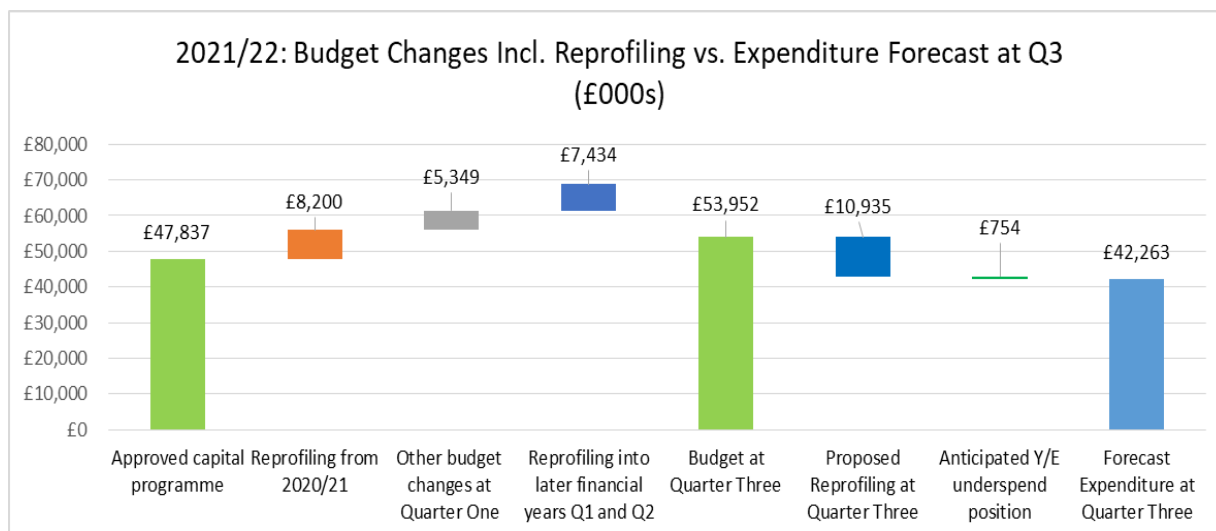
4.3 As part of the forecast outturn position, it is proposed that £10.9 million of future expenditure is re-profiled into financial year 2022/23, details of which are included in appendix B. The proposed re-profiling is in addition to £7.4 million of re-profiling undertaken at Quarters One and Two. The graphic below details total reprofiling (processed from quarters one and two plus proposed at Quarter Three) by service.



4.4 39% of all reprofiled expenditure is externally funded through a combination of section 106, Community Infrastructure Levy and external grants. The graphic below details reprofiled expenditure split between Council (i.e. funding through borrowing) and external funding by service.



4.5 The proposed reprofiling at Quarter Three will create an adjusted forecast outturn underspend position of £754k. The graphic below details the approved capital programme, additional funding received in year, slippage from financial year 2020/21 and total re-profiling undertaken and proposed for financial year 2021/22.



- 4.6 Included within the 2021/22 capital programme are four projects deemed to be high risk and RAG rated red with a collective budgeted value of £3.6 million. £1.0 million of expenditure has been forecast against the ongoing delivery of these projects. Five projects have been identified as amber with cumulative budgets £1.8 million.
- 4.7 As at 31st December 2021, the Council's total level of long term borrowing to fund capital spend stood at £194.6 million. The Capital Strategy and supporting Investment & Borrowing Strategy for 2020/21 made provision for £18.3 million to be borrowed in 2021/22 to fund capital investment in operational assets. During financial year 2020/21 a strategy of not undertaking long term borrowing in respect of Public Works and Loan Board (PWLB) financing was pursued, instead focusing on supporting delivery of the capital programme through short term borrowing and cash balances. Lower official interest rates have lowered the cost of short-term, temporary loans and investment returns from cash assets that can be used in lieu of longer term borrowing. Additional long term borrowing is not anticipated during the financial year 2021/22 to fund the capital programme. The strategy of keeping borrowing and investments below their underlying levels, sometimes known as internal borrowing, in order to reduce risk and keep interest costs low has continued in the first quarter of 2021/22. Principal repayments of £2.8 million are due by the 31st March 2022 which will reduce the total level of long term borrowing to £191.8 million at the 31st March 2022 if no further long term borrowing is taken out during the current financial year.

5 Supporting Information

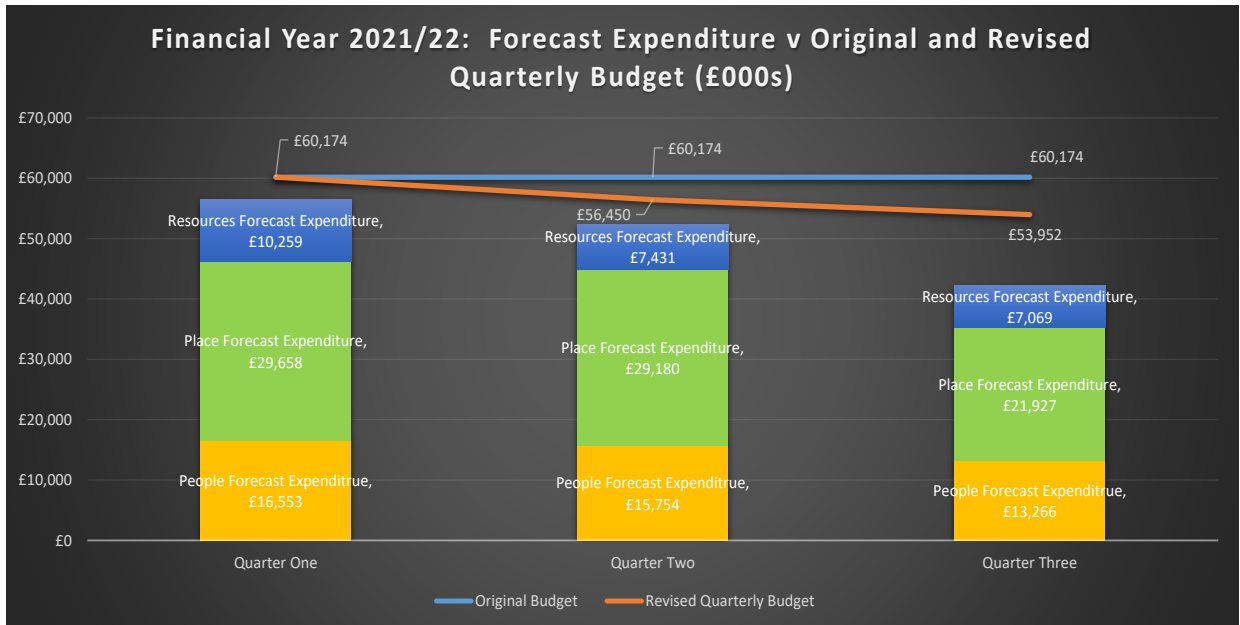
Introduction

- 5.1 A capital budget for 2020/21 of £47.8 million was set by Council in March 2021 with external funding of £24.6 million from a combination of external grants, section 106 contributions (s106) and Community Infrastructure Levy (CIL). £23.2 million of expenditure was planned to be funded from external borrowing. The repayment of principal sums and interest on loans used to fund capital expenditure are met from the revenue budget for capital financing and risk management. Forecast spend against this budget is reported in the Revenue Financial Performance Report.

5.2 During the financial year budget changes may occur, mainly as a result of budgets brought forward from prior financial years, additional grants, s106 and CIL allocations received in year and expenditure re-profiled in future financial years. Changes of less than £250k can be approved by the s151 Officer in conjunction with the portfolio holder, all other changes must be approved by Capital Strategy Group (CSG) and reported to Executive as set out in the Council’s Financial Regulations. As part of the budget monitoring process, the forecast year end position of the capital projects is reviewed and proposals for unutilised budgets to be re-profiled into subsequent financial years is reviewed by Capital Strategy Group (CSG). Appendix A provides a breakdown of budget changes as at the year end.

Background

5.3 As at Quarter Three, the total forecast expenditure for financial year 2020/21 amounts to £42.3 million against a revised budget of £54.0 million. The graphic below details the forecasting throughout the financial year against the budget as at Quarter One and the revised in year budget position.



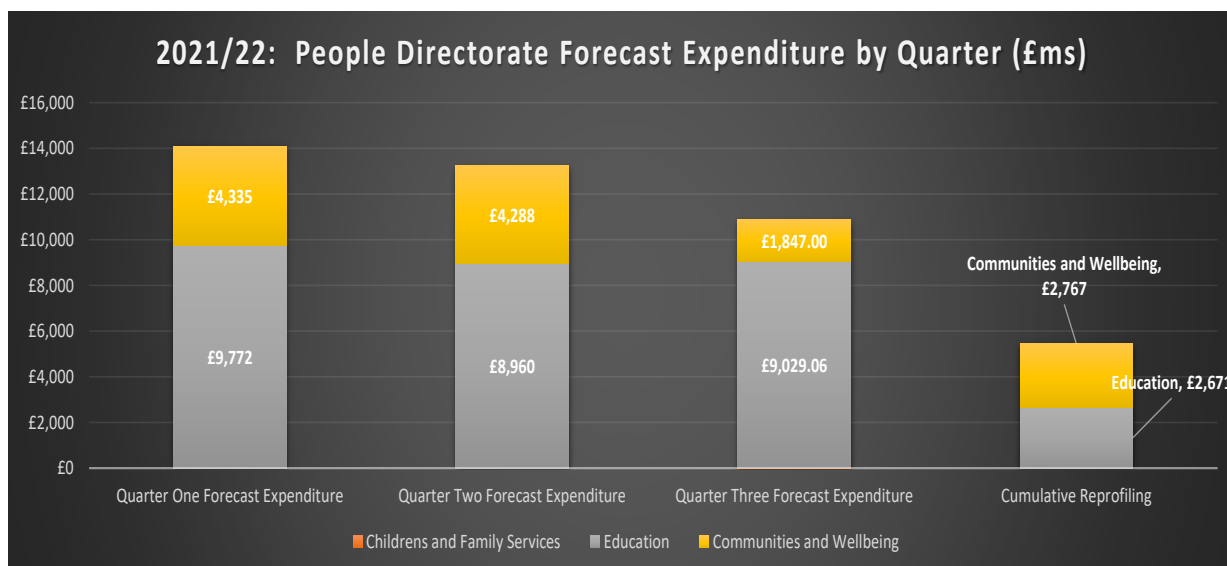
The People Directorate

5.4 At Quarter Three the directorate is forecasting total expenditure of £13.3 million against a revised budget of £16.9 million generating a forecast underspend of £3.6 million. The directorate is proposing to reprofile £3.8 million of planned expenditure into financial year 2022/23. Proposed reprofiling will create an adjusted overspend forecast outturn of £133k. The adjusted overspend position is being driven by projects within the Education Service.

Capital Financial Performance Report Quarter Three 2021/22

People Directorate	Quarter Three Budget	Quarter Three Forecast Expenditure	Forecast (Under)/Over spend at Quarter Three	Proposed Expenditure Re-profiling at Quarter Three	Forecast (Under)/Over spend adjusted for Re-Profiling
Adult Social Care	£2,505,230	£2,375,230	(£130,000)	£130,000	£
Childrens and Family Services	£20,000	£15,000	(£5,000)	£	(£5,000)
Education	£10,242,730	£9,029,060	(£1,213,670)	£1,382,560	£168,890
Communities and Wellbeing	£4,129,210	£1,847,000	(£2,282,210)	£2,251,460	(£30,750)
Total Directorate	£16,897,170	£13,266,290	(£3,630,880)	£3,764,020	£133,140

- 5.5 Adult Social Care: The service is forecasting a £130k underspend. This relates to difficulties in securing contractors to undertake Garden Projects works at the Willows, Birchwood and Notrees Care Homes. It is considered unlikely works will commence before the end of the financial year and budgets will be
- 5.6 Children & Family Services: The service is forecasting a £5k underspend as a result of no adaptations to foster care residents having been requested.
- 5.7 Education Services: The service is forecasting a £1.2 million underspend, with variances across a range of capital schemes. This includes a forecast £408k underspend on the i-College Alternative Education budget due to procurement related delay. Of this, £323k of budget has been requested for reprofiling. Other main variances include underspends forecast due to changes in project scope for Parsons Down Rationalisation (£244k) and cost plan for Garland School (£222k), with a combined £373k of budget to be reprofiled into 2022/23 to match revised timings of spend.
- 5.8 Communities and Wellbeing: A £2.3 million underspend is forecast. The main underspends are on the Playing Pitch Action Plan (£1 million) and the Expansion of the Berkshire Records Office (£0.5 million); both due to delays in securing necessary planning permissions. Progress on Leisure Centre Compliance and Modernisation is delayed due to a need to review costs, post conclusion of tender process, with an underspend of £300k anticipated. Proactive Museum Repair/Enhancement will underspend by £139k as no further works are deemed necessary in year. There is a £98k underspend on costs of Damp Proofing West Berkshire Museum, due to contractor delays. These budgets will be reprofiled accordingly. Other significant variances include a £152k underspend on Members Bids, for which expenditure is now expected in the first quarter of the new financial year and profiling will be adjusted to match.
- 5.9 In respect of overall performance the directorate has reprofiled £1.9 million of expenditure from 2021/22 into 2022/23 at Quarters One and Two. At Quarter Three a further £3.8 million of reprofiling has been identified. Appendix B provides details of projects reprofiled. The graph below illustrates forecast expenditure by Quarter and cumulative reprofiling.



The Place Directorate

5.10 At Quarter Three the directorate is forecasting total expenditure of £21.9 million against a revised budget of £29.6 million generating a forecast underspend of £7.7m. The directorate is proposing to reprofile £6.9 million of planned expenditure into financial year 2022/23. The proposed reprofiling will create an adjusted forecast outturn underspend position of £866k.

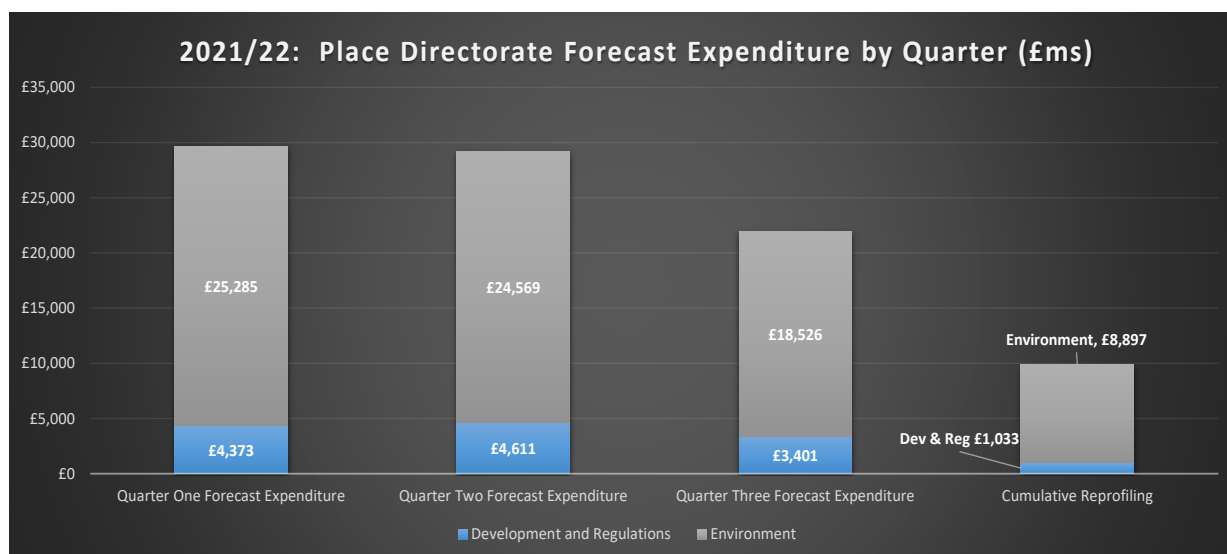
Place Directorate	Quarter Three Budget	Quarter Three Forecast Expenditure	Forecast (Under)/Over spend at Quarter Three	Proposed Expenditure Re-profiling at Quarter Three	Forecast (Under)/Over spend adjusted for Re-Profiling
Development and Regulations	£4,452,120	£3,400,920	(£1,051,200)	£1,033,340	(£17,860)
Environment	£25,198,880	£18,526,310	(£6,672,570)	£5,834,870	(£837,700)
Directorate Totals	£29,651,000	£21,927,230	(£7,723,770)	£6,868,210	(£855,560)

5.11 Development & Regulations: The service is forecasting a £1.0 million underspend, which is primarily attributable to the capital schemes at Four Houses Corner and Home Repair Assistance Grants. Works at Four Houses Corner are being evaluated, with a phased approach adopted to try and identify alternative options to mitigate costs, resulting in an in-year underspend of £963k, which will be reprofiled to 2022/23. Delays in re-branding and marketing of Home Repair Assistance Grants is expected to result in a £93k in-year underspend, of which £62k will be reprofiled into the new financial year.

5.12 Environment: A £7.7 million underspend is estimated. The larger variances forming part of this can be summarised as follows - Theale Station Improvements will underspend by around £2.0 million as completion of the project has been delayed by Great Western Railway into late 2023; budgets will be reprofiled accordingly. An aggregate underspend in the region of £2.0 million is also projected across the Council's various green energy / carbon neutral capital schemes, mainly as a result of third party delays. Of this, £1.2 million of budget will be reprofiled to match revised expectation of spend. There will be a £900k underspend on the Separate Food Waste collection

project, owing to contractor delay in acquiring new waste vehicles and bins. These are now expected to be delivered late summer 2022, with the budget to be adjusted accordingly. Underspends are also expected across a number of larger Highways schemes, including the Newbury King Road Link (£750k – due to delay in finalising legal agreements); Robin Hood Roundabout (£200k – delayed pending confirmation of scope of Government funding) and Aldermaston Footways (£244k – due to land issues). Budgets for these schemes are to be reprofiled.

5.13 In respect of overall performance the directorate reprofiled £3.1 million of expenditure from 2021/22 into 2022/23 at Quarters One and Two, realigning the budget to forecast in year expenditure. At Quarter Three an additional £6.8 million of expenditure has been identified for reprofiling. Appendix B provides details of projects reprofiled. The graph below illustrates forecast expenditure by quarter and cumulative reprofiling.



The Resources Directorate

5.14 At Quarter Three the directorate is forecasting total expenditure of £7.1 million against a revised budget of £7.4 million generating a forecast underspend of £300k. The directorate is proposing to reprofile planned expenditure of £303k into financial year 2022/23. The proposed reprofiling will create an adjusted forecast outturn underspend position of £32k.

Directorate	Quarter Three Budget	Quarter Three Forecast Expenditure	Forecast (Under)/Over spend at Quarter Three	Proposed Expenditure Re-profiling at Quarter Three	Forecast (Under)/Over spend adjusted for Re-Profiling
ICT	£4,510,580	£4,247,650	(£262,930)	£302,980	£40,050
Finance and Property	£2,716,730	£2,650,440	(£66,290)	£	(£66,290)
Strategy and Governance	£176,650	£171,330	(£5,320)	£	(£5,320)
Directorate Totals	£7,403,960	£7,069,420	(£334,540)	£302,980	(£31,560)

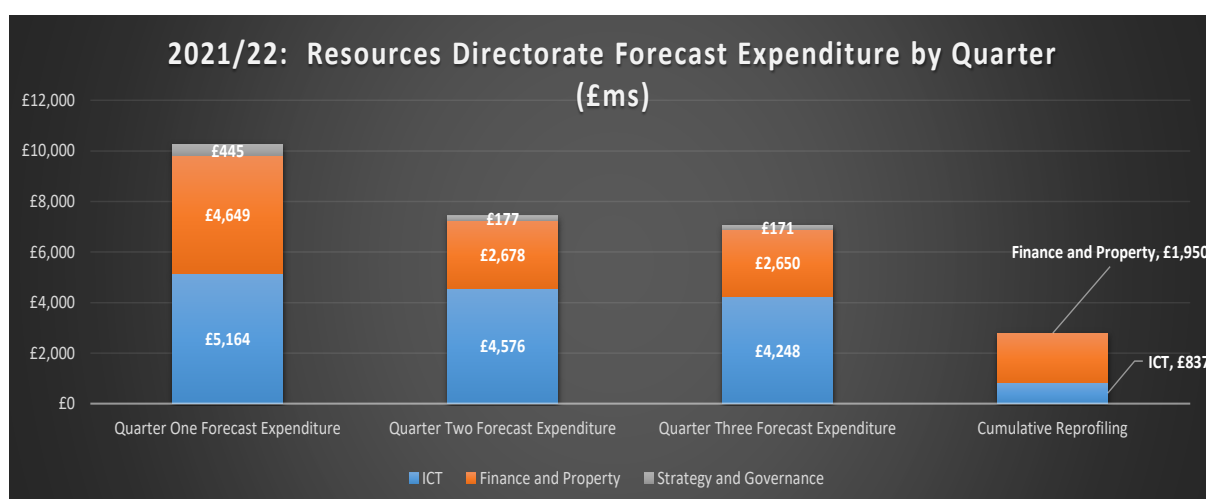
5.15 ICT: A total underspend of £263k is forecast. Of this, £125k relates to delay in Refresh of the Multi-Function Device Fleet and £90k relates to delay in costs for Transition to

Office 365, both awaiting outcome of needs under Timelord Two new working arrangements. These budgets will be reprofiled into 2022/23.

5.16 Finance & Property: The service is forecasting a £66k underspend. This is mainly reflective of the net underspend across two projects. Agresso Upgrade costs are expected to come in £136k under budget, owing to savings realised through upgrade and migration to a ‘hosted cloud platform’ software solution. These savings offset an overspend of £83k as a result of additional consultancy costs required to implement improvements to the Council’s Income Manager system.

5.17 Strategy & Governance are reporting a small overall underspend of £5k on the Digitalisation Infrastructure capital budgets, based on current known projects for the financial year.

5.18 In respect of overall performance the directorate reprofiled £2.5 million of expenditure from 2021/22 into 2022/23 following Quarters One and Two, realigning the budget to forecast in year expenditure. At Quarter Three a further £303k of expenditure has been identified for reprofiling. Appendix B provides details of projects reprofiled. The graph below illustrates forecast expenditure by quarter and cumulative reprofiling.



Capital Financing

5.19 The Prudential Code requires authorities to look at capital and investment plans in light of overall organisation strategy and resources to ensure that decisions are made with sufficient regard to the long term financing implications and risks to the Council. To demonstrate that local authorities have fulfilled these objectives, the code sets out a number of indicators, the code does not include suggested indicative limits or ratios. Local Authorities are to set their own limits and ratios, subject to controls under section 4 of the Local Government Act 2003. The Council’s capital programme is a key driver of the treasury management activity.

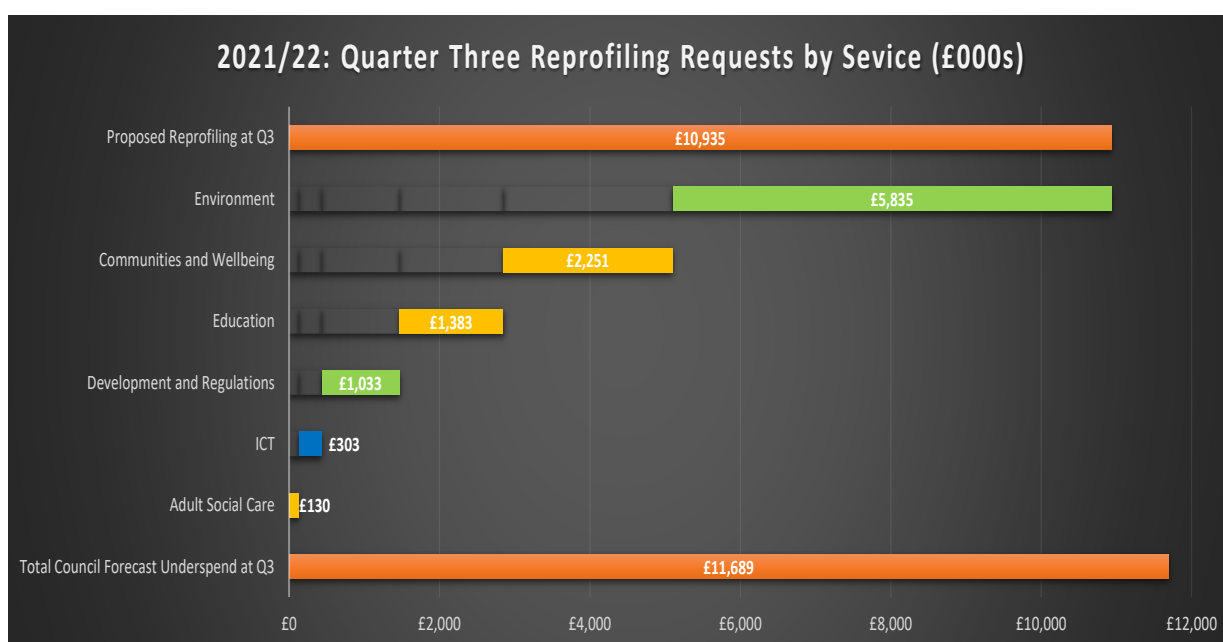
5.20 A key indicator is the Council’s Operational Boundary for debt which was approved at Council on 2nd March 2021, at £294 million for financial year 2021/22. As well as the level of borrowing needed to fund capital expenditure, the Operational Boundary also allows for debt embedded in the Waste Private Finance Initiative (PFI) contract and any temporary borrowing which is required for cash flow purposes during the year (up to a maximum of £15 million at any one time).

5.21 As at 31st December 2021, the Council’s total level of long term borrowing to fund capital spend stood at £194.6 million. The Capital Strategy and supporting Investment & Borrowing Strategy for 2020/21 made provision for £18.3 million to be borrowed in 2021/22 to fund capital investment in operational assets. During financial year 2020/21 a strategy of not undertaking long term borrowing in respect of Public Works and Loan Board (PWLB) financing was pursued, instead focusing on supporting delivery of the capital programme through short term borrowing and cash balances. Lower official interest rates have lowered the cost of short-term, temporary loans and investment returns from cash assets that can be used in lieu of longer term borrowing. Additional long term borrowing is not anticipated during the financial year 2021/22 to fund the capital programme. The strategy of keeping borrowing and investments below their underlying levels, sometimes known as internal borrowing, in order to reduce risk and keep interest costs low has continued in the first quarter of 2021/22. Principal repayments of £2.8 million are due by the 31st March 2022 which will reduce the total level of long term borrowing to £191.8 million at the 31st March 2022 if no further long term borrowing is taken out during the current financial year.

Proposals

5.22 As part of the Quarter Three budget monitoring review, expenditure has been identified as unlikely to be incurred in the current financial year and is requested to be reprofiled into subsequent financial years.

5.23 In addition to £7.4 million of reprofiling identified at Quarters One and two of the current financial year, £10.9 million of proposed reprofiling has been identified across the Adult Social Care, Communities & Wellbeing, Development and Regulations, Environment and ICT and capital programmes. Appendix B provides a breakdown of project expenditure identified for reprofiling. The graphic below shows the reprofiling requested, and total reprofiling against the current programme forecast position.



5.24 The proposed reprofiling will result in an adjusted outturn forecast underspend across the capital programme of £0.8 million.

Capital Financial Performance Report Quarter Three 2021/22

Directorate	Quarter Three Budget	Quarter Three Forecast Expenditure	Forecast (Under)/Over spend at Quarter Three	Proposed Expenditure Re-profiling at Quarter Three	Forecast (Under)/Over spend adjusted for Re-Profiling
People	£16,897,170	£13,266,290	(£3,630,880)	£3,764,020	£133,140
Place	£29,651,000	£21,927,230	(£7,723,770)	£6,868,210	(£855,560)
Resources	£7,403,960	£7,069,420	(£334,540)	£302,980	(£31,560)
Chief Executive	£	£	£	£	£
Total Council	£53,952,130	£42,262,940	(£11,689,190)	£10,935,210	(£753,980)

5.25 Included within the adjusted forecast outturn will be a forecast overspend on Education projects of £169k and against ICT projects of £40k.

6 Other options considered

No other options were considered.

7 Conclusion

7.1 At Quarter Three, 26 project budgets identified as high risk, the cumulative value of the high risk projects across the programme is £32.6 million. Projects are identified as high risk on the basis that:

- The project has a total budget of more than £500k.
- The project has already started or a significant amount of work (including planning and design, if applicable) is planned in the current financial year.
- It is likely that there could be a significant delay or cost increase or that the project may fail to meet its objectives.
- There would be a significant impact (political and/or operational and /or financial) if the scheme is not delivered on time or fails to meet its objectives.

7.2 Of the 26 projects, four are deemed red with a collective budgeted value of £3.6 million. At Quarter Three, £1.0 million of expenditure has been forecast against the ongoing delivery of these projects. The projects identified as red are:

- Four Houses Corner where vacant possession was achieved in February 2021 allowing for the project to progress. £900k of expenditure has been forecast in 2021/22 against a £1.9 million budget.
- The PPP Hosted System where a combination of Covid frontline demands and partner Council decisions has led to the project being delayed. £89k of expenditure has been forecast in 2021/22 to enable completion of the project against a £89k budget.
- The Kings Road Link project where the developer has is having to re-apply for planning approval, creating delays. No expenditure is now anticipated in

2021/22 and it is proposed that the full years' budget of £750k be reprofiled into financial year 2022/23.

- (d) Park Homes Efficiency Project. Despite investigations on the possibility of joining with the South East Energy Hub's delivery mechanism, this did not prove feasible and this project is considered undeliverable within timescales set by the Department for Business, Energy & Industrial Strategy (BEIS) and is likely that the related project funding will need to be returned to the BEIS, unless an extension is agreed. The full years' budget is £863k.

7.3 Five projects were identified as amber with a cumulative budget of £1.8 million in 2021/22.

7.4 As at Quarter Three, the total forecast expenditure for financial year 2020/21 amounts to £42.3 million against a revised budget of £54.0 million.

8 Appendices

Appendix A – Budget Changes as at Quarter Three

Appendix B – Re-profiling Proposal

Subject to Call-In:

Yes: No: X

- The item is due to be referred to Council for final approval
- Delays in implementation could have serious financial implications for the Council
- Delays in implementation could compromise the Council's position
- Considered or reviewed by Overview and Scrutiny Management Committee or associated Task Groups within preceding six months
- Item is Urgent Key Decision
- Report is to note only X

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Owning Service	

Change History

Version	Date	Description	Change ID
1			
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Budget Changes: As at Quarter Three Financial Year 2021/22

Service Area	Original Gross Expenditure Budget 2021/22	Budget Agreed by CSG to be Re-profiled from 2020/21	Agreed Re-profiling at Q1	Agreed Re-profiling at Q2	Other Changes to 2021/22 Budget	Revised Budget for 2021/22	Explanation of Other Agreed Changes
PEOPLE DIRECTORATE							
Adult Social Care	1,769,960	675,730	0	(83,000)	142,540	2,505,230	Care Home Garden Projects & Autism Grant
Childrens and Family Services	20,000	0	0			20,000	
Education	8,712,050	2,318,310	(1,288,500)		500,870	10,242,730	Grant Funding for Fibre installation at Hungerford Primary Decarbonisation Grant
Communities and Wellbeing	3,586,290	749,110	0	(516,000)	309,810	4,129,210	Members Bids and Parish Planning moved Service Thattham Library Refurbishment
Total for People Directorate	14,088,300	3,743,150	(1,288,500)	(599,000)	953,220	16,897,170	
PLACE DIRECTORATE							
Development and Regulations	1,787,330	2,427,080	0	0	237,710	4,452,120	Additional DFG Funding Received
Environment	23,272,930	611,550	(3,062,600)		4,377,000	25,198,880	£2m additional DfT Grant £2.1m Theale Train Station £210k Faraday Road Open Spaces Project £30k Additional Walking Routes
Total for Place Directorate	25,060,260	3,038,630	(3,062,600)	0	4,614,710	29,651,000	
RESOURCES DIRECTORATE							
ICT	4,067,290	927,090	0	(533,800)	50,000	4,510,580	£50k Transformation Funding for Office 365
Finance and Property	4,400,270	266,460	0	(1,950,000)		2,716,730	
Strategy and Governance	221,000	224,460	0		(268,810)	176,650	Members Bids and Parish Planning moved Service
Total for Resources Directorate	8,688,560	1,418,010	0	(2,483,800)	(218,810)	7,403,960	
CHIEF EXECUTIVE							
Chief Executive	0	0	0	0	0	0	
Total Capital Budget	47,837,120	8,199,790	(4,351,100)	(3,082,800)	5,349,120	53,952,130	

2021/22: Expenditure Reprofileing as at Quarter Three

Budget Monitoring Period	Directorate	Service	Cost Centre	Project Title	Expenditure Budget	Expenditure at Q1	Underspend at Q1	Re-profileing Request
Q1	People	Education	82319	i-college Alternative Education - East of Area	1,738,500	450,000	(1,288,500)	1,288,500
Q1	Education Total				1,738,500	450,000	(1,288,500)	1,288,500
Q1	Place	Environment	83130	Natural Carbon Reduction Measures	1,225,000	200,000	(1,025,000)	1,025,000
Q1	Place	Environment	81426	Robin Hood Roundabout & A4	1,500,000	200,000	(1,300,000)	1,300,000
Q1	Place	Environment	81581	Kings Road Link, Newbury	1,097,600	750,000	(347,600)	347,600
Q1	Place	Environment	81656	A4 Faraday Road Improvements	320,000	0	(320,000)	320,000
Q1	Place	Environment	81664	Kings Road Improvements	50,000	10,000	(40,000)	40,000
Q1	Place	Environment	81150	Recreational Walk Rout	41,890	11,890	(30,000)	30,000
Q1	Environment Total				4,234,490	1,171,890	(3,062,600)	3,062,600
Q1	Q1 - Council Total				5,972,990	1,621,890	(4,351,100)	4,351,100
Budget Monitoring Period	Directorate	Service	Cost Centre	Project Title	Expenditure Budget	Expenditure at Q2	Underspend at Q2	Re-profileing Request
Q2	People	Adult Social Care	86045	Modernising ASC	83,000	0	(83,000)	83,000
Q2	ASC Total				83,000	0	(83,000)	83,000
Q2	People	Communities and Wellbeing	85199	Playing Pitch Action Plan	1,650,000	1,200,000	(450,000)	450,000
Q2	People	Communities and Wellbeing	85200	Refurbishment of Northcroft Leisure Centre preliminary works	151,000	0	(151,000)	151,000
Q2	People	Communities and Wellbeing	85180	Core Sites Essential Investment	3,060	33,060	30,000	(30,000)
Q2	People	Communities and Wellbeing	85196	Feasibility studies for options to deliver the Leisure Strategy	100,000	155,000	55,000	(55,000)
Q2	Communities and Wellbeing Total				1,904,060	1,388,060	(516,000)	516,000
Q2	People Directorate Total				1,987,060	1,388,060	(599,000)	599,000
Q2	Resources	ICT	87294	Network Infrastructure (Core Switches)	90,000	0	(90,000)	90,000
Q2	Resources	ICT	87318	Telephony Infrastructure (VoIP Corporate Offices)	140,000	0	(140,000)	140,000
Q2	Resources	ICT	87319	Telephony Infrastructure (VoIP Outlying Offices)	20,000	0	(20,000)	20,000
Q2	Resources	ICT	87336	BES/MDM Infrastructure	30,000	20,000	(10,000)	10,000
Q2	Resources	ICT	87342	Maintenance of DR Facility	130,000	80,000	(50,000)	50,000
Q2	Resources	ICT	87343	Telephony Infrastructure (Unified Communications Core Infrastructure)	60,000	0	(60,000)	60,000
Q2	Resources	ICT	87344	Telephony Infrastructure (Unified Communications Software)	113,800	0	(113,800)	113,800
Q2	Resources	ICT	87357	Telephony Infrastructure SIP & MPLS (Session Initiation Protocol and Multiprotocol Label Switching)	50,000	0	(50,000)	50,000
Q2	ICT Total				633,800	100,000	(533,800)	533,800
Q2	Resources	Finance and Property	87634	Enterprise Resource Planning System	2,000,000	50,000	(1,950,000)	1,950,000
Q2	Finance & Property Total				2,000,000	50,000	(1,950,000)	1,950,000
Q2	Resources Total				2,633,800	150,000	(2,483,800)	2,483,800
Q2	Q2 - Council Total				4,620,860	1,538,060	(3,082,800)	3,082,800

