

Notice of Meeting



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Executive

Thursday, 16th December, 2021 at 5.00 pm

**in the Council Chamber, Council Offices,
Market Street, Newbury**

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Date of despatch of Agenda: Thursday, 9 December 2021

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Democratic Services Team on (01635) 519462

e-mail: executivecycle@westberks.gov.uk

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



To:	Councillors Steve Ardagh-Walter, Dominic Boeck, Graham Bridgman, Hilary Cole, Lynne Doherty, Ross Mackinnon, Richard Somner, Joanne Stewart and Howard Woollaston
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Agenda

Part I

	Page(s)
1. Apologies for Absence To receive apologies for inability to attend the meeting (if any).	5 - 6
2. Minutes To approve as a correct record the Minutes of the meeting of the Executive held on 18 th November 2021.	7 - 16
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 .	17 - 18
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. Please note that the list of public questions is shown under item 4 in the agenda pack.	19 - 20
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.	21 - 22

Items as timetabled in the Forward Plan

6. Award of Contract to Build Newbury Sports Hub (EX 4149) Purpose: <ul style="list-style-type: none">to award the call off contract for development management services to Alliance Leisure for the construction of Newbury Sports hub and thereby achieve the delivery of the number one priority in the Playing Pitch Strategy (PPS);to receive an update on the conclusion of negotiations on the	23 - 76
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Agenda - Executive to be held on Thursday, 16 December 2021 (continued)

Agreement for Lease relating to the Sports Hub; and

- to review the new 26 week delivery programme based on a successful planning determination in December 2021 and commencement of works in January 2022.

7. **4 The Sector - New Lease (EX 4157)**

77 - 92

Purpose:

- to create a new lease for the remaining unlet areas of the building. The lease will be for 10 years (with a tenant option to break at 5 years). WBC Property Investment Board has seen and agreed this proposal.

8. **Capital Financial Performance Report Quarter Two 2021/22 (EX 4015)**

93 - 114

Purpose:

- to approve the proposed reprofiling of £3 million of future expenditure from 2021/22 into financial year 2022/23;
- to agree the additional expenditure budget request of £13.5k in support of the Public Protection Partnership new One System Implementation project; and
- to agree the additional expenditure budget request of 200k in support of the Newbury Lido project.

9. **2021/22 Revenue Financial Performance Quarter Two (EX 4014)**

115 - 134

Purpose:

- to note the year-end forecast £0.3m under spend, after taking account of provision that was made in reserves for specific risks at the time of budget setting;
- to 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.

10. **2021/22 Performance Report Quarter Two (EX 4001)**

135 - 192

Purpose:

- to note the progress made in delivering the Council Strategy Delivery Plan 2019-2023.

11. **Members' Question(s)**

193 - 194

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

Please note that the list of Member questions is shown under item 11 in the agenda pack.



12. **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

13. **4 The Sector - New Lease (EX 4157)**

197 - 216

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

Purpose:

- To create a new lease for the remaining unlet areas of the building. The lease will be for 10 years (with a tenant option to break at 5 years). WBC Property Investment Board has seen and agreed this proposal.

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) 519462.



Executive – 16 December 2021

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, 18 NOVEMBER 2021**

Members of the Executive present: Councillor Steve Ardagh-Walter, Councillor Graham Bridgman, Councillor Hilary Cole, Councillor Lynne Doherty, Councillor Ross Mackinnon, Councillor Richard Somner, Councillor Joanne Stewart and Councillor Howard Woollaston.

Also in attendance were: Councillor Carlyne Culver, Councillor Andy Moore, Councillor Erik Pattenden and Councillor Tony Vickers.

Councillors present remotely: Councillor Dominic Boeck, Councillor Jeff Brooks, Councillor Lee Dillon, Councillor Alan Macro, Councillor David Marsh and Councillor Steve Masters.

Also Present: Nigel Lynn (Chief Executive), Joseph Holmes (Executive Director - Resources), Andy Sharp (Executive Director - People), Eric Owens (Service Director - Development & Regulation), Shiraz Sheikh (Service Lead - Legal and Democratic), Stephen Chard (Democratic Services Manager), Vicki Yull (Principal Democratic Services Officer) and Jack Karimi (Democratic Services Officer).

PART I**42. Minutes**

The Minutes of the meeting held on 14 October 2021 were approved as a true and correct record and signed by the Leader.

43. Declarations of Interest

Councillor Richard Somner declared an interest in Agenda Item 9 (Contract Award for the Drug and Alcohol Behaviour Change Service) by virtue of the fact that he is an NHS employee of provider services, but reported that, as his interest was a personal or an other registrable interest, but not a disclosable pecuniary interest, he determined to remain to take part in the debate.

44. 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 reinstating the football pitch and clubhouse at the LRIE was answered by the Portfolio Holder for Finance and Economic Development.
- b) A question standing in the name of Mr Graham Storey on the subject of the Council's position on funding and building homes for social rent was answered by the Portfolio Holder for Housing, Strategic Partnerships and Transformation.
- c) A question standing in the name of Mr Simon Pike on the subject of the Council's plans to update its 'Supplementary Planning Document: Part 5 – External Lighting' was answered by the Portfolio Holder for Planning and Transport.
- d) A question standing in the name of Ms Alison May on the subject of addressing the challenges caused by violence against women participating in politics was answered by the Portfolio Holder for Public Protection / Adult Social Care.

EXECUTIVE - 18 NOVEMBER 2021 - MINUTES

- e) A question standing in the name of Mr Darius Zarazel on behalf of Newbury Town Council on the subject of a final public consultation on the Monks Lane Sports Hub application would receive a written response from the Portfolio Holder for Internal Governance, Leisure and Culture.
- f) A question standing in the name of Mr Vaughan Miller on the subject of the removal of the high protective net preventing balls from being kicked into the Kennet was answered by the Portfolio Holder for Finance and Economic Development.
- g) A question standing in the name of Mr Paul Morgan on the subject of the Council's intention to borrow funds from the Public Works Loan Board for the Monks Lane Sport Hub proposal was answered by the Portfolio Holder for Internal Governance, Leisure and Culture.
- h) A question standing in the name of Mr John Gotelee on the subject of development on the Faraday Road football pitch was answered by the Portfolio Holder for Finance and Economic Development.
- i) A question standing in the name of Mr Graham Storey on the subject of applications to the new Housing Register and the Council's social housing policy was answered by the Portfolio Holder for Housing, Strategic Partnerships and Transformation.
- j) A question standing in the name of Mr Simon Pike on the subject of recommendations of the Institute of Lighting Professionals on environmental zones for exterior lighting control was answered by the Portfolio Holder for Planning and Transport.
- k) A question standing in the name of Mr Vaughan Miller on the subject of the total costs of the preparation of Faraday Road Football Ground to be reopened as a recreation pitch was answered by the Portfolio Holder for Finance and Economic Development.

45. **Petitions**

There were no petitions presented to the Executive.

46. **Environment Strategy Progress Report (EX4121)**

Councillor Steve Ardagh-Walter summarised the report (Agenda item 6) which presented the first Annual Progress Report for the Environment Strategy, specifically covering the period from the approval of the Strategy in July 2020 through to July 2021. The report also demonstrated how the Council had listened to feedback received throughout the year, provided an update on the Council's carbon footprint, and reported on the carbon emission data for the District.

Councillor Ardagh-Walter highlighted some of the actions delivered over the last twelve months in line with the strategy, with the activities having covered carbon neutrality, improving the natural and physical health of people and wildlife, as well as ensuring economic growth is environmentally responsible. Councillor Ardagh-Walter referred to the work still to do on the strategy and the part that everyone in the district can play in getting to carbon neutral. Councillor Ardagh-Walter also confirmed that the delivery team had recently appointed three new officers which had increased its capacity to deliver projects.

Councillor Lee Dillon spoke on behalf of Councillor Adrian Abbs who was not present. Firstly, Councillor Dillon noted Section 4.4 of the report, which stated a 16% reduction in carbon footprint, which he believed presented a false picture of hope. He referred to the Council Motion to make West Berkshire carbon neutral by 2030, and argued that

EXECUTIVE - 18 NOVEMBER 2021 - MINUTES

percentages across the district needed to be understood first to then work out what that percentage is as a result of the Council's activities. Secondly, Councillor Dillon asked whether a visual representation could be provided of the carbon impact of each project, in addition to the financial details of the £12.5 million allocated for environmental projects. Finally, Councillor Dillon noted that Grazeley is big enough for 60 megawatts but the report stated only 10 megawatts was envisaged. He suggested that the Council's level of ambition should be set higher. Councillor Ardagh-Walter responded by confirming that the Council was responsible for around 1% of emissions in the district and that it is far easier to measure what the Council was doing to reduce its carbon footprint than look at the district as a whole. The data for the district produced at a national level infers overall trends, and there has been a pronounced downward trend in carbon levels. He also confirmed that the Council is on track and has credible plans for achieving carbon neutrality, but that he did not think the government target of 2050 for the decarbonisation of the UK economy would be achievable given current lifestyles. Councillor Ardagh-Walter then advised that the carbon impact of the Council's programmes are expected to be produced shortly by the consultants commissioned for the project, and that this could be shared once available. Finally, he agreed that Grazeley could be bigger, and that the matter is being driven by officers' advice and the specialist engineers working on designing the scheme. He believed that, collectively, members would have another opportunity to consider the plans for this.

Councillor Dillon queried whether the possibility and costs of the Council commissioning its own data study, rather than relying on national benchmarking data, had been investigated. Councillor Ardagh-Walter responded that he did not believe it would be possible to provide a more accurate picture of consumption than already done by academics given the complexity of the subject. He referred to the body of data recently produced by Leeds University which had proved to be an excellent resource, and stated that he felt that replicating this locally would not prove to be an efficient use of the Council's resources.

