
Funding arrangements for Newbury Railway Station Improvements

Committee considering report:	Executive on 20 December 2018
Portfolio Member:	Councillor Jeanette Clifford
Date Portfolio Member agreed report:	29 November 2018
Report Author:	Jenny Graham
Forward Plan Ref:	EX3673

1. Purpose of the Report

- 1.1 To seek Executive approval for entering into a funding agreement with GWR to facilitate the improvement works to Newbury Railway Station in accordance with the Thames Valley Berkshire Local Enterprise Partnership (TVB LEP) funding.

2. Recommendations

- 2.1 The Executive resolves to delegate authority to:
- (a) the Head of Development and Planning (in consultation with the Head of Finance and the Portfolio Member for Transport) to award the funding in connection with improvement works at Newbury Station to GWR. The source of this funding is from the TVB LEP and will only be allocated once it is available.
 - (b) the Head of Legal Services to enter into a funding agreement with GWR.

3. Implications

- 3.1 **Financial:** The full financial implications are discussed within the body of the report. The scheme does not require any additional Council funding.
- 3.2 **Policy:** There are no policy implications in connection with this decision. The scheme the funding will deliver has been planned to comply with local policies.
- 3.3 **Personnel:** No implications - this project can be delivered with existing personnel.
- 3.4 **Legal:** Prior to the award of grant there needs to be in place a funding agreement with GWR and TVB LEP
- 3.5 **Risk Management:** A risk register has been prepared to support the business case for this scheme. It can be found in Appendix D of the business case which is available online at www.westberks.gov.uk/sep under Project 24: Newbury – Railway Station Improvements. The business case also includes details GWR's Procurement and Contract

Management Strategies (contained in Chapter 6 of the business case).

3.6 **Property:** None

3.7 **Other:** None

4. Other options considered

4.1 The consideration of various options for the improvement works at Newbury Station are dealt with in the Options Assessment Report (OAR) which forms part of the formal documentation in support of this scheme. The OAR can be found on the Council's website at www.westberks.gov.uk/sep under Project 24: Newbury – Railway Station Improvements.

4.2 Given the fact that a large proportion of the proposed improvement works will affect land and buildings on railway land (owned by Network Rail and leased to GWR), it is not considered an option for the Council to procure the work directly. The only realistic option for the delivery of the works is for GWR to procure the improvements works within the station lease area in accordance with their Procurement Strategy.

4.3 An alternative option to the Council awarding funding to GWR would be for TVB LEP to fund GWR directly. The mechanisms in place do not currently allow for this and so the strong preference is for the Council to receive funding from the TV LEP and to then award a portion of this to GWR for their elements of the scheme.

Executive Summary

5. Introduction / Background

- 5.1 The Council and GWR have jointly developed and promoted a scheme of improvements to Newbury Railway Station. This scheme will link with the Market Street development and will deliver significant enhancements to the buildings and facilities at the station alongside work on the highway to the south of the station to improve the transport interchange facilities. Full details of what is proposed to be delivered are listed in Appendix D.
- 5.2 The works outlined in Appendix D have attracted £6.051m of Growth Deal Funding from TVB LEP (this is based on a full business case prepared for the scheme by the Council and GWR available on the Council's website). Conditional approval for this funding was granted in July 2018 by the Berkshire Local Transport Body (BLTB). Full approval should be achieved in December 2018 once the conditions have been met.

6. Proposals

- 6.1 The funding from TVB LEP will be confirmed to the Council through a Capital Grant Letter. A draft of this letter is included at Appendix E. The detailed wording will be finalised and agreed between TVB LEP and the Council during December.
- 6.2 The rules around the establishment of the BLTB and the way in which Growth Deal funding is granted for transport schemes means that the full funding will be paid to the Council (in instalments). The split of the Growth Deal Funding in order to deliver the proposed scheme is: GWR £4.734m and WBC £1.317m
- 6.3 To ensure appropriate financial and procedural controls, the Council will enter into a legal agreement with GWR. This will ensure that the GWR elements of the scheme are delivered in accordance with the business case and the conditions contained in the Capital Grant Letter from TVB LEP.

7. Conclusion

- 7.1 The proposed scheme at Newbury Railway Station is in the Capital Programme and has been through the BLTB process to attract funding. A resolution from the Executive is required for the Council to provide funding to GWR as described above. The Executive is therefore asked to approve the recommendations as set out in Section 2.