Capital Financial Performance Report Quarter Three 2021/22

Budget Monitoring Period	Directorate	Service	Cost Centre	Project Title	Expenditure Budget	Expenditure at Q3	Underspend at Q3	Re-profiling Request
Q3	People	Adult Social Care	86047	Willows Care Home - Garden Project	50,000	0	(50,000)	50,000
Q3	People	Adult Social Care	86048	Birchwood Care Home - Garden Project	50,000	0	(50,000)	50,000
Q3	People	Adult Social Care	86049	Notrees Care Home – Garden Project	30,000	0	(30,000)	30,000
Q3	Adult Social Care Total				130,000	0	(130,000)	130,000
Q3	People	Communities and Wellbeing	85124	Libraries Public PC Replacement	16,570	13,280	(3,290)	3,290
Q3	People	Communities and Wellbeing	85180	Core Sites Essential Investment	33,060	21,830	(11,230)	11,230
Q3	People	Communities and Wellbeing	85188	Leisure Centre Compliance & Modernisation	379,030	70,000	(309,030)	294,200
Q3	People	Communities and Wellbeing	85195	Expansion of Berkshire Records Office. Reading	675,000	191,000	(484,000)	484,000
Q3	People	Communities and Wellbeing	85199	Playing Pitch Action Plan	1,200,000	200,000	(1,000,000)	1,000,000
Q3	People	Communities and Wellbeing	85201	West Berkshire Museum. Reducing the damp in the historic buildings	100,000	2,000	(98,000)	98,000
Q3	People	Communities and Wellbeing	85125	Planned maintenance of library buildings	114,890	73,730	(41,160)	41,160
Q3	People	Communities and Wellbeing	85134	Shawhouse Mansion Mtce	138,090	110,000	(28,090)	28,090
Q3	People	Communities and Wellbeing	85143	Museum Maint & Repair	154,180	15,000	(139,180)	139,180
Q3	People	Communities and Wellbeing	87610	Members Bids	238,810	86,500	(152,310)	152,310
Q3	Communities and Wellbeing Total				3,049,630	783,340	(2,266,290)	2,251,460
Q3	People	Education	82000	Education Council Funded Programme	55,370	0	(55,370)	55,370
Q3	People	Education	82285	Highwood Copse	641,830	402,680	(239,150)	223,330
Q3	People	Education	82310	Schools Statutory Compliance Surveys	34,110	18,250	(15,860)	24,110
Q3	People	Education	82315	Hungerford Primary - UIFSM	115,440	22,800	(92,640)	90,380
Q3	People	Education	82317	Speenhamland - 2FE Project	754,950	517,080	(237,870)	137,120
Q3	People	Education	82319	i-college Alternative Education - East of Area	450,000	41,770	(408,230)	322,970
Q3	People	Education	82329	Parsons Down Rationalisation	1,556,020	1,312,520	(243,500)	153,540
Q3	People	Education	82335	Garland School - Nurture Provision	266,450	43,970	(222,480)	219,450
Q3	People	Education	82337	Calcot Schools Remodelling	98,190	41,350	(56,840)	85,390
Q3	People	Education	82339	Falkland Primary School - Classroom Replacement	14,540	0	(14,540)	14,540
Q3	People	Education	82342	SEMH/ASD Resourced Provision - Primary	56,360	0	(56,360)	56,360
Q3	Education Total				4,043,260	2,400,420	(1,642,840)	1,382,560
Q3	People Directorate				7,092,890	3,183,760	(3,909,130)	3,764,020
Q3	Place	Development and Regulations	80001	Home Repair Assist Grt	123,120	30,000	(93,120)	61,560
Q3	Place	Development and Regulations	80010	Four Houses Corner	1,862,910	900,000	(962,910)	962,910
Q3	Place	Development and Regulations	84100	New Oracle Server	40,000	31,130	(8,870)	8,870
Q3	Development and Regulations Total				2,026,030	961,130	(1,064,900)	1,033,340
Q3	Place	Environment	81671	Theale Station Improvements	2,109,060	119,770	(1,989,290)	1,989,290
Q3	Place	Environment	83103	Council Carbon Management Plan	95,470	25,000	(70,470)	70,470
Q3	Place	Environment	83110	Solar PV Initiative	214,190	60,000	(154,190)	154,190
Q3	Place	Environment	83130	Natural Carbon Reduction Measures	200,000	20,000	(180,000)	180,000
Q3	Place	Environment	83132	Renewable Energy Provision	1,050,000	300,000	(750,000)	750,000
Q3	Place	Environment	81186	Traffic Signal Upgrades	320,000	200,000	(120,000)	120,000
Q3	Place	Environment	81236	Active Travel Infrastructure	935,000	800,000	(135,000)	135,000
Q3	Place	Environment	81311	Future Programme Development	129,480	15,000	(114,480)	114,480
Q3	Place	Environment	81426	Robin Hood Roundabout & A4	200,000	0	(200,000)	200,000
Q3	Place	Environment	81581	Kings Road Link, Newbury	750,000	0	(750,000)	750,000
Q3	Place	Environment	81603	Aldermaston Footways	286,770	42,500	(244,270)	244,270
Q3	Place	Environment	81632	On Street Electrical Charge Point	314,670	175,000	(139,670)	139,670
Q3	Place	Environment	81642	Theale Bypass Noise Investigation Feasibility	15,000	0	(15,000)	15,000
Q3	Place	Environment	81650	Local Cycling and Walking Infrastructure Delivery Plan	25,000	0	(25,000)	25,000
Q3	Place	Environment	81664	Kings Road Improvements	10,000	0	(10,000)	10,000
Q3	Place	Environment	81668	Seperate Food Waste	900,000	0	(900,000)	900,000
Q3	Place	Environment	81669	Vehicle Management System/Intelligent Traffic Signs	15,000	0	(15,000)	15,000
Q3	Place	Environment	81670	Pavement to St Mary's School	35,000	12,500	(22,500)	22,500
Q3	Environment Total				7,604,640	1,769,770	(5,834,870)	5,834,870
Q3	Place Directorate Total				7,654,640	1,782,270	(5,872,370)	6,868,210

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Budget Monitoring Period	Directorate	Service	Cost Centre	Project Title	Expenditure Budget	Expenditure at Q3	Underspend at Q3	Re-profiling Request
Q3	Resources	ICT	87110	Corporate IT Replacement	627,980	600,000	(27,980)	27,980
Q3	Resources	ICT	87346	Refresh MFD Fleet	125,000	0	(125,000)	125,000
Q3	Resources	ICT	87348	ICT Helpdesk System	100,000	65,000	(35,000)	35,000
Q3	Resources	ICT	87354	Contact Centre Systems Enhancements	90,000	0	(90,000)	90,000
Q3	Resources	ICT	87356	Network/ App Performance Monitoring	15,000	0	(15,000)	15,000
Q3	Resources	ICT	87358	Upgrade of Print Room	25,000	15,000	(10,000)	10,000
Q3	ICT Total				982,980	680,000	(302,980)	302,980
Q3	Resources Total				982,980	680,000	(302,980)	302,980
Q3	Q3- Council Total				15,730,510	5,646,030	(10,084,480)	10,935,210

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2021/22 Performance Report Quarter Three

Committee considering report:	Executive
Date of Committee:	24 March 2022
Portfolio Member:	Councillor Howard Woollaston
Report Author:	Jenny Legge/Catalin Bogos
Forward Plan Ref:	Ex.4002

1 Purpose of the Report

- 1.1 To provide assurance that the core business and council priorities for improvement measures in the [Council Strategy 2019-2023](#) are being managed effectively.
- 1.2 To highlight successes relating to the delivery of all core business areas and to the priorities for improvement and, in a few cases where performance has fallen below the expected level, present information on the remedial action taken and the impact of that action.

2 Recommendation

- 2.1 To note the progress made in delivering the Council Strategy Delivery Plan 2019-2023, a maintained strong performance for the core business areas, good results for the majority of the measures relating to the council's priorities for improvement, and remedial actions taken where performance is below target.

3 Implications and Impact Assessment

Implication	Commentary
Financial:	To be highlighted and managed by individual services.
Human Resource:	To be highlighted and managed by individual services.
Legal:	To be highlighted and managed by individual services.
Risk Management:	To be highlighted and managed by individual services.
Property:	To be highlighted and managed by individual services.
Policy:	To be highlighted and managed by individual services.

	Positive	Neutral	Negative	Commentary
Equalities Impact:				
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		x		
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		x		
Environmental Impact:		x		
Health Impact:		x		
ICT or Digital Services Impact:		x		
Council Strategy Priorities or Business as Usual:	x x			Supports all priorities and core business of the Council Strategy 2019-2023.
Data Impact:		x		
Consultation and Engagement:	The information provided for this report, has been signed off by the relevant Head of Service/Service Director and Portfolio Holder.			

4 Executive Summary

4.1 This paper provides updates for each component of the Council Strategy Delivery Plan 2019-2023:

- Non-targeted influencer measures for context.
- Targeted measures for each core business area.
- Targeted measures for each priority for improvement.
- Corporate health measures for internal context.

4.2 The **Influencer measures** indicate that the district continued to fare well, compared with other parts of the country, in terms of the cumulative number of cases of Covid-19.

However, the daily confirmed lab cases per 100,000 people are considerably higher than the national position. A key measure to mitigate the effect of infections is that the district continued to have a high number of adults who have received their 1st, 2nd and 3rd Covid-19 vaccinations (chart 3).

- 4.3 The economic indicators (economic activity, business rated properties, planning applications) continued to show strong resilience and good recovery. The government's Welcome Back Fund was used to create a "Christmas in Newbury" advertising campaign, which would have contributed to the weekly average footfall in Newbury continuing to rise (+4,753 from last quarter) and be at its highest since quarter four 2019/20 (chart 15). Over the Christmas period West Berkshire Economy department and Environment department teamed up to create a 'Shop Local Shop Green' digital magazine to showcase our best independent shops with green agendas to help encourage residents to shop local and shop green.
- 4.4 Efforts continued to support vulnerable households, through a new national £500m support fund to help them with essentials as the country continues its recovery from the pandemic. The Household Support Fund is funded by the Department for Work and Pensions (DWP).
- 4.5 Work with our communities to support local residents has continued. Social Care measures show that demand for adult social care support, which was suppressed during the early stages of the pandemic, continue to increase. This increase is replicated in Children's Social Care. Services are monitoring the situation and adapting service delivery to ensure vulnerable residents are triaged and supported appropriately. There were no rough sleepers at the end of the quarter and the Winter Plan to proactively minimise the adverse impact on rough sleepers was implemented.
- 4.6 The number of anti-social behaviour (ASBO) incidents was 36% below the same quarter last year, and the lowest it has been since the beginning of 2020/21 (chart 24). Even if the level of crimes in the district is comparatively low, West Berkshire Council has appointed Councillor Claire Rowles as the first Safer Streets Champion in May 2021 in response to the spotlight on street harassment, following the murder of Sarah Everard in Clapham. In addition, the Police launched "StreetSafe", a pilot service for anyone to anonymously inform about public places where individuals have felt or feel unsafe, because of environmental and/or behavioural issues.
- 4.7 The Council continues to ensure **core business** service delivery. This area achieved strong performance during quarter three, in particular for, Covid-19 targeted testing and tracing activity, timeliness of financial assessments, a higher proportion of schools rated 'Good' or better by Ofsted, recycling levels (above last year's top benchmarking quartile), and for increasing the rating to "Good" for streets and public places' cleanliness.
- 4.8 A number of areas are still impacted by Covid-19 and the ones to highlight to the Executive include:
 - Council Tax – where Covid-19 has affected residents' ability to pay and the Council helped them by offering greater flexibility to pay and distributing Covid-19 related financial help.

- 4.9 Improvement activity through the Council Strategy **priorities for improvement** continued to progress. The majority of measures remained on track and delivery of outcomes continued this quarter. Areas of achievement to note include: early help support to parents from children's services, the percentage of Adult Social Care clients who felt that their S42 safeguarding enquiry had a desirable outcome, 100% of eligible rough sleepers received an accommodation offer, ranked 5th best nationally for low levels of young people not in education, employment or training (NEET), the Development of the Newbury Masterplan, connection the district to full fibre.
- 4.10 There are some measures not reporting due to data availability impacted by Covid-19 (e.g. educational attainment, and average traffic time) and a few below target or needing re-profiling, in particular to note:
- Whilst education attainment data is not available, the Education service has delivered an extensive range of support activities directly to pupils (including to disadvantaged sub-groups), families and schools' staff to navigate the challenges presented by Covid-19 and create the premises for sound education results (one example, for which there is data, is the highest GCSEs results achieved to date by our children in care).
 - Repeat referrals to children's social care – most likely indicative of increasing demand and pressure on the wider services for children and young people
 - Adjustments to measures following the implementation of the Environment Strategy Delivery plan.
 - Develop a Co-Production Framework with our statutory, community and voluntary partners – re-profiled to June 2022
- 4.11 The council's **corporate health indicators** highlight sound resource management, a budget underspend and stable workforce.

5 Supporting Information

Influencer measures

Refer to Appendix A for more detail

- 5.1 Non-targeted measures of volume are monitored to provide context to the work being carried out across Council services.
- 5.2 The major focus for the district continued to be on **recovery and renewal**. The government will have lifted all restrictions by the end of March 2022 and the emphasis was on promoting vaccination as the means to keep people safe and out of hospital.
- 5.3 The second dose vaccination rate for adults in the district was 84.4%, which was greater than the English rate of 74.4% and means that we rank 7 out of 59 English unitary authorities. 69.85% of our residents have received the third or booster dose, which means we rank 8 out of 59 English unitary authorities.
- 5.4 Overall, the local **economy has remained strong**. Key indicators such as the economic activity rate (chart 4) and unemployment rate (chart 6) remained relatively stable, while the number of number of business rated properties was the highest it has been since

the beginning of 2019/20 (chart 12). The rising cost in living (4.2% nationally in the year to October) is being monitored to identify any impact on the local economy.

- 5.5 The strong economy trend was also reflected in the rise in Newbury Town Centre footfall from last quarter, and the 20% increase of parking tickets sold in WBC managed car parking spaces compared to the same period last year (charts 15 and 16).
- 5.6 The cost of houses in the district continued to rise, including for first time buyers and terraced houses (chart 17).
- 5.7 The local **social indicators** are following the national trends. The number of recorded domestic abuse crimes continue to rise (chart 23).
- 5.8 Through co-production work with voluntary sector organisations, and the Housing Strategy Group, the extensive work carried out by the Rough Sleeping and Housing Operations Teams resulted in no rough sleepers at the end of the quarter (chart 42).
- 5.9 The increase in referrals to children's services appeared to be partly due to agencies referring more, as they recover from reduced service activity due to lockdown restrictions, and partly because of an increased need being identified as a result of household pressures and this rise is reflected in the number of Children in Need (charts 25 and 27).
- 5.10 In adult social care, the number of new adult safeguarding enquiries (chart 36) has substantially decreased since last quarter. A revised recording system, implemented in April 2020, to more accurately reflect the work undertaken by the team, had a significant effect on the amount of time available to triage the concerns that were referred in. A decision was taken in early quarter three to make some changes to the process of triaging, and recording some concerns raised by our emergency service partners where the referral was clearly not related to a safeguarding matter. This has had an impact on the number of S42 cases opened. 92 cases were filtered out and referred through as social welfare concerns. Those were passed to the relevant locality teams or mental health services for action.
- 5.11 The service's capacity to undertake greater initial enquiries, before determining whether the concern met the threshold for a S42 enquiry, has therefore increased and this has impacted on the number of enquiries opened.
- 5.12 Borrowing from libraries has recovered greatly and was higher than quarter three in 2019/20 (chart 43). West Berkshire had the highest level of participation in the 2021 Summer Reading Challenge of any local authorities in South East region, reaching 16% of 4-12 year olds across the district. The 2022 Reading Challenge will start on 1 July 2022.

Core Business Activities

Refer to Appendix B for Exception Reports

Please note:

R (red): year-end target will not be met

A (amber): behind schedule, but expected to achieve year-end target

2021/22 Performance Report Quarter Three

G (green): year-end target will be met.

DNA: Data not available

DNP: Data not provided

Refer to Appendix E for technical conventions

Category	Measure	RAG	2021/22		Notes
			Q3 (YTD) Outturn	Target	
Covid-19 response	Number of Covid-19 Targeted Community Testing assisted tests given	G	2,324	≥1200	Service request to increase target due to changes in government guidance around testing. New measure added at Q2.
	% of Local Contact Covid-19 Tracing calls completed	G	90.5%	≥85%	New measure added at Q2
Protecting our children	Ofsted rating of at least Good for our Children and Family Service	G	Good	Good	Latest available inspection result.
	% of Children in Care where the child has been visited in the past 6 weeks (or 12 weeks if this is the agreed visiting schedule)	A	92.2%	≥95%	YTD: 154 / 167 During this period of Covid disruption we have chosen to only record 'face to face' visits for this measure. There is regular contact with children using virtual means, and when this measure is included we achieve 96.5%. See exception report for details
Supporting education	% of maintained schools judged good or better by Ofsted	G	94.9%	≥95%	YTD: 74 / 78

2021/22 Performance Report Quarter Three

Category	Measure	RAG	2021/22		Notes
			Q3 (YTD) Outturn	Target	
	% of applications receiving one of their three preferences for West Berkshire children (Primary Admissions)	G	Complete in Q1	≥98%	99% achieved in Q1
	% of applications receiving one of their three preferences for West Berkshire children (Secondary Admissions)	Annual	Reports in Q4	≥95%	
	% of 16-17 year olds participating in education and training	R	Top 40%	Top 20%	(3199/3400) 94.1% Currently 55/150, 2nd Quartile Q2 position has been amended from red to green, as September data is now available. Q3 is a confirmed outturn. See exception report for details.
Ensuring the wellbeing of older people and vulnerable adults	% of WBC provider services inspected by Care Quality Commission (CQC) and rated as good or better	G	100 %	=100%	YTD: 5 / 5
	% of financial assessments actioned within 3 weeks of referral to the Financial Assessment & Charging Team	G	99.8%	≥98%	YTD: 1,636 / 1,639
Maintaining our roads	% of the principal road network (A roads) in need of repair	Annual	Reports Q4	≤2%	
Countryside and open spaces	Adopt the Rights of Way Improvement Plan	R	Behind schedule	Complete in April 2022	Service request to amend the target to September 2022. A revised timetable has been submitted by the contractor. Good response to consultations requires additional time for analysis.

2021/22 Performance Report Quarter Three

Category	Measure	2021/22			Notes
		RAG	Q3 (YTD) Outturn	Target	
	Survey the highway verge network, with partners and volunteers, for the wildlife verges project	Annual	Annual - Q4	20% by March 2022	
Collecting your bins and keeping the streets clean	% of household waste recycled, composted and reused	G	50.5% (P)	≥49.5% (≥ 2018/19 outturn)	YTD: 28,556 / 56,507 Q2 has been updated and Q3 data is provisional. All results are subject to change once validated by DEFRA after Q4.
	Maintain an acceptable level of litter, detritus and graffiti (as outlined in the Keep Britain Tidy local environmental indicators)	G	Good	Good	Progress being made after recent realignment of contractor resources back to support street cleansing operation. Situation changeable depending on Covid impacts on frontline services delivery.
Providing benefits	Average number of days taken to make a full decision on new Housing Benefit claims	A	20.14	≤19 days	Q3: 20.82 Covid related matters are impacting in this area as grant applications and payments have increased over the past months, and the scheme has been extended until the March 2022. See exception report for details.
Collecting Council Tax and Business rates	Council Tax collected as a percentage of Council Tax due	R	82.1%	≥98.8%	For comparison, Q3 2020/21 = 81.3% Collection is higher than the same period in 2020, however Covid is still having an impact on customer's ability to pay.
	Non domestic rates collected as a percentage of non domestic rates due	G	81.0%	≥97%	For comparison, Q3 2020/21 = 74.4% Target changed from 99% to 97% - agreed at Q2.

2021/22 Performance Report Quarter Three

Category	Measure	2021/22			Notes
		RAG	Q3 (YTD) Outturn	Target	
Planning and housing	% of planning appeals won	G	65.6%	≥65% (England average)	Q3: 3 / 6 YTD: 21 / 32
	% of 'major' planning applications determined within 13 weeks or the agreed extended time	G	92.9%	≥90% (England average)	Q3: 15 / 17 YTD: 52 / 56
	% of 'minor' planning applications determined within 8 weeks or the agreed extended time	G	89.7%	≥86% (England average)	Q3: 54 / 67 YTD: 192 / 214
	% of 'other' planning applications determined within 8 weeks or the agreed extended time	A	87.1%	≥90% (England average)	The number of applications received increased (particularly within the 'other' category). A number of vacancies within the team has an impact on performance. See exception report for details.
Economic development	Number of webinars and events held to engage with businesses to promote awareness and understanding of council activities	G	3	≥4	Kickstart webinar held on 18 Nov 2021

Please note:

R (red): year-end target will not be met

A (amber): behind schedule, but expected to achieve year-end target

G (green): year-end target will be met.

DNA: Data not available

DNP: Data not provided

Refer to Appendix D for technical conventions

5.13 Performance for the majority of core business activities reported has been on target.

5.14 Where Covid-19 restrictions hindered statutory, face-to-face visits to social care cases, teams offered the service in a different way e.g. closer partnership and interdisciplinary team working, video meetings or telephone calls, to ensure the safety of clients and

staff. Residents remain uncomfortable with meeting in person and if the virtual visits were counted the rate rises to 96.5% (above the 95% target).

- 5.15 This year, more young people in West Berkshire chose to progress in to employment as an alternative to education and training, and as such our % of 16-17 year olds participating in education and training dropped to 94.1%. However, those who work for an employer who provide their own comprehensive training, rather than DfE regulated training, are omitted from this cohort and counted as being in employment without training.
- 5.16 The production of the Rights of Way Improvement Plan needs to be re-profiled requiring an additional five months for completing, which is partly due to the very good response to the consultation received, requiring further time to be analysed to inform the plan. The timely processing of housing benefit claims and the collecting of Council Tax are impacted by Covid-19. The determination of planning application continue to be on target with the exception of the “other” planning applications which are impacted by increasing demand and some vacancies in the team.
- 5.17 Notable improvements have been achieved regarding the percentage of maintained schools judged good or better by Ofsted, our levels of litter and street cleansing are now judged as “Good” (as outlined in the Keep Britain Tidy local environmental indicators), and the amount of non domestic rates collected.

Service requests for amendments:

- Number of Covid-19 Targeted Community Testing assisted tests given
- Increase target from ≥ 200 to ≥ 1200
- Adopt the Rights of Way Improvement Plan
- Amend target from April 2022 to September 2022.

Refer to Appendix C for full details on service requests for amendments to measures and targets

National Benchmarking for Core Business Measures (April 2018- March 2021)

- 5.18 No new benchmarking is available at time of publication. In the majority of services, we compare favourably with our peers and continue to maintain our position.
- 5.19 We benchmark against all authorities responsible for delivering the relevant functions, whether they be single tier, county, district or unitary.

2021/22 Performance Report Quarter Three

Category	Measure	2018/19 National Qtile/Rank	2019/20 National Qtile/Rank	2020/21 National Qtile/Rank	2020/21 Target	2020/21	
						RAG	Q3 (YTD) Outturn
Supporting education	% of maintained schools judged good or better by Ofsted	1st Qtile Rank 17/152 (August) (YE: 95.7%)	1st Qtile Rank 22/152 (YE: 95.7%)	1st Qtile Rank: 36/151 (YE: 91.45%)	≥95%	G	94.9%
	% of applications receiving one of their three preferences for West Berkshire children (Primary Admissions)	2nd Qtile Rank 51/152 (YE: 98.4%)	1st Qtile Rank 12/152 (YE: 99.1%)	1st Qtile Rank 15/151 (YE: 99.2%)	≥98%	G	Complete in Q1
	% of applications receiving one of their three preferences for West Berkshire children (Secondary Admissions)	1st Qtile Rank 27/152 (YE: 97.9%)	1st Qtile Rank 36/152 (YE: 96.6%)	1st Qtile Rank 15/151 (YE: 98.2%)	≥95%	Annual	Reports in Q4
Maintaining our roads	% of the principal road network (A roads) in need of repair	2nd Qtile Rank 18/147 (YE: 2%)	2nd Qtile Rank 19/128 (YE: 2%)	3rd Qtile Rank 49/115 (YE: 3%)	≤2%	Annual	Reports Q4
Collecting your bins and keeping the streets clean	% of household waste recycled, composted and reused	1st Qtile Rank 30/146 (YE: 49.5%)	1st Qtile Rank 32/148 (YE: 50.2%)	1st Qtile Rank 33/149 (YE: 49.0%)	≥49.5% (≥ 2018/19 outturn)	G	50.5% (P)
Collecting Council Tax and Business rates	Council Tax collected as a percentage of Council Tax due	1st Qtile Rank 8/151 (YE: 98.5%)	1st Qtile Rank 8/151 (YE: 98.5%)	2nd Qtile Rank: 68/151 (YE: 95.9%)	≥98.8%	R	82.1%
	Non domestic rates collected as a percentage of non domestic rates due	3rd Qtile Rank 82/151 (YE: 98.4%)	1st Qtile Rank 20/151 (YE: 98.9%)	2nd Qtile Rank: 48/151 (YE: 95.2%)	≥97%	G	81.0%

2021/22 Performance Report Quarter Three

Category	Measure	2018/19 National Qtile/Ran k	2019/20 National Qtile/Ran k	2020/21 National Qtile/Ran k	2020/21 Target	2020/21	
						RAG	Q3 (YTD) Outturn
Planning and Housing	% of 'major' planning applications determined within 13 weeks or the agreed extended time	4th Qtile Rank 258/300 (YE: 78.1%)	2nd Qtile Rank 67/305 (YE: 98.8%)	dna	≥90% (England average)	G	92.9%
	% of 'minor' planning applications determined within 8 weeks or the agreed extended time	4th Qtile Rank 240/301 (YE: 77.5%)	2nd Qtile Rank 108/306 (YE: 90.4%)	2nd Qtile Rank 125/307 (YE: 89.5%)	≥86% (England average)	G	89.7%
	% of 'other' planning applications determined within 8 weeks or the agreed extended time	2nd Qtile Rank 119/309 (YE: 93%)	2nd Qtile Rank 92/309 (YE: 94.8%)	3rd Qtile Rank 224/309 (YE: 84.9%)	≥90% (England average)	A	87.1%

Council Strategy Priorities for Improvement:*Refer to Appendix B for Exception Reports*

Table 1. Number of measures by priority of improvement and performance status

Priority for Improvement	RAG Status			
	Red	Amber	Green	Other
Ensure our vulnerable children and adults achieve better outcomes	1	0	4	1
Support everyone to reach their full potential	0	1	4	5
Support businesses to start develop and thrive in West Berkshire	2	0	5	0
Develop local infrastructure including housing to support and grow the local economy	0	0	2	4
Maintain a green district	2	0	3	2
Ensure sustainable services through innovation and partnerships	1	1	2	0
	6	2	20	12

Note:

Red: year-end target will not be met

Amber: behind schedule, but expected to achieve year-end target

Green: year-end target will be met.

Other: includes Annual (reported once a year), data not available, data not provided and targets to be confirmed

Ensure our vulnerable children and adults achieve better outcomes

5.20 Overall good results have continued to be achieved for this priority for improvement.

5.21 Repeat referrals to children's services have continued to rise as partner agencies and services are reverting to ways of working as before the Covid-19 restrictions. It is also partly due to increased need due to household pressures on vulnerable families.

5.22 Where a S42 safeguarding enquiry had been raised to assess whether an adult is experiencing, or is at risk of, abuse or neglect, the percentage of Adult Social Care clients who felt that their S42 safeguarding enquiry had a desirable outcome was well above target.

5.23 We are exceeding our target for the percentage of care leavers who have started in employment, education or training.

Support everyone to reach their full potential

5.24 Data availability is the key issues to report relating to this priority for improvement. Education attainment outturns for the academic years 2019/20 and 2020/21 are not available, as exams have not taken place due to Covid-19. However, in order to create the premises for good educational outcomes a range of support has been provided to pupils, families, teachers and schools.

5.25 The support for families and pupils, including for the ones in more vulnerable categories, includes:

- Organising free school meals arrangements and vouchers, during lockdowns and holidays.
- Monitoring children with special educational needs or disabilities (SEND), to ensure provision, support and assessments continued in line with DfE expectations.
- Ongoing support for children with disabilities through social work team and Castle Gate remaining open. To note that Castle Gate improved Ofsted inspecting rating from 'Requires Improvement' to 'Good'.
- Support schools for Ofsted inspections, with The Willows moving from being rated 'Requires Improvement' to 'Good'.
- Achieved the highest attainment results, compared with the last few years, for children in public care, ably supported by the Virtual School.
- Ongoing support for Early Years reading, with 1026 disadvantaged children 0-5 years old provided with a free book every month.
- Addressed worsening figure for young people not in education, employment or training NEET, due to Covid, with swift investment, which has seen reaching the best 5th local authority ranked position nationally.
- We have managed a very significant rise in Electively Home Educated children numbers.
- We have managed school places and educational provision for Afghan children via Medical Tuition Service/Educational Welfare Service/Ethnic Minority and Traveller Achievement Service.

5.26 Support was provided to teaching staff and to schools:

- Regular meetings with Headteachers to provide guidance, advice and direct support.
- Supporting schools to deliver remote learning, including assisting the procurement and delivery of 1856 devices.
- Following up schools' concerns about vulnerable children, whether attendance or engagement.
- Support for governors around Covid.
- Assisting schools with seven day a week support, risk management advice and action cards; as well as direct support for 'outbreaks'.

- Recognising the weariness of school staff and the anxiety Covid created, and providing mental health support for Heads, staff and children.
- Support, including funding support for Early Years settings and recovery from 5% attendance to 60%.
- Supporting recovery curriculum plans and content.
- Assisting with understanding and accessing DfE catch-up funding and support.
- Monitoring and support for attendance as schools returned, now back up to over 90%.
- Delivered: two new schools; remodelling of Parsons Down; new teaching block at Trinity School and The Willink School; EY Phase1 at Speenhamland and many smaller maintenance and other projects.

Support businesses to start develop and thrive in West Berkshire

5.27 The pandemic meant we had to reprioritise our approach to supporting the local economy, and in the 2021 refresh Economic Development Strategy several changes were made to the actions we would focus on. That meant that the commitment to 'prepare an Inward Investment Strategy' was changed to 'the preparation of an Inward Investment Prospectus'. Prioritisation focused on supporting local businesses and distributing grants.

5.28 The Newbury Town Centre Supplementary Planning Document was linked to the development of the Local Plan, however as the Local Plan Review has been delayed it was decided to adapt the approach and to develop the Newbury Town Centre Masterplan. The final plan was endorsed by the Executive Committee on 10 February 2022, as a strategy to reposition the town centre's offer to ensure it continues to meet the needs of residents, businesses, workers and visitors. It also provides a prioritised delivery plan which will support future investment bids.

Service requests for amendments:

- Develop an Inward Investment Prospectus - Replace Inward Investment Strategy and demote reporting destination to Council Strategy Delivery Plan
- Adopt a Newbury Town Centre Supplementary Planning Document – Delete
- Publish a Newbury Town Centre Masterplan - Replace Newbury Town Centre Supplementary Planning Document KPI

Refer to Appendix C for full details on service requests for amendments to measures and targets

Develop local infrastructure including housing to support and grow the local economy

5.29 Adapting to the revised National Planning Policy Framework and changes to the Planning Practice Guidance, the timetable for the submission of the Local Plan was re-profiled and is now on track.

5.30 During Q3 we have initiated the development of an investment plan for the UK Shared Prosperity Fund, the UK Government's central pillar of the levelling up agenda. This work will feature as a new milestone for completion during the next quarters.

5.31 Work is reported to be on track for connecting West Berkshire premises to Full Fibre, with an increase from 25% to 31% at quarter three.

Maintain a green district

5.32 EV charging is available 25% of WBC public car parks with a further two venues in readiness for implementation during Q4.

5.33 Following the approval of the Environment Strategy Delivery Plan the aims to conduct feasibility studies about afforestation, urban tree planting and natural regeneration have been redefined. The development of the West Berkshire Natural Solutions Delivery Partnership (NSDP) brought together key organisations and stakeholders involved in the design and implementation of natural solutions in West Berkshire. This NSDP will work to help shape feasible projects through collaboration and engagement and the inclusion of partner organisations and landowners.

Service requests for amendments:

- Complete a feasibility and cost benefit analysis for large scale afforestation and natural regeneration in the rural area (Strategic Goal) - Delete
- Complete a feasibility and cost benefit analysis for urban tree planting to help improve urban air quality and achieve 20% cover for urban areas in the district (Strategic Goal) - Delete

Refer to Appendix C for full details on service requests for amendments to measures and targets

Ensure sustainable services through innovation and partnerships

5.34 An example of co-production and co-operation between partners, the draft Joint Health and Wellbeing Strategy, was approved by the Health and Wellbeing Board and will be considered at the Full Council Meeting in May 2022.

5.35 A draft co-production framework has been developed and will progress through the Council's approval gateways.

5.36 The responses to the Resident's Survey are being analysed and follow up exercises will take place around the district. Once the analysis has been completed and the events scheduled, they will be reported at the Executive Committee and published on the Consultation and Engagement Hub on our website.

Service requests for amendments:

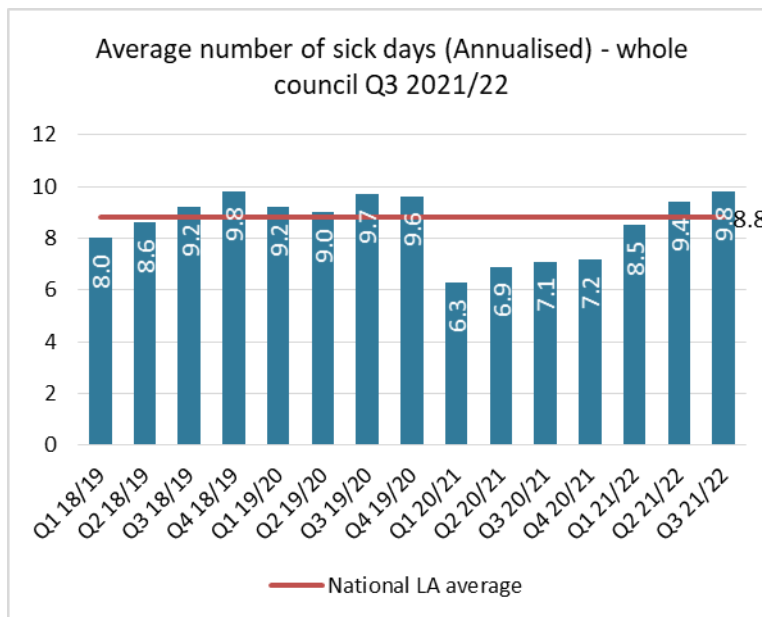
- Develop a Co-Production Framework with our statutory, community and voluntary partners - Amend target date

Refer to Appendix C for full details on service requests for amendments to measures and targets

Corporate Health

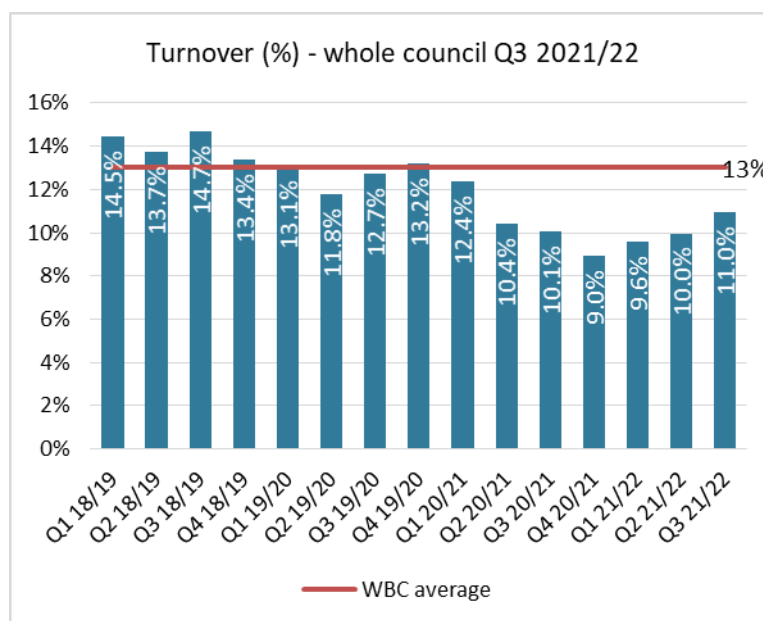
5.37 The quarter three financial position shows that the year-end forecast is a £0.04m overspend, after taking account of provision that was made in reserves for specific risks at the time of budget setting. Without this provision, the forecast would be an overspend of £0.6m.

5.38 Absence levels continue to return to 2019/20 levels, as Covid-19 restrictions were removed, people were encouraged to mix and do “normal” activities again by central government, and we were in the traditional season of colds and tummy bugs.



5.39 The sick days for work related stress annualised figure (the number of days lost divided by the average head count), for the average number of days lost was 1.5. However in terms of the actual number of days lost to work related stress this quarter, the figure has fallen to 69 (down by 171, from 240 in quarter two), out of a total of 1,452 days due to general stress, depression and poor mental health.

5.40 Staff turnover has risen slightly to 11% overall.



Proposals

5.41 To note the progress made in delivering the Council Strategy Delivery Plan, a maintained strong performance for the core business areas, good results for the majority of the measures relating to the Council’s priorities for improvement and remedial actions taken where performance is below target, which is mostly due to Covid-19.

6 Other options considered

None considered.

7 Conclusion

7.1 Quarter three results show that strong performance levels have been maintained and key services delivered to residents as part of the activities in the Core Business category.

7.2 The district continued to cope better than other areas with the Covid-19 challenges, and there are strong signs of recovery for the local, resilient economy. The Council, partner organisations and communities have reacted to the challenges, and through working together and supporting each other have realigned our actions to focus on what is important to residents.

7.3 Action plans are in place to address performance measures rated “Amber” or “Red” and the Executive is asked to note these actions and the overall performance reported.