Councillor Carolyne Culver commended the work done by officers on this and queried whether parish involvement in the Climate Forum had been increased since September given the importance of getting them involved and the quick wins that could be achieved once they are involved. Councillor Culver also asked about the liaison with large landowners in West Berkshire, noting that some of her constituents were unaware of ways to get involved with the scheme. Councillor Culver also asked whether the Council is helping to address the energy performance at schools it has an influence over, and the quick wins to be achieved if the Council persuaded the Berkshire Pension Fund to go carbon neutral. Finally, Councillor Culver highlighted how councillors could be used as ambassadors by raising awareness with the public via things like Facebook groups and parish newsletters. Councillor Ardagh-Walter responded that the latest figures on parish involvement would have to be checked but that he does want to increase this. He also advised that at last one landowner was involved at a fairly early stage on one project, and that more will be brought in. He noted that at last sixteen schools are in the eco-schools programme which is a great vehicle for enthusing children, and agreed that heating schools is difficult but that officers are aware of the issue. With regards to the Berkshire Pension Fund, Councillor Ardagh-Walter noted that its investment policy had been updated recently so that only energy companies with credible plans to transition away from carbon will be invested in. Finally, he agreed that councillors could be used as ambassadors and said he would encourage the team to look at member training.

EXECUTIVE - 18 NOVEMBER 2021 - MINUTES

Councillor Tony Vickers commended the work done by officers on this and referred to what he saw as missed opportunities to include solar panels during the build of community assets. Councillor Vickers mentioned the pilot on-street electric vehicle charging points but noted that he had not seen an advert for the TPO to make them used for the purpose they were built. Councillor Vickers also referred to the big community switch and stated it was not clear if this was saving resident's money, and queried if it was switching to greener energy and not just cheaper energy. Finally, Councillor Vickers commented that it seemed that the general public were more enthusiastic about the climate crisis than the Council, with the exception of dedicated officers. Councillor Steve Ardagh-Walter responded that there were always complications with solar panels but that it was an ongoing rolling programme with more being built in the coming year. Councillor Ardagh-Walter advised that a consultation regarding the charging points would be undertaken shortly, and of the need to establish demand for power points from that survey. Finally, he advised that only green tariffs had been included in the Big Community Switch and that it had helped to financially motivate switching and decarbonise the district.

Councillor Alan Macro queried what was being done in the interim to get new housing to be carbon neutral as soon as possible given the local plan review was put on hold. Councillor Macro then queried why the Council is not sourcing its asphalt from a local supplier in Theale. Councillor Ardagh-Walter responded that he agreed with the aspiration to improve the building regulations but could not comment in detail on the asphalt supplier beyond stating his belief that the sub-contractors have clearly committed to carbon neutrality.

Councillor Erik Pattenden referred to the 16% reduction in carbon emissions over the last two years for the Council, and the 1% reduction across the district, and asked whether the Council is where it wanted to be at this point, noting the 23.6% reduction achieved by Newbury Town Council. Councillor Pattenden then queried whether a simple to read document showing progress in a graph or chart form could be provided. Councillor Ardagh-Walter responded that he had a good level of confidence that the Council will achieve carbon neutrality by 2030, given the projects that would drive it towards this target, but that comparisons to Newbury Town Council were not useful due to the difference in scale between the two councils' operations. Councillor Ardagh-Walter agreed with the need for a progress indicator in the form of a visual dashboard, and confirmed that work is ongoing to implement one.

Councillor Steve Masters asked the Portfolio Holder if he believed infinite growth on a finite planet is possible, and suggested that not all aspects of modern life have to be removed to achieve carbon neutrality. He questioned if the Council is doing everything possible to achieve its target, or if it was placing responsibility on to individuals instead, and also whether anyone was contacting businesses on this matter. Councillor Ardagh-Walter responded to say he could not comment on infinite growth, but that it is about balancing decarbonisation along with better health and wellbeing, improving the ecological environment, maintaining a level of prosperity and making sure growth is zero carbon to drive down the overall footprint. The council needs to take a lead on delivering projects which enable others to do their part. He invited councillors to spread the message that the biggest change will come from people and their choices and market forces.

EXECUTIVE - 18 NOVEMBER 2021 - MINUTES

Councillor Lynne Doherty commended the work done by officers and the Portfolio Holder on this and noted the positive impact and delivery against actions arising from the Council having declared a climate emergency.

Councillor Richard Somner also commended the work done by officers and noted that the report and its initiatives demonstrated a great boost to the ongoing programme of work that the Council was doing. It also evidenced a great amount of collaborative work, and engagement and partnerships that were essential. Councillor Somner responded to Councillor Tony Vickers that electric charging points were advertised online, but that he would pick up on this point and make sure that the information was made available.

RESOLVED to: Approve the Annual Progress Report on the Environment Strategy (as included at Appendix C to the report) for publication on the Council's website.

Other options considered: There is a commitment to report on an annual basis on progress delivering the Environment Strategy. Future reporting periods could be from first approval of the Environment Strategy (July 2020) or it could be aligned to the financial year for future reporting years which is how much of the Council's reporting is structured. Discussions around this can be had at Environment Board.

47. Hackney Carriage Tariffs (EX4140)

Councillor Hilary Cole presented the report (Agenda item 7) which provided feedback on the statutory consultation in relation to the hackney carriage table of fares, and invited the Committee to determine whether or not to modify the hackney carriage fare scale (following the Delegated Officer Decision on 8 September 2021 to vary the current fare scale by an increase of 5%) in light of the objection received and not withdrawn during the consultation period.

Councillor Cole explained how the Delegated Officer Decision had been advertised, with the subsequent objection considered by the Licensing Committee at its meeting on 8 November 2021. Cllr Cole advised the Committee of her support for the recommendations of the Licensing Committee that the revised table of fares come into operation on the 19 November 2021 and noted that drivers have the option to increase fares by 5% should they choose to do so.

Councillor Richard Somner asked for clarification that the decision affected all taxi provision within the District. Councillor Cole responded that her understanding was that hackney carriages are vehicles that can be flagged down on the road whereas private hire taxis (are vehicles booked in advance. Councillor Graham Bridgman added that this was correct and that it applies only to hackney carriage vehicles.

Councillor Lee Dillon noted that this matter had already been considered and endorsed by the Licensing Committee, and stated the importance of recognising that it's a maximum increase being proposed. Councillor Dillon referred to increased living costs and the need for fares to keep in line with inflation to ensure that drivers make a decent wage, and also the importance of supporting the taxi industry in the district. Councillor Cole indicated her agreement and expressed her gratitude to officers and the Licensing Committee for their work on this matter.

Councillor Graham Bridgman expressed his support of building positive relationships with the taxi trade across the District and stated that the new fare structure was much simpler to understand in comparison to the former tariffs, enabling it to be revisited more often (in conjunction with the trade) to keep account of inflation.

EXECUTIVE - 18 NOVEMBER 2021 - MINUTES

RESOLVED that:

- a) The objection received during the statutory consultation be considered and noted.
- b) No modifications be made to the table of fares at Appendix D having taken into account the objection.
- c) The 19 November 2021 be confirmed as the date that the table of fares, without modification, comes into effect.

Other options considered: **Other options, such as not introducing an increase or varying the table of fares by circa 10%, have been considered at earlier stages in the process and rejected. However, the specifics of any modification now to the table of fares set at Appendix D, are for the Executive to determine, taking into account all the information referred to in the report and Appendices. The only decisions that can be taken now are as outlined in the report. There are no restrictions or limitations on when or how often the Council reviews the table of fares after decisions to be made on 18 November 2021. Future changes by way of decrease or increase to fares, or amendments to the tariff model or method of calculation of fares, can take place at the Council's discretion in line with the process under s.65 Local Government (Miscellaneous Provisions) Act 1976.**

48. **Social Value Policy (EX4153)**

Councillor Ross Mackinnon presented the report (Agenda item 8) which sought approval for the adoption of the West Berkshire Social Value Policy which formalises the approach to implementing Social Value in the District in line with the 2012 Public Services (Social Value) Act.

Councillor Mackinnon explained how the new policy seeks to secure social, environmental and economic benefits to the District at the pre-procurement stage of the awarding of all public services contracts by West Berkshire Council. Councillor Mackinnon referred to the relatively new government procurement policy statement that requires public bodies to consider social value issues, and the Council has defined its own to include: focussing on creating jobs for young people; apprenticeships; using local suppliers in the supply chain, and; encouraging smaller suppliers. Councillor Mackinnon also highlighted that the proposal is to introduce a weighting of up to 10% in the scoring of bids under the tendering process for these social value aspects, with exceptional cases potentially going above that level. Councillor Mackinnon finished by paying tribute to work of the Task and Finish Group.

Councillor Lee Dillon noted that social values and sustainability are typically standard considerations within procurement now, and that the proposed scoring mechanism followed a well-defined procurement template and style. Councillor Dillon then queried the membership of the Task and Finish Group, and requested an example of potential circumstances where using a social value score would not be appropriate. Councillor Mackinnon responded by confirming that the membership was as set out in the report in the 'consultation and engagement' section, and that as this is intended for wide usage he could not think of a situation in which social value would not be considered.

Councillor Alan Macro queried whether the sample questions set out in the report could be expanded to include matters such as carbon emissions and recycling. Councillor Mackinnon responded to confirm that the sample questions were not an exhaustive list of all the questions asked, and his certainty that these matters are considered.