8. Appendices

- 8.1 Appendix A – Data Protection Impact Assessment
- 8.2 Appendix B – Equalities Impact Assessment
- 8.3 Appendix C – Supporting Information
- 8.4 Appendix D – Summary of proposed scheme
- 8.5 Appendix E – DRAFT Capital Grant Letter from TVB LEP

8.6 Appendix F – Initial document outlining improvements to Newbury Railway Station

Appendix A

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:	Economy and Environment
Service:	Development & Planning
Team:	Transport Policy
Lead Officer:	Jenny Graham
Title of Project/System:	Funding for Newbury Railway Station Improvements
Date of Assessment:	14.11.2018

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>Note – sensitive personal data is described as “<i>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"/> X
<p>Will you be processing data on a large scale?</p> <p>Note – Large scale might apply to the number of individuals affected OR the volume of data you are processing OR both</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/> X
<p>Will your project or system have a “social media” dimension?</p> <p>Note – will it have an interactive element which allows users to communicate directly with one another?</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/> X
<p>Will any decisions be automated?</p> <p>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?</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/> X
<p>Will your project/system involve CCTV or monitoring of an area accessible to the public?</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/> X
<p>Will you be using the data you collect to match or cross-reference against another existing set of data?</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/> X
<p>Will you be using any novel, or technologically advanced systems or processes?</p> <p>Note – this could include biometrics, “internet of things” connectivity or anything that is currently not widely utilised</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/> X

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.

Appendix B

Equality Impact Assessment - 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 grant delegated authority for an award of funding to GWR for improvements to Newbury Railway Station and to enter into a funding agreement with GWR to govern the award of this money which is being provided via the local growth fund deal between TVB LEP and Government.
Summary of relevant legislation:	n/a
Does the proposed decision conflict with any of the Council's key strategy priorities?	No
Name of assessor:	Jenny Graham
Date of assessment:	14.11.2018

Is this a:		Is this:	
Policy	Yes/No	New or proposed	Yes/No
Strategy	Yes/No	Already exists and is being reviewed	Yes/No
Function	Yes/No	Is changing	Yes/No
Service	Yes/No		

1 What are the main aims, objectives and intended outcomes of the proposed decision and who is likely to benefit from it?	
Aims:	To receive delegated authority to award funding and enter into a funding agreement with GWR.
Objectives:	To deliver the project in line with the business case and agreement with the TVB LEP
Outcomes:	To have a significantly improved environment with better facilities at Newbury Railway Station.
Benefits:	Passengers will benefit from the improved facilities and a more pleasant journey experience. The public as a whole will benefit through the facilitation of more people using rail travel.

2 Note which groups may be affected by the proposed decision. Consider how they may be affected, whether it is 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	Not affected by the decision	The decision is one relating to funding and not the delivery of the scheme itself.
Disability	Not affected by the decision	The decision is one relating to funding and not the delivery of the scheme itself.
Gender Reassignment	Not affected by the decision	The decision is one relating to funding and not the delivery of the scheme itself.
Marriage and Civil Partnership	Not affected by the decision	The decision is one relating to funding and not the delivery of the scheme itself.
Pregnancy and Maternity	Not affected by the decision	The decision is one relating to funding and not the delivery of the scheme itself.
Race	Not affected by the decision	The decision is one relating to funding and not the delivery of the scheme itself.
Religion or Belief	Not affected by the decision	The decision is one relating to funding and not the delivery of the scheme itself.
Sex	Not affected by the decision	The decision is one relating to funding and not the delivery of the scheme itself.
Sexual Orientation	Not affected by the decision	The decision is one relating to funding and not the delivery of the scheme itself.
Further Comments relating to the item:		

3 Result	
Are there any aspects of the proposed decision, including how it is delivered or accessed, that could contribute to inequality?	Yes/No
Please provide an explanation for your answer:	
Will the proposed decision have an adverse impact upon the lives of people, including employees and service users?	Yes/No
Please provide an explanation for your answer:	

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 Stage Two Equality Impact Assessment.

If a Stage Two Equality Impact Assessment 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 [Equality Impact Assessment guidance and Stage Two template](#).

4 Identify next steps as appropriate:	
Stage Two required	No
Owner of Stage Two assessment:	
Timescale for Stage Two assessment:	

Name: Jenny Graham

Date: 14.11.2018

Please now forward this completed form to Rachel Craggs, Principal Policy Officer (Equality and Diversity) (rachel.craggs@westberks.gov.uk), for publication on the WBC website.