8 Appendices

8.1 Appendix A – Influencer Measures

8.2 Appendix B – Exception Reports

8.3 Appendix C – Service requests to amend measures and targets

8.4 Appendix D – Technical Conventions

8.6 Appendix E – Key Achievements Infographics

Subject to Call-In:

Yes: No:

- The item is due to be referred to Council for final approval
- Delays in implementation could have serious financial implications for the Council
- Delays in implementation could compromise the Council’s position
- Considered or reviewed by Overview and Scrutiny Management Committee or associated Task Groups within preceding six months
- Item is Urgent Key Decision
- Report is to note only

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Document Control

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Version:		Date Modified:	
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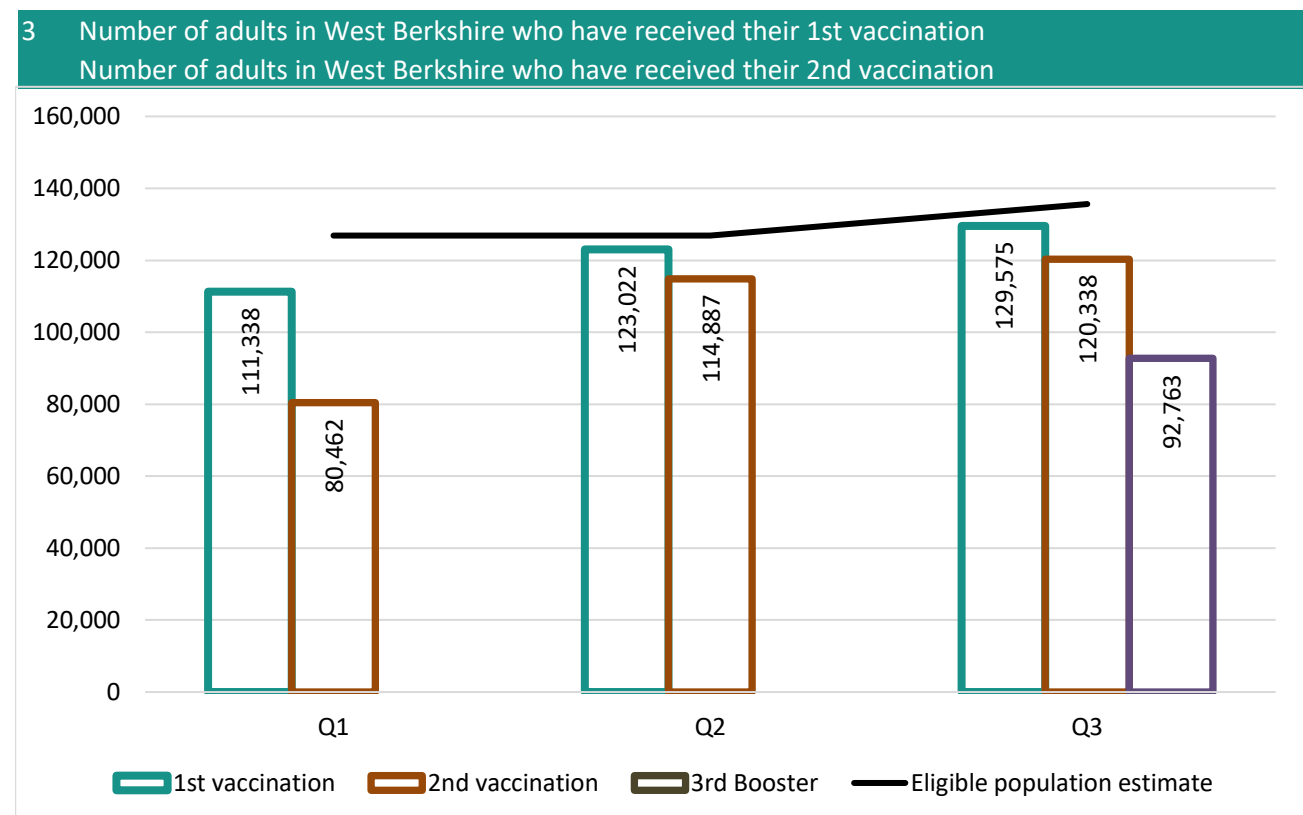
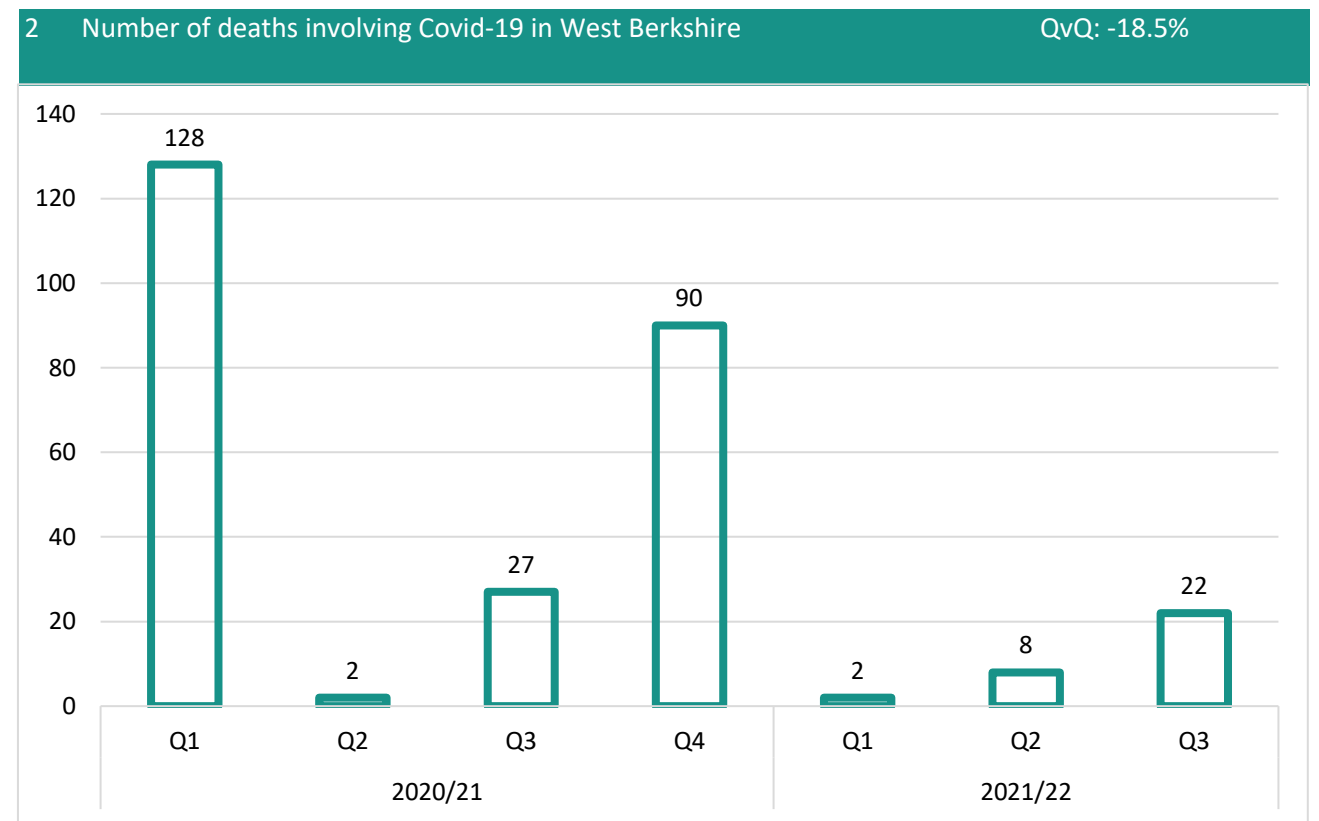
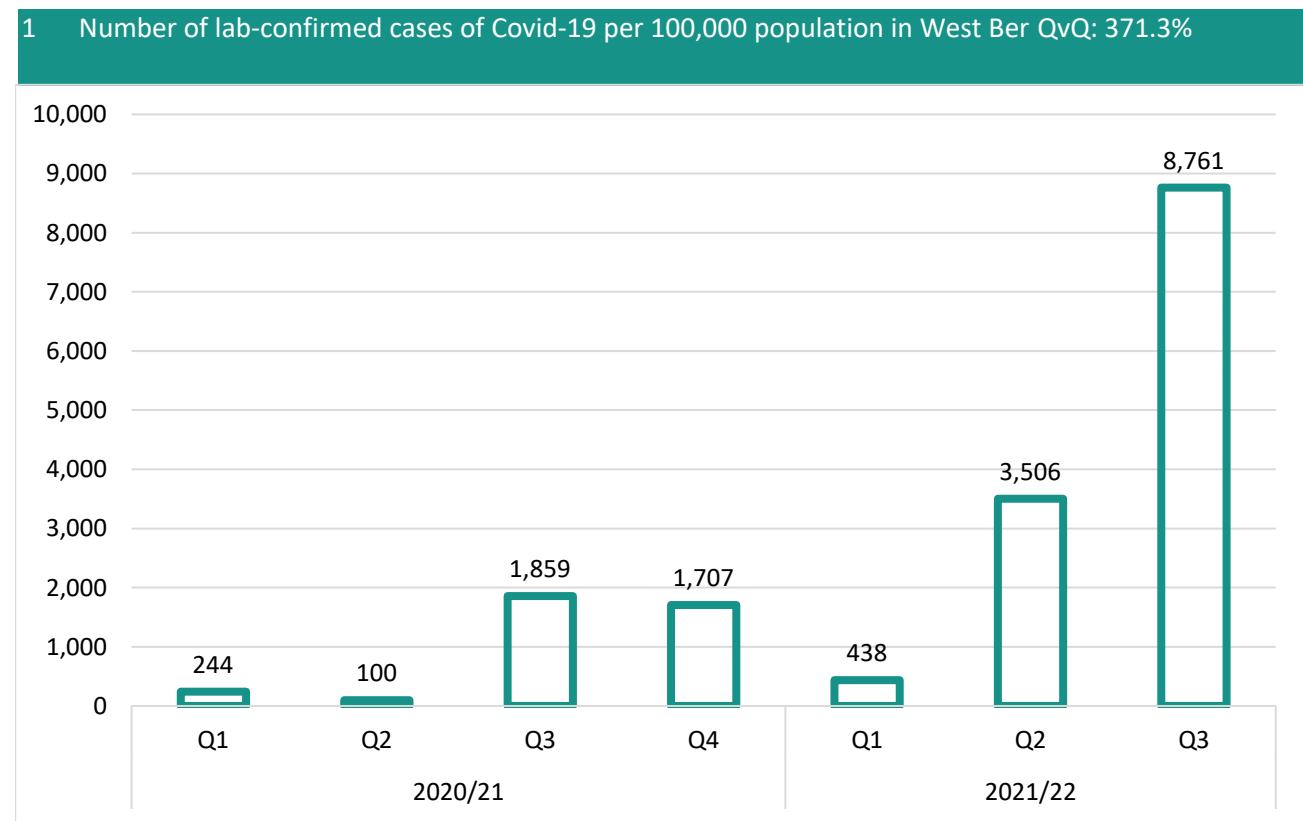
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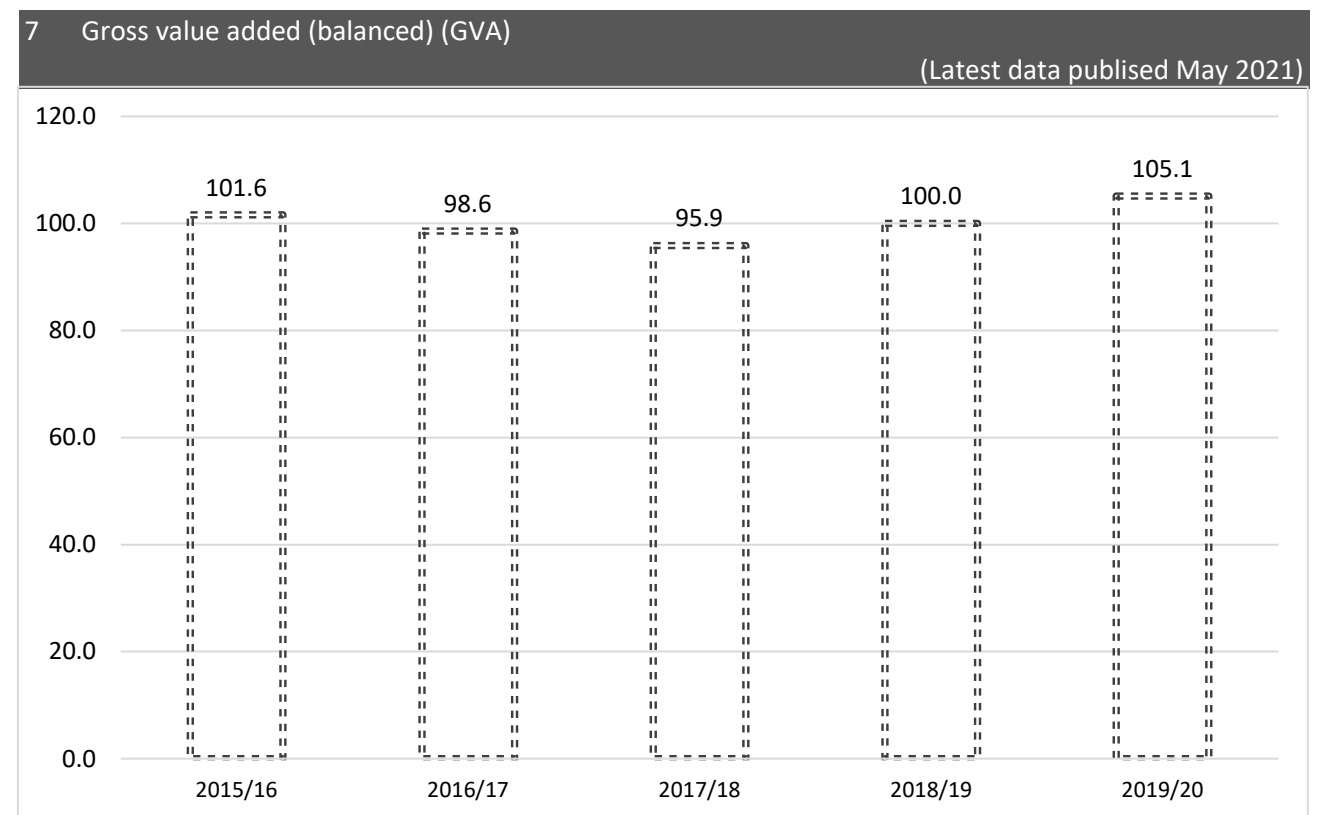
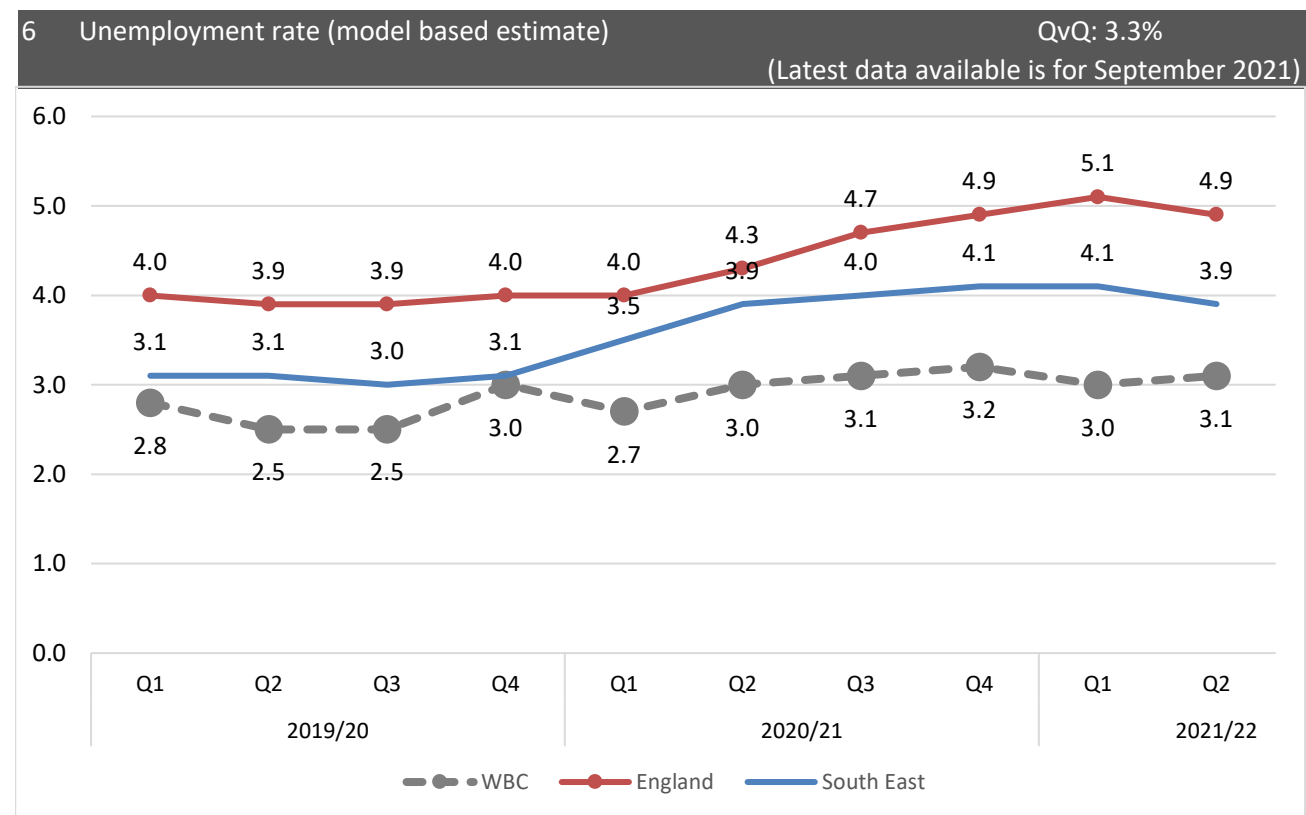
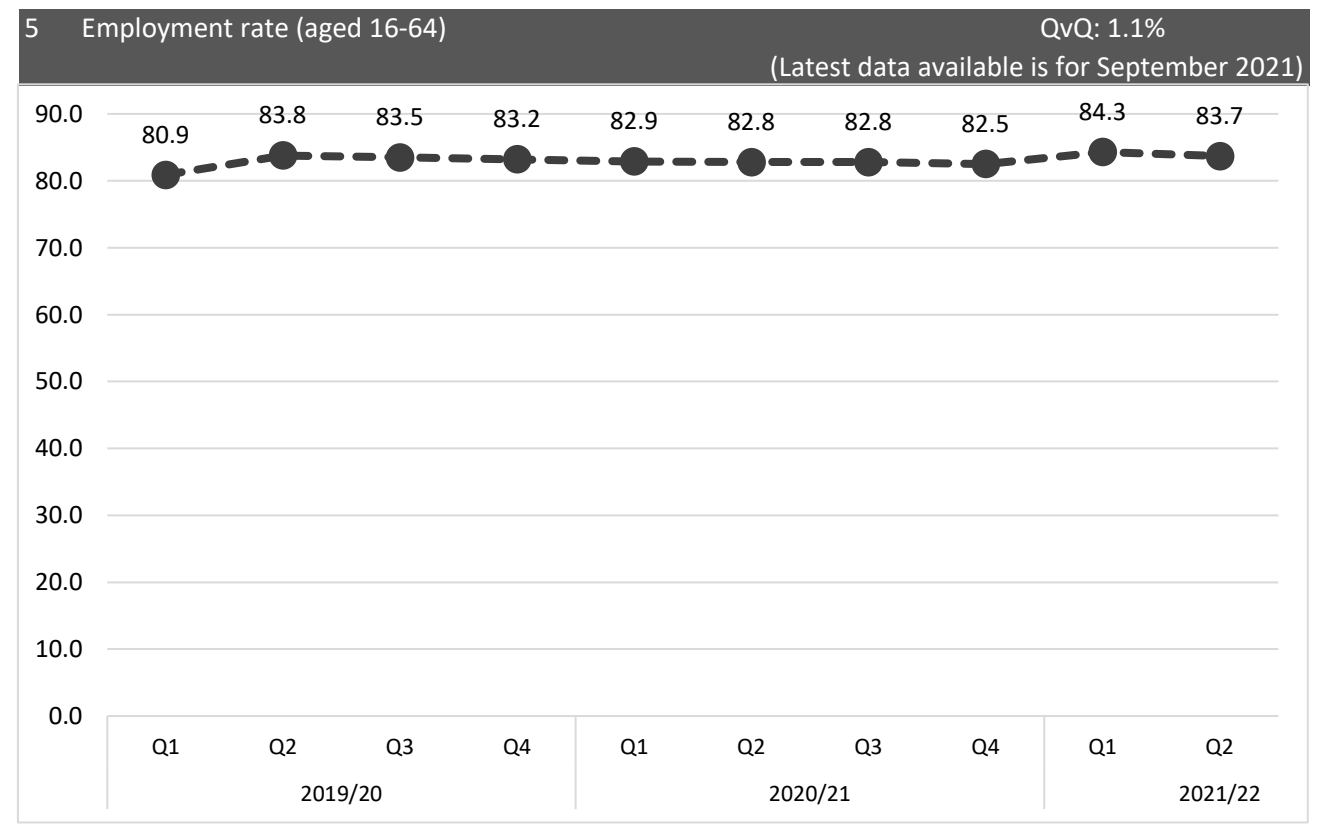
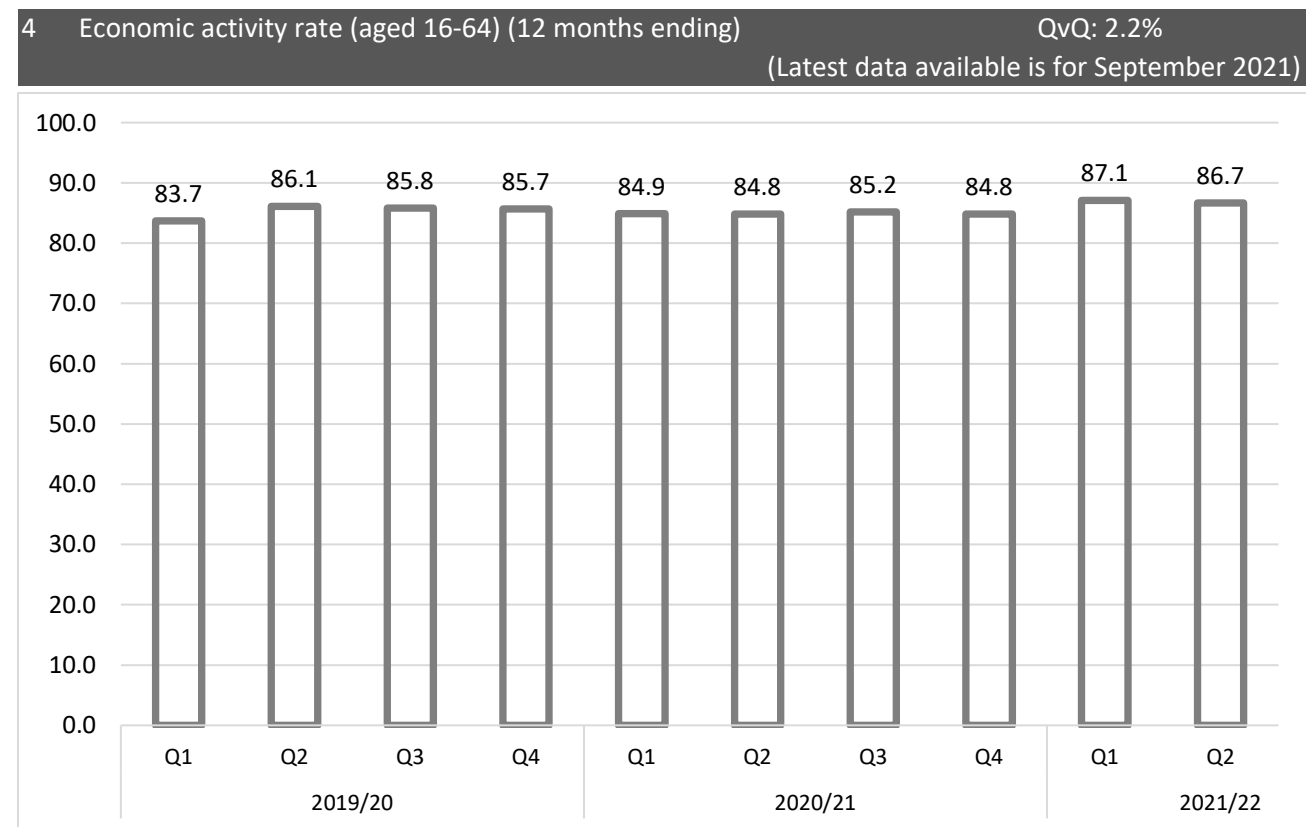
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Covid-19 (Teal) | Economy (Grey) | Social Care (Blue) | Environment (Green)