Councillor Jeff Brooks highlighted that the Task and Finish Group did not have a Liberal Democrat member, and suggested that the tender process could also include a request

EXECUTIVE - 18 NOVEMBER 2021 - MINUTES

for potential suppliers to demonstrate financially how they will invest locally. Councillor Mackinnon responded that he didn't see an issue with this in principle, and acknowledged that contributions can also be more than financial as well. On the composition of the Task and Finish Group, Councillor Mackinnon noted that the Liberal Democrats were approached to nominate a member.

Councillor Woollaston noted that the report was uncontroversial and had cross-party support.

RESOLVED that:

- a) The adoption of the West Berkshire Council Social Value Policy be approved.
- b) Delegated authority be granted to the Executive Director - Resources to agree minor changes to the adopted Social Value Policy.

Other options considered: Do nothing. This is not an option. Consideration of social value in procurements over the Find a Tender (FTS – formerly OJEU) levels is now mandatory. Public authorities are recommended to consider Social Value in all procurements where it is possible to do so. The Council does already take account of Social Value principles in procurement and contract management; this policy sets out a formal framework by which Social Value should be implemented in all future procurements.

49. Contract Award for the Drug and Alcohol Behaviour Change Service (EX4112)

The Executive considered a report (Agenda item 9) which proposed to award the contract for the supply/provision of the Drug and Alcohol Behaviour Change Service following a tender process.

Councillor Graham Bridgman highlighted three elements of the proposed contract: the savings to the Council along with the improved service offer to those in need of it; the extended hours the new contract will provide, and; the improved scope for the transition between children and adults in need of the service.

Recommendations (Vote to be taken in Part 2):

- 1) To award the contract for Drug and Alcohol Behaviour Change Service to the successful bidder.
- 2) To delegate authority to the Service Lead Legal & Democratic Services to finalise the terms of the agreement as set out in the tender documents and to make any necessary drafting or other amendments to the terms of the agreement which are necessary to reach final agreement but do not materially affect the intent and substance of the agreement.

Other options considered: Permission to go out to tender was sought from Procurement Board. The procurement options were set out in the procurement strategy.

50. 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 Adrian Abbs on the subject of the Council testing the applicability of CS15 as a tool to address climate change would receive a written response from the Portfolio Holder for Planning and Transport.

EXECUTIVE - 18 NOVEMBER 2021 - MINUTES

- b) A question standing in the name of Councillor Jeff Brooks on the subject of the cancellation of CIL charges levied to residents was answered by the Portfolio Holder for Planning and Transport.
- c) A question standing in the name of Councillor Lee Dillon on the subject of highways signs across the District was answered by the Portfolio Holder for Planning and Transport.
- d) A question standing in the name of Councillor Tony Vickers on the subject of the allocation of a parking space for a Car Club car at the Newbury Racecourse housing development was answered by the Portfolio Holder for Planning and Transport.
- e) A question standing in the name of Councillor Tony Vickers on the subject of the number of vehicles being provided for the Newbury Car Club contract was answered by the Portfolio Holder for Planning and Transport.
- f) A question standing in the name of Councillor Andy Moore on the subject of potential changes to the use of the multi-storey car park behind the West Berkshire Council Market Street offices in light of post-Covid changes was answered by the Portfolio Holder for Planning and Transport.
- g) A question standing in the name of Councillor Erik Pattenden on the subject of the provision of food vouchers over the October half term was answered by the Portfolio Holder for Children, Young People and Education.
- h) A question standing in the name of Councillor Adrian Abbs on the subject of the application for lawful occupation recently passed in Lambourn would receive a written response from the Portfolio Holder for Planning and Transport.
- i) A question standing in the name of Councillor Jeff Brooks on the subject of when the consultation will take place with regards to the speed limit reduction on the A4 from Henwick Lane to Lower Way was answered by the Portfolio Holder for Planning and Transport.
- j) A question standing in the name of Councillor Tony Vickers on the subject of who is responsible for providing facilities for long-distance HGV drivers was answered by the Portfolio Holder for Planning and Transport.
- k) A question standing in the name of Councillor Adrian Abbs on the subject of alternative locations considered for the proposed Sports Hub would receive a written response from the Portfolio Holder for Internal Governance, Leisure and Culture.
- l) A question standing in the name of Councillor Jeff Brooks on the subject of waiving fees for street closures during the Jubilee Lunch on 5 June 2022 was answered by the Portfolio Holder for Leisure and Culture.

51. **Exclusion of Press and Public**

RESOLVED that members of the press and public be excluded from the meeting for the under-mentioned item of business on the grounds that it involves the likely disclosure of exempt information as contained in Paragraphs(s) * of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the [Local Government \(Access to Information\)\(Variation\) Order 2006](#). [Rule 8.10.4 of the Constitution](#) also refers.

52. **Contract Award for the Drug and Alcohol Behaviour Change Service (EX4112)**

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

EXECUTIVE - 18 NOVEMBER 2021 - MINUTES

The Executive considered an exempt report (Agenda Item 12) concerning the award of the contract for the supply / provision of a Drug and Alcohol Behaviour Change Service following a tender process. The report proposed (1) the award of the contract to the successful bidder and (2) delegating authority to the Service Lead, Legal and Democratic Services to finalise the terms of the agreement.

RESOLVED that the recommendations in the exempt report be agreed.

(The meeting commenced at 5.00 pm and closed at 7.05 pm)

CHAIRMAN

Date of Signature

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Executive – 16 December 2021

Item 3 – Declarations of Interest

Verbal Item

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Item 4:

Public Questions to be answered at the Executive meeting on 16 December 2021.

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

(a) Question to be answered by the Portfolio Holder for Planning and Transport submitted by Jennie Currie:

"When will the footway along the A340 between Tidmarsh and Pangbourne be cleared to enable safe passage of pedestrians along the footway?"

Please note that this has been reported to Council on previous occasions, the first report of 2021 was made on 16 February 2021 with reference 192874. An WBC Officer inspected the area on 23 February and advised that the footway would be cleared, no further action has been taken.

The Parish Council has received reports of pedestrians being clipped by wing mirrors whilst on the pavement and vehicles crossing the central line of the carriageway to give pedestrians more space."

(b) Question to be answered by the Portfolio Holder for Adult Social Care submitted by Alison May:

"Windmill Court, Mortimer provisions for the increasing demands of an ageing population. Burghfield & Mortimer residents continue to be concerned that this valuable service is under threat of closure as a result of increased costs being borne by Windmill Court residents combined with the current under utilisation of this important facility. Can West Berkshire Council reassure the good people of Burghfield & Mortimer that this service will continue to be available to those in need at a reasonable price for many years to come?"

(c) Question to be answered by the Portfolio Holder for Environment & Waste submitted by Gareth Beard:

"We heard at the Executive meeting that Enterprise were planning up to 50 EVs to be deployed in the West Berkshire area. To what extent do the council think these should be deployed in the rural areas rather than towns?"

(d) Question to be answered by the Portfolio Holder for Environment & Waste submitted by Gareth Beard:

"How much of West Berkshire' residential waste is exported to the Hampshire incinerators and what representation has West Berkshire council made in relation to the recent planning application for a new incinerator at Alton?"

(e) Question to be answered by the Portfolio Holder for Environment and Waste submitted by Nigel Foot:

"Can the Executive outline the role of West Berkshire Council as Lead Local Flood Authority for Newbury?"

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Executive – 16 December 2021

Item 5 – Petitions

Verbal Item

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Report Title: Award of Contract to Build Newbury Sports Hub.

Committee considering report:	Executive
Date of Committee:	16 December 2021
Portfolio Member:	Councillor Howard Woollaston
Date Head of Service agreed report: <i>(for Corporate Board)</i>	November 16 2021
Date Portfolio Member agreed report:	November 16 2021
Report Author:	Paul Martindill
Forward Plan Ref:	EX4149

1 Purpose of the Report

- 1.1 To award the call off contract for development management services to Alliance Leisure for the construction of Newbury Sports Hub and thereby achieve the delivery of the number one priority in the Playing Pitch Strategy (PPS).
- 1.2 To update the Executive on the conclusion of negotiations on the Agreement for Lease relating to the Sports Hub. .
- 1.3 To show the new 26 week delivery programme based on a successful planning determination in December 2021 and commencement of works in January 2022.

2 Recommendation(s)

- 2.1 The Executive resolves to:
 - (a) award the contract for the provision of development management services (which includes construction) to Alliance Leisure Management Services.
 - (b) delegate authority to the Service Lead Legal & Democratic Services to finalise the terms of the agreement and to make any necessary drafting or other amendments as permitted under the framework agreement which are necessary to reach final agreement, but do not materially affect the intent and substance of the agreement.
- 2.2 To approve the allocation of £3.351M to complete the development of Newbury Sports Hub and thereby achieve the delivery of the number one priority in the Playing Pitch Strategy (PPS).
- 2.3 To agree that any additional costs arising in relation to planning conditions be approved as per Council's Constitution which may require further Executive approval if over

£250k. Otherwise the Executive Director of Resources in consultation with the Portfolio Member for Finance and Economic Development can approve.

- 2.4 In light of the increased capital cost for the Artificial Turf Pitch (ATP) and to approve the increase of the annual Sinking Fund allocation from £25,000 to £35,000 per annum, in order to ensure sufficient funds are available to replace the pitch surface at the end of its projected 10 year lifecycle.