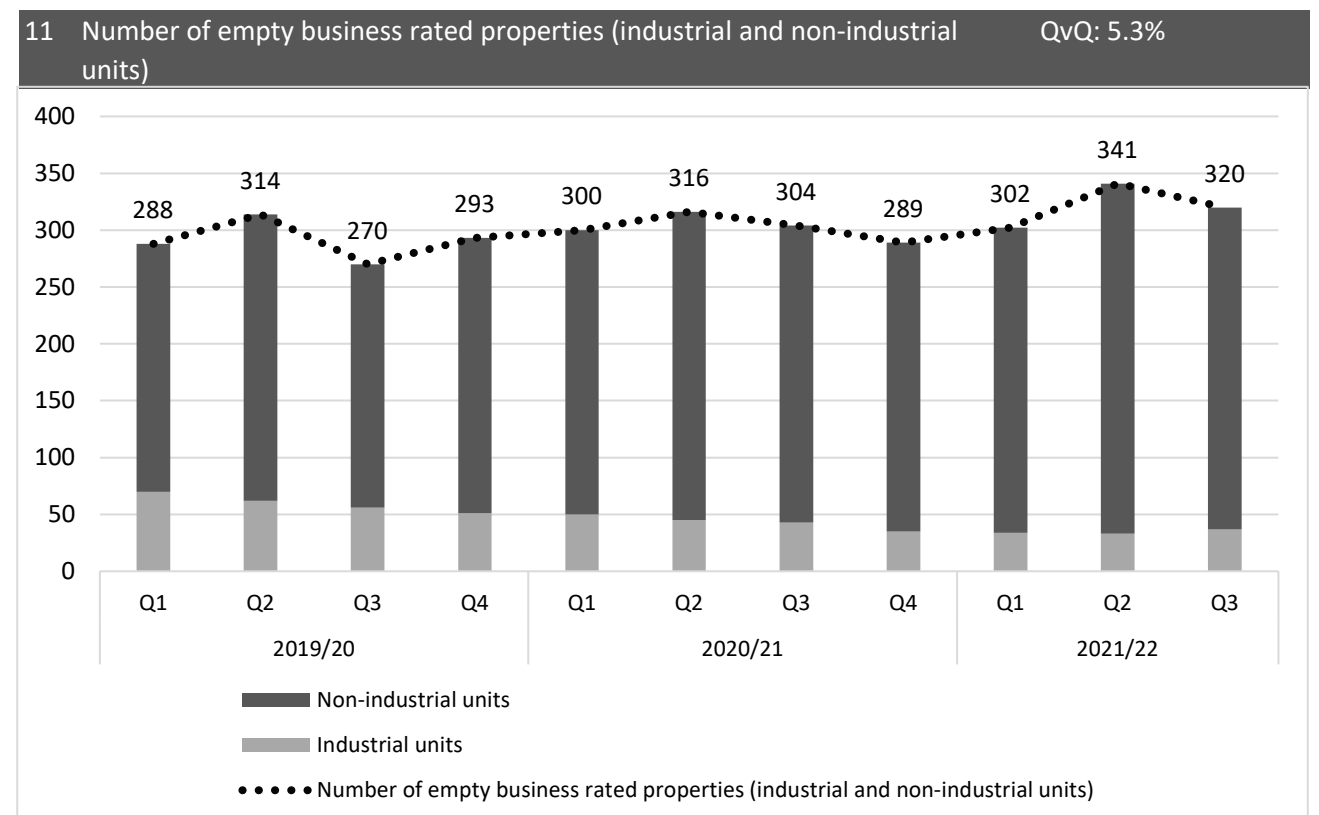
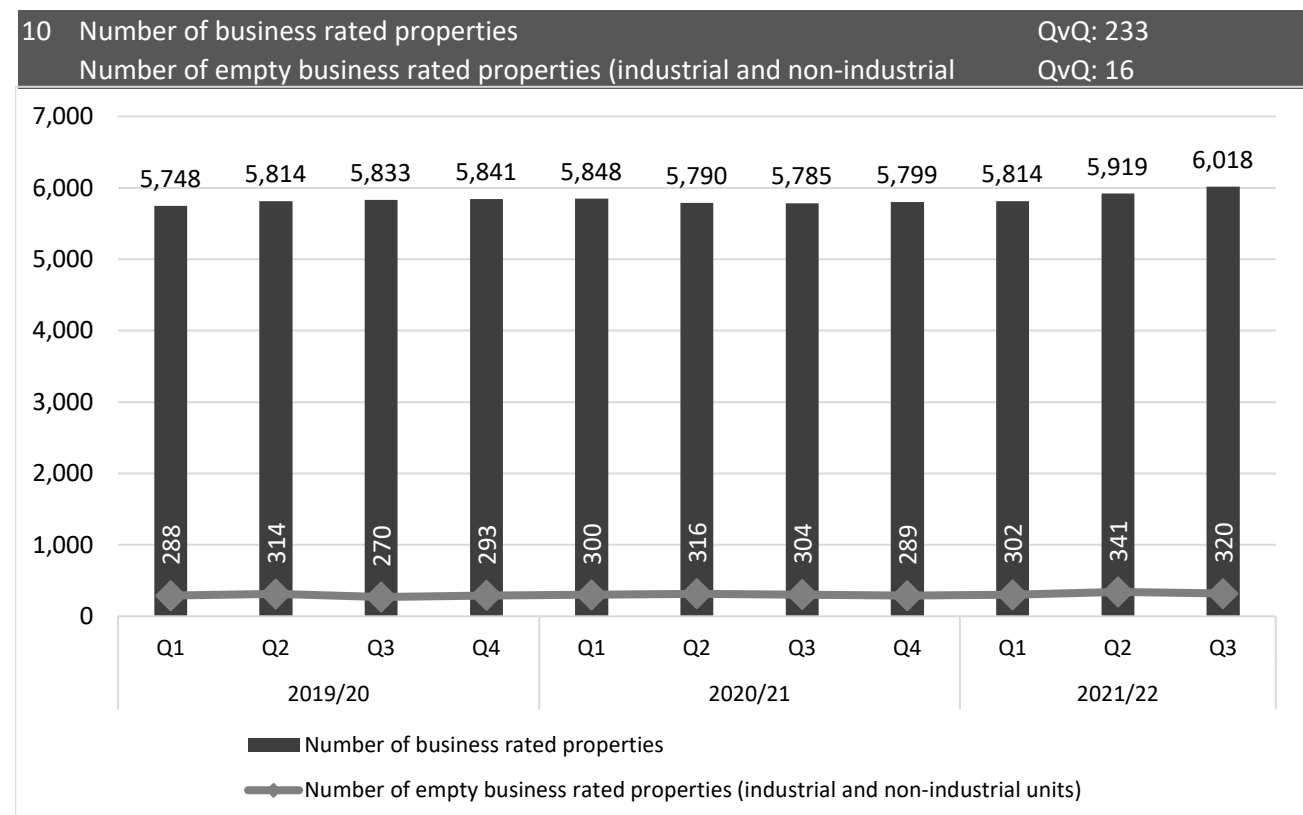
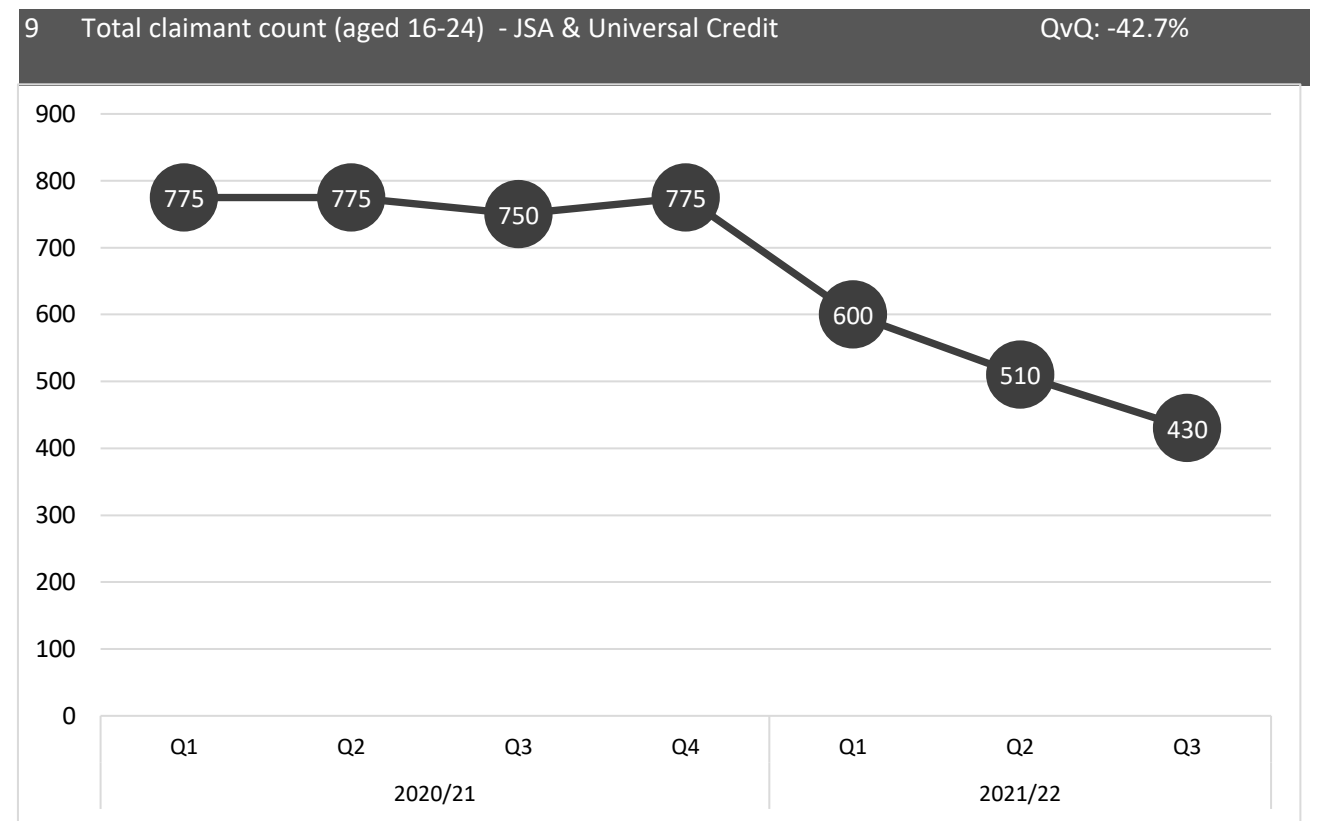
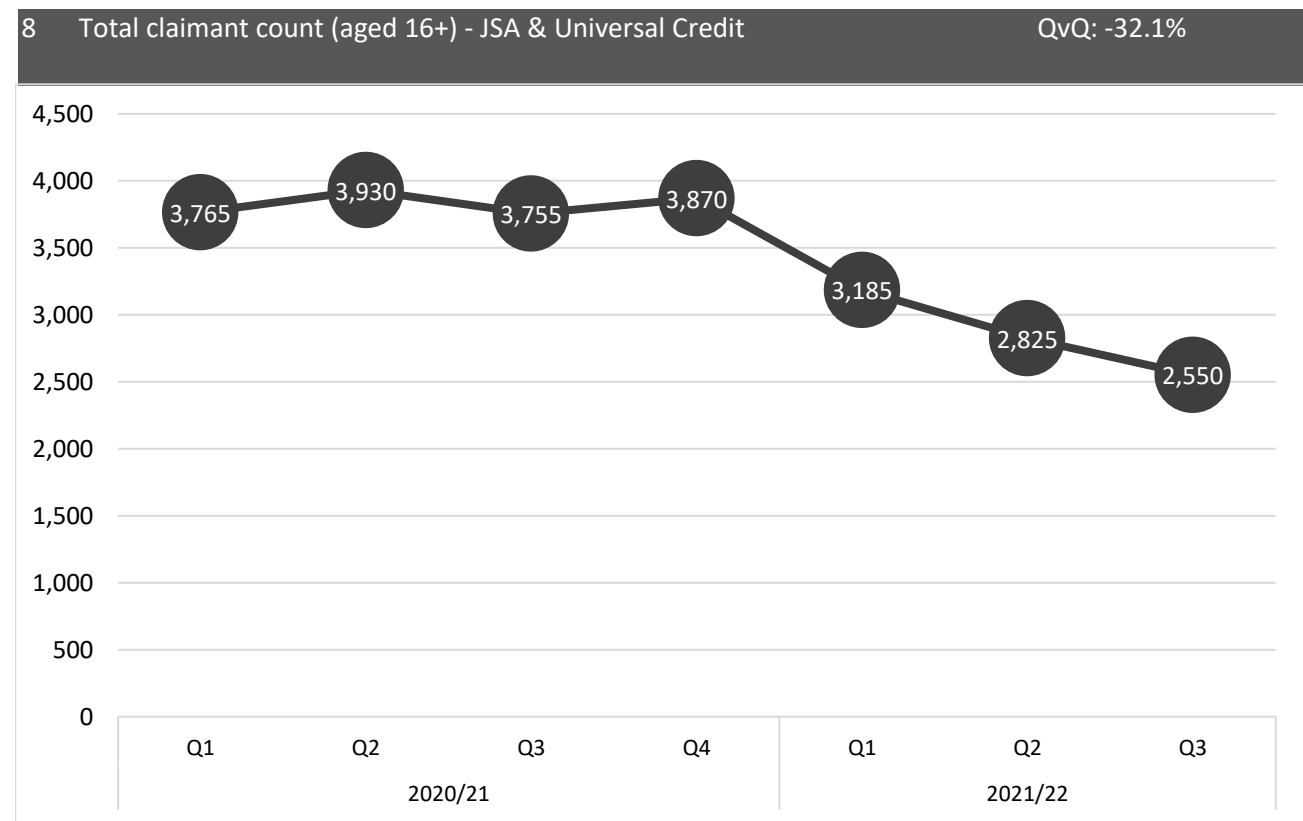
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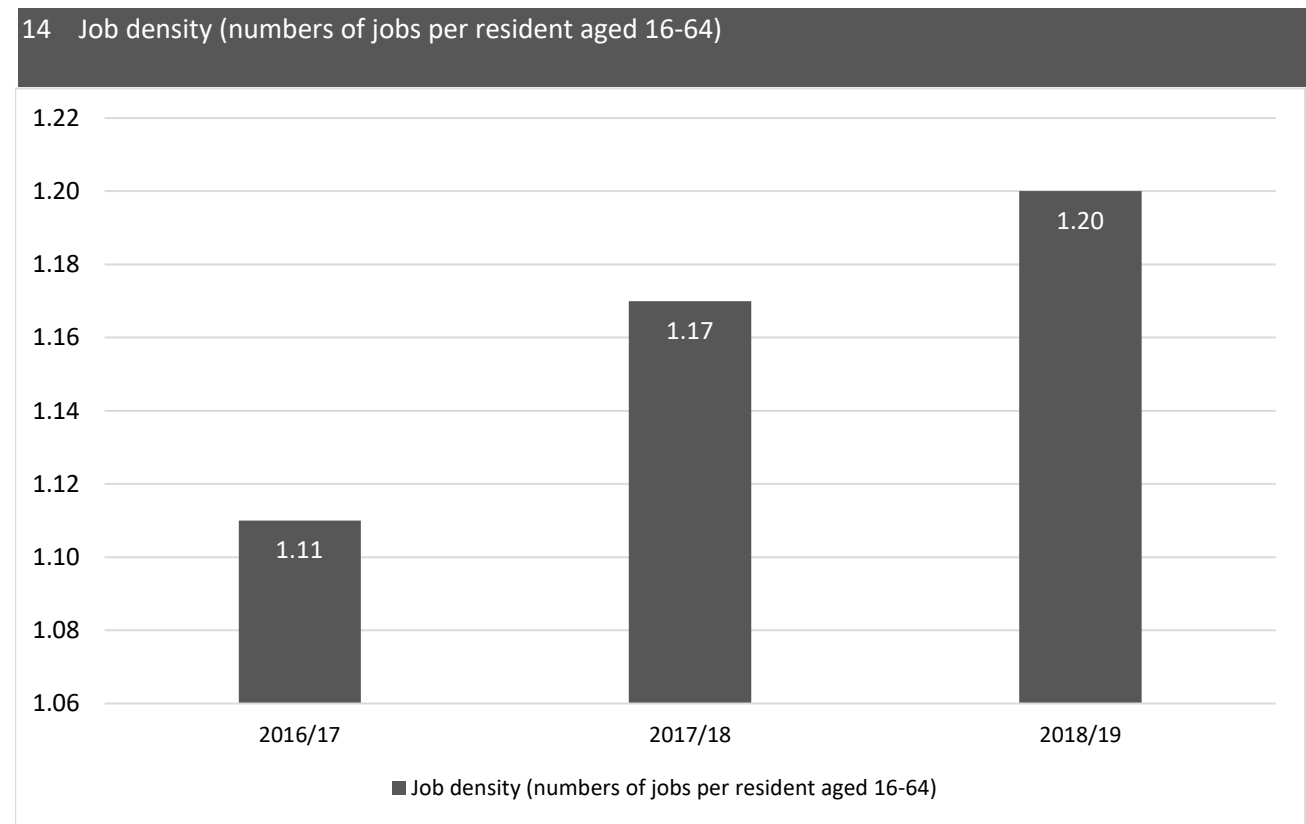
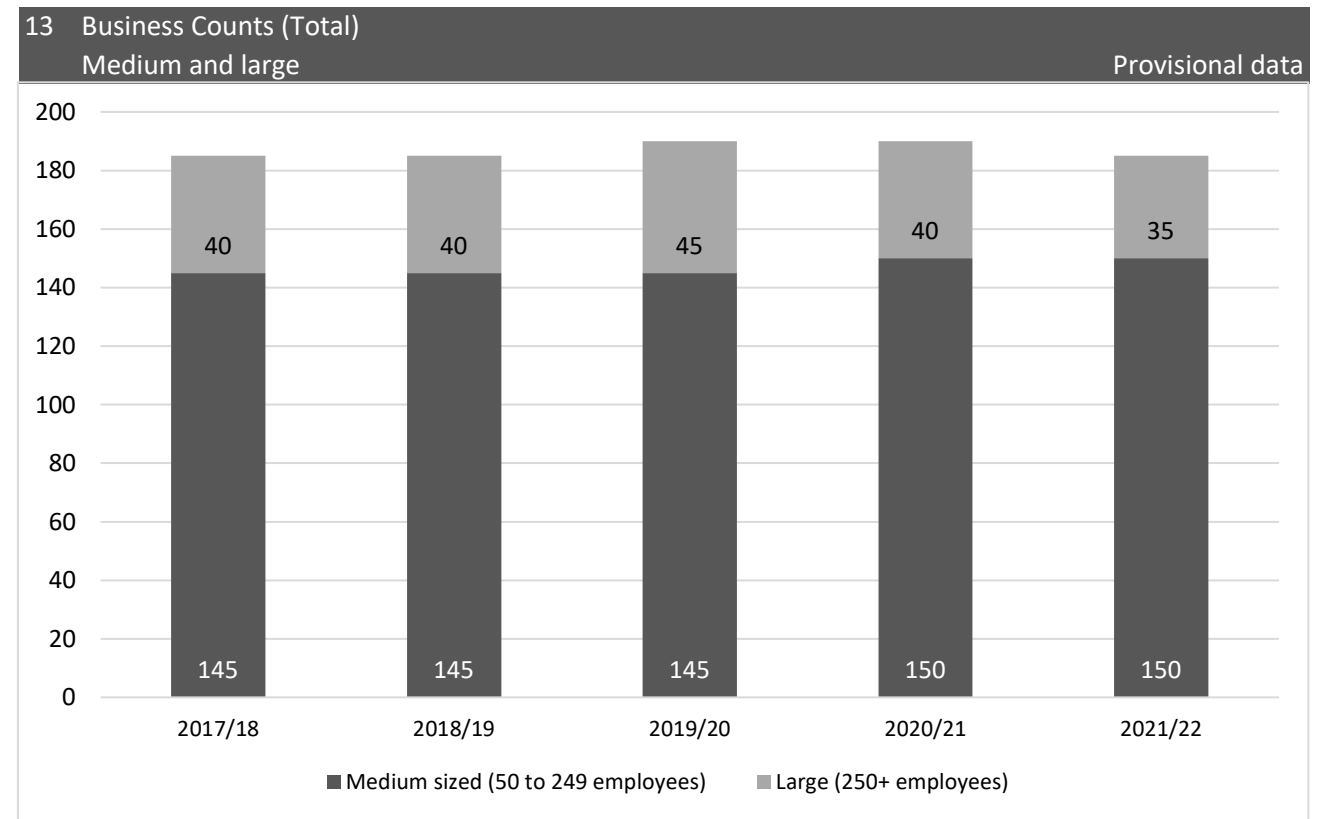
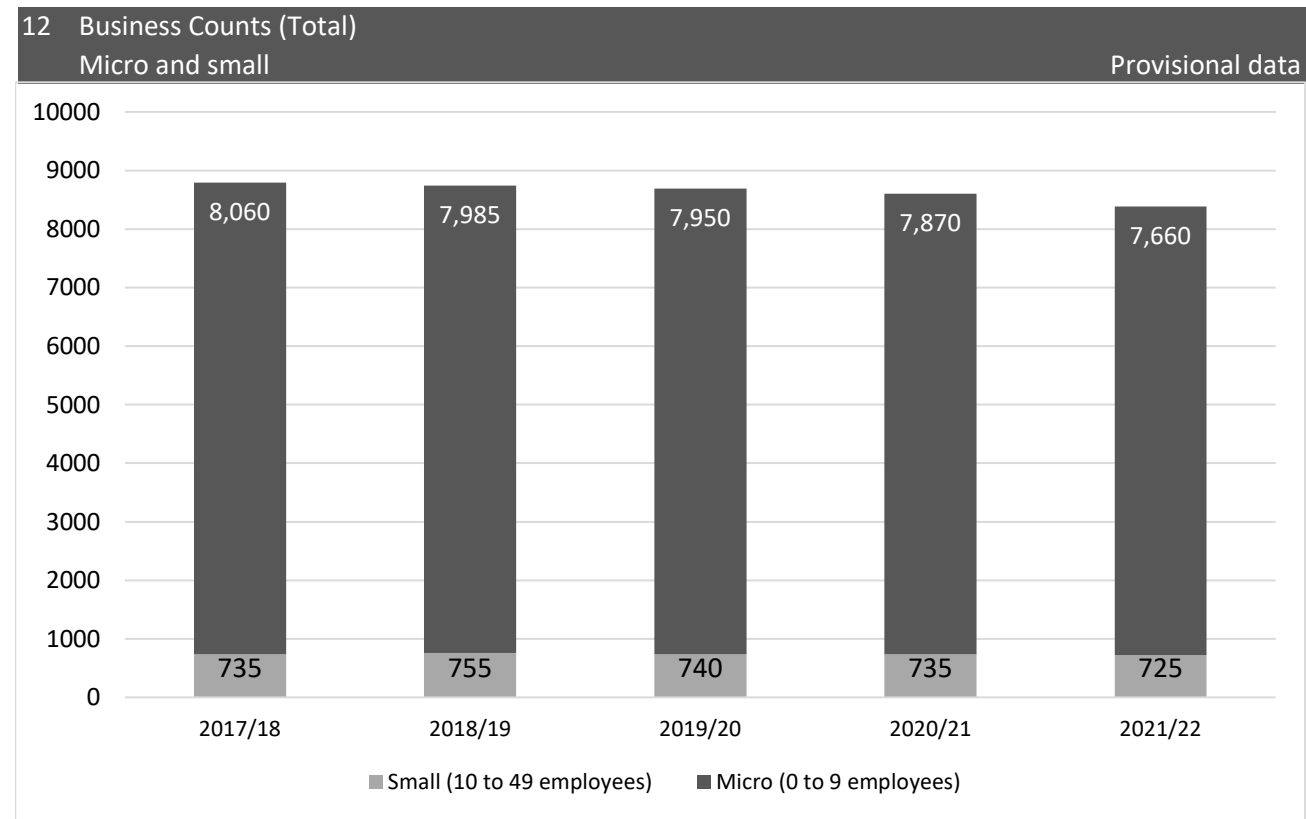
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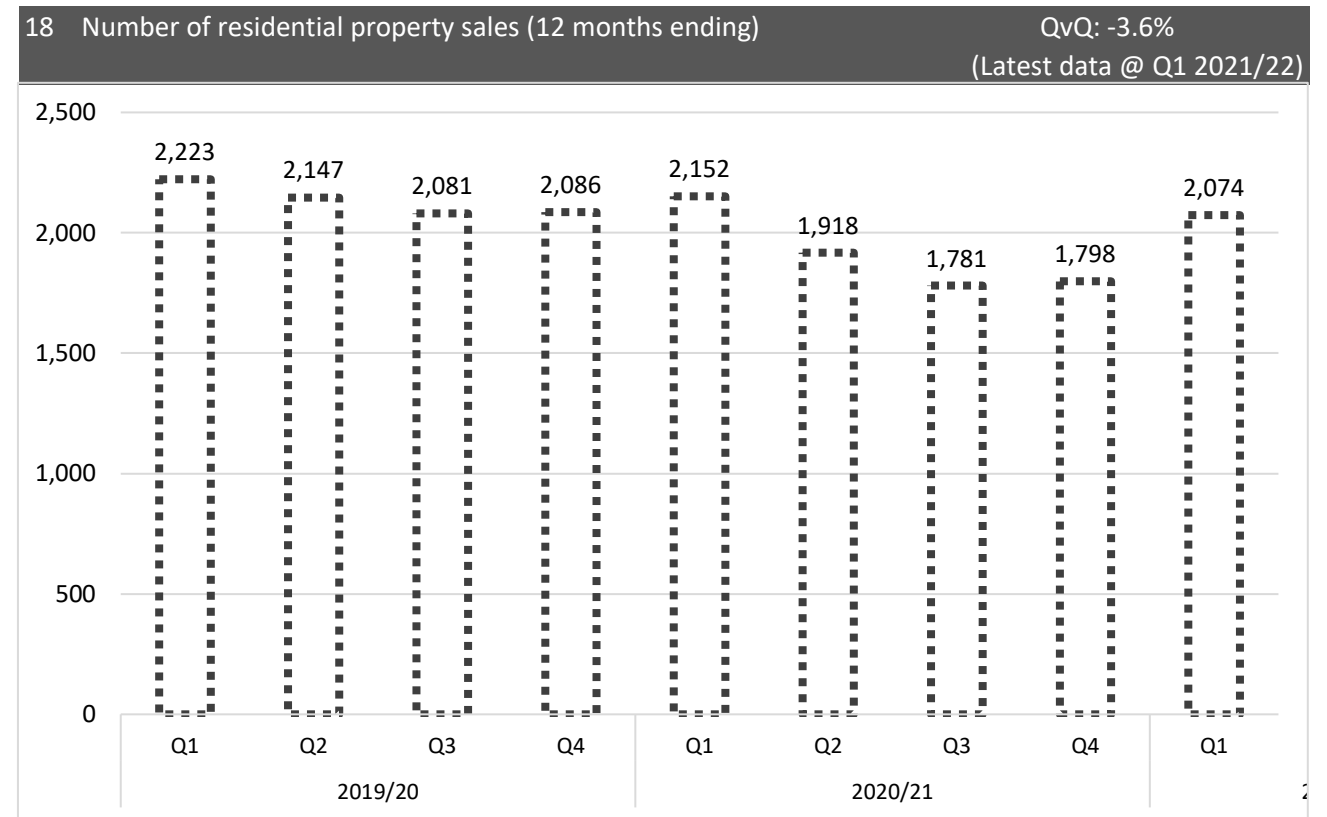
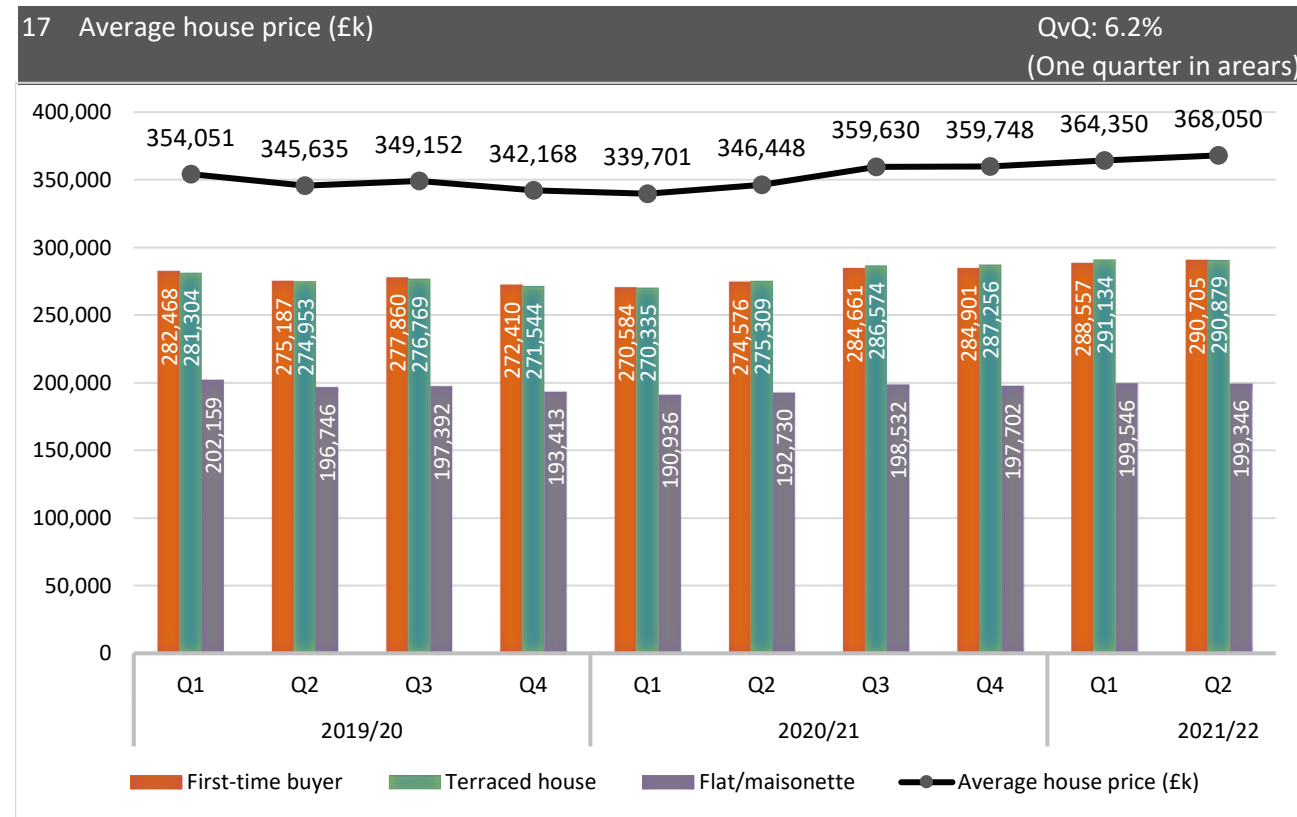
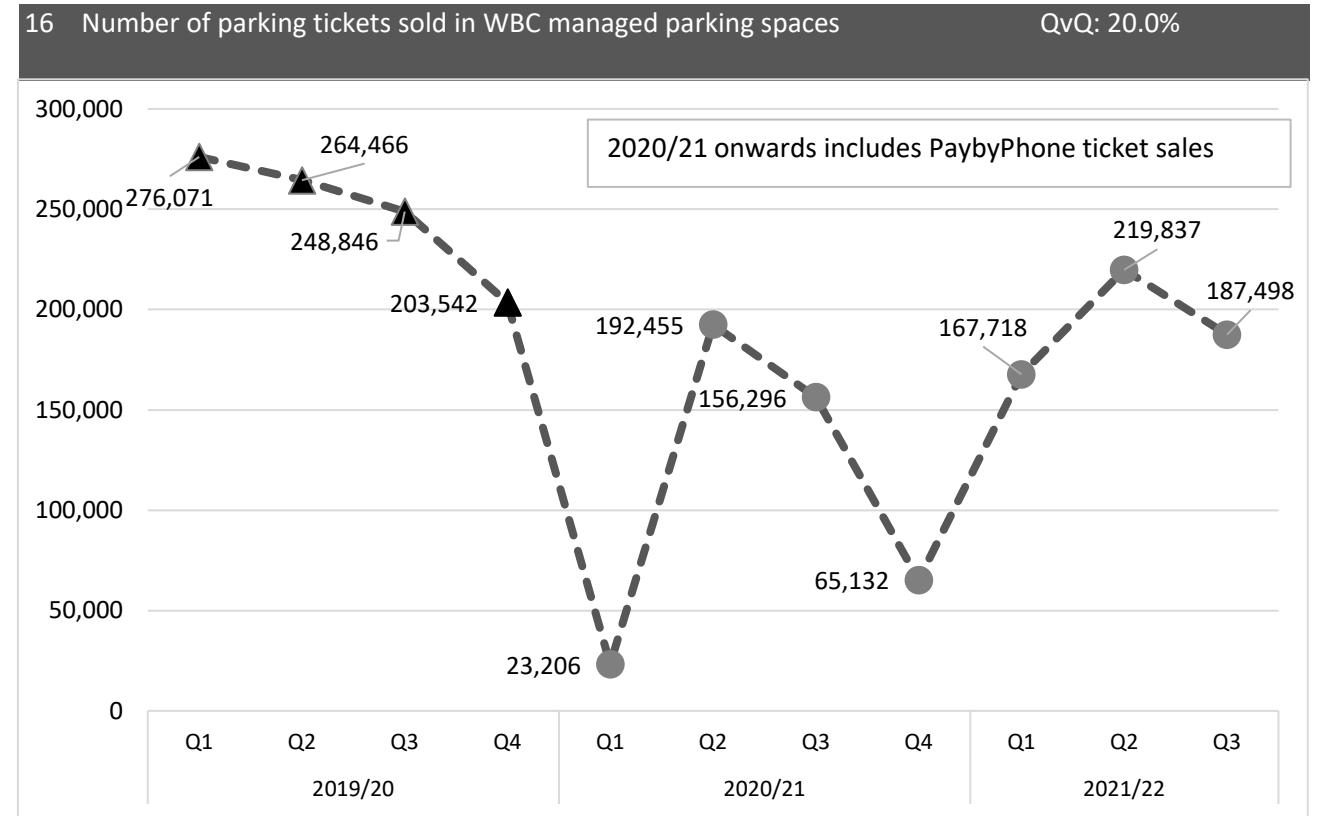
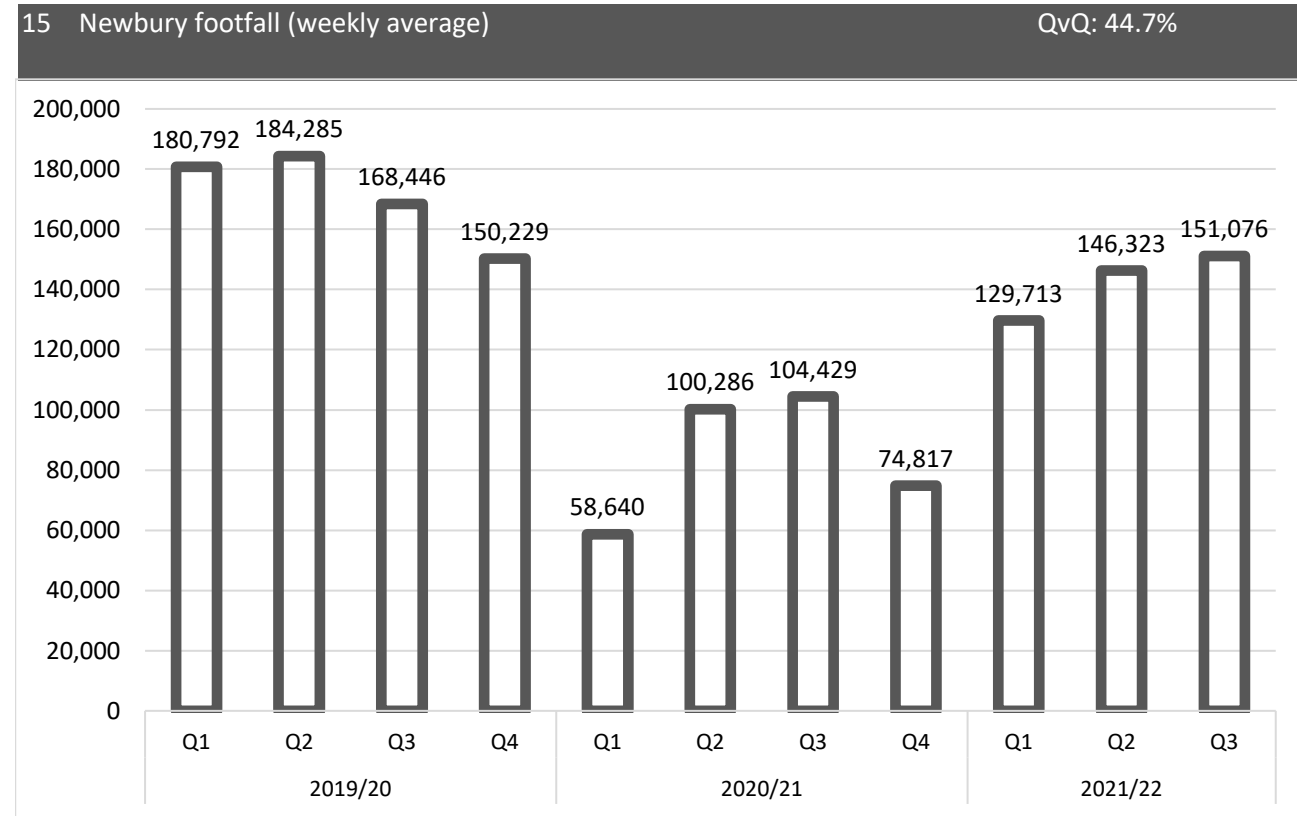
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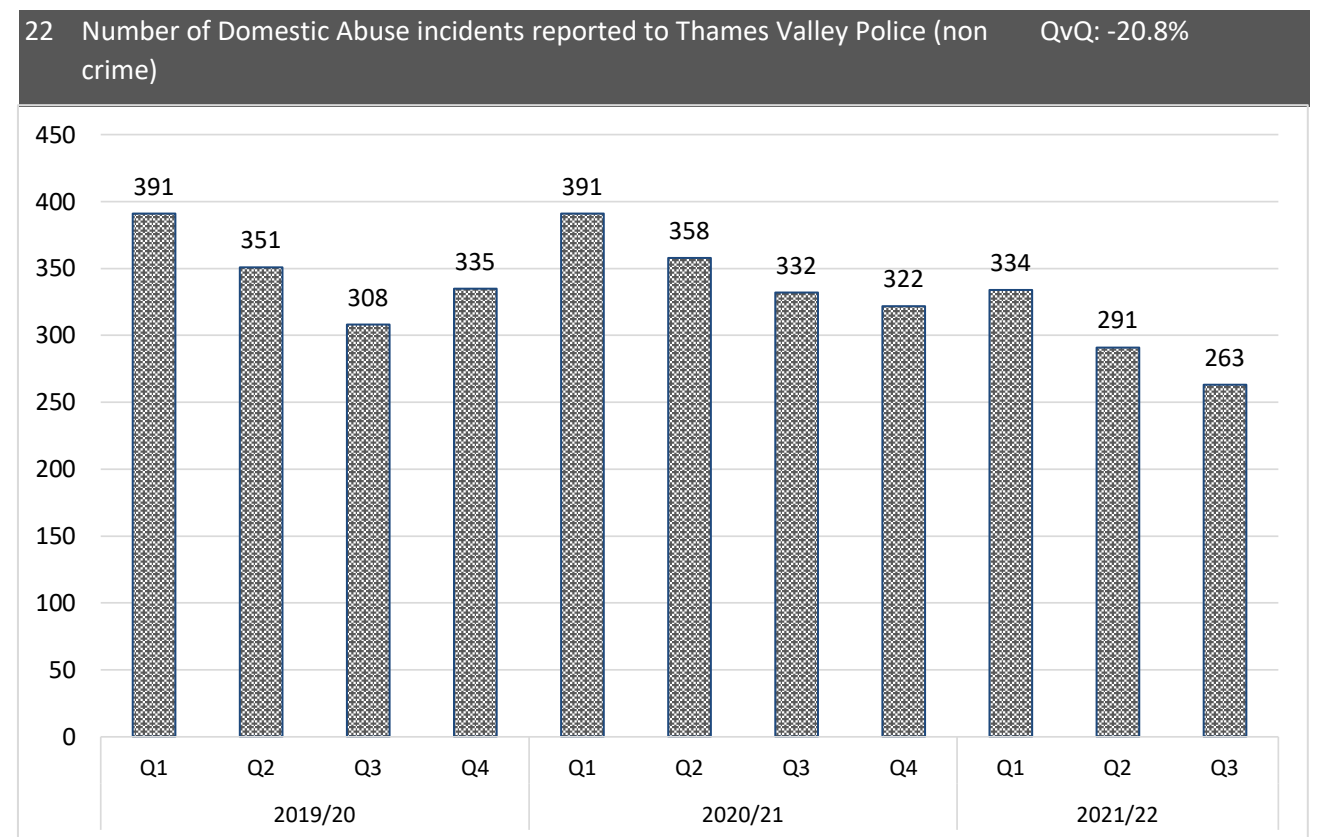
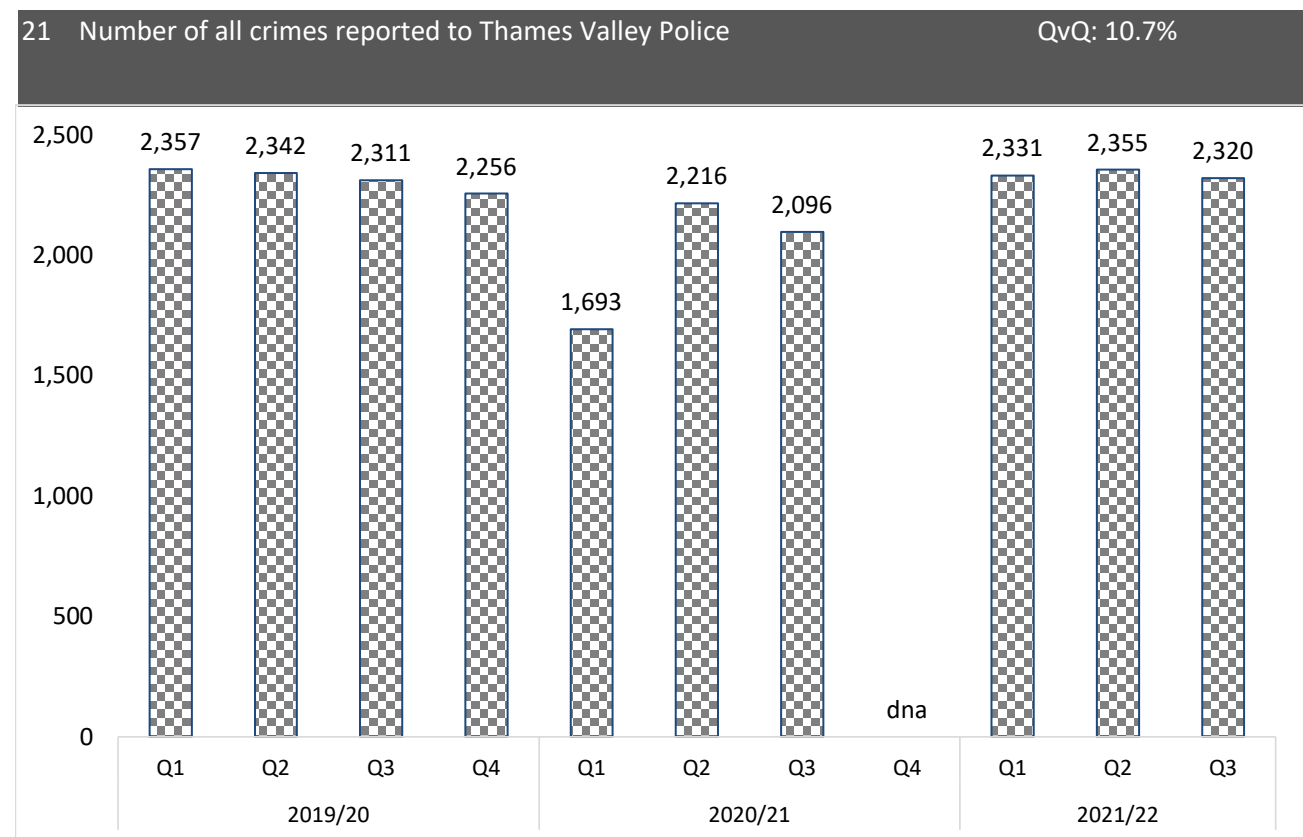
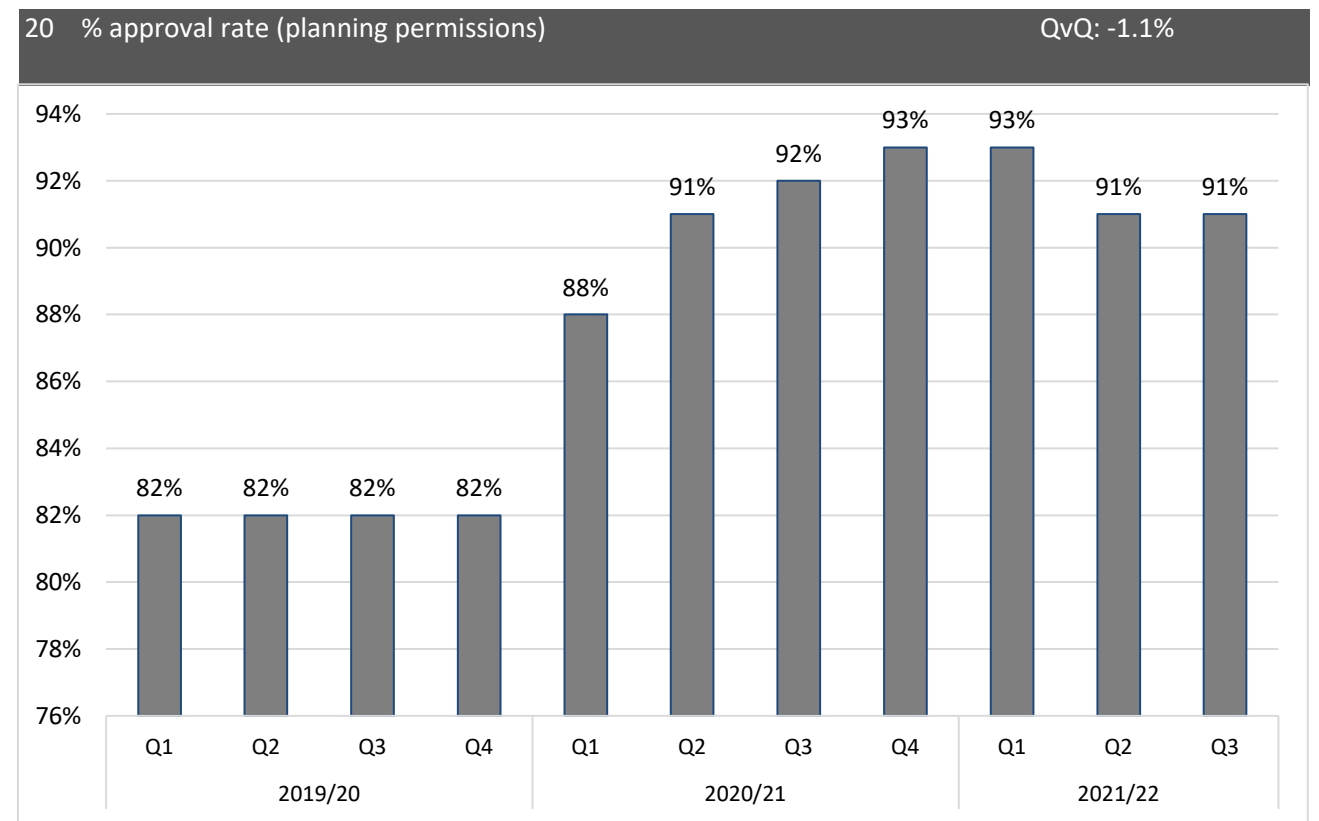
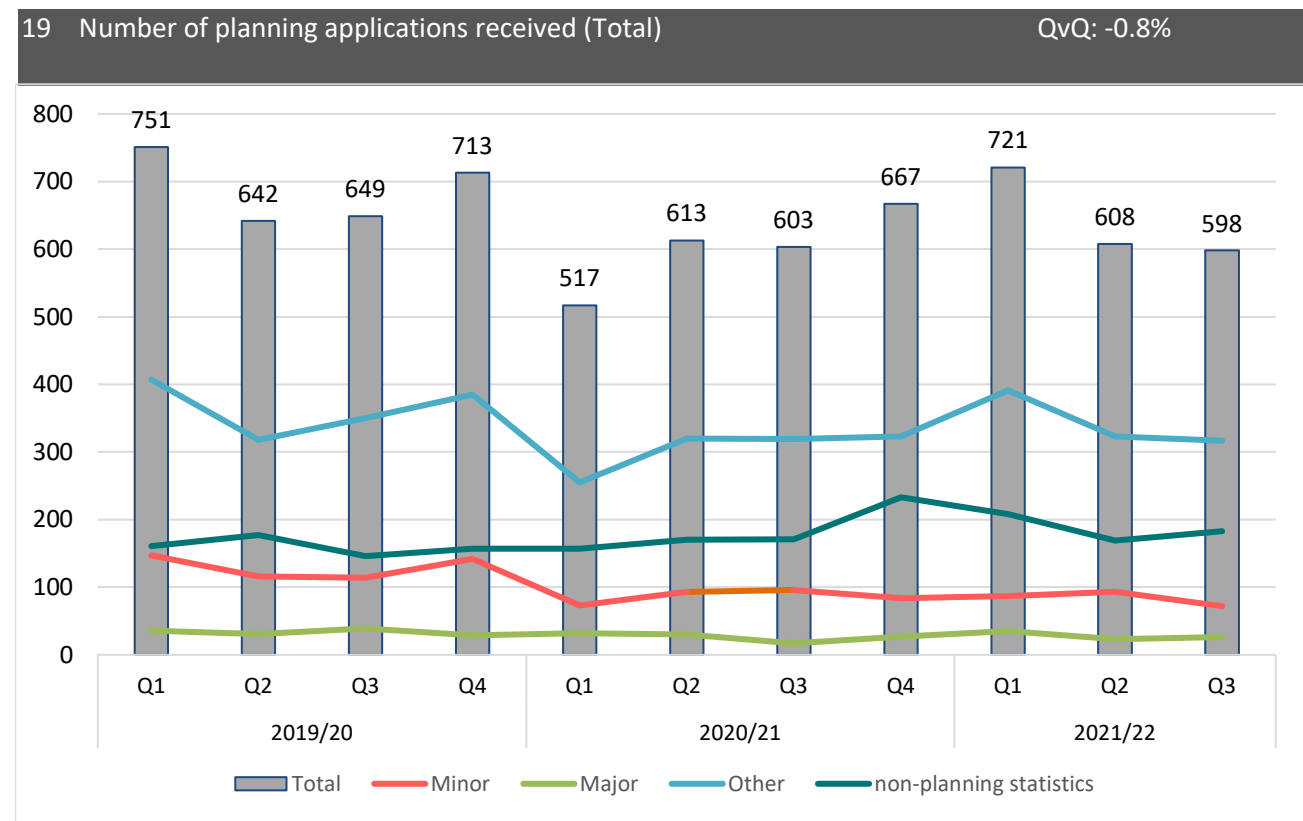
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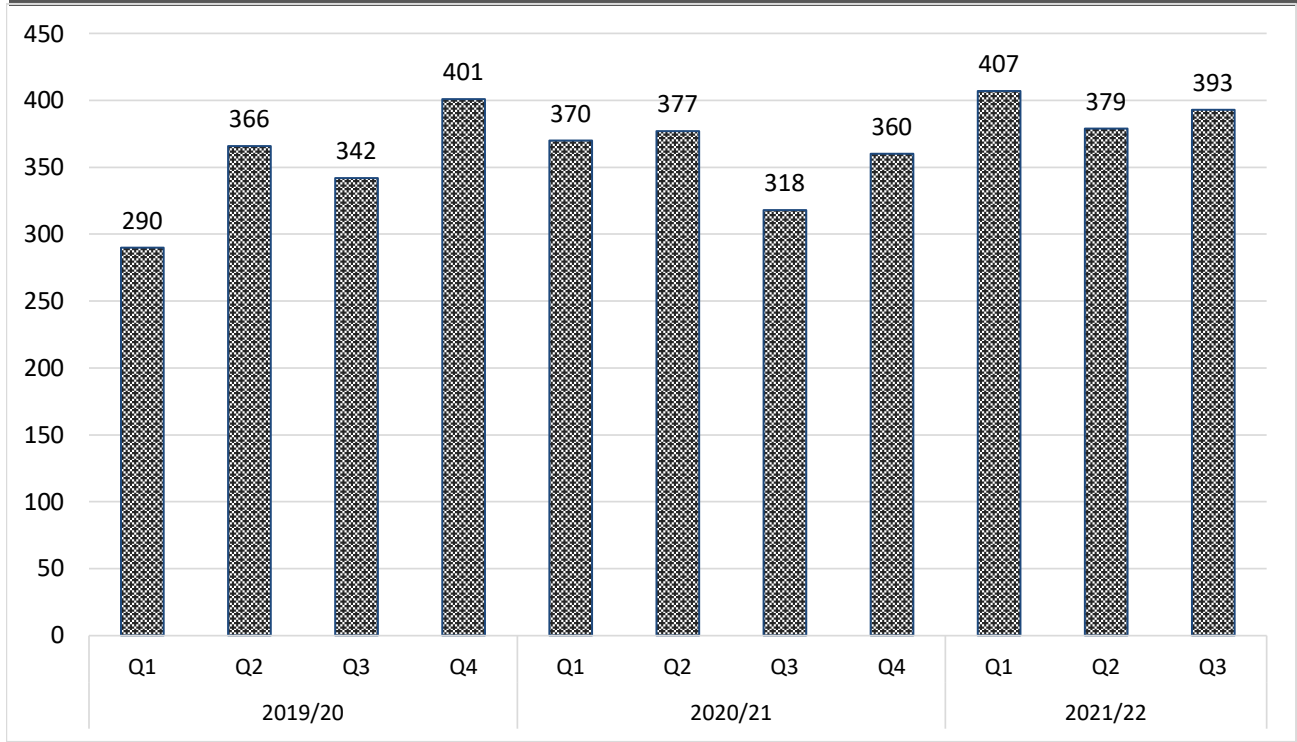
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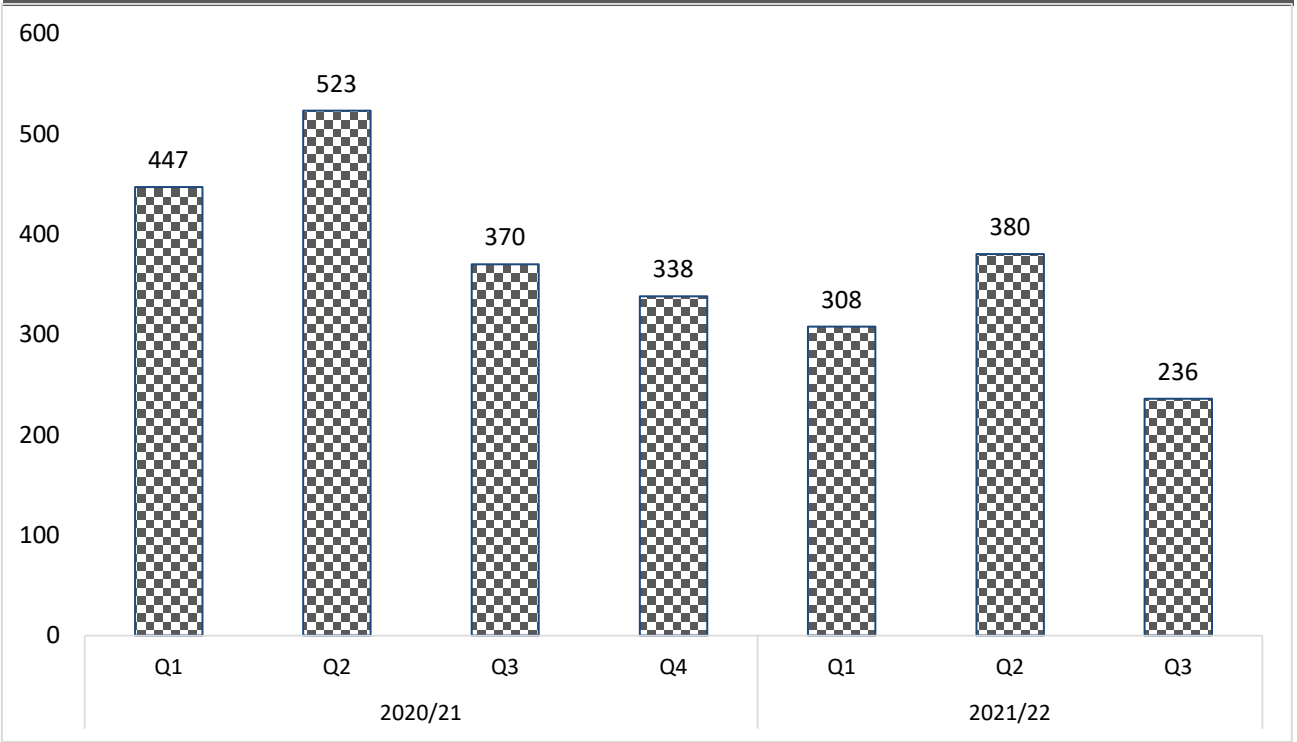
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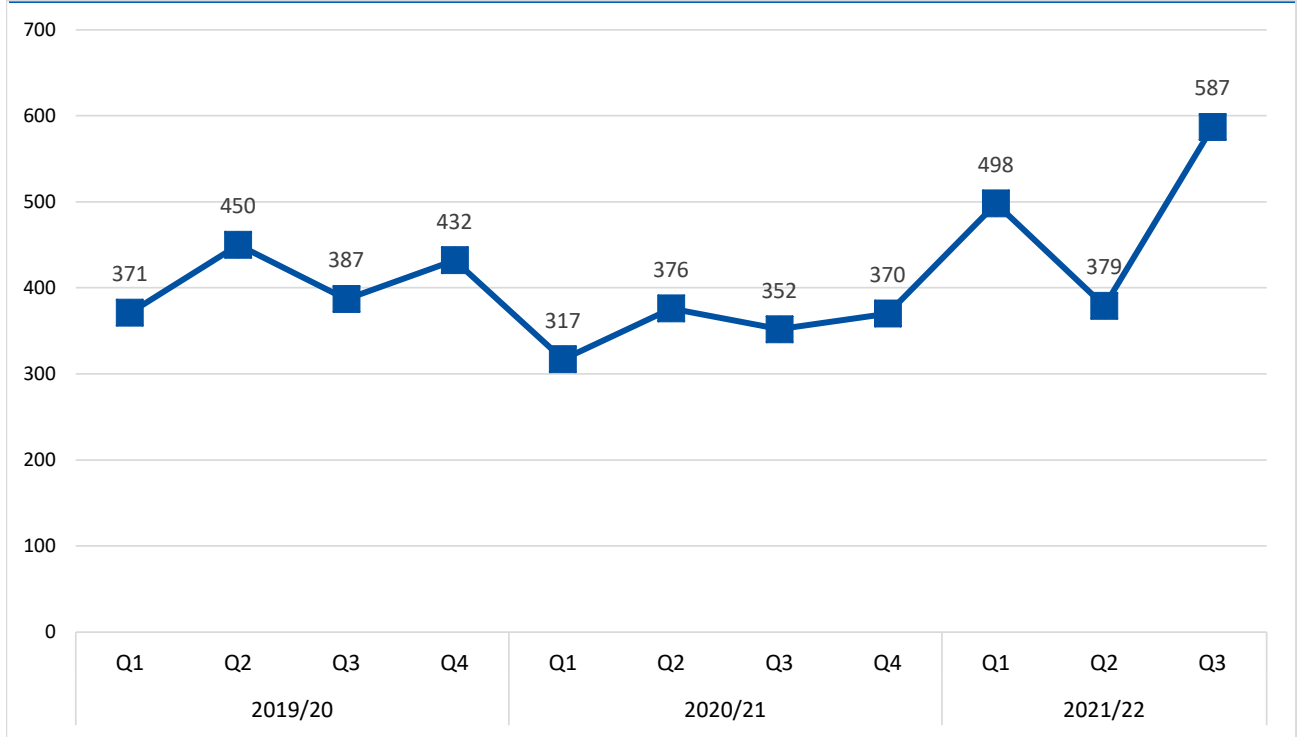
23 Number of Domestic Abuse incidents reported to Thames Valley Police (recorded crimes) QvQ: 23.6%



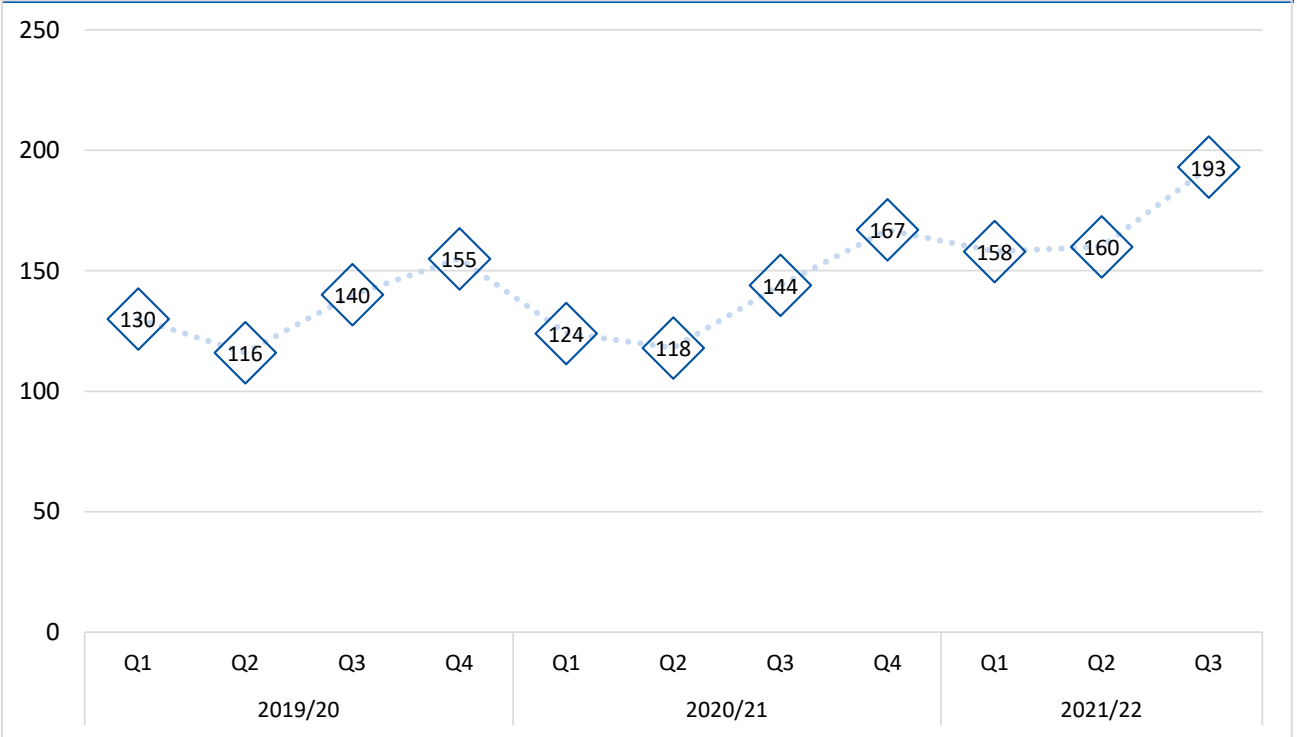
24 Number of anti-social behaviour (ASB) incidents reported to Thames Valley Police QvQ: -36.2%



25 Number of referrals received (all) (Children and Family Services) QvQ: 66.8%

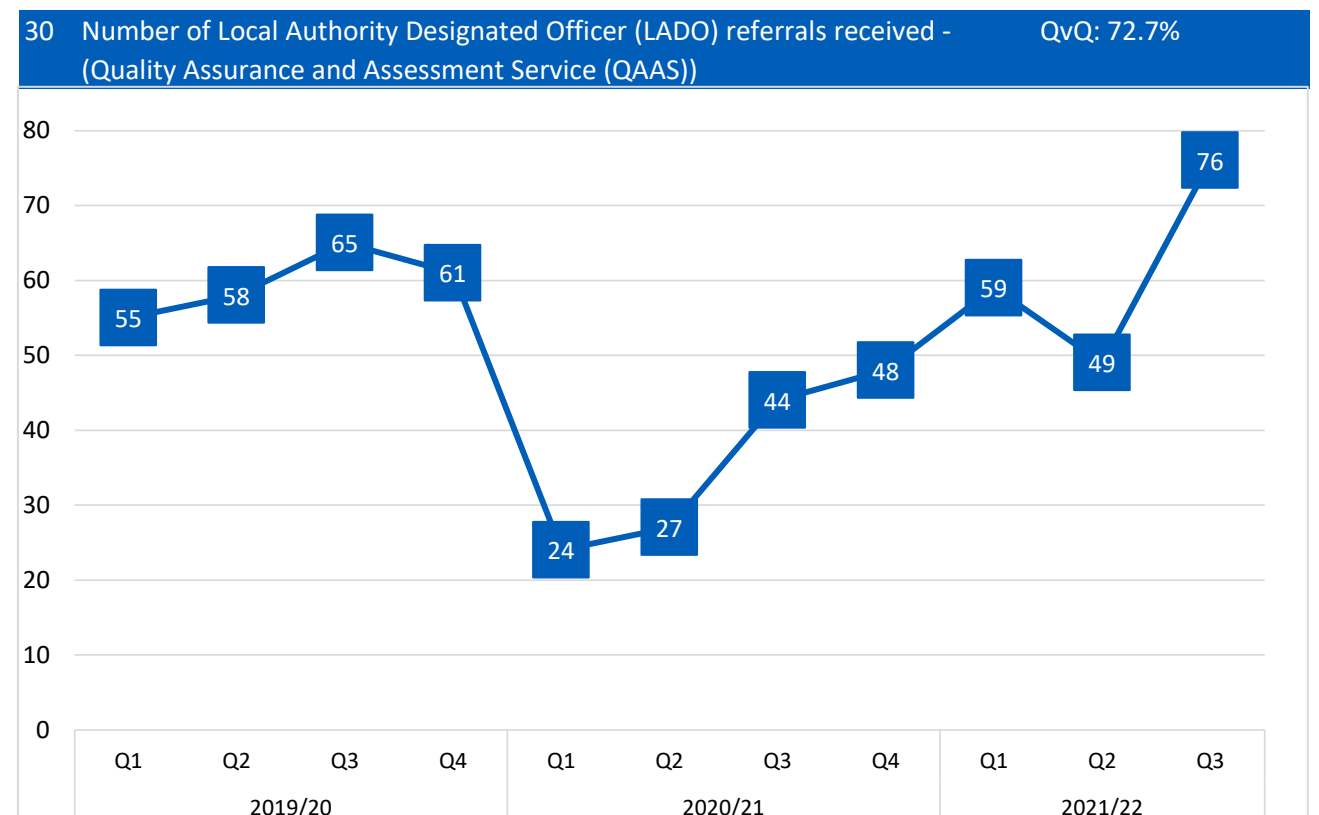
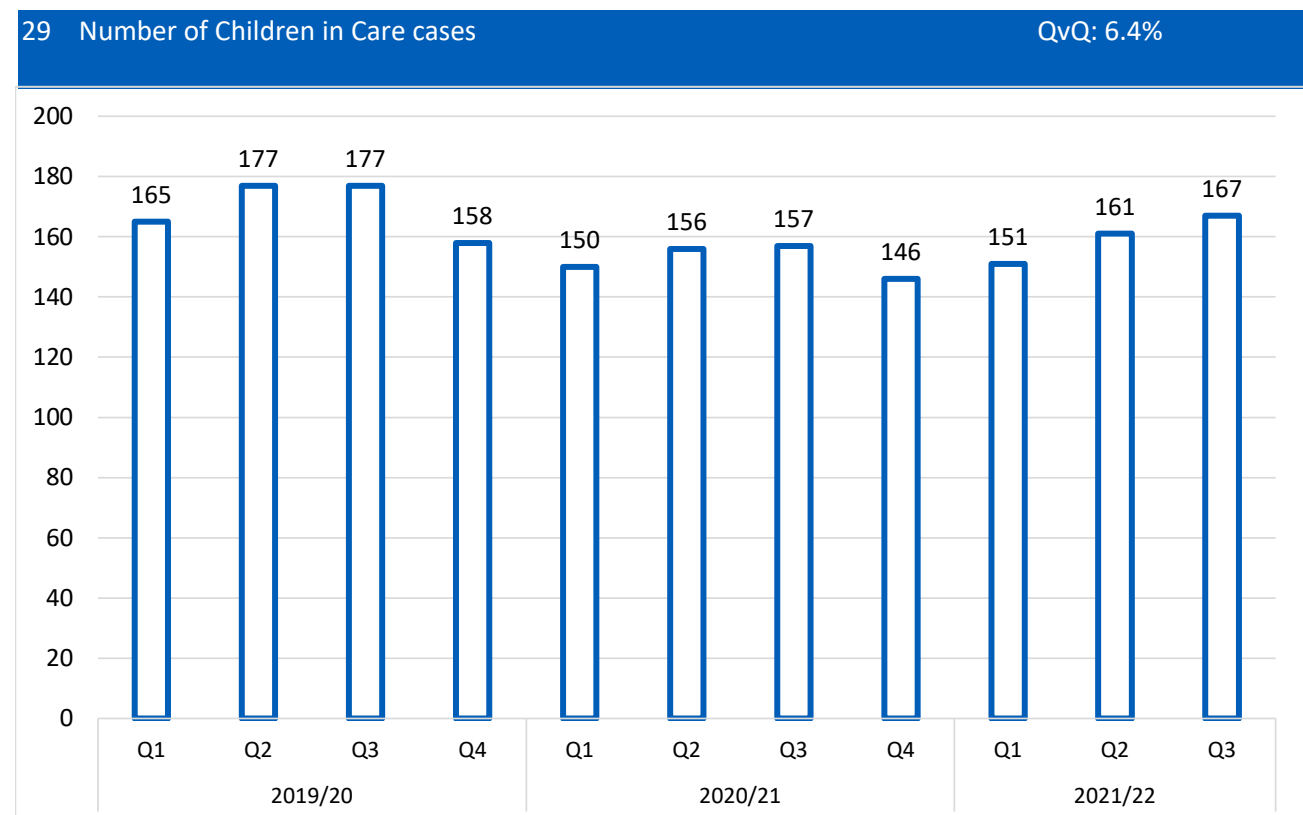
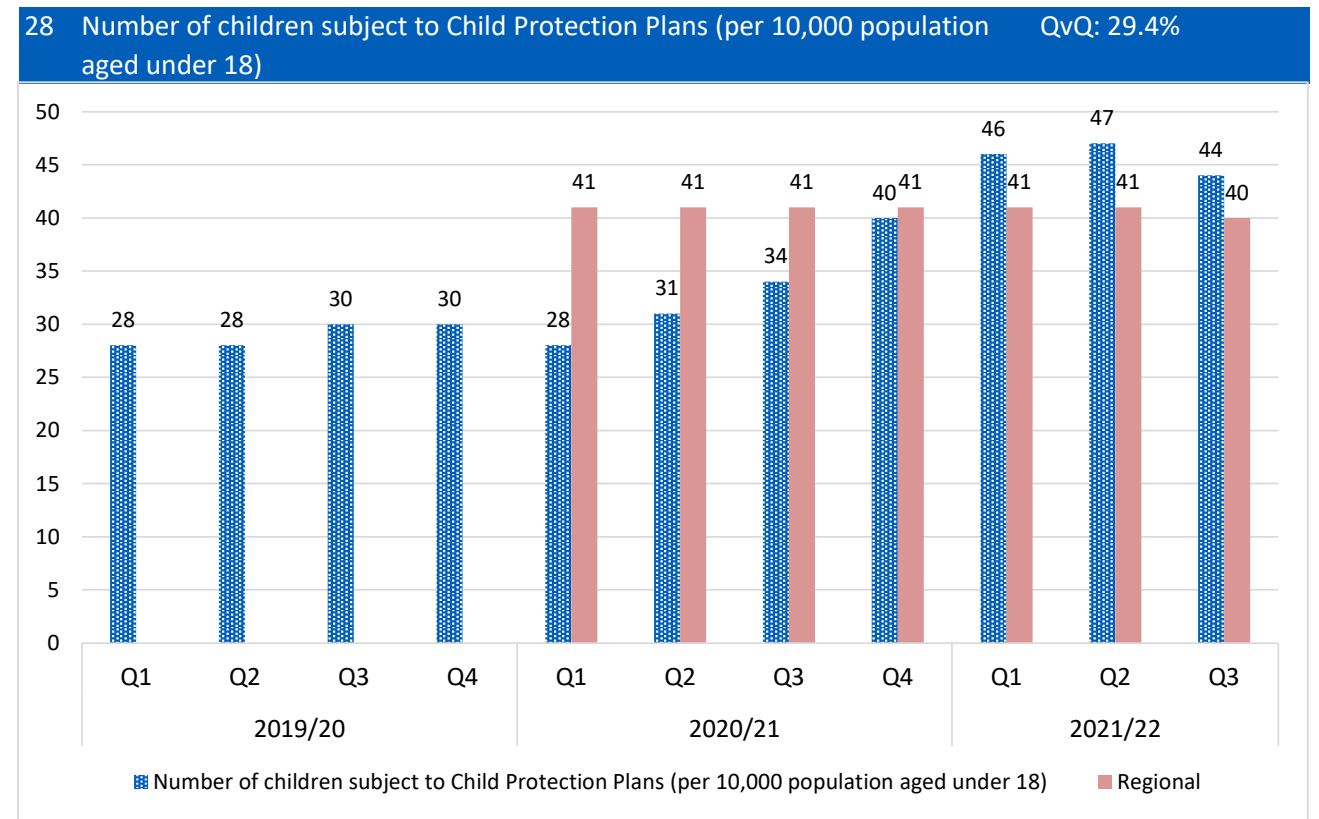
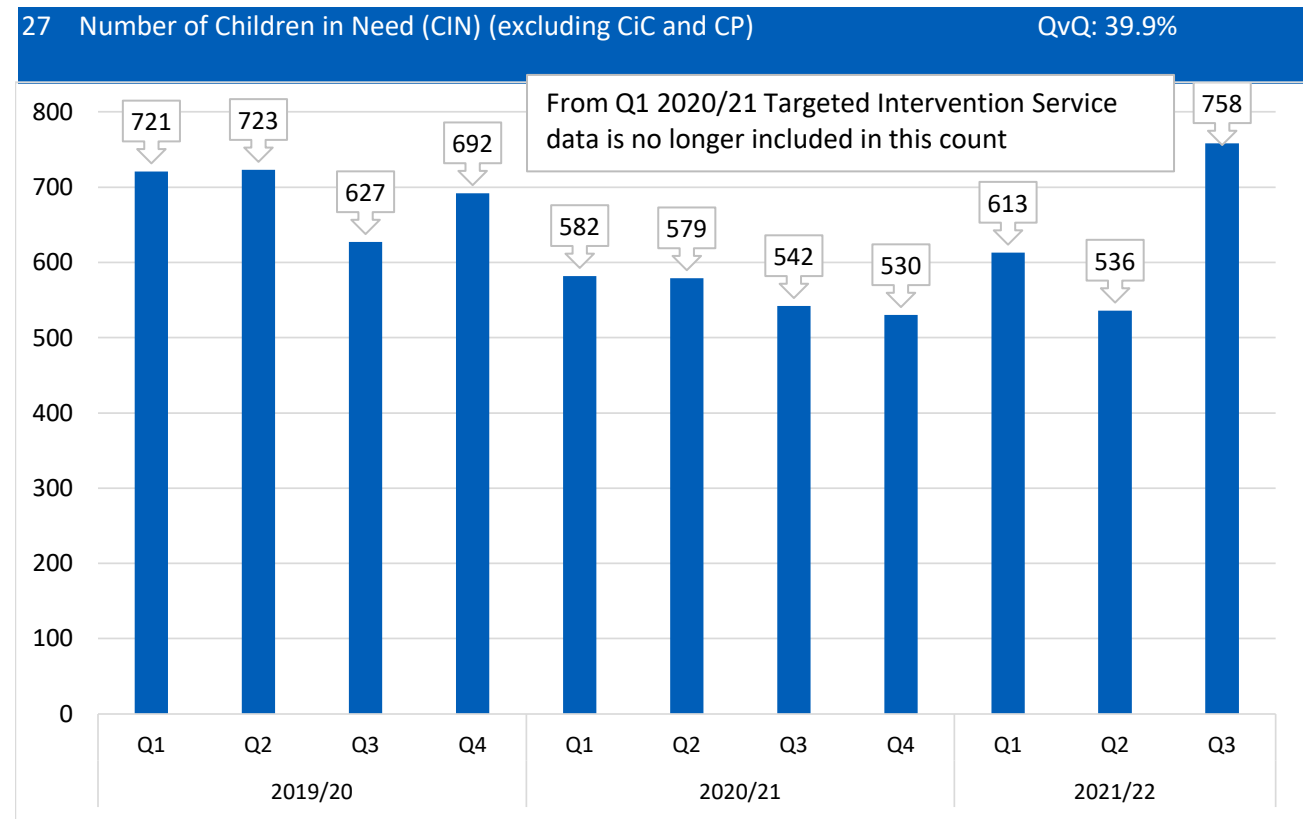