3 Implications and Impact Assessment

Implication	Commentary
<p>Financial:</p>	<p>The provisional budget agreed for this project in April 2021 was £1.6M construction costs with 10% contingency. An additional £1.62M is required to fund the development through the Capital Programme.</p> <p>The April 2021 report recognised the estimate had been formulated prior to the completion of all appropriate site surveys, the resolution of surface water and drainage issues and conditions associated with achieving planning approval.</p> <p>Alliance Leisure Services (ALS) were appointed to develop the scheme and act as agent for WBDC in the development of preconstruction work and submission of the planning application.</p> <p>ALS have reported that a range of factors have increased costs and reported that the delivery of the Sports Hub can be achieved with cost certainty of £3.351M. A summary of details underpinning the reasons for the cost increase is detailed in Section 8.</p> <p>Delay in this project is likely to further increase the capital cost of the project due to exceptional inflationary costs</p>
<p>Human Resource:</p>	<p>The management of the Sports Hub is included within the scope of the new leisure management contract which is scheduled to commence in January 2023.</p> <p>A variation to the existing contract will enable the current leisure operator, Legacy Leisure to manage the facilities until the commencement of the new contract. Thereafter if a new leisure operator is appointed, TUPE will apply to staff employed at this site.</p>

<p>Legal:</p>	<p>In accordance with the approved procurement strategy this is a direct award under the UK Leisure framework by Denbighshire County Council. The framework is a single supplier framework awarded to Alliance Leisure Services Ltd (ALS).</p> <p>The Council will enter into development management agreement (DMA) which will allow ALS to enter into various contracts relating to specialist quantity surveyor and project management services with provider(s), together with a construction contract with the building contractor. ALS 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 ALS, so there is a risk of costs increase which will be paid by the Council.</p> <p>The Council will not enter into the DMA until Planning is granted, or where the DMA is conditional upon the Council achieving Planning and securing the site.</p> <p>The finalisation of the DMA is pending negotiations.</p>
<p>Risk Management:</p>	<p>A risk register is detailed in Appendix A of this report.</p> <p>Whilst cost certainty has been established this could be subject to further amendment determined by planning conditions. Planning determination is scheduled for 13 December 2021 and associated planning conditions will not be known until this date.</p> <p>Sport England are a statutory consultee in relation to playing fields. Correspondence provided on 12 November 2021 advised that Sport England has not raised a planning objection.</p> <p>The management of this site by an established leisure operator will ensure facilities are managed effectively and sustainably.</p>
<p>Property:</p>	<p>A rental value for the site has previously been agreed and was reported as a Part II to Executive Committee in April 2021 and this remains unchanged.</p>

	<p>New facilities will be constructed for this development including a 3G Artificial Turf Pitch delivered to world class standard with associated sports lighting and fencing.</p> <p>Additionally the development includes a new pavilion, fully accessible new spectator stand and equipment storage areas.</p> <p>The site will be developed to achieve the Step 4 Football Association Ground Grading Standard – a higher grading than Faraday Stadium. The new facilities include; a Pavilion with 4 team changing rooms, medical room, officials changing areas, kitchen with servery, board room, social area and separate public toilets for spectators. The building will be designed to comply with the criteria for BREEAM (Building Research Establishments Environmental Assessment Method) excellent for energy performance.</p> <p>Externals include new car park with 52 spaces, including 2 disabled bays and bike rack for 20 cycles.</p> <p>A new drainage system will be installed on the site</p> <p>A 10% gain in bio-diversity will be achieved on the site through doubling the size of hedgerows, planting of trees, creation of wildflower meadow and creation of a bee bank.</p>			
Policy:	<p>The project will be delivered in accordance the National Planning Policy Framework. Specifically it addresses the number one priority in the Playing Pitch Strategy and will reduce the deficit in provision of Artificial Turf Pitches in West Berkshire.</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>Future demand and supply analysis shows a significant deficit for all pitch typologies across West Berkshire. The provision of the ATP will assist in meeting latent demand and facilitate growth for participation in women's football and rugby.</p>
<p>B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?</p>		X		<p>The new pavilion and grounds will be fully accessible.</p>
<p>Environmental Impact:</p>	X			<p>The proposals will increase bio-diversity on the site through a range of measures including; planting trees, doubling the width of existing hedgerows, creating a wildflower meadow and bee bank.</p> <p>The Pavilion will be subject to BREEAM (Building Research Establishments Environmental Assessment Method) and has been designed to achieve an overall rating of Very Good with the energy performance element compliant with the criteria for Excellent. Many of the building parts and materials will be sourced from local suppliers.</p>
<p>Health Impact:</p>	X			<p>The Sports Hub will provide over 80 hours of pitch time per week (in contrast to the capacity of a grass pitch with 3-6 hours per week) and will therefore significantly enhance resident's opportunities for participation in sport and regular exercise.</p>
<p>ICT Impact:</p>		X		<p>None</p>

Digital Services Impact:		X		None.
Council Strategy Priorities:	X			This is a key piece of local infrastructure and delivers against the Council Strategy, Health and Wellbeing Strategy, Leisure Strategy and the number one priority in the Playing Pitch Strategy.
Core Business:	X			The project will improve the overall sport and leisure offer and builds community relations with key partners.
Data Impact:		X		None.
Consultation and Engagement:	<p>Cllr Woollaston – Executive Member with responsibility for Internal Governance, Culture and Leisure</p> <p>Matthew Pearce - Service Director Communities and Wellbeing,</p> <p>Andy Sharp - Executive Director - People,</p> <p>Shiraz Sheikh, - Service Lead – Legal and Demographic Services</p> <p>Shannon Coleman-Slaughter – Chief Financial Accountant</p> <p>Jonathan Martin – Deputy Finance Manager</p> <p>Jim Sweeting – Sport and Leisure Manager,</p>			

4 Executive Summary

- 4.1 This report summarises and concludes the cost certainty work for the proposed development of the Newbury Sports Hub, to be located at Newbury Rugby Club. However it should be noted that costs could change based on planning conditions and other factors listed in the risk register.
- 4.2 Alliance Leisure Services Ltd were initially appointed for limited works (design and costs and planning services) through the UK Leisure Framework procured by Denbighshire County Council. The UK Leisure Framework allows for the Council to enter into development management agreement with Alliance Leisure. Since the value of the

works being procured exceed £2.5m, under the Constitution Executive decision is required to proceed with the award.

- 4.3 The costs have been completed by Alliance Leisure Services and their selected development team. The estimated total project cost is £3,315M (excluding VAT), including a WBC held contingency of £96,683. The layout and encompassing facilities will create a new ground that meet the FA Step 4 ground grading standards.
- 4.4 The development includes a pavilion with 400 square metres of internal space and contains:
- Four team changing rooms, officials changing room and medical room
 - Club/committee meeting room
 - Function room/social area
 - Kitchen/Servery
 - Staff office
 - Toilets for visitors and spectators.
- 4.5 The pavilion will be designed to comply with BREEAM excellent criteria for energy performance.
- 4.6 The 3 G Artificial Turf Pitch (ATP) will meet World Rugby regulation 22 standards with dimensions of 106m x 70m. The 3G ATP pitch will be marked for both rugby and football
- 4.7 The ground development includes:
- Fully accessible spectator stand.
 - Six sports lighting pillars
 - Equipment storage containers and equipment including goals
 - Essential maintenance equipment including pitch roller
 - 4.5m high fencing around the pitch and double turnstile access for spectators.
 - A new car park encompassing 52 spaces including two disabled bays and bike racks.
- 4.8 The development also includes ground works to meet the planning condition of a 10% increase in bio diversity on the site. This is achieved by:
- Planting of trees.
 - Doubling the width of more than 300m of hedgerow on the borders of the site
 - Planting wildflower meadows on two banks of the site
 - Introducing a bee bank
- 4.9 The development is scheduled to be completed within 26 weeks with a planned commencement in January 2022, subject to planning and funding approval.
- 4.10 This project will deliver priority one of the Playing Pitch Strategy,

5 Supporting Information

- 5.1 In April 2021 Executive Committee agreed a Joint Land Deal following negotiations with Newbury Rugby club which included a confidential Part II report. This delegated

authority to the Service Director of Strategy and Governance in consultation with the Service Director of Communities and Well-Being to enter into agreement for lease and any other agreements that are necessary and in line with agreed Heads of Terms. This work included a 40 year lease agreement and Joint Use Agreement with the rugby club. Agreement for lease has yet to be signed. This is because we have no decision as to the cost and funding in light of the increase (discussed below). However the work on the design and planning aspect of the scheme has continued with the application before the Planning Committee on 13 December 2021.

- 5.2 The April report approved a capital allocation of £1.6M capital with 10% contingency fund and an annual £25k Sinking Fund. The Risk Management section of this report advised that these initial estimates were given prior to the completion of all appropriate site surveys, which have now been completed and have now informed the figures ascertained for cost certainty (see appendix B). It also identified failure to achieve planning permission as a risk.
- 5.3 Project costs have risen due to a requirement to meet planning conditions, ground conditions and due to a 20.1% increase in material costs, alongside other factors. Sport England have also further advised that due to increased inflation, an annual Sinking Fund allocation of £35k per annum is now required to ensure the pitch can be replaced in 10 years.
- 5.4 Sport England is a statutory consultee in relation to developments that impact on playing fields. Sport England has advised that it will be a planning condition that a grass pitch replacement is found for the loss of the grass pitch at Newbury Rugby Club. The Sports Turf Research Institute has subsequently been commissioned to complete feasibility studies at two sites, Manor Park and Calcot Linear Park to determine whether sites are suitable for a new natural turf pitch. These feasibility studies will be completed within six weeks.
- 5.5 The Sports Hub has been designed to create a new ground that can achieve Step 4 in the football ground hierarchy. The development programmes for both the pavilion and the pitch are outlined in Appendices C and D. The full details of compliance for the FA Step 4 Ground Grading is contained in Appendix E.

6 Introduction

- 6.1 The development of the Newbury Sports Hub has been driven by the Playing Pitch Strategy (PPS) which was adopted by the Authority in February 2020. The PPS analysis revealed a deficit in provision of seven full sized 3G Artificial Turf pitches (ATP's). Newbury currently only has one artificial turf pitch at Parkhouse School.
- 6.2 The PPS showed that Newbury and Thatcham have 20 grass pitches rated as poor quality, due in some circumstances to ground conditions but also through operating at capacity and beyond. The new 3G ATP can cater for 38 teams and therefore can alleviate pressure on the demand for grass pitches, enabling these to be improved.
- 6.3 The PPS also showed a large deficit in supply for mini pitches, 7v7 and 5v5. The pitch markings on the new 3G ATP will provide for both 11-a-side football and for mini pitch training and matches.

6.4 The Newbury and Thatcham area constitutes 42% of West Berkshire residents. With continued growth in the population, alongside the Sandford Housing development that sits adjacent to Newbury Rugby Club, it is important to have viable sports facility provision to meet increasing community demand. The value of participation in sport is significant and its contribution to individual and community quality of life should not be underestimated. Participation in sport delivers:

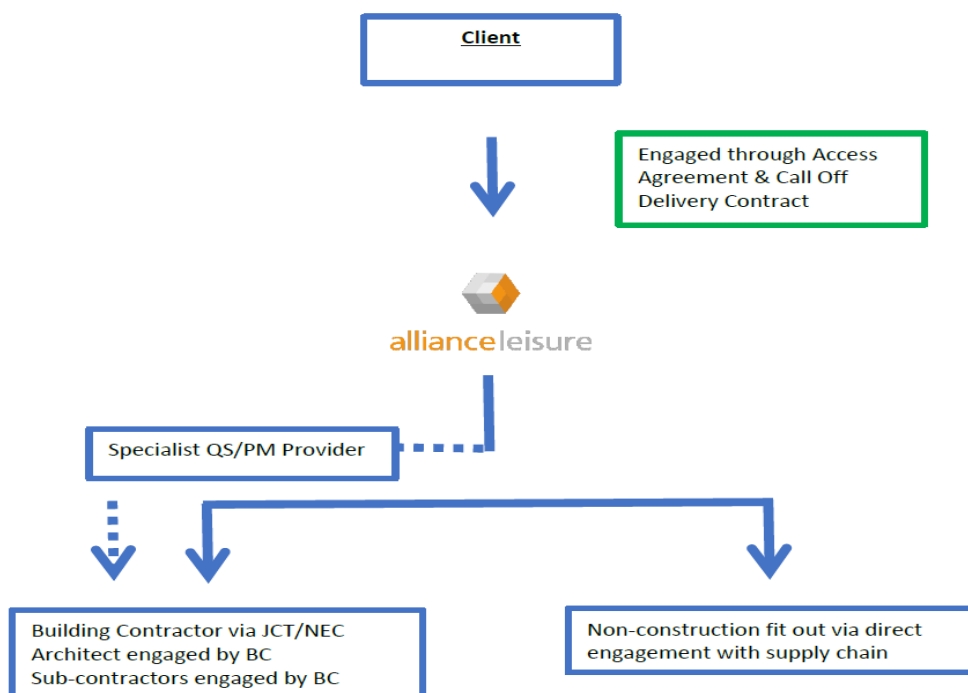
- Health benefits – physical and mental
- Social benefits – addressing social isolation through both team membership for players and for older people who undertake the many volunteering roles required to manage sports clubs.
- Education – learning a new skill. Clubs booking the new 3G ATP will use a significant amount of weekly programming time for coaching children.
- The Sports Hub is well positioned to deliver wider football development programmes including coach education courses, thereby delivering qualifications that can create employment opportunities for those who wish to follow a career as a full-time or part-time sports coach.
- Local identity – the new Sports Hub will help create a sense of place and enhance local identity.

6.5 The location of the 3G ATP at Newbury Rugby Club enables the authority to work in partnership with a well-run sports club and explore new funding opportunities in the future that can benefit both rugby and football.

6.6 The relocation of the facilities at Faraday Stadium is referenced as the number one priority in the PPS and the Newbury Hub development is designed to achieve this objective. The Newbury Sports Hub provides an enhanced replacement for the Faraday Road Stadium. If the Newbury Sports Hub project is not brought forward, an alternative replacement site will need to be found before the LRIE regeneration project can be progressed.

7 Procurement Strategy

7.1 In July 2021 a procurement strategy was approved to use the single supplier UK Leisure Framework procured by Denbighshire County Council. The framework provides a complete design and build solution from inception to delivery (see diagram below).



7.2 In July 2021 Alliance Leisure Services (ALS) were instructed to progress works associated with the planning application and complete pre-construction works to ascertain cost certainty. The planning application was submitted in August 2021. This report now provides cost and associated risks for the project.

7.3 The ALS development team of specialists selected for this project include:

- Phoenix Property Services (Pavilion contractor)
- Surfacing Standards Ltd (Pitch specialists)
- Saunders Boston (Architects)
- Savernake Property Services (project managers)
- OBL (food and beverage equipment suppliers – kitchen and servery)

7.4 The main reasons for the increase in costs are detailed below.

7.5 Market volatility – there has been a significant increase in the cost of building materials (+20%) impacting on the availability of cement, blockwork, brickwork and concrete. The publication - Procurement UK shows the following increases in the past 12 months; - Steel 50%, timber 80%, insulation 15%.

7.6 BREEAM – had added a minimum of £140,000 additional cost to the scheme as a result of using local suppliers. This increased the cost of sanitary supplies by £59,000 compared to other suppliers where ALS could achieve discounts.

7.7 Site investigation pitch area - the soil conditions are poor. In order to reduce the risk of pitch subsidence, compacting the ground with a specialised heavy roller is required across the entire pitch site, increasing cost by £200,000.

- 7.8 Site investigation pavilion area – the initial estimate was based on a strip foundation but following soil investigation it is evident that a piled foundation is required and this has increased costs by £135,000. Piling provides zero risk of subsidence.
- 7.9 Drainage – a new pump station is being installed by Thames Water for Newbury Rugby Club – a new drainage system is required to ensure compatibility with this system.
- 7.10 Bio diversity planning condition – an increase of 10% in bio diversity has been required at the site due to the replacement of a natural turf pitch with an artificial grass pitch. This has been addressed through new tree planting, wildflower meadows, doubling the width of 300m of hedgerow and the creation of a bee bank.
- 7.11 Increase in size of Pavilion – size increased by 30% to create a four changing room pavilion in place of two. This increased costs by £300,000. The benefits are that it enables back to back hourly programming for the ATP. This will contribute to income generation potential. It also ensures that women’s teams and men’s teams can change in separate changing rooms and provides additional safeguarding benefits for schools who visit with mixed gender teams, enabling boys and girls in the same teams to change in separate changing rooms. The change to a Step 4 facility also meant that 2 external access toilets needed to be added to the original design.
- 7.12 The initial preliminary estimates were based on a 12 week construction programme from January to March but the additional works identified and the completion of full design has increased the construction programme to 26 weeks. Increase of £49,000
- 7.13 The change from a Step 6 to a Step 4 facility also added costs in respect of the Stand provision, turnstile, fencing and maintenance requirements. The impact of these costs is outlined in Appendix J

8 Value for Money

- 8.1 In addition to the social and health benefits outlined in 6.4, to demonstrate that the Sports Hub costs represent value for money, an independent cost study for the Pavilion has been undertaken by Varsity Consulting Ltd, a RICS chartered quantity surveying practice with extensive experience of leisure projects. The report is attached in Appendix H
- 8.2 The report highlights why Sports Hubs are relatively expensive to build (2.7) and that the current market for construction projects is very high (2.8) due to material shortages and the rush of post Covid work with material costs being between 50% and 100% higher than they were in Q4 2020. Section 3.1 of the Varsity Consulting report concludes that the project represents good value for money, especially in the current construction market.
- 8.3 It is not feasible to undertake direct comparisons of this development with similar facilities. Multiple unique factors such as site constraints, ground conditions and the timing of this development makes comparisons impractical.
- 8.4 In October 2019 ALS completed the development of a 3G ATP at Queens Park in Chesterfield for £619,000. This illustrates the significant cost increases that have occurred since then

9 Environmental Benefits.

9.1 The Grounds

9.2 An increase of 10% in bio diversity at the site will be delivered. This has been addressed through new tree planting, wildflower meadows, doubling the width of 300m of hedgerow and the creation of a bee bank.

9.3 The photo attached in Appendix G shows the extent of the bio diversity improvements.

- Green lines - additional hedge row planting
- Yellow space - tree canopy
- Blue space - species rich wildflower meadow with 12-16 trees.

9.4 Pavilion

9.5 This has been designed to comply with the BREEAM criteria for energy performance. The site and available location for the pavilion was constrained leading to very few options for the pavilion layout and design. The building orientation was not suitable for a photovoltaic installation.

9.6 The pavilion and associate car parking area includes the following features to minimise environmental impact.

- 4 electrical vehicle charging points
- Low energy lighting
- Fully electrical kitchen arrangement
- High efficiency dryers – no paper towels
- Notice Boards – for green messages encouraging access by walking, bike and public transport
- Bikes – 20 spaces for bikes

9.7 Pitch

- The AGP has environmental benefits - requiring less maintenance than grass, no watering or use of chemicals.

10 Proposals

10.1 Award the contract for the provision of development management services (which includes construction) to Alliance Leisure Services Ltd.

10.2 Approve a revised budget of £3.382M to complete the scheme and Sinking Fund of £35,000 per annum. The full cost details of the project is detailed in the Appendices

10.3 To agree that any additional costs arising in relation to planning conditions can be approved by the Service Director for Community and Well Being in consultation with the Executive Director of Resources.