26 Number of S47 (Child Protection) enquiries initiated QvQ: 34.0%



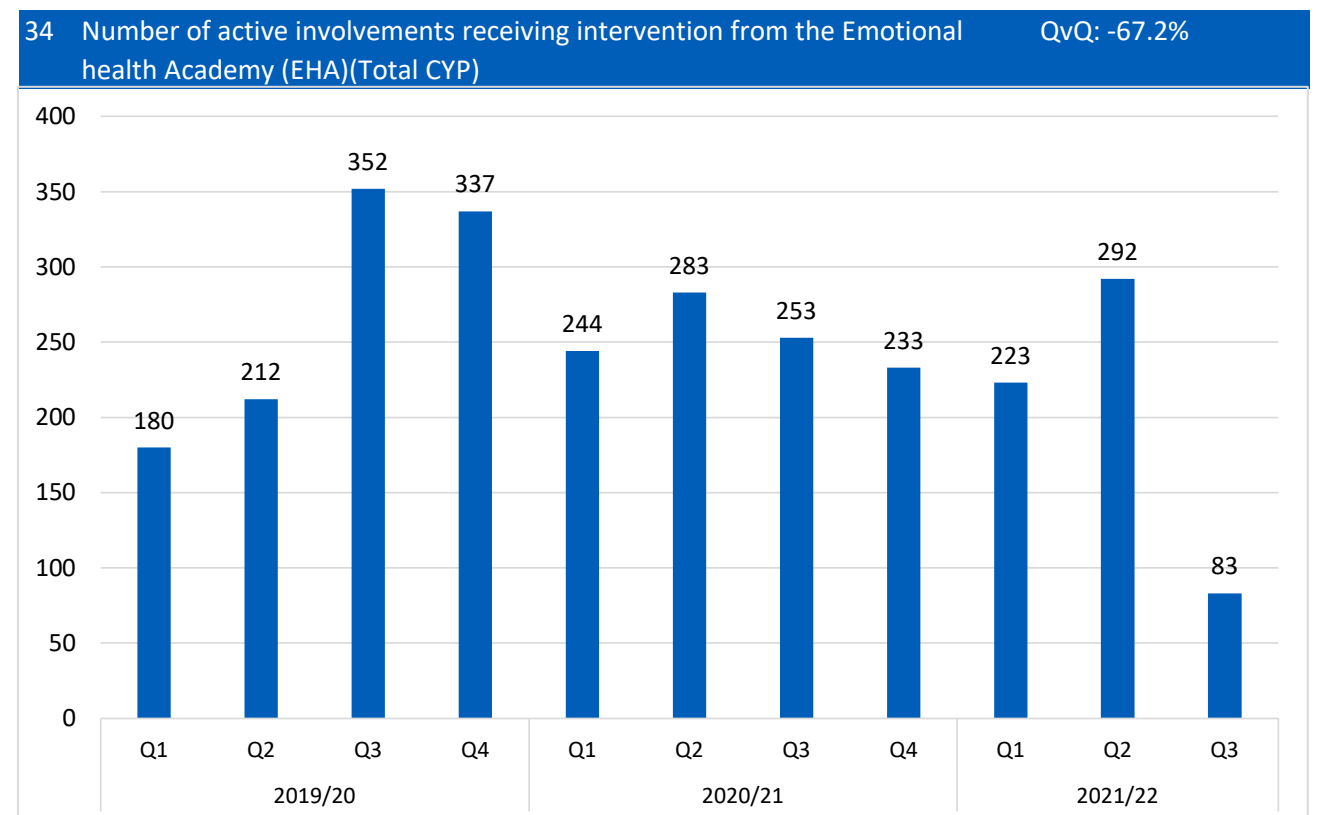
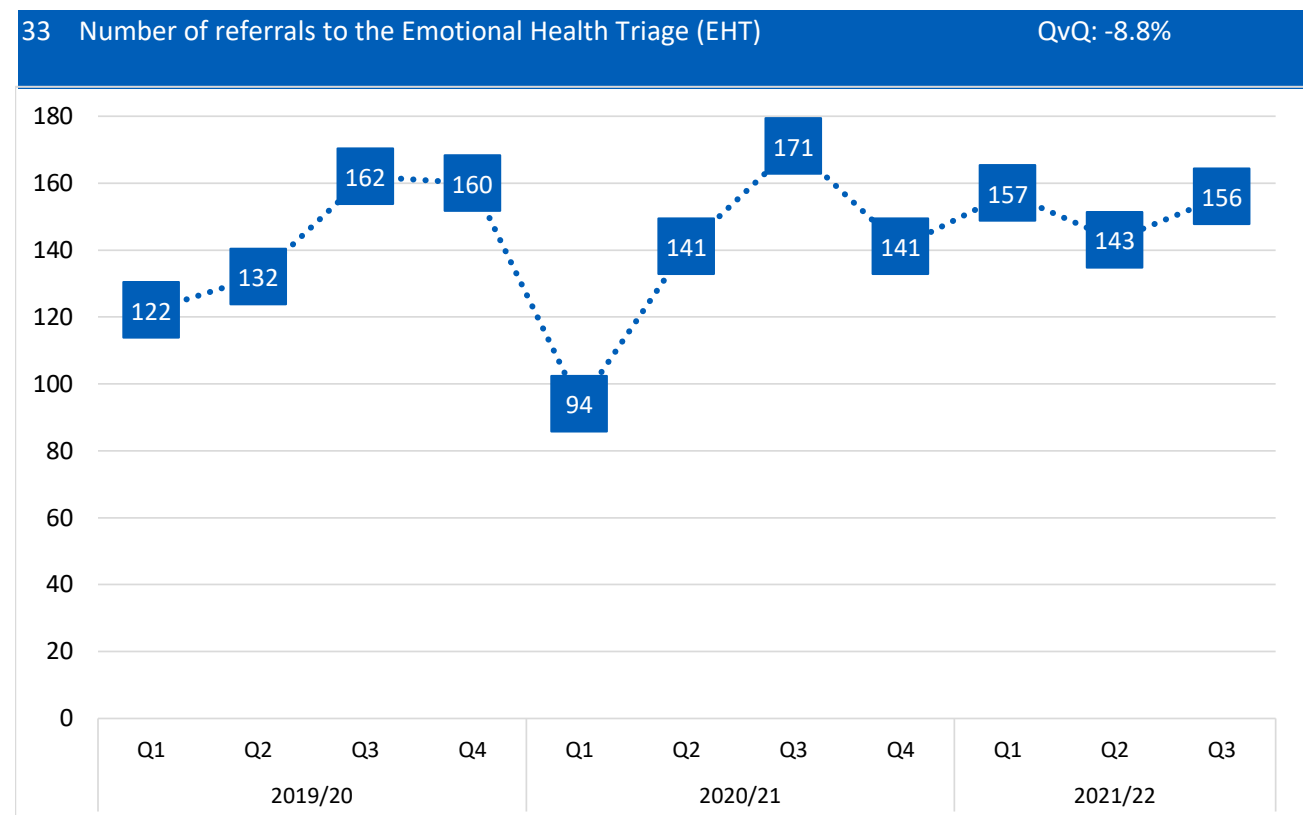
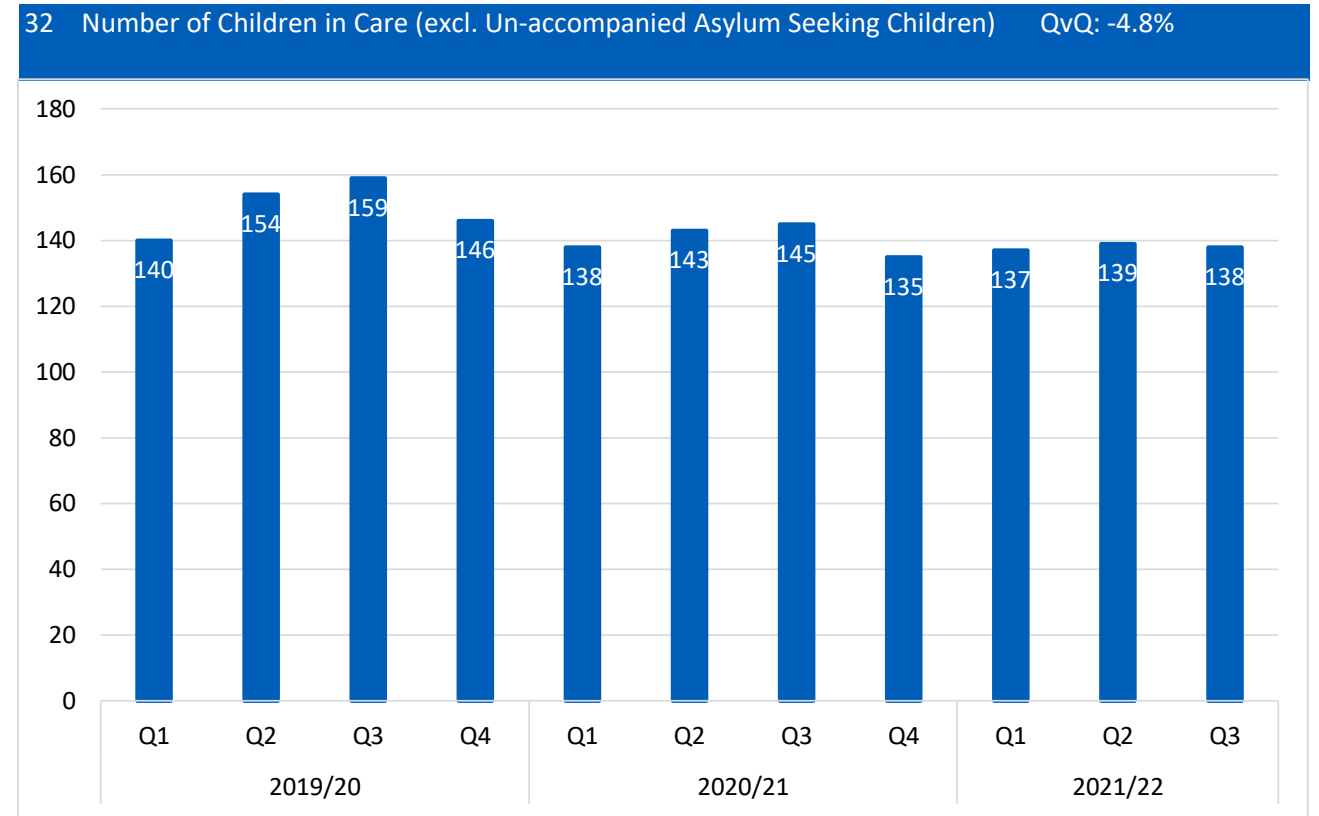
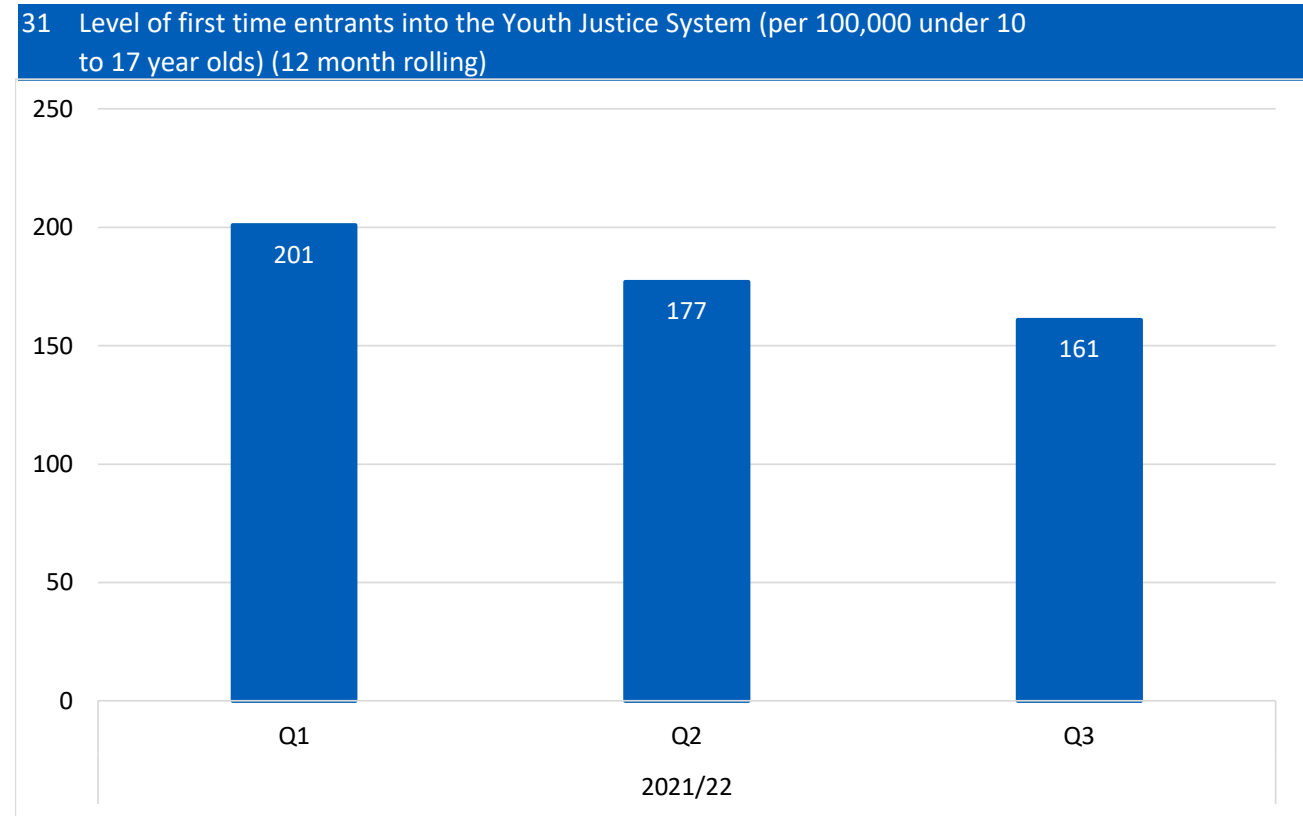
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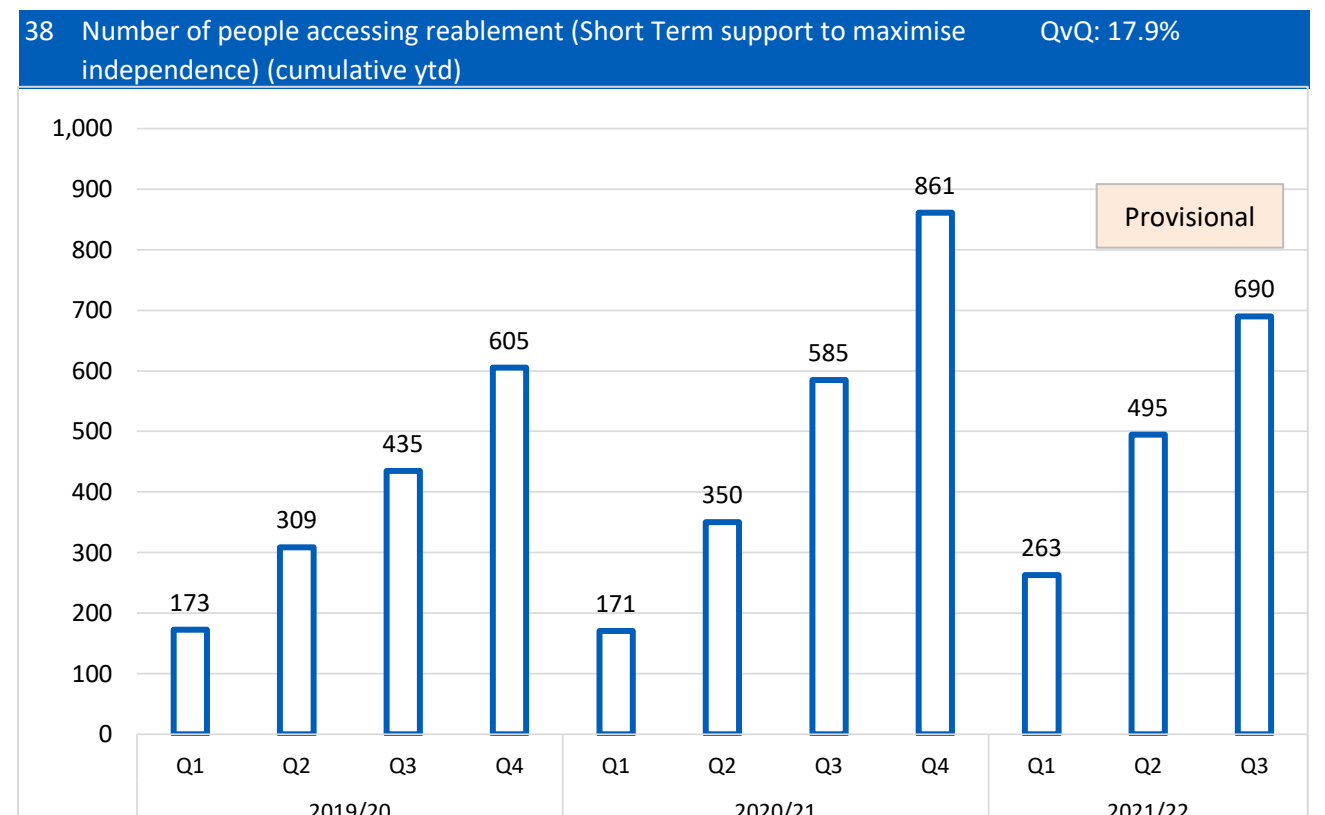
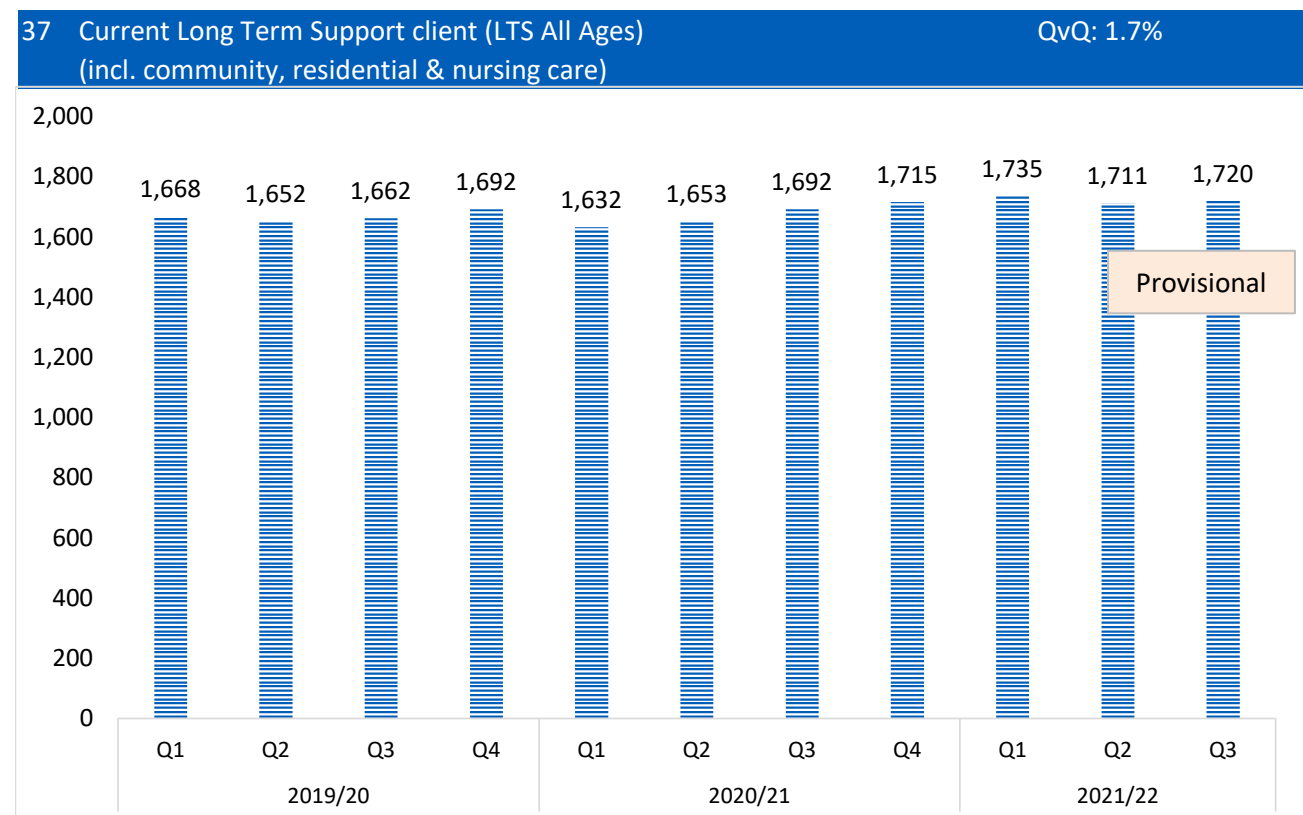
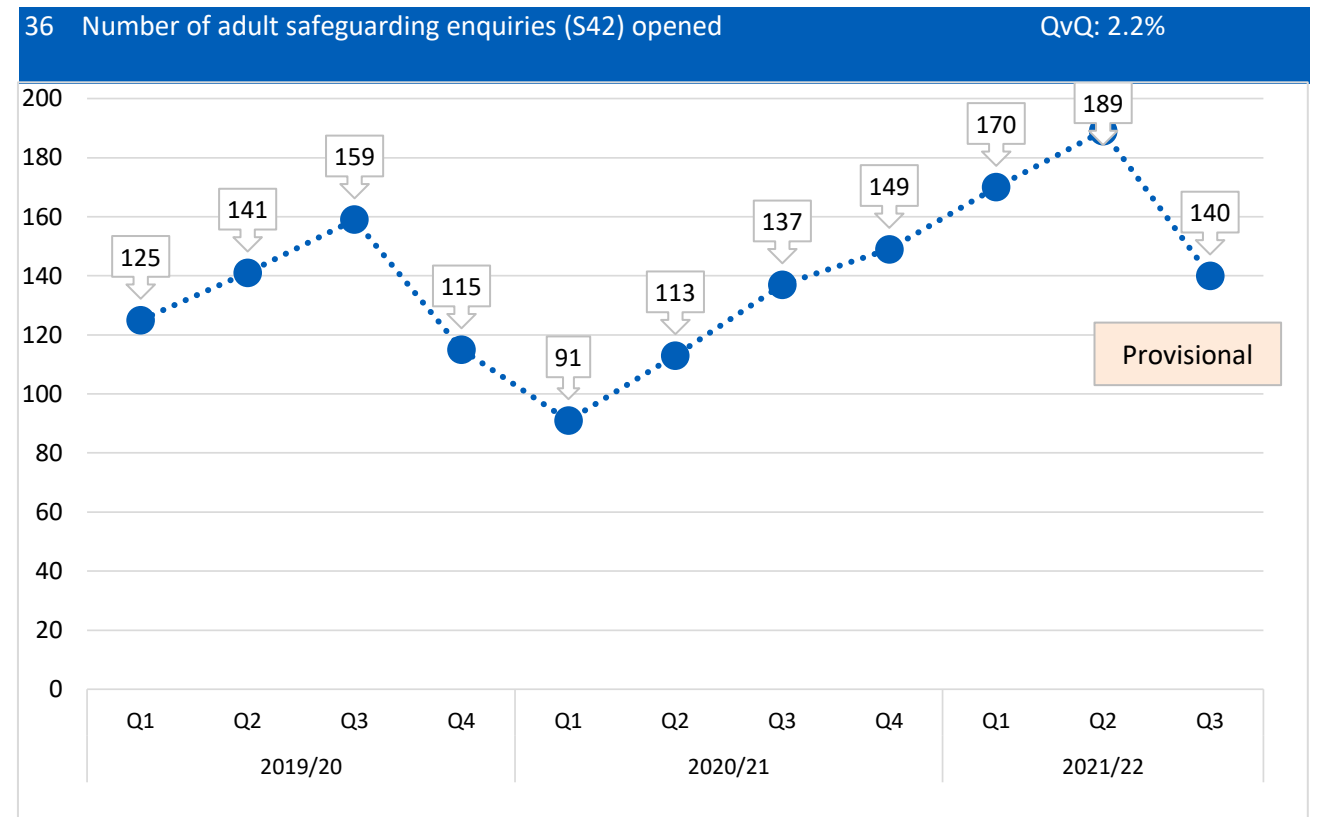
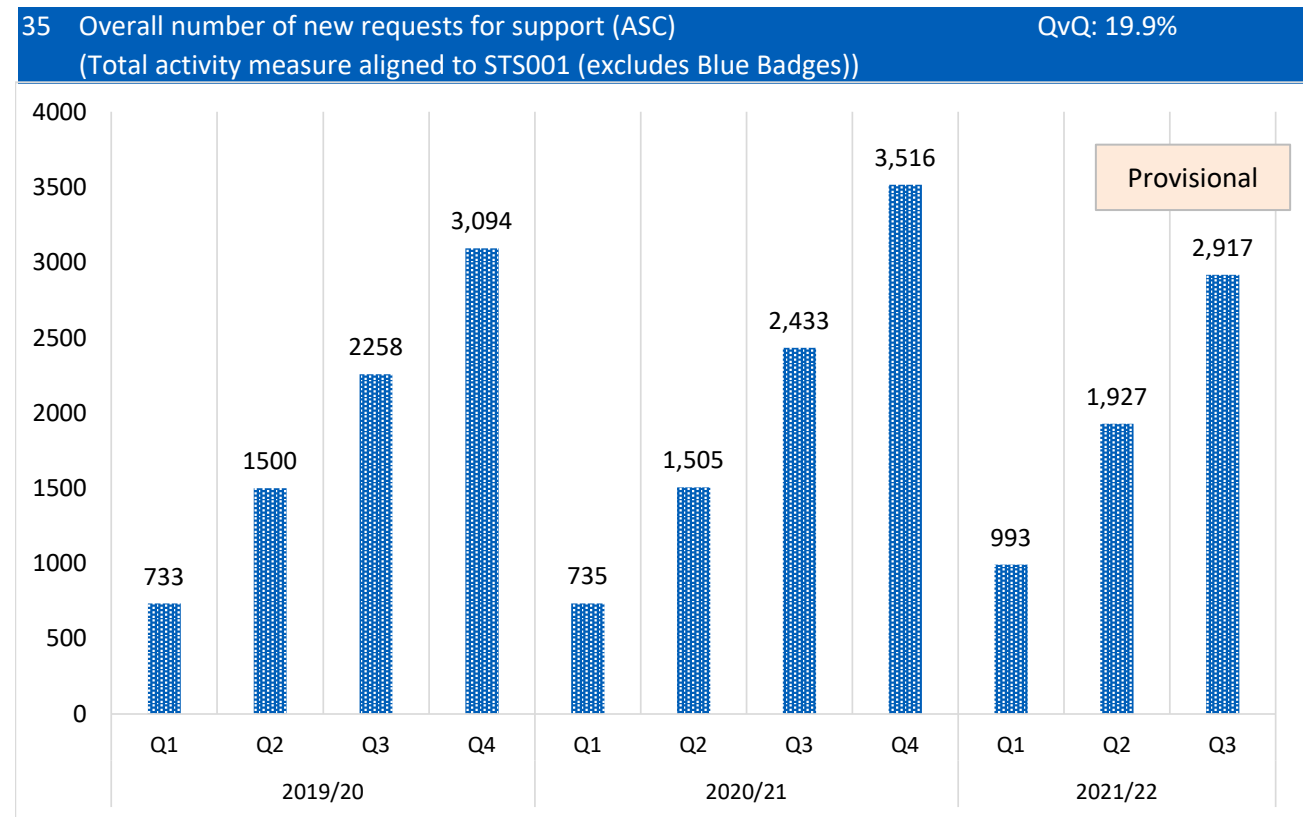
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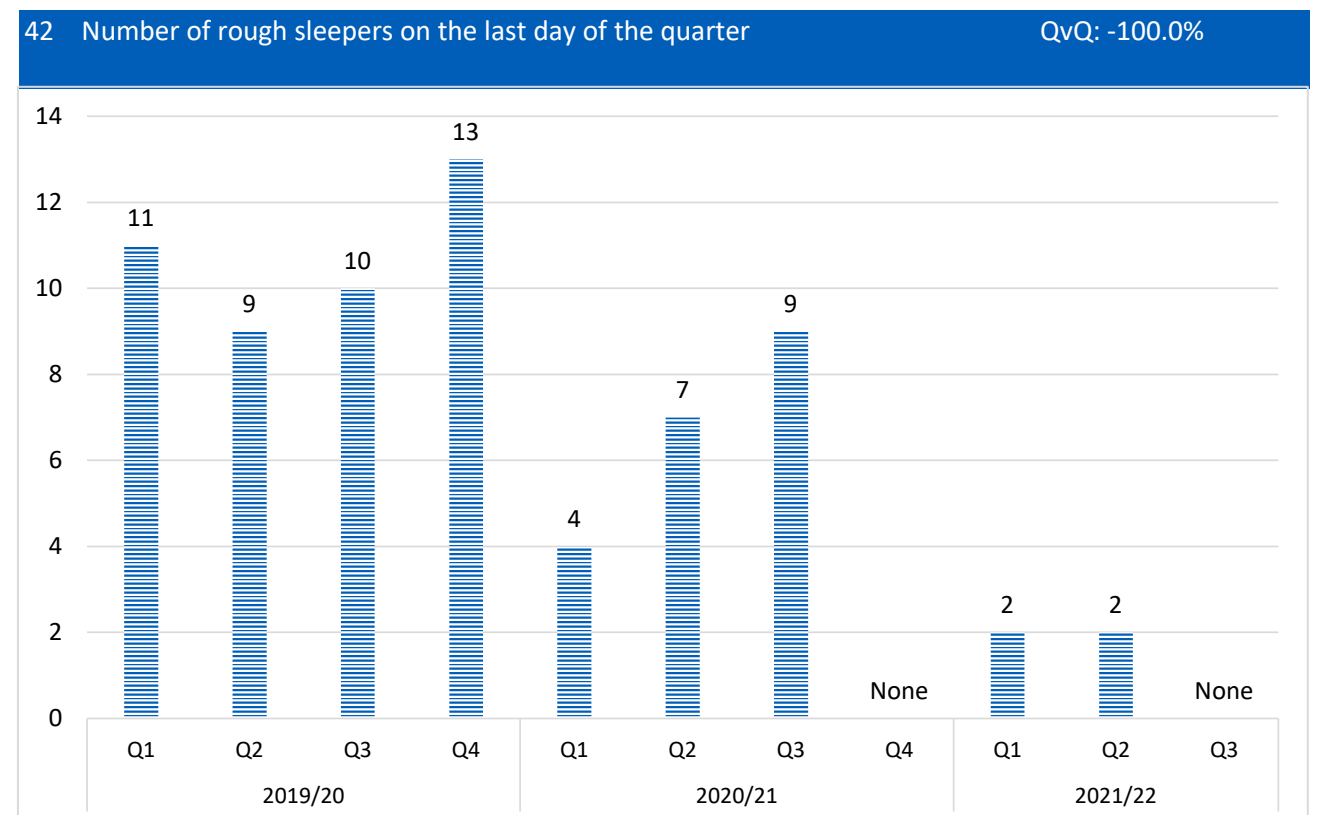
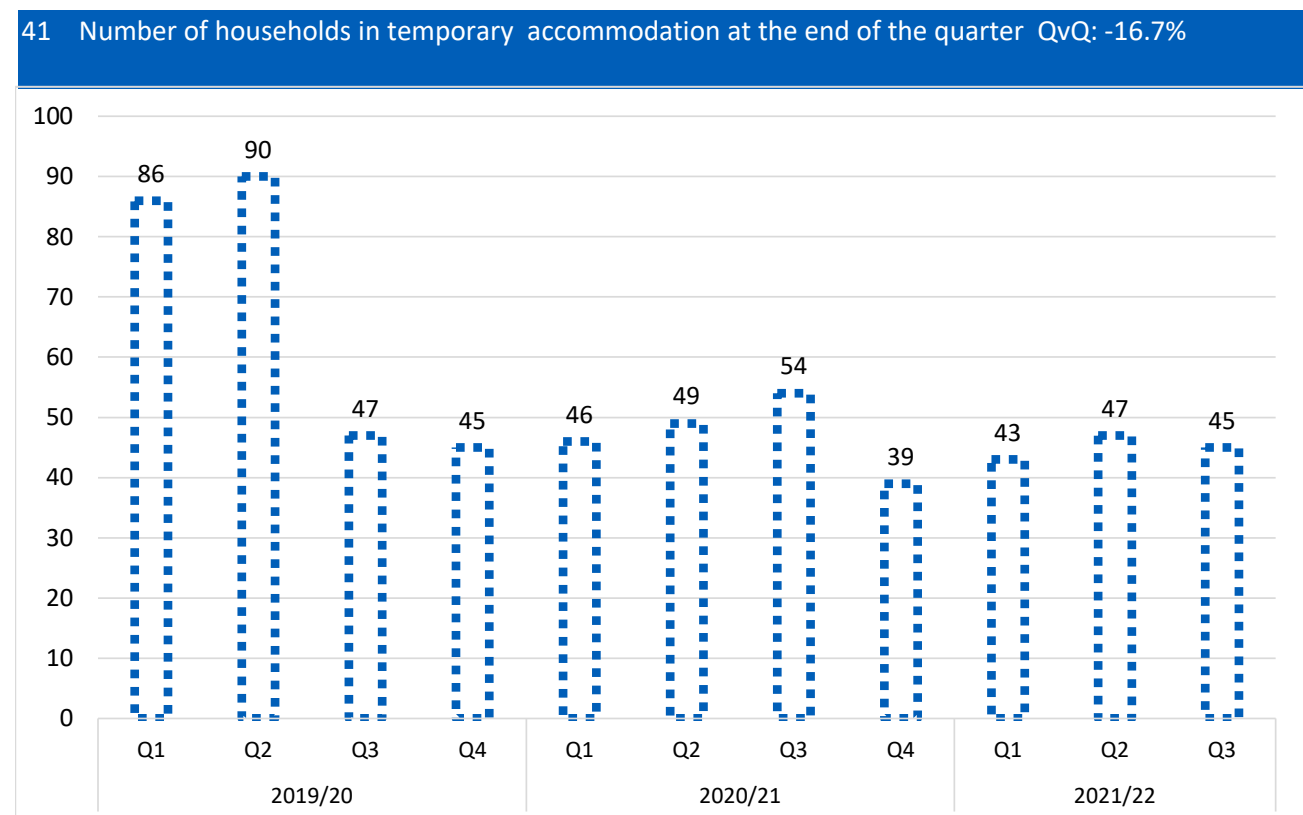
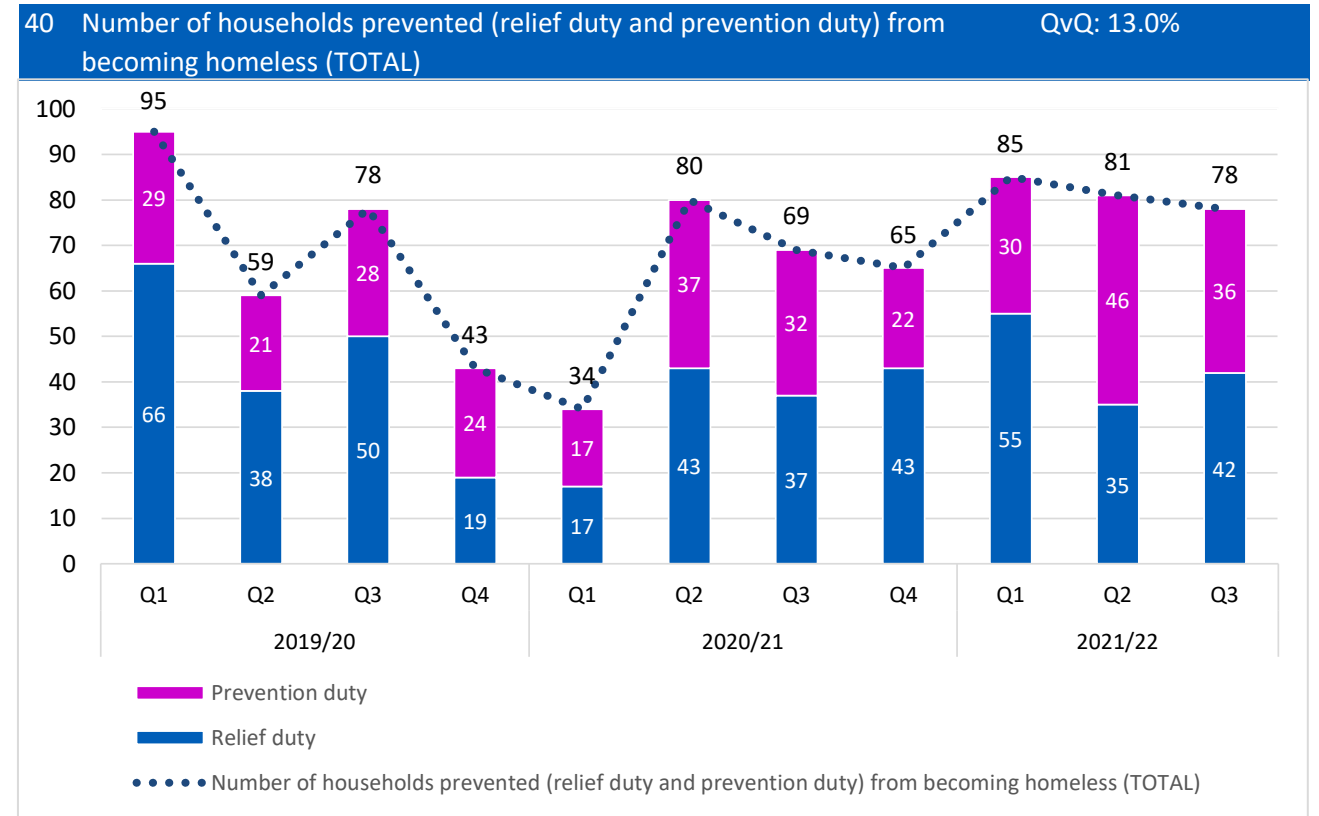
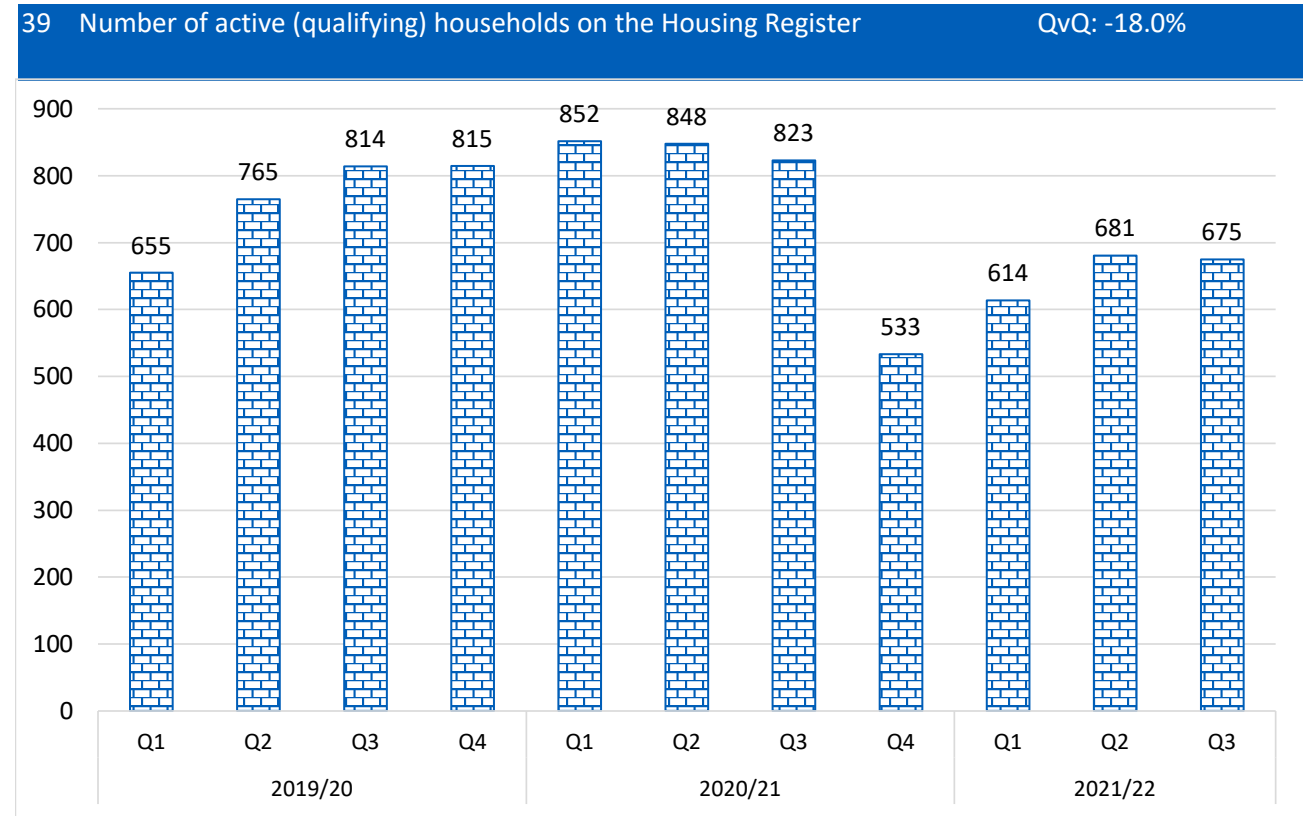
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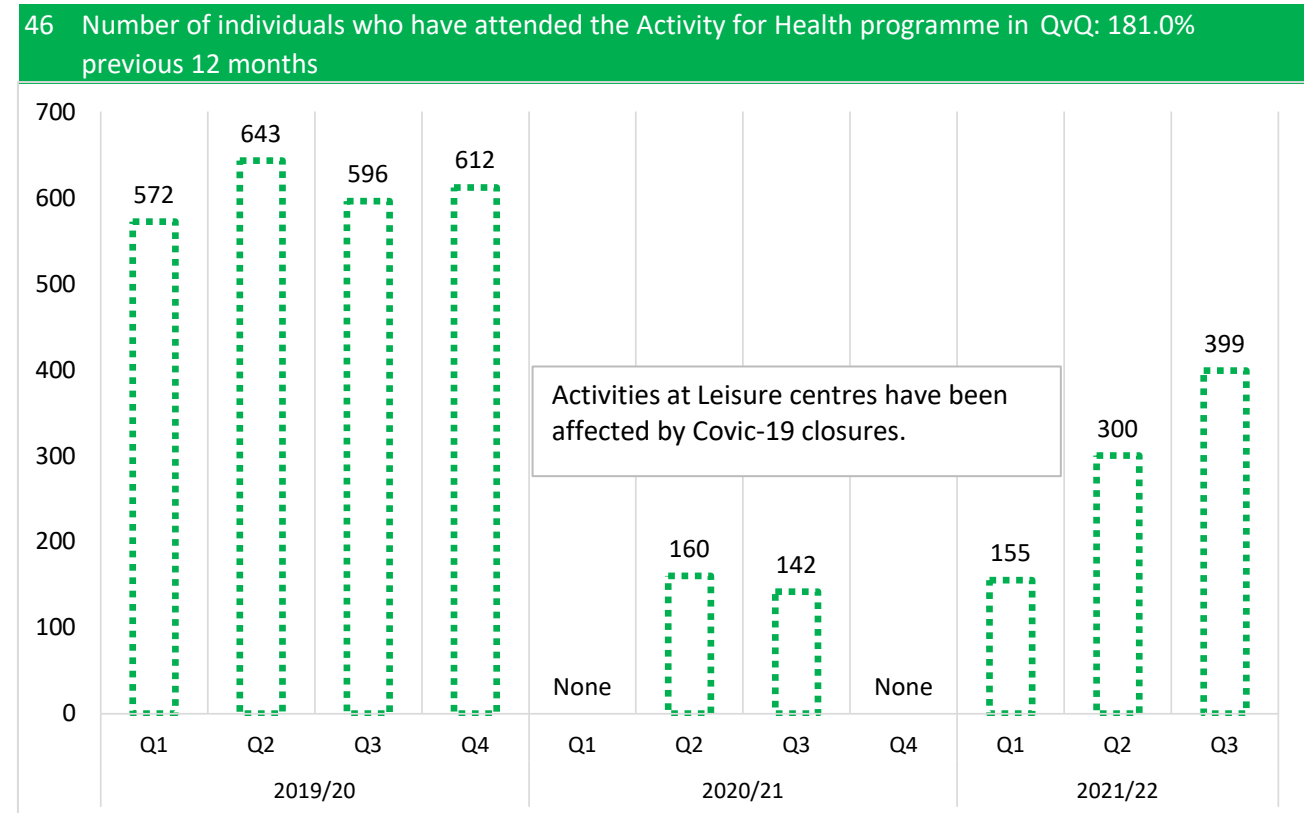
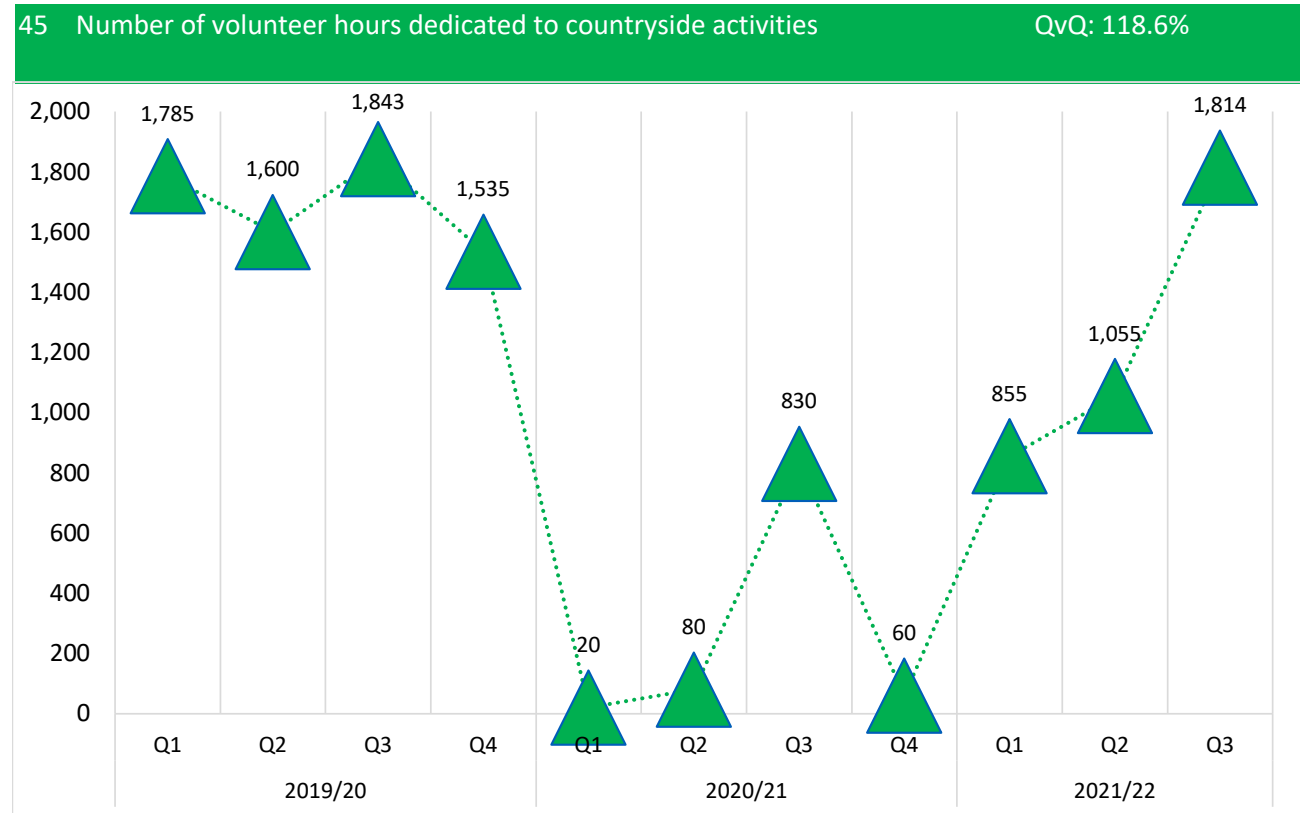
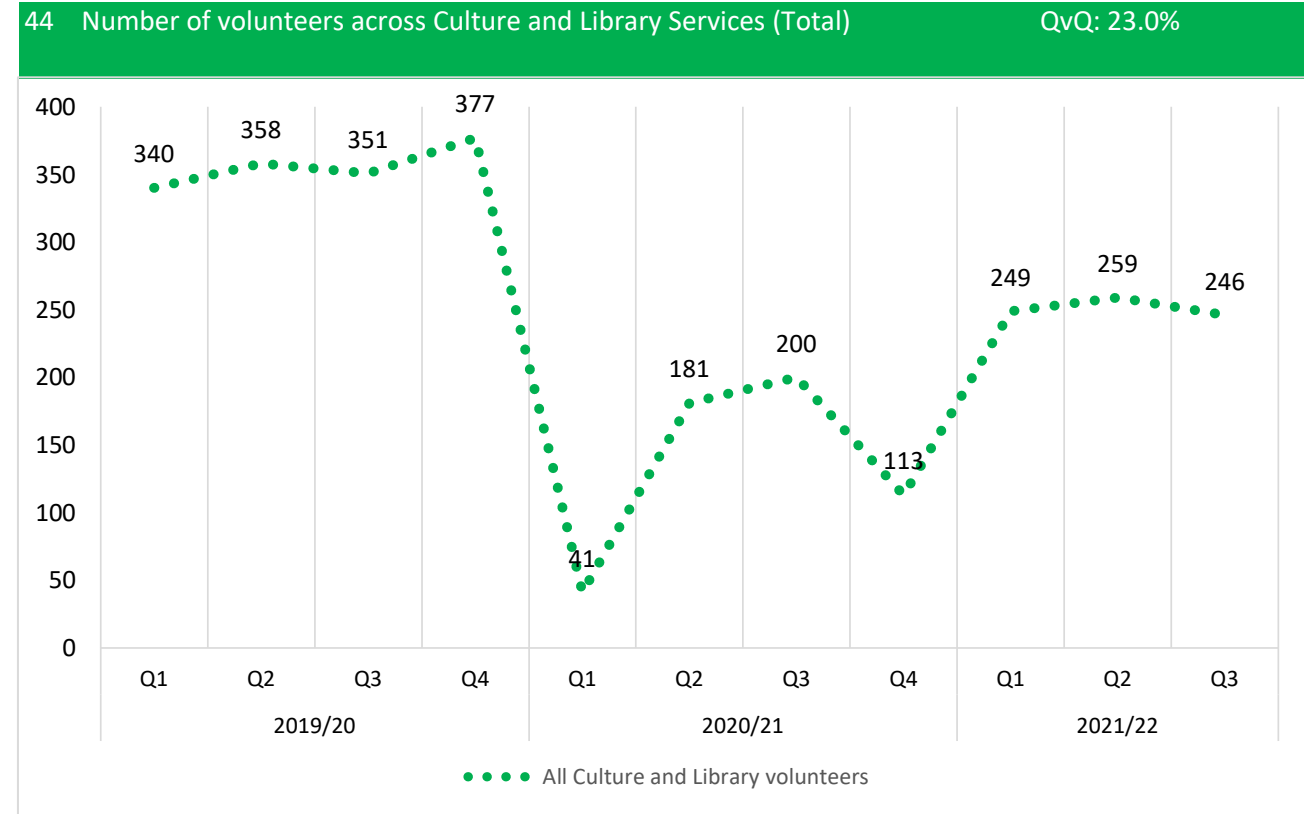
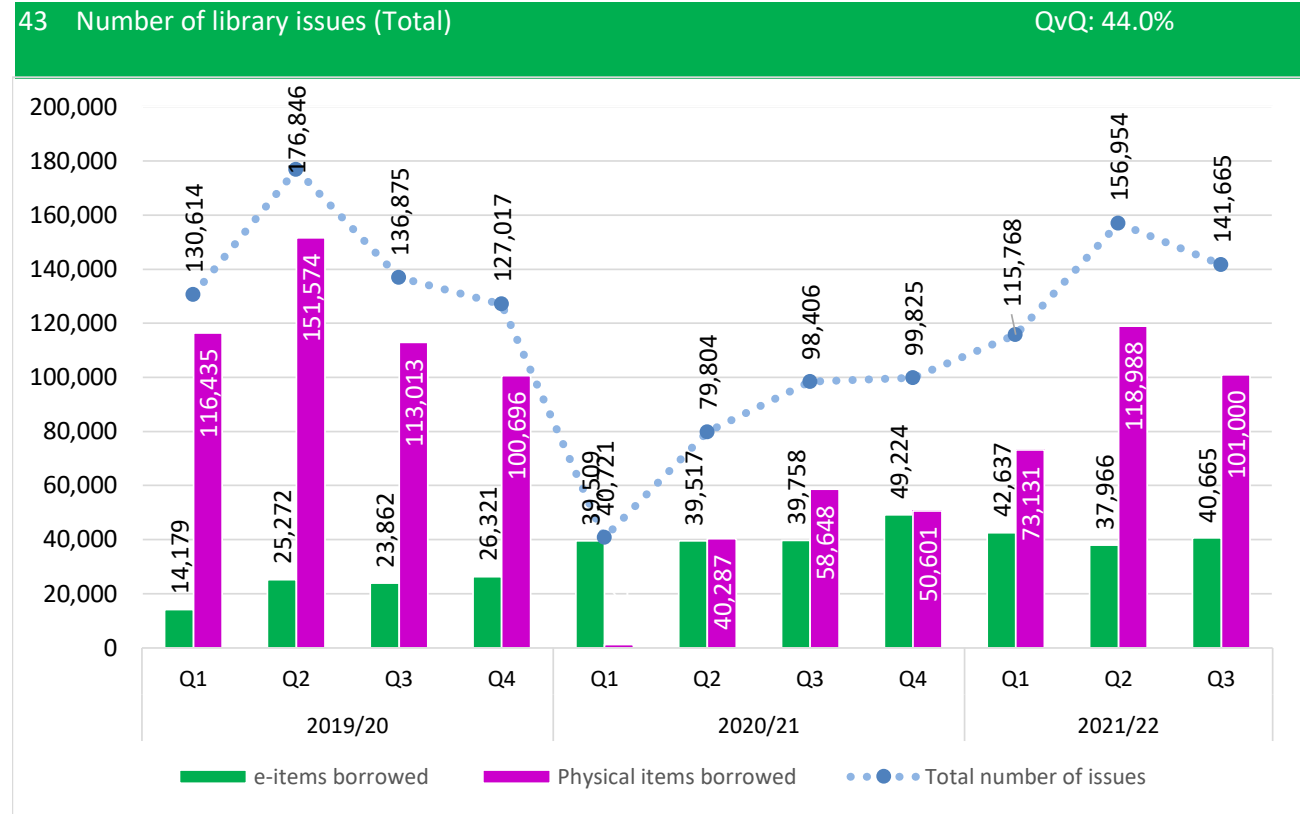
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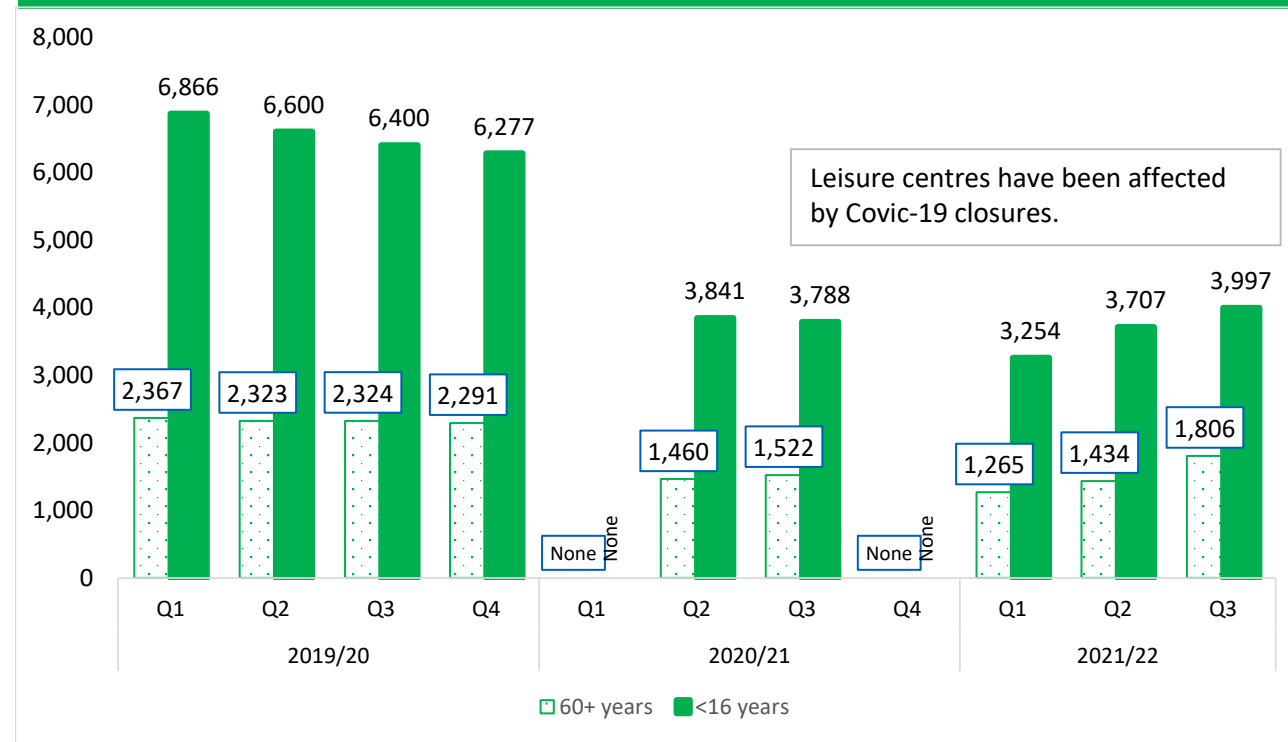


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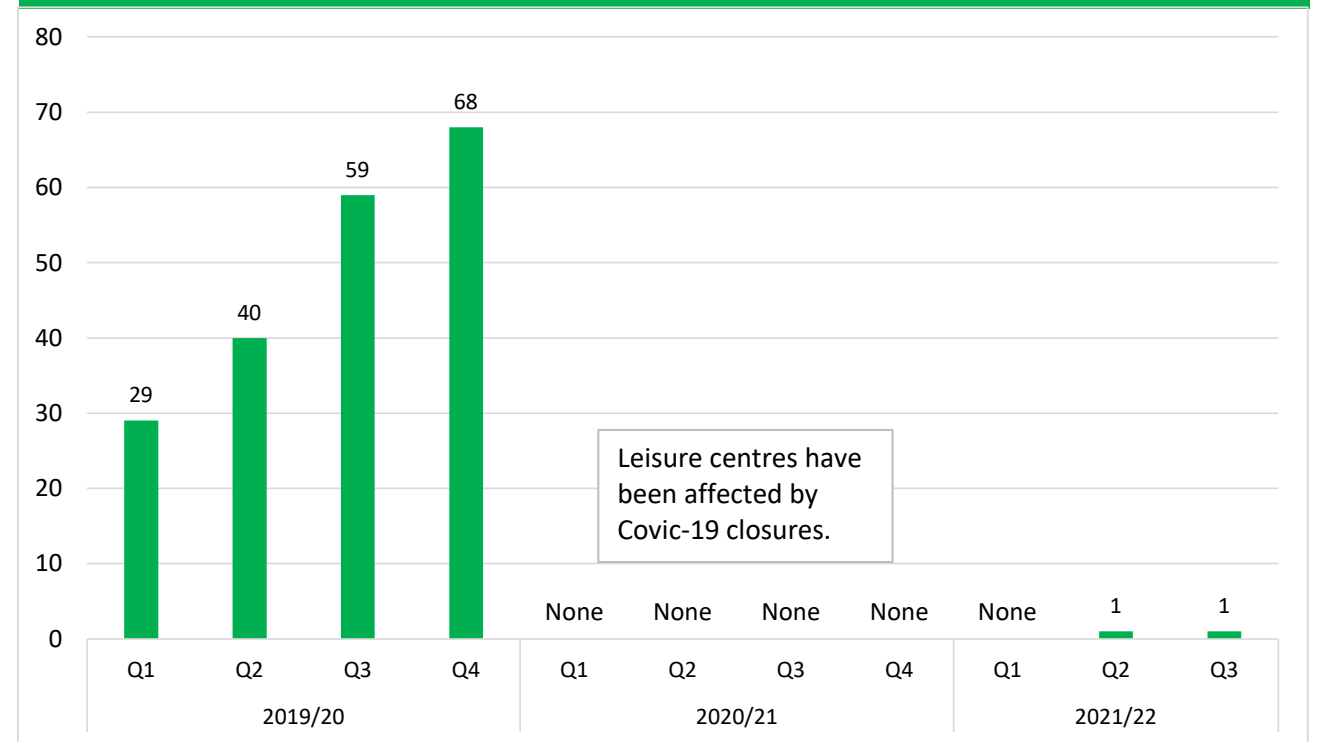
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47 Number of individuals aged 60 years and over who have used a sports or leisure centre in previous 12 months QvQ: 18.7%

Number of individuals aged under 16 years who have used a sports or leisure centre in previous 12 months QvQ: 5.5%

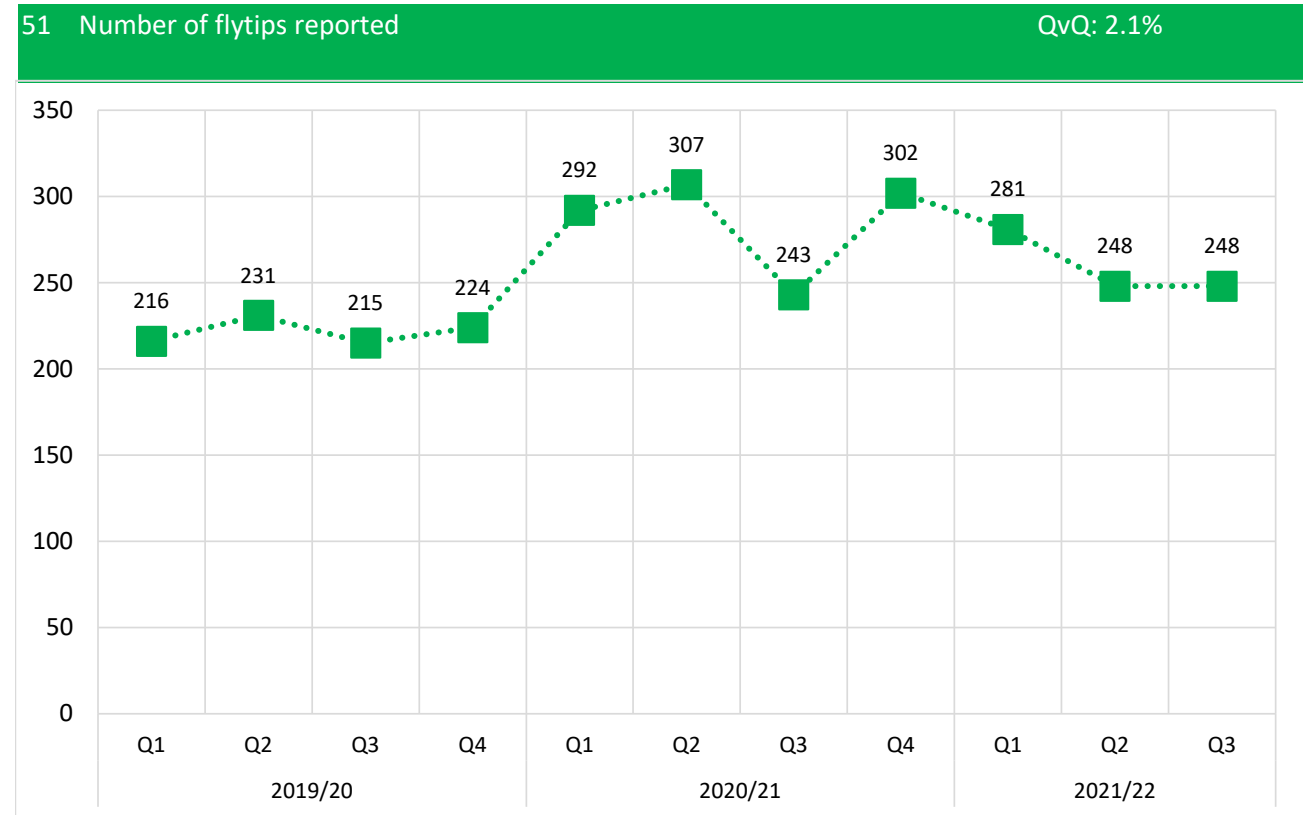
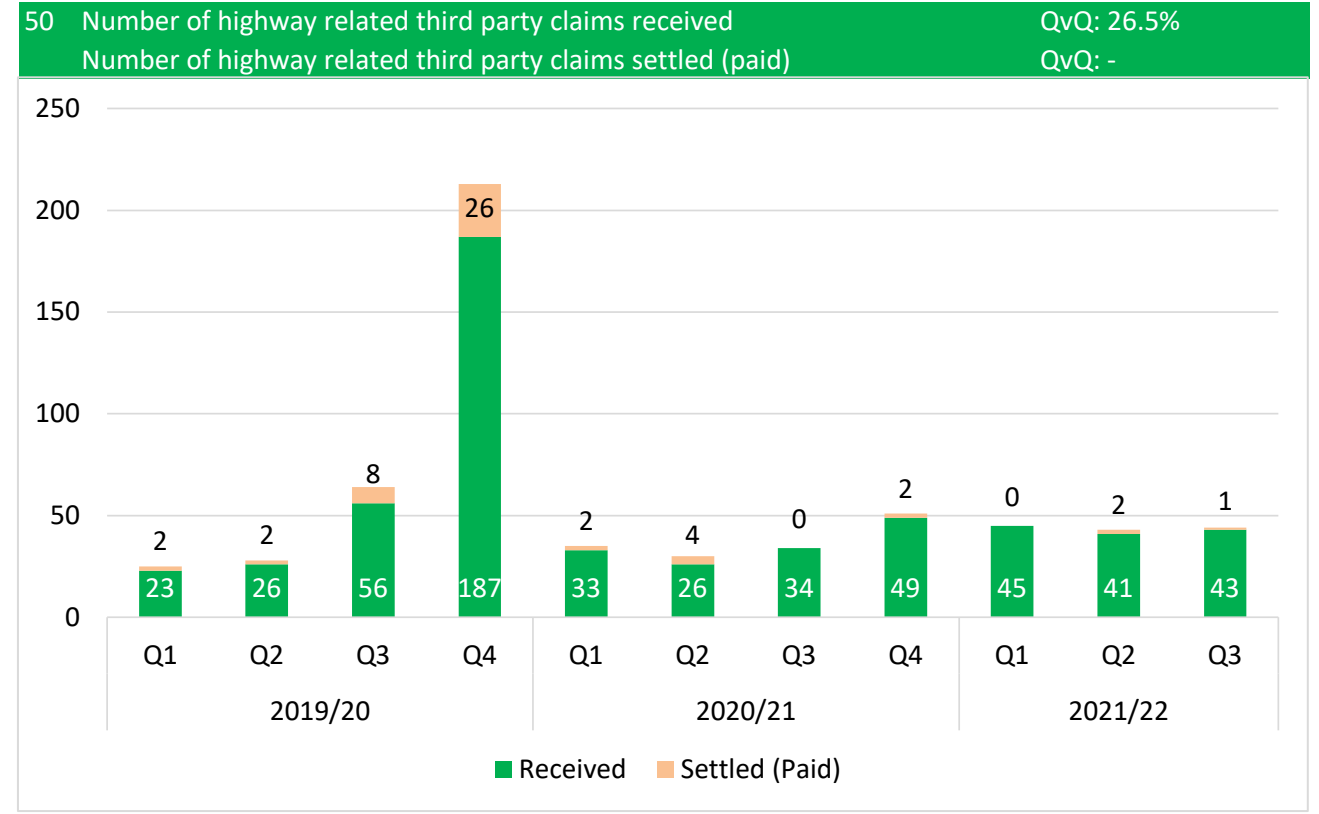
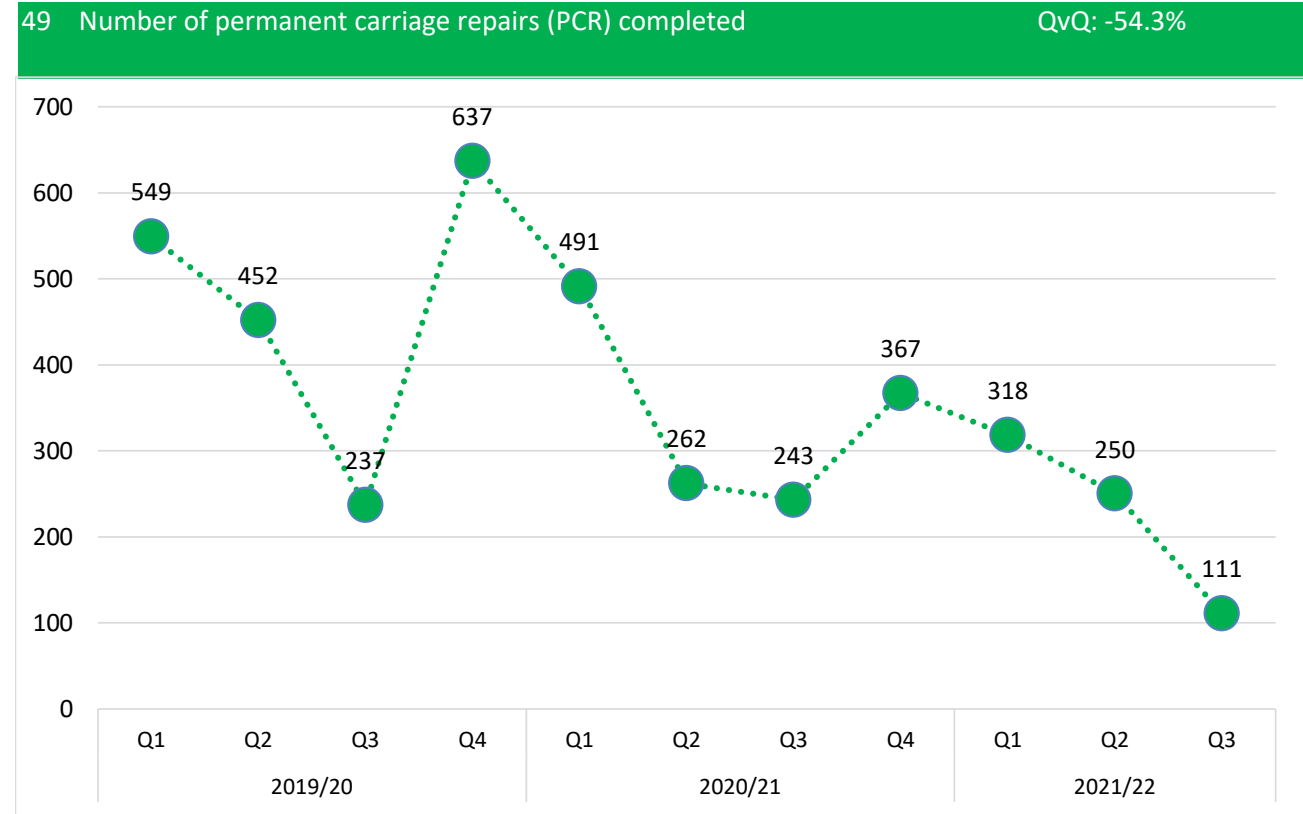


48 Number of Children in Care (and those care leavers aged 18 to 25 who left care due to age) who access a leisure centre QvQ: -



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Andy Sharp / Pete Campbell			Children and Family Services				Q3 2021/22	AMBER
Indicator Ref: CBacfs15			% of Children in Care where the child has been visited in the past 6 weeks (or 12 weeks if this is the agreed visiting schedule)				Type: Snapshot %	
Executive	2019/20 Year End	2020/21 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG	■	■	◆	◆	◆		≥95%	Higher is better
Qrtly outturn	-	-	-	-	-			
YTD outturn	91.8% (145/158)	60.3% (88/146)	78.1% (118/151)	94.4% (151/160)	92.2% (154/167)			
REASON FOR AMBER:								
During this period of Covid disruption we have chosen to only record 'face to face' visits for this measure. There is regular contact with children using virtual means, and when this measure is included we achieve 96.5%.								
REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:								
Given the challenges of Covid-19 restrictions, achieving 92% of visits face to face is remarkable. Some foster homes and residential homes were isolating during the periods of high infection, and some children / other household members are clinically very vulnerable so caution has to be exercised.								
IMPACT ON OTHER MEASURES:								
STRATEGIC ACTIONS REQUIRED: None.								

Andy Sharp / Ian Pearson			Education Service				Q3 2021/22	RED
Indicator Ref: CBbes16			% of 16-17 year olds participating in education and training				Type: Snapshot	
Executive	2019/20 Year End	2020/21 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG	■	■	■	■	■		Top 20%	Higher is better
Qrtly outturn	94.2%	94.6%	(3,259/3,456) 94.3%	(3160/3420) 92.4%	(3199/3400) 94.1%			
YTD outturn	Top 50%	Top 40%	Top 40%	Top 20%	Top 40%			

REASON FOR RED:

The DfE measure % of 16-17 year olds participating in education and training by counting the numbers participating in formal education (such as school sixth form), training (such as a Traineeship) **and** employment *with* approved/regulated training (such as an apprenticeship). They do **not** count those young people who are in employment elsewhere, such as Waitrose, who provide their own comprehensive training rather than DfE regulated training. These are counted as being in employment *without* training, which is seen as negative.

Performance in this area should not be judged by considering only this performance measure in isolation.

This year, more young people in West Berkshire have chosen to progress in to employment as an alternative to education and training and as such our % of 16-17 year olds participating in education and training has dropped.

Many of these young people have continued with employment they found during the summer, or have taken advantage of the increasing local jobs following the easing of social restrictions. Many will be enjoying earning money, or have got used to earning money, and want this to continue. Whilst some of these jobs will be short term, without contract, low pay and/or non-progressive, they all give young people employability experience which will help them in the future. They will have increased confidence, increased social awareness, increased communication skills and a better work ethic.

These jobs are easy to come by and many will have no long term commitment attached to them. The uncertainty of the last 18 months means young people are attracted to these kind of positions. This is also reflected in apprenticeship participation, with far more vacancies not attracting applicants this year with local providers and employers finding it difficult to fill their apprenticeship positions.

REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:

We continue to support and encourage all 16-17 year olds to participate in education, training *and* employment and focus our support workers towards those young people who are not participating at all (our NEET), and have invested additional funding to double our support worker resource to combat the impact the pandemic has had on young people.

We expect that the numbers of young people in employment (that doesn't comply with the DfE participation definition) will return to more normal levels as more certainty of the future unfolds.

In the meantime, we keep our support provision open to support any of those young people who leave or fall out of employment and need our help to get back in to education or training, or alternative employment.

The numbers of young people in West Berkshire who are NEET or their participation status is Not Known was 2.9% in November 2021 (quintile 1 in performance tables). We have the highest overall participation in the South East and third highest in England.

FINANCIAL IMPLICATIONS: None

IMPACT ON OTHER MEASURES: Will impact on the DfE annual scorecard.

SERVICE PLAN UPDATES REQUIRED: No update required

STRATEGIC ACTIONS REQUIRED: None

Jon Winstanley / Susan Halliwell			Environment				Q3 2021/22	RED
Indicator Ref: CBkenv61			Adopt the Rights of Way Improvement Plan				Type: Project	
Executive	2019/20 Year End	2020/21 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG	-	-	New measure added Q2	★	■		April 2022	n/a
YTD outturn	-	-		On track	Behind schedule			
REASON FOR RED:								
<p>The contractor employed to do this has had personal problems which have set back the project. She has produced a revised timetable. Note that it is likely that the timetable would have slipped to a degree anyway, due to the extremely high level of responses to the public consultation (around 2000 responses). Although the requested format was via a questionnaire which can yield a certain level of automated results, there are still elements of interpretation, free text, and responses via other means which require collation.</p>								
REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:								
<p>A revised timetable has been submitted by the contractor. We will be monitoring progress and appropriate steps will need to be taken should the timing slip further.</p>								
FINANCIAL IMPLICATIONS:								
<p>The WBC contract documents will cover the eventuality that the project cannot be completed, but we are not envisaging this at the moment.</p>								
IMPACT ON OTHER MEASURES:								
<p>N/A</p>								
SERVICE PLAN UPDATES REQUIRED:								
<p>The target should be amended to September 2022.</p>								
STRATEGIC ACTIONS REQUIRED:								
<p>N/A</p>								

Joseph Holmes/Andy Walker			Finance and Property				Q3 2021/22	AMBER
Indicator Ref: CBffp12			Average number of days taken to make a full decision on new Housing Benefit claims				Type: Snapshot	
Executive	2019/20 Year End	2020/21 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG	★	★	◆	◆	◆		≤19 days	lower is better
Qrtly outturn	-	-	-	19.6 days	20.82			
YTD outturn	19.04 days	18.27 days	20 days	19.8 days				
REASON FOR AMBER:								
Main reason relates to COVID matters.								
Self-Isolation (Track & Trace) grant applications and payments have seen more than a 500% increase over the past months and the scheme has been extended again until the March 2022. Processing has also continued in relation to the 2021/22 COVID hardship payments for working age benefit claimants and Exceptional Hardship claims. So far an extra £280,000 of additional benefit (Council Tax support) has been awarded.								
We have also seen a significant increase in the amount of correspondence being received especially from the Department of Work and Pensions (DWP) compared to last year. This appears to relate to changes of circumstances, mainly around income changes. These could be put down to furlough ending or changes in working hours.								
We have recently filled 3 vacancies, the training of these new assessors continues and hopefully will start to pay dividends soon.								
REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:								
Additional members of staff employed. Temporary member of staff also kept on. Work priorities have also been established.								
IMPACT ON OTHER MEASURES:								
There is a fine balance between dealing with COVID payments, changes in circumstances and new claims. If more focus is placed on one measure, then it will have an effect on the other.								
STRATEGIC ACTIONS REQUIRED: None								

Joseph Holmes/Andy Walker			Finance and Property				Q3 2021/22	RED
Indicator Ref: CBgfp15			Council Tax collected as a percentage of Council Tax due				Type: Snapshot	
Executive	2019/20 Year End	2020/21 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG	★	■	★	◆	■		≥98.8%	Higher is better
Qrtly outturn	-	-	-	-	-			
YTD outturn	98.5% (116,717,237/ 118,541,476)	95.9% (118,441,582/ 123,532,276)	27.9% (35,743,660/ 128,038,527)	55.0% (70,434,133/ 128,094,755)	82.06% 105,123,538 / 128,096,808			
<p>REASON FOR RED: Although collection is better than it was for the same period last year we are still not at 2019/20 levels. As a comparison; 2019/20 Q3 = 84.1%, 2020/21 Q3 = 81.3% and 2021/22 Q3 = 82.06%</p> <p>COVID is still having an impact on customer's ability to pay. So far this year over 1200 'special arrangements' have been made offering greater flexibility with payment. This, along with nearly 9000 reminder notices being issued, clearly shows the ramifications of COVID are still with us.</p> <p>Some additional £280,000 of COVID support has been given to Benefit claimants.</p> <p>REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:</p> <p>Further debt recovery action is being planned and enforcement agents (Bailiffs) are again visiting properties where no payment or contact has been made. Collection is heading in the right direction when perhaps other authorities including some Berkshire authorities have seen a drop in collection from 2020/21.</p> <p>98.8% is still a very challenging target bearing in mind the circumstances.</p> <p>FINANCIAL IMPLICATIONS: Where less tax being collected this will mean less income being generated for the Council to spend.</p> <p>IMPACT ON OTHER MEASURES: Reduction in income.</p> <p>SERVICE PLAN UPDATES REQUIRED: Whether any permanent changes to KPI's is required is very much dependant on the COVID situation and any increases in the cost of living. Increases in utility bills, transportation, rent and interest rates could all have an impact on a customer's ability to pay.</p> <p>STRATEGIC ACTIONS REQUIRED: None.</p>								

Susan Halliwell / Eric Owens			Development and Regulation				Q3 2021/22	AMBER
Indicator Ref: CBhdp34			% of 'other' planning applications determined within 8 weeks or the agreed extended time				Type: %+	
EXECUTIVE	2019/20 Year End	2020/21 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG	★	■	◆	★	◆	★◆■	90% (England Average)	Higher is better
Qrtly outturn	-	-	286 / 318 89.9%	309/339 91.2%	259/323 80.2%			
YTD outturn	1,069 / 1,150 93%	919 / 1,083 84.9%	286 / 318 89.9%	595/657 90.6%	853/979 87.1%			
REASON FOR AMBER:								
<p>The number of applications received by the Development Management (DM) team across Q1-Q3 are up overall in comparison to this same time period last year, with an increase in application numbers seen particularly within the 'other' category of applications to which this measure relates. We are also currently carrying a number of vacancies within the DM team which has had an impact on performance given the increase in applications at the same time being received into the team and the effect that has had on individual workloads. A number of major applications have also been coming to fruition more recently with the result that there has been an impact on resource through the teams at all Officer and Team Leader levels. Staff sickness at various points will also have contributed to performance issues.</p>								
REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:								
<p>In order to manage this issue going forward, performance will continue to be monitored and recruitment to vacant posts will be undertaken. We anticipate that we will achieve the performance target on this measure going forward.</p> <p>This will also be picked up through the upcoming Place Review work.</p>								
IMPACT ON OTHER MEASURES:								
None								
STRATEGIC ACTIONS REQUIRED:								
None								

Andy Sharp/Pete Campbell			Children and Family Services				Q3 2021/22	RED
Indicator Ref: PC1cfs6			% of repeat referrals to Children's Services within 12 months of a previous referral				Type: Snapshot	
Executive	2019/20 Year End	2020/21 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG	■	★	◆	◆	■		≤20%	Lower is better
Qrtly outturn	-	-	-	-	-			
YTD outturn	26.7% (437/1,636)	19.3% (274/1,423)	22.7% (114/503)	24.6% (214/870)	25.8% (364/1,411)			

REASON FOR RED:

The rate of referrals to the service has increased, but an increasing % are now repeats. The increase in referrals appears to be partly due to agencies referring more as they recover from reduced service activity due to lockdown restrictions, and is partly due to increased need being identified as a result of household pressures. Anecdotally, repeat referrals are higher across the region.

There isn't a pre-defined level of what is the right % to be repeats. A value too low should raise questions if the right cases are re-referred appropriately (given the changing nature of individual's circumstances) and a value too high should question services' decisions to address issues following previous referral(s) but also changes in the environment (e.g. additional pressure due to socio-economic challenges). The target was based on previous years' trend, benchmarking with similar local authorities and resource allocation (e.g. as part of the Prevention Strategy). It might be the target for this measure will have to be reviewed as we now operate in an era of higher demands, experienced by all partner agencies.

REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:

Work is ongoing to scrutinise re-referrals at regular intervals, assisting us to better understand the cause. Factors will include where partner agencies are experiencing very high demand (CAMHS) repeat referrals present to CFS in the absence of a service elsewhere. (A bit like people presenting at hospital A&E because their own GP access is difficult).

Any improvements will be slow to impact on this year to date indicator so that we are unlikely to now achieve the target by year end.

FINANCIAL IMPLICATIONS: No direct impact.

IMPACT ON OTHER MEASURES: Minimal, although we want to have partner and public confidence in getting assessment right the first time – we do not want 'repeats' because we failed to address the issue first time around.