10.4 Subject to planning approval to enter into the next phase of work with ALS through a Development Agreement.

11 Risk Assessments

- 11.1 ALS have produced a full risk assessment relating to the delivery programme and this is contained in Appendix A. The highest risk are scored for unknown planning conditions that will not be known until planning determination. If additional costs incur due to planning conditions this would be managed through a variation order to the construction contract. The cost certainty figures do not include for as yet unknown planning conditions. The continuing impact of the coronavirus and potential disruption also presents risk. Site security risk could be reduced if security personnel were employed to cover out of work hours but this level of mitigation is not considered economical viable.
- 11.2 The long term management of the Newbury Sports Hub will be subject to tender and has been included in the new leisure management contract. This will enable direct comparison of business plans and is the most robust way to determine that the Sports Hub is managed as economically as possible, within the context of West Berkshire's pricing and programming policies.
- 11.3 A Joint Use Agreement has been agreed that provides a mechanism for regular meetings, ongoing development and co-operation between West Berkshire and Newbury Rugby Club with a clear dispute resolution mechanism.
- 11.4 Sport England have advised that both the FA and RFU have raised objections in relation to the proposals. In relation to the size of the proposed 3G ATP, the RFU has requested a larger 3G pitch. Architect's drawings show this is not feasible based on the footprint of space available utilising grass pitch 5.
- 11.5 The F.A. has raised questions relating to the Business Plan and programming balance between rugby and football and would prefer Sunday morning use to be given to football. However Sunday mornings have been a requirement for Newbury Rugby Club in order to support the development. In total football has access to 90% of programme time. The operation of the Sports Hub is included within the overall tender package for the new leisure management contract.

12 Other options considered

- 12.1 The Council can select not to progress any further with the development. However, selecting this option will mean that the significant under-supply of artificial pitches remains and no alternative replacement exists for the Faraday Road Stadium. This will further delay the redevelopment of the London Road Industrial Estate (LRIE).

13 Conclusion

- 13.1 Whilst costs have risen for this scheme the delivery of this project will achieve the following:
- Priority One of the Playing Pitch Strategy
 - World Class 3G ATP
 - A pavilion that complies with the BREEAM excellent criteria for energy performance.

- A new sports ground that achieves the FA Step 4 Ground Grading enabling local teams to progress to higher levels of competition
- A pavilion with social facilities and kitchen.
- A facility that can be programmed for more than 80 hours of public use per week – in comparison to 3-6 hours a week for a grass pitch.
- A playing pitch that provides training opportunities for both rugby and football.
- A pitch with markings for multiple games sizes: 11vs11, 5vs5 and for adult and junior games
- A home match venue for at least two local football teams.
- An increase in on-site bio diversity.
- Improve the long-term sustainability of Newbury Rugby Club.
- A key step in removing a potential Sport England Objection to the development of the London Road Industrial Estate.

13.2 The delivery of this project will provide major new sport and social infrastructure for West Berkshire and contribute to improving the physical and mental health of residents. A plan showing the overall site is contained in Appendix I.

14 Appendices

14.1 Appendix A – Risk Register

14.2 Appendix B – Project Cost

14.3 Appendix C – Programme Delivery Pavilion & Associated Areas

14.4 Appendix D - Programme Delivery 3G Artificial Pitch

14.5 Appendix E – FA Step 4 Ground Grading Guidelines

14.6 Appendix F – Procurement – Alliance Leisure Services delivery model.

14.7 Appendix G - Photograph showing areas of improved biodiversity.

14.8 Appendix H – Varsity Consulting Value for Money Report

14.9 Appendix I – Overall site plan

14.10 Appendix J - Cost increases to deliver Step 4 Ground grading and secure agreement with Newbury Rugby Club

14.11 Appendix K – BREEAM Standard and methodology

Corporate Board's recommendation

*(add text)

Background Papers:

*(add text)

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: *(add text)

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Author:			
Owning Service			

Change History

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1			
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Phoenix Property Solutions Ltd/Surfacing Standards Ltd

Project risk assessment

Project name: Newbury Football Foundation

Date 18th November 2021

NOTE: Where the owner is noted as West Berkshire Council (WBC) and it refers to WBC as being the ultimate risk owner, for the purpose of the JCT Contracts between Phoenix and Alliance Leisure Services Ltd (ALS) and Surfacing Standards Ltd and Alliance Leisure Ltd where the risk owner is noted as WBC the risk is borne by ALS to reflect the contractual relationship between WBC and ALS through the Development Management Agreement where JCT risks are passed through to WBC.

NOTE: The estimated £ value set out in the column K of this risk register is an advisory £ value it is NOT a cap on West Berkshire Councils liability.

REF	DESCRIPTION	CAUSE	Status	IMPACT	PROBABILITY RATING	IMPACT RATING	RISK INDEX	CONTROL STRATEGY	OWNER	Provisional Sum Estimate
PHEO01	Planning Conditions	Conditions received as part of the approval	Active	Potential cost and delays responding to the conditions. Risk that Statutory Periods for condition discharge may impact start on site should we only receive approval on 1st December.	4	4	16	A condition tracker to identify individual risk allocation that will be created following planning approval and will be updated throughout construction as necessary	WBC	£10,000
PHEO02	Party Wall Conditions	All associated Party Wall Conditions, Consents, Notices, Works and such like	CLOSED		0	0				
PHEO03	Construction Inflation (rising costs)	Potential increased activity in the construction sector there is a risk that costs will rise in excess of inflation rates	Active	Increased costs from supply chain subcontractors and suppliers will result in additional pressure on the cost plans meeting client budgets	1	1	1	Early and continuing engagement of the main supply chain subcontractors and suppliers to fix the costs	PHOENIX	
PHEO04	The development of the cost plans in not line with the client budgets	Design development results in costs for work packages that exceed the client budgets	CLOSED		0	0				
PHEO05	Ground conditions/investigations	Abnormal ground conditions (including contamination, mine workings, obstructions and such) being encountered that differ to the conditions identified by surveys and investigations. NOTE this risk also covers additional works and delays to piling should differing ground conditions / obstructions and such be encountered.	Active	Delays to the construction programme along with associated additional costs such as remedials and prelims	2	3	6	Will remain active and monitored until SI results due in.	WBC	£1,500
PHEO06	Redundant mining operations / pit shafts	Redundant mining operations and pit shafts encountered during construction.	Active	Delays to the construction programme along with associated additional costs	1	1	1	Still active until such time as ground and below slab works are complete.	WBC	£500
PHEO07	Cost risk to provisional sums	Potential issues surrounding requirement for costs of new incoming services and potential capacity issues in regard to water and UKPN incoming supplies.	Active	Additional cost to those anticipated	2	5	10	Earliest engagement with statutory services providers to ensure cost are firm and loads/capacities are agreed	WBC	£15,000
PHEO08	Dealing with local community issues and concerns	Local community concerns over the impact the construction will have on a day-to-day basis	CLOSED		0	0			WBC	
PHEO09	Exceptionally adverse weather conditions	Weather conditions such as heavy winds / snow / rainfall	Active	Delays to the construction programme to the extent to which Phoenix PS are not liable under the contract	3	3	9	Main issues will revolve around ground works and external walls, roof.	WBC	£5,000
PHEO10	Client Design Change	Client requiring additional or differing works to those included in the Contractor Proposals	Active	Disruption and delays for re-design along with the additional cost for the delays and the works	2	3	6	Variations are to be assessed and impact on programme reported back prior to instruction	WBC	£7,500
PHEO11	Changes to key team members	Key team members (applies to contractor, design team, client team, stakeholders and supply chain subcontractors) leave the business or organisation during the concurrency of the project	Active	Loss of knowledge and project momentum	2	2	4	To be reactively addressed if this comes to fruition. Audit trail of all evidence associated with BREEAM such as reporting, monitoring and minutes to be logged on a cloud based system.	PHOENIX	
PHEO12	Adequacy of the existing drainage capacity	Existing drainage services to which the new installations are connected may not be adequate for the works	CLOSED		0	0			WBC	
PHEO13	Location of unknown existing services and wayleaves	Potential risk of wayleave affecting construction operations due to Superior Landlord owning road adjacent to Monks Lane.	Active	Increase in project costs to deal with affects	1	4	4	Early instruction of utilities companies to engage with Superior Landlord (Newbury RFC).	WBC	£5,000

Project risk assessment

Project name: Newbury Football Foundation

Date 18th November 2021

NOTE: Where the owner is noted as West Berkshire Council (WBC) and it refers to WBC as being the ultimate risk owner, for the purpose of the JCT Contracts between Phoenix and Alliance Leisure Services Ltd (ALS) and Surfacing Stands Ltd and Alliance Leisure Ltd where the risk owner is noted as WBC the risk is borne by ALS to reflect the contractual relationship between WBC and ALS through the Development Management Agreement where JCT risks are passed through to WBC.

NOTE: The estimated £ value set out in the column K of this risk register is an advisory £ value it is NOT a cap on West Berkshire Councils liability.