SERVICE PLAN UPDATES REQUIRED: None

STRATEGIC ACTIONS REQUIRED: None

Joseph Holmes/Sarah Clarke			Strategy and Governance				Q3 2021/22	Amber
Indicator Ref: PC1hrp3			Number of young people attending/involved in work experience and project work opportunities				Type: N+	
Executive	2019/20 Year End	2020/21 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG	■	■	■	◆	◆		≥12	Higher is better
Qrtly outturn	-	-	0	0	5			
YTD outturn	1	0	0	0	5			
REASON FOR AMBER:								
COVID restrictions and more remote working have restricted opportunities for work experience.								
REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:								
We continue to promote and encourage work experience within the council. In Q3 we successfully supported 5 placements of an anticipated 24 however it was difficult to find students to match the placements we had available. Also we had a few withdrawals. The council have however supported other remote activities to support young people, including mock interviews and reviewing and providing feedback on applications/CVS. A further cohort is planned in February along with other activities such as CV reviews and mock interviews as well as careers fairs.								
HR will continue to work with partners such as Education Business Partnership (EBP) to promote work experience, and are working with the Employment is Everyone's Business and SEND Strategy Group to review our website to make it more accessible for young people with SEND, and to run a pilot work experience scheme for SEND pupils. As part of this HR have developed a work experience menu which has a range of options to support young people with additional needs beyond the conventional placements which will be promoted to managers. In addition information and tools are being developed to help managers support work experience students and apprentices who have additional needs.								
FINANCIAL IMPLICATIONS: None								
IMPACT ON OTHER MEASURES: None								
SERVICE PLAN UPDATES REQUIRED: None								
STRATEGIC ACTIONS REQUIRED: None								

Susan Halliwell / Eric Owens			Development and Regulation				Q3 2021/22	RED
Indicator Ref: OFB1dr8			Prepare an Inward Investment Strategy				Type: Project	
Executive	2019/20 Year End	2020/21 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG	-	-	★	★	■		Dec 2021	n/a
YTD outturn	-	-	On track	On track	Not achieved			
REASON FOR RED:								
<p>This KPI relates to the 2020 Economic Development Strategy, which included a commitment to prepare an Inward Investment Strategy. However, the Covid pandemic led to reprioritisation of actions as part of economic recovery, and in the Economic Development Refresh approved in 2021, the commitment was changed to the preparation of an Inward Investment Prospectus. The 'on track' reporting in Quarter 1 and 2 referred to the development of an Inward Investment Prospectus rather than a Strategy.</p>								
REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:								
<p>The development of a Prospectus has been incorporated into the development of a stand-alone website to promote West Berkshire for inward investment. This was done with the approval of Economic Development Board, using Covid Recovery funding. The go-live date for the website was originally Dec 21 but this has been extended to Feb 22, following issues with procurement of a supplier.</p>								
FINANCIAL IMPLICATIONS: None								
IMPACT ON OTHER MEASURES: None								
SERVICE PLAN UPDATES REQUIRED:								
<p>This indicator should be removed and replaced with a new 21/22 indicator to Develop an Inward Investment Website by end March 2022. The development of an Inward Investment Strategy will be picked up in service planning for 2022/23.</p>								
STRATEGIC ACTIONS REQUIRED: None								

Susan Halliwell / Eric Owens			Development and Planning				Q3 2021/22	RED
Indicator Ref: OFB1ac4			Adopt a Newbury Town Centre SPD				Type: Project	
Executive	2018/19 Year End	2019/20 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG	-	-	★	★	■		Dec 2021	n/a
YTD outturn	-	-	On track	On track	Not achieved			
REASON FOR RED:								
<p>This KPI relates to the 2020 Economic Development Strategy, when it was envisaged that the Newbury Town Centre Masterplan would be delivered via a Supplementary Planning Document (SPD). However, the delay in the Local Plan Review meant that the timing no longer aligned and so the Economic Development Strategy Refresh approved in 2021 omitted the reference to an SPD. The 'on track' reporting in Quarter 1 and 2 referred to the development of the Masterplan rather than to the adoption of an SPD.</p>								
REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:								
<p>Economic Development Board has been fully sighted on the development of the Newbury Town Centre Vision and Masterplan. A project exception report setting out an alternative route to delivery via Executive was submitted to the Board on 18 November 2021. The Masterplan has been submitted to Executive for consideration at its meeting during quarter 4. Subject to endorsement by Executive, project proposals will be worked up with partners with a view to securing external funding for delivery. A draft capital bid has been submitted for 22/23 to take forward some of the projects.</p>								
FINANCIAL IMPLICATIONS: None								
IMPACT ON OTHER MEASURES: None								
SERVICE PLAN UPDATES REQUIRED:								
<p>This indicator should be removed and replaced with a new 21/22 indicator to publish a Newbury Town Centre Masterplan by end March 2022. Subject to its endorsement by Executive during quarter 4, the delivery of the Newbury Town Centre Masterplan will be picked up in service planning for 2022/23. Any requirement for a Newbury Town Centre SPD will be considered as part of the Local Plan Review.</p>								
STRATEGIC ACTIONS REQUIRED: None								

Susan Halliwell / Jon Winstanley			Environment				Q3 2021/22	RED
Indicator Ref: GP2env22 & 23			<p>Complete a feasibility and cost benefit analysis for large scale afforestation and natural regeneration in the rural area</p> <p>Complete a feasibility and cost benefit analysis for urban tree planting to help improve urban air quality and achieve 20% cover for urban areas in the district</p>				Type: Project	
Executive	2019/20 Year End	2020/21 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG	★	■	★	◆	■			
YTD outturn	On track (Target: March 2021)	Behind schedule (Target: March 2021)	On track	Behind schedule	Activities ceased		March 2022	n/a
<p>REASON FOR RED:</p> <p>These KPIs were set prior to the Environment Strategy Delivery Plan being developed. Whilst tree planting and natural regeneration remain a focus for possible projects, the details of these KPIs need to be amended to reflect the work that has happened over the last 9 months and to be brought in line with the Delivery Plan. It is therefore proposed that these activities are not progressed but new KPIs are developed.</p> <p>REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:</p> <p>An initial delay in the delivery of the KPIs was lack of staff resource. This has been rectified and recruitment has taken place within the Environment Delivery Team. The capacity is now in place to focus on the area of natural solutions.</p> <p>The development of the West Berkshire Natural Solutions Delivery Partnership (NSDP) has also taken place bringing together key organisations and stakeholders involved in the design and implementation of natural solutions in West Berkshire. This NSDP will work to help shape appropriate projects through collaboration and engagement and the inclusion of landowners also. This will help to inform new KPIs.</p> <p>FINANCIAL IMPLICATIONS:</p> <p>The funding set aside for natural solutions will still be focussed on natural solutions but it will be directed to projects that will bring about the most benefit / value. It will also be spent on projects that have benefitted from collaboration and engagement in their design through the work of the Natural Solutions Delivery Partnership.</p>								

IMPACT ON OTHER MEASURES:

The replacement of KPIs relating to natural solutions and carbon sequestration will enable them to align with the Environment Strategy Delivery Plan which was not in place at the time of the original KPIs being determined.

SERVICE PLAN UPDATES REQUIRED:

It is proposed that these KPIs are not taken forward but are replaced by more appropriate KPIs that reflect current activities and the progress made in developing this area of work. These new KPIs will be set as part of the Service Planning process.

STRATEGIC ACTIONS REQUIRED:

New proposed KPIs linked with the Environment Strategy Delivery Plan and the Natural Solutions Delivery Partnership will be developed as part of the Service Planning process for 2022/23. These will be reported to Corporate Board in due course.

Andy Sharp / Matt Pearce			Communities and Wellbeing				Q3 2021/22	RED
Indicator Ref: SITphwb30			Develop and adopt the Health and Wellbeing Strategy with partner organisations				Type: text	
Executive	2019/20 Year End	2020/21 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG			★	■	■		September 2021	Project
Qrtly outturn			-	-	-			
YTD outturn			In progress	In progress	Complete			
<p>REASON FOR RED:</p> <p>The Health and Wellbeing Strategy was completed by the planned date of September 2021 and was endorsed by the Health and Wellbeing Board on 30 September 2021. It is still required to go to Corporate Board and Ops Board prior to being fully accepted by the Health and Wellbeing Board in December 2021.</p> <p>REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:</p> <p>The final Strategy will be reviewed at Corporate board on 16 November 2021 and Ops Board on 25 November 2021. It will then be taken to the Health and Wellbeing Board on 9 December 2021.</p> <p>*Update at Q3:</p> <p>Adopted by the Health and Wellbeing Board in December 2021 and to be considered at Full Council in May 2022.</p> <p>FINANCIAL IMPLICATIONS: No Financial implications</p> <p>IMPACT ON OTHER MEASURES: No impacts identified</p> <p>SERVICE PLAN UPDATES REQUIRED: No updates required</p> <p>STRATEGIC ACTIONS REQUIRED: No actions required</p>								

Andy Sharp / Matt Pearce			Communities and Wellbeing				Q3 2021/22	AMBER
Indicator Ref: SITbct3			Develop a Co-Production Framework with our statutory, community and voluntary partners				Project	
Executive	2018/19 Year End	2019/20 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG			★	★	◆		April 2022	Higher/Lower is better
Qrtly outturn	-	-	-	-	-			
YTD outturn	-	-	On target	On target	Behind schedule			

REASON FOR Amber:

In quarter 1 initial scoping was undertaken to confirm that co-production was the desired route to deliver a new method of community engagement.

In quarter 2 early thoughts on the principles of co-production were considered by senior officers and a Strategy Board was held with Members in September 2021. This determined the focus and ambition for co-production. Funding was agreed through Recovery Group to appoint expert consultancy that can support the Council to deliver a best-practice, co-production framework.

In quarter 3 a specification for expert and independent consultancy was drafted and promoted through a competitive quotation exercise. Assessment and selection of a supplier took place in early January 2022. The consultant appointed is unable to commence work until the 21 February 2022. Following this, a steering group will be recruited and work to produce a co-production framework will begin. Work is scheduled to be complete on this in April but the draft co-production framework that is developed will then need approval through the relevant Council decision making process. It is suggested that this target is therefore moved to quarter 1 2022/23 (June 2022).

REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:

Updates will be provided as this project progresses and reported on as part of the BCT Team KPI and MoV quarterly return.

FINANCIAL IMPLICATIONS: Re-profile the spend against the budget into Q1 2022/23 (confirmed with finance).

IMPACT ON OTHER MEASURES: None

SERVICE PLAN UPDATES REQUIRED: The service request a new target date of Q1 2022/23 be put forward for approval (June 2022).

STRATEGIC ACTIONS REQUIRED: None

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Service requests for amendments to measures and targets in the Council Strategy Delivery Plan: Q3 2021/22

	Service	KPI	Current target	Proposed target	Proposal/request
CORE BUSINESS: Covid-19 response					
1.	C&W	Number of Covid-19 Targeted Community Testing assisted tests given	≥200	≥1200	Increase target due to changes in government guidance around testing.
CORE BUSINESS: Countryside and open spaces					
2.	ENV	Adopt the Rights of Way Improvement Plan	Complete in April 2022	Complete in September 2022	Amend the target to September 2022. A revised timetable has been submitted by the contractor, who has been unable to complete the project due to personal circumstances
PRIORITY FOR IMPROVEMENT: Support businesses to start develop and thrive in West Berkshire					
3.	D&R	Develop an Inward Investment Prospectus	n/a	Complete in March 2022	Replace the Inward Investment Strategy KPI
4.	D&R	Prepare an Inward Investment Strategy	Complete in December 2021	n/a	Demote to CSDP from Executive as the Covid pandemic has led to the reprioritisation of actions as part of economic recovery, and in the Economic Development Refresh approved in 2021, the commitment was changed to the preparation of an Inward Investment Prospectus

	Service	KPI	Current target	Proposed target	Proposal/request
5.	D&R	Adopt a Newbury Town Centre Supplementary Planning Document	Complete in December 2021	Delete	Delete KPI as the 2020 Economic Development Strategy, when it was envisaged that the Newbury Town Centre Masterplan would be delivered via a Supplementary Planning Document (SPD). However, the delay in the Local Plan Review meant that the timing no longer aligned and so the Economic Development Refresh approved in 2021 omitted the reference to an SPD.
6.	D&R	Publish a Newbury Town Centre Masterplan	n/a	Complete in March 2022	Replace Newbury Town Centre Supplementary Planning Document KPI
PRIORITY FOR IMPROVEMENT: Maintain a green district					
7.	ENV	Complete a feasibility and cost benefit analysis for large scale afforestation and natural regeneration in the rural area (Strategic Goal)	Complete by March 2022	Delete	Delete KPI which will be replaced by a more appropriate KPI that reflect current activities and the progress made in developing this area of work as set out in the Environment Delivery Plan These new KPIs will be set as part of the Service Planning process.

	Service	KPI	Current target	Proposed target	Proposal/request
8.	ENV	Complete a feasibility and cost benefit analysis for urban tree planting to help improve urban air quality and achieve 20% cover for urban areas in the district (Strategic Goal)	Complete by March 2022	Delete	Delete KPI which will be replaced by a more appropriate KPI that reflect current activities and the progress made in developing this area of work as set out in the Environment Delivery Plan These new KPIs will be set as part of the Service Planning process.
PRIORITY FOR IMPROVEMENT: Ensure sustainable services through innovation and partnerships					
9.	C&W	Develop a Co-Production Framework with our statutory, community and voluntary partners	April 2022	June 2022	Amend target date - Work is scheduled to be complete on this in April but the draft co-production framework that is developed will then need approval through the relevant Council decision making process

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Technical Conventions

This report sets out the Council's progress against its Priorities for Improvement set out in the [Council Strategy](#). Performance is presented by priority and augmented with Influencer measures to further describe the operating environment and / or challenges.

Activities are monitored within the council priorities and RAG rated by projected year end performance, e.g. a prediction of whether the target or activity will be achieved by the end of the financial year (or, for projects, by the target date):

Red (R)	Indicates that we have either not achieved (or do not expect to achieve) the activity or target by year end, or the specified target date.
Amber (A)	Means we are behind schedule, but still expect to achieve or complete the measure or activity by year end, or the specified target date.
Green (G)	Means we have either achieved or exceeded (or expect to achieve or exceed) what we set out to do.
Annual	Indicates that the measure that can only be reported against at a particular point in time e.g. at quarter 4.
Baseline	Means that the measure is not targeted and the results are provided as a baseline for future monitoring.
Data not available (dna)	Indicates that the quarterly data is not yet available and will be updated at a later date, usually the following quarter.
Data not provided (dnp)	Means that data has not been provided and will be updated at a later date, usually the following quarter
(E)	Indicates a result is an estimate and will be updated during the year, as and when data becomes available.
(P)	Means a result is provisional and subject to further validation e.g. from an external body, and will be updated during the year, as and when data becomes available.

Where a measure is reported as 'amber' or 'red', an exception report is provided. This identifies the reasons for this assessment and shows what remedial action has been put in place to either bring the measure back on target or to mitigate the consequence of it not being achieved; and whether any Strategic action is required.

Benchmarking

Where possible our progress is compared to all English single tier and county councils, where available, by quartile and rank. Due to the timescales involved in central government publication these are usually available 6-12 months in arrears.

Influencer Measures

Non-targeted measures are reported to either illustrate the demand on a service or provide context for the demand, e.g. economic activity.

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2021/22

October -
December

Cllr Lynne Doherty
shortlisted for the
Local Government
Information Unit
Leader of the
Year award



Highest level of
4-12 year olds taking
part in the 2021
Summer Reading
Challenge of any
south east region



16%



£17,000

awarded to charities
from West Berkshire
Community Fund



Social
Value
Policy
published

95%



of maintained schools
judged good or
better by Ofsted



Level of litter
judged as “Good”
by Keep Britain Tidy

2,324



Covid-19 Targeted
Community Testing
assisted tests given

1,814

volunteer hours
dedicated to
countryside
activities



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Berkshire Digital Infrastructure Group - Collaboration Agreement

Committee considering report: Executive

Date of Committee: 24 March 2022

Portfolio Member: Councillor Howard Woollaston

Report Author: Katharine Makant

1 Purpose of the Report

The purpose of the report is to seek delegated authority for the Chief Executive to enter into a Collaboration Agreement to forward the objectives of the Berkshire Digital Infrastructure Group (DIG). The DIG has responsibility for improving access to digital infrastructure across Berkshire including the Superfast Berkshire project originally set up in 2011. The Collaboration Agreement is required in order to draw down funding recently awarded via a successful bid to the Department of Culture, Media and Sport (DCMS).

2 Recommendation

To delegate authority to the Chief Executive to enter into a Collaboration Agreement with the other five Berkshire Authorities and the Thames Valley Berkshire Local Enterprise Partnership (LEP) to forward the objectives of the Berkshire Digital Infrastructure Group and further associated agreements as appropriate.

3 Implications and Impact Assessment

Implication	Commentary
<p>Financial:</p>	<p>Funding of £500,000 has been awarded by the Department of Culture, Media and Sport (DCMS), following a successful bid by the Berkshire Digital Infrastructure Group (DIG). The project is a pilot supporting the roll-out of digital infrastructure across Berkshire by facilitating access to publicly owned assets.</p> <p>The DCMS funding – and future potential funding - is dependent on the provision of a Collaboration Agreement signed by the participating organisations.</p>

	<p>Funding from West Berkshire Council is not required to deliver the DCMS project – in fact, the Council may be the recipient of funding in order to support the project.</p> <p>The ICT Capital Programme (Project 101) includes a contribution of £30k for 22/23 and £40k for 23/24 through to 26/27 to fund the DIG Project Office. This is supplemented by equal contributions from the other Berkshire Authorities and the LEP.</p>
<p>Human Resource:</p>	<p>Not applicable.</p>
<p>Legal:</p>	<p>In order to draw down external funding allocated to the Berkshire Digital Infrastructure Group, the six participating authorities and the LEP are required to agree and sign the Collaboration Agreement. The Collaboration Agreement sets out both the general principles on which the authorities and the LEP will work together in relation to the advancement of the DIG strategy and in relation to specific projects including the current DCMS project. In accordance with the Council's Constitution the Collaboration Agreement requires approval or delegation of approval by the Executive.</p> <p>The Collaboration Agreement will supplement the previous collaboration agreements put in place between the Berkshire authorities in connection with the Superfast Berkshire project and the MHCLG Full Fibre project. These agreements will remain in effect until completion of those projects.</p> <p>As West Berkshire Council is the Lead Authority for the Berkshire DIG, the Collaboration Agreement has been drawn up under the direction of the Council's Legal Services team and is currently undergoing review by the other parties' legal representatives. At the time of writing, no significant changes are expected.</p>
<p>Risk Management:</p>	<p>There is an element of risk, in that in order to meet its delivery timescale, the project is expected to commence on 11 March 2022, on the basis that the Grant Funding Agreement has been approved by the Berkshire Chief Executives and that Service Agreements at a cost of £230,400 have been approved by West Berkshire Council's Procurement Board.</p> <p>DCMS has approved the commencement of the project pending signature of the Collaboration Agreement by the participating authorities. However, if the Collaboration Agreement is not signed, the grant funding cannot be drawn</p>

	down and there may be an element of abortive costs to be met by the Berkshire DIG.			
Property:	Not applicable.			
Policy:	Not applicable			
	Positive	Neutral	Negative	Commentary
Equalities Impact:				
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?	X			The proposal will have a positive impact on inequality, in that it will contribute towards increasing digital inclusion.
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?	X			The proposal will have a positive impact on the lives of people with protected characteristics, in that it will contribute towards increasing digital inclusion for these groups.
Environmental Impact:	X			The proposal will have a positive environmental impact, in that it has the potential to reduce the need for large structures linked to digital infrastructure such as masts.
Health Impact:	X			The proposal will have a positive health impact, in that it will contribute towards increasing digital inclusion.
ICT Impact:	X			The proposal will have a positive ICT impact, in that it will contribute towards increasing digital inclusion.

Digital Services Impact:	X			The proposal will have a positive Digital Services impact, in that it will contribute towards increasing digital inclusion.
Council Strategy Priorities:	X			<p>The proposal supports the following Council Priorities for improvement:</p> <ul style="list-style-type: none"> • Supporting businesses to start, develop and thrive in West Berkshire; • Develop local infrastructure including housing to support and grow the local economy - further develop digital infrastructure and information assets in the District. <p>The DCMS pilot project explores how digital software can help simplify local authority processes when telecoms operators request access to publicly-owned buildings and curbside infrastructure. This will lead to faster roll-out of and improved connectivity to 4G and 5G for local businesses and residents across the District.</p>
Core Business:				Not applicable
Data Impact:				Not applicable.
Consultation and Engagement:	<p>Legal Services – Shiraz Sheikh</p> <p>Berkshire DIG Project Office - Lynne Wilson</p> <p>Chair of Berkshire DIG Board and Chief Executive of West Berkshire Council – Nigel Lynn</p>			

4 Executive Summary

- 4.1 This report seeks delegated authority for the Chief Executive to enter into a Collaboration Agreement with the other five Berkshire Authorities and the Thames Valley Berkshire Local Enterprise Partnership (LEP) to unlock £500,000 of DCMS funding for a pilot project to support the roll-out of digital infrastructure.
- 4.2 The Collaboration Agreement has been drawn up under the direction of the Council's Legal Services team and a draft version was submitted with the grant funding bid in

autumn 2021. The draft is currently undergoing review by the other parties' legal representatives but no significant changes are expected.

- 4.3 Without the Collaboration Agreement in place, the funding cannot be drawn down and the project cannot proceed. It is time critical since the project must commence in the 2021/22 financial year in order to draw down the funding.

5 Supporting Information

Introduction

- 5.2 This report seeks delegated authority for the Chief Executive to enter into a Collaboration Agreement with the other five Berkshire Authorities and the LEP to forward the objectives of the Berkshire Digital Infrastructure Group (DIG). This will unlock £500,000 of DCMS funding for a pilot project to support the roll-out of digital infrastructure by facilitating access to publicly owned assets, and could result in additional funding for future projects.

Background

- 5.3 Executive has previously considered reports on the Superfast Berkshire project, the original aim of which was to improve digital access across Berkshire as part of a national Government initiative to address gaps in broadband coverage. West Berkshire Council was the lead authority for the project, which involved all six Berkshire Unitary Councils, the Thames Valley Berkshire Local Enterprise Partnership (LEP) and Broadband Delivery UK (BDUK), part of the Department for Culture, Media and Sport (DCMS). In recognition of this, the Superfast Berkshire project office was based at West Berkshire Council which also provided the majority of specialist support, including in the areas of technical, legal and procurement. West Berkshire Council procurement procedures were used to deliver Superfast Berkshire Phase 3, approved by Executive in June 2016 and May 2017.
- 5.4 In the years since the Superfast Berkshire project began in 2011, and even in the 5 years since Superfast Berkshire Phase 3 commenced, digital technology has moved on and Superfast speeds have been superseded by Ultrafast, Full Fibre and Gigabit. In recognition of this, the former Superfast Berkshire Project Steering Group has evolved into the Berkshire Digital Infrastructure Group (DIG) with officer representation from each of the Berkshire unitary authorities and the LEP. West Berkshire Council remains the lead authority and the DIG Board is currently chaired by the Council's Chief Executive, Nigel Lynn. Economy Manager Katharine Makant is the Council's representative on the Board.
- 5.5 Berkshire DIG is recognised as a unique example of collaborative working within the Thames Valley and beyond. It has developed a 'Connected Berkshire' vision and strategy in which it will work with market providers and the DCMS to minimise barriers to digital infrastructure investments to reduce rollout costs and delays, leading to further investment into the county. Current work streams include a number of high profile digital infrastructure projects across the six Unitary Authority areas, including:
- Superfast Berkshire Phase 3 (West Berkshire is currently at almost 99% coverage – the project was recently expanded to include Upper Lambourn);

Berkshire Digital Infrastructure Group - Collaboration Agreement

- MHCLG Full Fibre (a £1.7m grant awarded by the Getting Building Fund/MHCLG, to provide a gigabit full fibre connection to 81 sites across Berkshire including Birch Copse Primary School in West Berkshire);
- Project Gigabit (a national Government initiative to deliver fast, reliable broadband to everyone in the UK and 85% of premises by 2025 – West Berkshire is part of Phase 2 delivery);
- GigaHub Sites (£110m available for connecting public buildings including rural school, doctors' surgeries and libraries to gigabit broadband – working with Connected Communities to review village halls across Berkshire);
- Dig Once (a project aimed at creating a shared approach to enabling the rollout of digital infrastructure across Berkshire, with standardised agreements, planning guidance and wayleaves).

5.6 In the most recent successful funding bid to be submitted by the DIG, Berkshire was chosen by DCMS as one of 8 pilots in respect of the Digital Connectivity Infrastructure Accelerator (DCIA) project. This is a £4m Government scheme to pilot the mapping and brokerage of publicly owned assets for use in the rollout of digital infrastructure. The project will explore how digital software can help simplify local authority processes when telecoms operators request access to publicly-owned buildings and curbside infrastructure. This will lead to faster roll-out of and improved connectivity to 4G and 5G for local businesses and residents across the District.

Proposal

5.7 In order to draw down the £500,000 allocated to Berkshire for the DCIA Pilot project, the six participating authorities and the LEP are required to sign certain legal documents setting out the framework within which the project will be delivered. This includes a Grant Funding Agreement, which has already been approved by the six Berkshire Chief Executives, Services Agreements with the two providers, which have been approved by West Berkshire's Procurement Board and a Collaboration Agreement which, under the Council's Constitution, requires approval by Executive

5.8 The Collaboration Agreement was drawn up under the direction of West Berkshire's Legal Services team and a draft version was submitted in February 2022. The draft is currently undergoing review by the other parties' legal representatives but at the time of writing, no significant changes are expected.

5.9 The proposal is therefore for Executive to delegate authority to the Chief Executive to sign the Collaboration Agreement that – in the first instance - will unlock £500,000 of grant funding to enable Berkshire DIG to proceed with the DCIA pilot project.

Financial Implications

5.10 The DCMS funding of £500,000 for the DCIA Pilot project is dependent on the provision of a Collaboration Agreement signed by the participating organisations. Without the Collaboration Agreement, the grant will not be released and the project will not proceed. In addition, the lack of a Collaboration Agreement is likely to have an adverse impact on future funding bids submitted by the Berkshire DIG.

- 5.11 Funding from West Berkshire Council is not required to deliver the DCMS project – in fact, the Council may be the recipient of some of the funding in order to support the project. The Council invested in the early phases of Superfast Berkshire but now the majority of funding for DIG projects comes from the Government or from Gainshare - money paid by the current Superfast Broadband providers back to the partnership.
- 5.12 In the past, the DIG Project Office has been funded by contributions from the infrastructure providers delivering the Superfast Broadband project (BT Open Reach and Gigaclear) to cover programme management costs. This money is due to run out in June 2022. The Chief Executives of the Berkshire authorities and the LEP have already agreed in principle to cover the costs of the DIG Project Office over the next five years, noting that these may reduce if project management costs can be top sliced from external funding streams.
- 5.13 West Berkshire Council's ICT Capital Programme (Project 101) includes a contribution of £30k for 22/23 and £40k for 23/24 through to 26/27 to fund the DIG Project Office. This is supplemented by equal contributions from the other Berkshire Authorities and the LEP. This is considered to be good value for money, when matched against the benefits of increased digital infrastructure coverage and access to external funding streams.

Legal Implications

- 5.14 As Lead Authority for Berkshire DIG, the Council's Legal Services team has been closely involved in drafting the legal documentation required to deliver the DCIA Pilot project and future projects.
- 5.15 The Collaboration Agreement names West Berkshire Council as the 'Lead Organisation' and sets out a framework and governance structure for Digital Infrastructure Group projects on which the parties wish to co-operate. The DCIA Pilot is referenced as the first of these projects. The period for review is within two years.
- 5.16 The Collaboration Agreement includes provision for mutually beneficial inter-working on other publicly funded DIG projects, which could include the Dig Once project (see above)
- 5.17 As noted above, a draft version of the Collaboration Agreement was submitted in February 2022 as part of the preparatory documentation for the finalisation of the Grant Funding Agreement. The draft is currently undergoing review by the other parties' legal representatives but no significant changes are expected.
- 5.18 The Collaboration Agreement will supplement the previous collaboration agreements put in place between the Berkshire authorities in connection with the Superfast Berkshire project and the MHCLG Full Fibre project. These agreements will remain in effect until completion of those projects.

Risk Management

- 5.18 The grant funding bid was put together in autumn 2021 within a very tight timescale in order to meet the Government's submission deadline. The announcement of the winning bids was not made until 8 February 2022, but in order to meet its delivery

timescale, the project must commence on 11 March. DCMS has approved the commencement of the project pending signature of the Collaboration Agreement by the participating authorities, on the basis that the remaining legal documents have already been approved.

5.19 If the Collaboration Agreement is not signed, the grant funding cannot be drawn down and there may be an element of abortive costs to be met by the Berkshire DIG. In order to mitigate the risk, approval has been sought and given within the appropriate governance route for the other legal documents. Service Agreements at a cost of £230,400 have been approved by West Berkshire Council's Procurement Board and the Berkshire Chief Executives have given undertakings regarding the Grant Funding Agreement.

5.20 The Collaboration Agreement is currently undergoing review by the other parties' legal representatives but no significant changes are expected.

6 Other options considered

Executive could decide not to enter into the Collaboration Agreement. However, the signing of the Collaboration Agreement by all parties is the only way to unlock the £500,000 allocated by DCMS for the DCIA Pilot Project and enable the project to proceed. Without this in place, the grant funding will be lost and the project will not proceed. In addition, the lack of a Collaboration Agreement is likely to have an adverse impact on future funding bids.

7 Conclusion

7.1 The Berkshire DIG has been very successful in drawing down external funding to support the Council's Priority for improvement in developing digital infrastructure and information assets across the District and it is recognised as a unique example of collaborative working within the Thames Valley and beyond.

7.2 The Collaboration Agreement sets out a framework for continued joint working with partners to improve access to digital infrastructure across the county and it has the potential to unlock not only £500,000 of DCMS funding for the DCIA Pilot project but also funding for future DIG projects.

7.3 In the absence of a signed Collaboration Agreement, the project cannot proceed and the funding will be lost.

8 Appendices

8.1 Appendix A – Equalities Impact Assessment

Subject to Call-In:

Yes: No:

The item is due to be referred to Council for final approval

- Delays in implementation could have serious financial implications for the Council
- Delays in implementation could compromise the Council's position
- Considered or reviewed by Overview and Scrutiny Management Committee or associated Task Groups within preceding six months
- Item is Urgent Key Decision
- Report is to note only

Wards affected: ALL WARDS

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Document Control

Document Ref:		Date Created:	02/03/22
Version:	V2	Date Modified:	03/03/22
Author:	Katharine Makant		
Owning Service	Development and Regulation		

Change History

Version	Date	Description	Change ID
1	02/03/22	Original draft	
2	03/03/22	With revisions by Dawn Bond	

Appendix A

Equality Impact Assessment (EqIA) - Stage One

We need to ensure that our strategies, policies, functions and services, current and proposed have given due regard to equality and diversity as set out in the Public Sector Equality Duty (Section 149 of the Equality Act), which states:

- (1) A public authority must, in the exercise of its functions, have due regard to the need to:
 - (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;*
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; This includes the need to:
 - (i) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;*
 - (ii) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;**
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it, with due regard, in particular, to the need to be aware that compliance with the duties in this section may involve treating some persons more favourably than others.**
- (2) The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.*
- (3) Compliance with the duties in this section may involve treating some persons more favourably than others.*

The following list of questions may help to establish whether the decision is relevant to equality:

- Does the decision affect service users, employees or the wider community?
- (The relevance of a decision to equality depends not just on the number of those affected but on the significance of the impact on them)
- Is it likely to affect people with particular protected characteristics differently?
- Is it a major policy, or a major change to an existing policy, significantly affecting how functions are delivered?
- Will the decision have a significant impact on how other organisations operate in terms of equality?
- Does the decision relate to functions that engagement has identified as being important to people with particular protected characteristics?
- Does the decision relate to an area with known inequalities?
- Does the decision relate to any equality objectives that have been set by the council?

Please complete the following questions to determine whether a full Stage Two, Equality Impact Assessment is required.

What is the proposed decision that you are asking the Executive to make:	This report seeks delegated authority for the Chief Executive to enter into a Collaboration Agreement with the other five Berkshire Authorities and the LEP to forward the objectives of the Berkshire Digital Infrastructure Group (DIG).
Summary of relevant legislation:	
Does the proposed decision conflict with any of the Council's priorities for improvement? <ul style="list-style-type: none"> • Ensure our vulnerable children and adults achieve better outcomes • Support everyone to reach their full potential • Support businesses to start develop and thrive in West Berkshire • Develop local infrastructure including housing to support and grow the local economy • Maintain a green district • Ensure sustainable services through innovation and partnerships 	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, please indicate which priority and provide an explanation
Name of Budget Holder:	Andy Best - ICT
Name of Service/Directorate:	Development & Regulation
Name of assessor:	Katharine Makant
Date of assessment:	02/03/22
Version and release date (if applicable):	

Is this a ?		Is this policy, strategy, function or service ... ?	
Policy	Yes <input type="checkbox"/> No <input type="checkbox"/>	New or proposed	Yes <input type="checkbox"/> No <input type="checkbox"/>
Strategy	Yes <input type="checkbox"/> No <input type="checkbox"/>	Already exists and is being reviewed	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Function	Yes <input type="checkbox"/> No <input type="checkbox"/>	Is changing	Yes <input type="checkbox"/> No <input type="checkbox"/>
Service	Yes <input type="checkbox"/> No <input type="checkbox"/>		

(1) What are the main aims, objectives and intended outcomes of the proposed decision and who is likely to benefit from it?	
Aims:	The project will explore how digital software can help simplify local authority processes when telecoms

	operators request access to publicly-owned buildings and curbside infrastructure.
Objectives:	Improved mobile phone connectivity.
Outcomes:	This will lead to faster roll-out of and improved connectivity to 4G and 5G for local businesses and residents across the District.
Benefits:	Residents and businesses in West Berkshire, particularly those in rural areas currently experiencing barriers to digital inclusion.

(2) Which groups might be affected and how? Is it positively or negatively and what sources of information have been used to determine this?

(Please demonstrate consideration of all strands – Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion or Belief, Sex and Sexual Orientation)

Group Affected	What might be the effect?	Information to support this
Age		
Disability		
Gender Reassignment		
Marriage and Civil Partnership		
Pregnancy and Maternity		
Race		
Religion or Belief		
Sex		
Sexual Orientation		

Further Comments:

The proposal will have a positive impact on the lives of all people with protected characteristics, in that it will contribute towards increasing digital inclusion for these groups.

(3) Result

Are there any aspects of the proposed decision, including how it is delivered or accessed, that could contribute to inequality?

Yes No

The proposal will have a positive impact on inequality, in that it will contribute towards increasing digital inclusion.	
Will the proposed decision have an adverse impact upon the lives of people, including employees and service users?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
The proposal will have a positive impact on the lives of people with protected characteristics, in that it will contribute towards increasing digital inclusion for these groups.	

If your answers to question 2 have identified potential adverse impacts and you have answered ‘yes’ to either of the sections at question 3, or you are unsure about the impact, then you should carry out a EqlA 2.

If an EqlA 2 is required, before proceeding you should discuss the scope of the Assessment with service managers in your area. You will also need to refer to the EqlA guidance and template – <http://intranet/index.aspx?articleid=32255>.

(4) Identify next steps as appropriate:	
EqlA Stage 2 required	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Owner of EqlA Stage Two:	
Timescale for EqlA Stage Two:	

Name:

Date:

Please now forward this completed form to Pamela Voss, Equality and Diversity Officer (pamela.voss@westberks.gov.uk), for publication on the WBC website

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Item 14:

Member Questions to be answered at the Executive meeting on 24/03/2022.

Members of the Executive to answer questions submitted by Councillors in accordance with the Executive Procedure Rules contained in the Council's Constitution.

A. Question submitted by Councillor Carolyne Culver to the Portfolio Holder for Housing, Strategic Partnerships and Transformation:

"You mentioned at Full Council on 3 March that £694,000 in Household Support Funding had been given to WBC by the government, and more than 1,400 grants averaging £220 had already been distributed. Will these funds be distributed in full, and by what date please"

B. Question submitted by Councillor Tony Vickers to the Portfolio Holder for Housing Strategic Partnerships and Transformation:

"The Action 1.13 in the 2020 Housing Strategy to deliver a private sector stock condition survey by December 2021 must have become even more vital since the huge increase in energy costs arose. Poor quality housing is generally occupied by poor people, so what conclusions have been drawn from the survey and what further actions are planned to deal with the resulting increase in fuel poverty?"

C. Question submitted by Councillor Lee Dillon to the Portfolio Holder for Internal Governance, Leisure and Culture:

"Can the portfolio holder outline how residents will be able to access the government-backed Council Tax grant as well as West Berkshire Council's own local grant?"

D. Question submitted by Councillor Alan Macro to the Portfolio Holder for Adult Social Care:

"It was reported at the Executive meeting on 16th December that all the Council's care homes had achieved a Care Quality Commission rating of "good". Is that still the case?"

E. Question submitted by Councillor Adrian Abbs to the Portfolio Holder for Planning, Transport and Countryside:

"Given that fellow Conservative-run Basingstoke and Deane Council now has less than a 5 year housing supply, seemingly resulting in several speculative planning applications at Bishops Green and Wash Water, what steps has this administration taken in order to avoid or mitigate the potentially huge impact on Wash Common and Greenham wards that this type of uncontrolled development causes?"

F. Question submitted by Councillor Erik Pattenden to the Portfolio Holder for Children, Young People and Education:

"How many children in West Berkshire are now being Electively Home Educated, how has this number changed over the last five years, and how are these children being supported by the Education Service?"

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