REF	DESCRIPTION	CAUSE	Status	IMPACT	PROBABILITY RATING	IMPACT RATING	RISK INDEX	CONTROL STRATEGY	OWNER	Provisional Sum Estimate
PHEO14	Retrospective change in Standards/ Regulations	There is a risk that re-design or rework due to change in standards and/or regulations will be required	CLOSED		0	0			WBC	
PHEO15	Environmental Conditions and Restrictions	There is a risk that Environmental Conditions and restrictions will impact on the project	CLOSED		0	0			WBC	
PHEO16	Additional Works required not included in the Contract Proposals	There is a risk that additional works may be required that are not specifically included in the Contractor Proposals	CLOSED		0	0			WBC	
PHEO17	The Provision of Site Security Requirements	Phoenix PS have no site presence out of hours so there may be attempted break ins resulting in loss of plant, equipment, materials and goods and / or damage to the plant, equipment / project as not all can be stored in secure containers or equivalent.	Active	Delays in programme and associated costs plus the cost of re work to replace the lost elements and / or repair damage. Additional cost incurred by the addition to the project of security by way of manned guards and / or CCTV as appropriate	2	4	8	Timelapse cameras to be installed to look over site as deterrent. Commence works after Christmas Break to avoid long period of down time. Sub-contractors inducted to keep tools and plant off site out of hours to reduce value of plant on site.	WBC	£7,500
PHEO18	NOT USED									
PHEO19	Stopping-Up Orders	Stopping up orders are currently required to be closed out where highways become private land and vice-versa.	CLOSED		0	0			WBC	
PHEO20	Coordination / Interface With Landlord (& Associated) Works	There is no allowance for delays should Superior Landlord commence works on site whilst on site progressing construction works. These works are in close proximity to the site itself and surrounding roads / footpaths	Active	Not understanding or coordinating Landlord or Thames Water work could lead to future issues in terms of site access, interface of work, etc.	1	1	1	There is no indication that Superior Landlord will commence any works, though the Thames Water Pumping Station upgrade will occur during our construction programme.	WBC	£2,000
PHEO21	Isolation / Disconnection of Privately Owned Services	Some existing services that run through the site are known to be privately owned - i.e. not by utility providers. These will require isolation prior to the main contract commencing.	CLOSED		0	0			WBC	
PHEO22	Temporary closure (stopping up) of Cycle Paths, pedestrian paths or highways.	The risk is that the application may be refused or there is a limitation on the period elements can be closed	CLOSED		0	0			WBC	
PHEO23	Right of access to land outside WBC ownership affected by works	There is a risk that access may be required to land that is outside the ownership of DMBC during the works which cannot be provided due to construction activities	CLOSED		0	0			WBC	
PHEO24	Flood Risk	The location of the existing building	CLOSED		0	0			WBC	
PHEO25	Statutory Consents	Statutory Authorities refusing consents (including wayleaves / easements and such) or requiring additional measures for approvals to be granted	Active	Programme delays and cost for delay as a result of wayleave agreement affecting progress	1	4	4	To be reactively addressed if this comes to fruition.	WBC	
PHEO26	Delivery of Community Benefits Guidance Aspirations	Delivery of the guidance aspirations not being achieved due to practicalities of delivery	CLOSED		0	0			WBC	
PHEO27	Insurer Requirements	Any request to involve client insurers in the design development	CLOSED		0	0			WBC	
PHEO28	IT Requirements	Client IT installations not fully defined	CLOSED		0	0			WBC	
PHEO29	Restriction of access to land owned by others to facilitate construction	Access to land outside the ownership of DMBC is required to facilitate the construction may be denied	CLOSED		0	0			WBC	

Project risk assessment

Project name: Newbury Football Foundation

Date 18th November 2021

NOTE: Where the owner is noted as West Berkshire Council (WBC) and it refers to WBC as being the ultimate risk owner, for the purpose of the JCT Contracts between Phoenix and Alliance Leisure Services Ltd (ALS) and Surfacing Stands Ltd and Alliance Leisure Ltd where the risk owner is noted as WBC the risk is borne by ALS to reflect the contractual relationship between WBC and ALS through the Development Management Agreement where JCT risks are passed through to WBC.

NOTE: The estimated £ value set out in the column K of this risk register is an advisory £ value it is NOT a cap on West Berkshire Councils liability.

REF	DESCRIPTION	CAUSE	Status	IMPACT	PROBABILITY RATING	IMPACT RATING	RISK INDEX	CONTROL STRATEGY	OWNER	Provisional Sum Estimate
PHEO30	Archaeological Implications	Archaeological implications such as production of a written scheme of investigations, watching brief and such following planning approval	Active	Cost of implementation and any resulting delays from any findings	1	4	4	To be reactively addressed if this comes to fruition.	WBC	£1,000
PHEO31	Oversailing Rights	All associated Oversailing Rights, Consents, Notices, Works and such like	CLOSED		0	0			WBC	
PHEO32	Coronavirus	The continued spread of the virus strain known as COVID-19 and any mutations thereof affecting personnel or government induced restrictions & lockdowns	Active	Any delays to the regular progress of the Works or any part thereof due to or connected with Coronavirus and / or the consequences of Coronavirus and / or any action, decision or exercise of power taken due to on in connection with Coronavirus	3	3	9	Site set up to be COVID 19 secure and compliant with up-to-date requirements.	WBC	£5,000
PHEO33	Lack of suitable specialist supply chain subcontractors, supply chain suppliers and associated resource	Due to increased activity in the construction sector there is a risk that there will be a lack of suitable supply chain subcontractors, suppliers and associated resource to undertake the works	Active	Increased costs from supply chain subcontractors and suppliers may result in additional pressure on the cost plan meeting client budgets due to a lack of options	2	3	6	Early engagement of the main supply chain subcontractors to ensure interest in the project	WBC	£2,500
PHEO34	Long lead in times on critical elements	Due to increased activity in the construction sector some programme critical elements (e.g. steelwork, cladding, brick supply) are on longer lead ins than the programme allows	Active	Delays to the site programme (along with the associated additional costs) while waiting for deliveries	2	4	8	To work collaboratively with the project team and associated stakeholders to develop a robust strategy for providing costs and programme surety for the relevant packages to allow orders to be placed for any initial commitments in line with the programme requirements. Regular liaison with planning authority on supply issues affecting materials condition.	WBC	£2,500
PHEO35	Supply chain subcontractor and/or supplier insolvency	Due to the impact of coming out of recession a number of supply chain subcontractors and suppliers may have "legacy" issues commercially, which could still result in insolvency and subsequent administration	Active	Delays to construction programme along with the associated additional costs	2	2	4	Phoenix PS operate regular robust commercial reviews of all our supply chain subcontractors and suppliers to ensure that there is a reduced risk of selection subcontractors / suppliers that are at risk of insolvency. Potential to request PCGs/ Bonds can be requested but will come at an additional cost on larger packages.	WBC	£5,000
PHEO36	Management of change	Client (or stakeholder) change requests are not correctly managed or arise at a point beyond critical path	Active	Delays to the construction programme along with associated additional costs	3	2	6	Ensure a robust and collaborative approach to change is implemented which allows for the implication of necessary change to be modelled for both cost and programme implication sufficiently ahead of the construction programme to allow the client to make informed decisions concerning change and if necessary value engineering options explored to ensure the costs are not at risk. Early identification of design freeze milestone to secure programme to be agreed with project stakeholders.	WBC	£5,000
PHEO37	Service Strike	Potential for service strike to occur during planned works.	CLOSED		2	3	6		WBC	
PHEO38	Vehicle / pedestrian interface	Vehicle / pedestrian interface with public near working areas during enabling works.	CLOSED		2	3	6		WBC	
PHEO39	Co-Ordination and implementation of ALS Fit Out Works	Co-ordination and implementation of ALS direct works impacts on the main build programme	CLOSED		3	3	6		WBC	
PHEO40	Works in direct relation to highways or S278	Current scheme does not make allowances for works or upgrades to highways that may arise following approval of scheme from WBC Planning Officer.	Active	Delays to construction as highways works may affect critical path of programme.	2	5	6	Regular liaison with planning authority to determine any highways works at earliest stage.	WBC	£15,000

Project risk assessment

Project name: Newbury Football Foundation

Date 18th November 2021

NOTE: Where the owner is noted as West Berkshire Council (WBC) and it refers to WBC as being the ultimate risk owner, for the purpose of the JCT Contracts between Phoenix and Alliance Leisure Services Ltd (ALS) and Surfacing Stands Ltd and Alliance Leisure Ltd where the risk owner is noted as WBC the risk is borne by ALS to reflect the contractual relationship between WBC and ALS through the Development Management Agreement where JCT risks are passed through to WBC.

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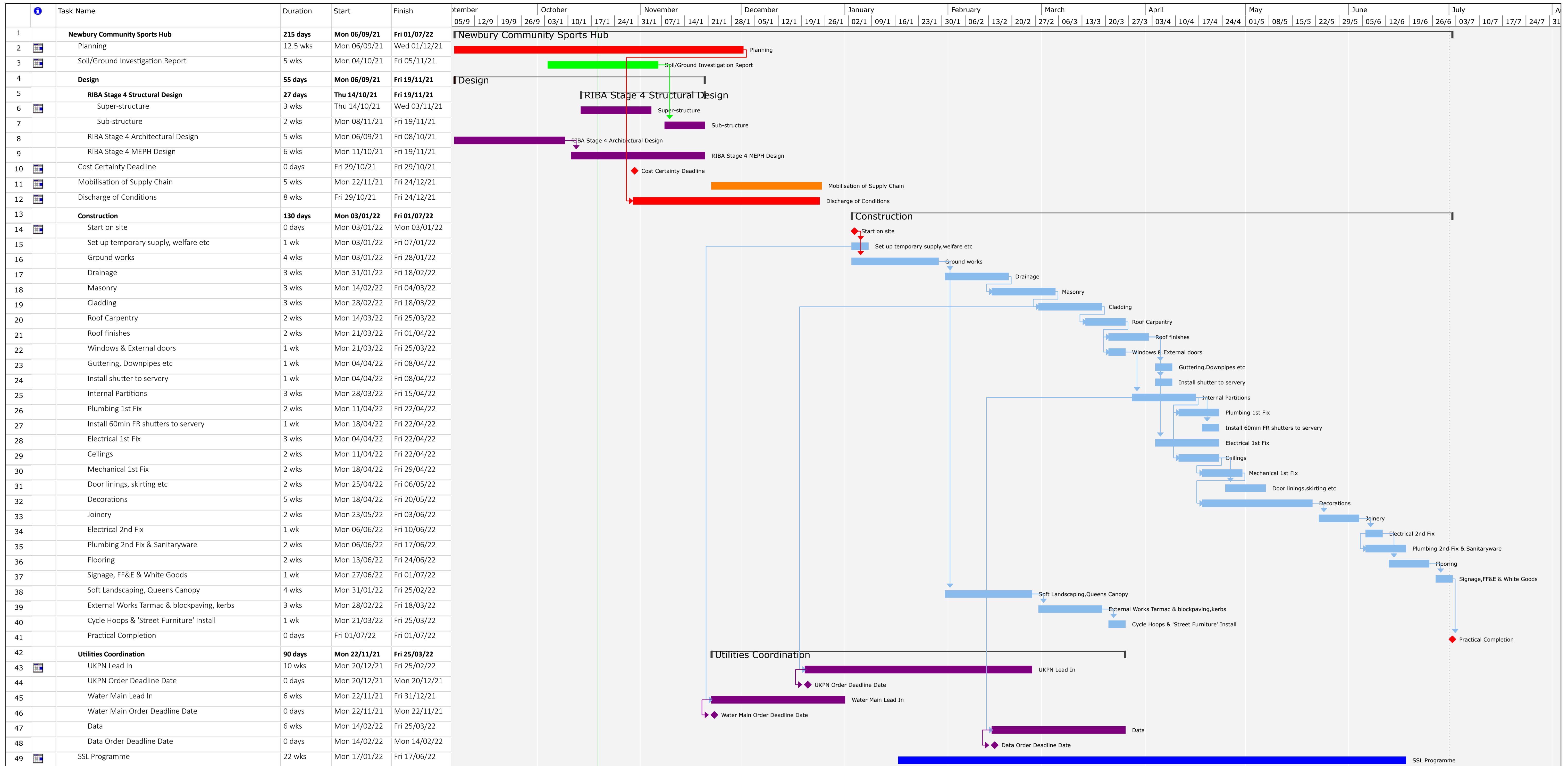
REF	DESCRIPTION	CAUSE	Status	IMPACT	PROBABILITY RATING	IMPACT RATING	RISK INDEX	CONTROL STRATEGY	OWNER	Provisional Sum Estimate
PHEO41	Judicial Review	Further to Paul Martindills email to Sarah Watts on 15/11/21 that there is a risk of a judicial review being requested. The current scheme costs that have been sent to Paul Martindill do not make any allowance for costs associated with a Judicial Review. Once WBC confirm the grounds upon which they believe the judicial review will be made, it may be possible for the entire project team to risk assess more accurately and better estimate the financial risk. In the meantime, a provisional sum estimate of 10% of the project value has been included within this register.	Active	Judicial Review from WBCs perspective. If a JR were made in the context of planning decisions it will have a significant impact on this development project. If a JD challenge is lodged in respect of a planning permission, WBC will either delay/postpone development of the sports hub, until such time as the application is settled, thereby at best, delaying the development, and at worst, frustrating altogether the potential economic, wellbieng, social and sporting benefits that will arise from the development.	2	5	10		WBC	£332,000
Total Risk Estimate (provisional sum)										£422,000

Overall Estimated Project Costs Table

Element	ALS Proposal 10/05/21 281 SQM)	(GIFA	Cost Certainty 22/10/21 (GIFA 387 SQM)
Construction of the 3G Pitch Works	£ 885,300	£	1,221,967
Additional 3G Pitch Items	£ -	£	88,505
Surfacing Standards Works Sub-total (Excl. VAT)	£ 885,300	£	1,310,472
External Signage	£ -	£	18,000
Kitchen Servery / Fit Out	£ -	£	-
External Works / Car Park	£ 155,000	£	-
Construction of the Community Pavilion Building	£ 650,000	£	-
Construction of the Community Pavilion Building with internal signage, car park/external areas, kitchen servery fit out, and BREEAM building costs	£ -	£	1,602,824
Architect Fees	£ 43,920	£	74,968
BREEAM Fees	£ -	£	73,384
Phoenix and Professional Services Sub Total (Excl. VAT)	£ 848,920	£	1,769,176
Additional Below the line Items Sub Total (Excl. VAT)	£ -	£	32,356
Sub Total (Construction and Below the Line Items) (Excl. VAT)	£ -	£	1,801,532
Miscellaneous FFE (E.G Furniture)	£ 10,000	£	10,000
Other Football Equipment	£ -	£	2,000
Principal Designer Fee	£ 10,000	£	12,000
Savernake Property Services (Project Management Fees)	£ 34,000	£	57,742
ALS Delivery Fee	£ 29,500	£	45,820
Planning Application Fees	£ -	£	-
UK Leisure Framework Access Fee	£ 14,900	£	15,554
Client Contingency @3%	£ 54,979	£	96,683
Other Items Sub total (Excl. VAT)	£ 153,379	£	239,799
Total Project Cost (Excluding VAT)	£ 1,887,599	£	3,351,803
Total Project Cost Less the Phoenix Below the Line Items (Excluding VAT)	£ -	£	3,319,447

Below Line Costs that are depicted within Phoenix Property Services Rev.4 Cost Certainty Cost Plan.				Included in the overall project costs table	Not Included in the overall project costs table
Intruder alarm	1	nr	£ 5,500.00	£ 5,500	
CCTV	1	nr	£ 4,400.00	£ 4,400	
New pathway to be built alongside the car park to the rugby pitches in a flat non slip material, 1.2m wide , shuttering edge boards.	183.6	m2	£ 90.00		£ 16,524
Pedestrian gates to car park and existing fence to new pathway	2	nr	£ 1,100.00	£ 2,200	
Continuation of maintenance fence	1	item	£ 800.00	£ 800	
Planting of Queen's Canopy sapling tree's at 1.25m 50mm girth - saplings every m2, plant and protect	1200	m2	£ 34.00		£ 40,800
Orchard planting (planting only)	1500	m2	£ 12.00		£ 18,000
Provide and maintain woodland area's (1 year)	1	item	£ 9,250.00		£ 9,250
Build in landscape bee bank planting and habituated area's (bee bank and planting only)	1	item	£ 4,500.00	£ 4,500	
Temporary Hi-Vis mesh - protective barrier	46	lm	£ 16.00	£ 736	
Clearing vegetation	80	m2	£ 20.00	£ 1,600	
Removal of existing trees	5	nr	£ 800.00	£ 4,000	
Hedgerow planting as per mark up (planting only)	1	item	£ 8,800.00	£ 8,800	
Total			£ 117,110	£ 32,536	£ 84,574

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Task		Summary		Inactive Milestone		Duration-only		Start-only		External Milestone		Manual Progress	
Split		Project Summary		Inactive Summary		Manual Summary Rollup		Finish-only		Deadline			
Milestone		Inactive Task		Manual Task		Manual Summary		External Tasks		Progress			

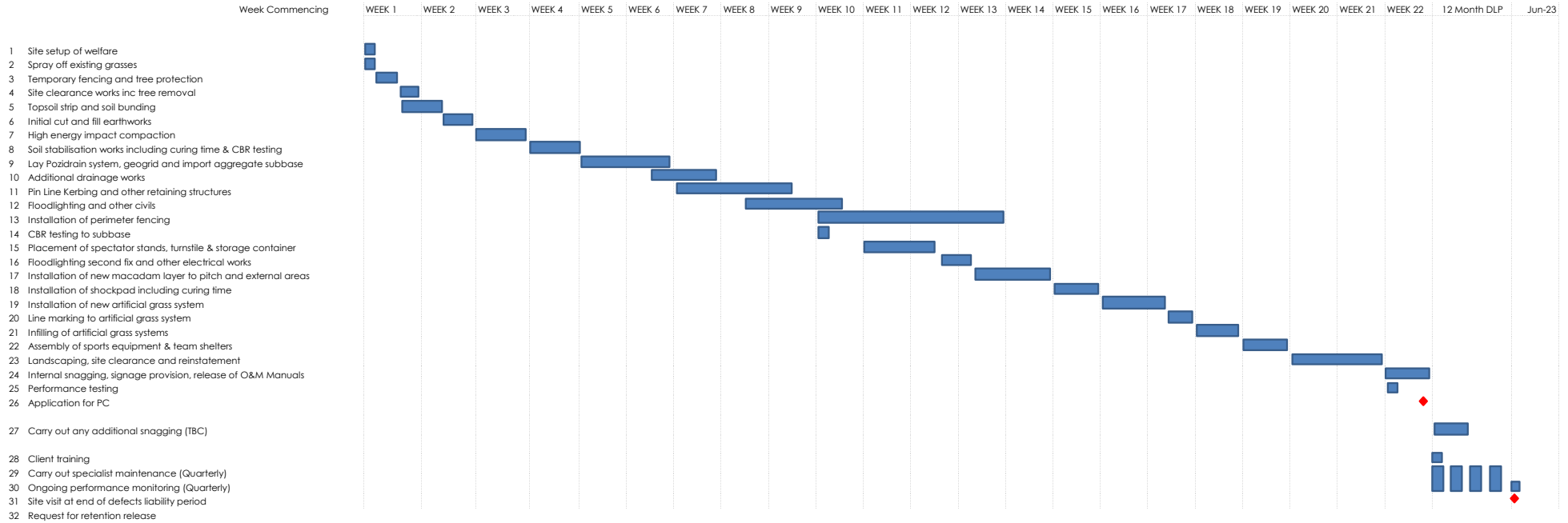
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NEWBURY SPORTS HUB
 DRAFT PROGRAMME (SUBJECT TO WEATHER)
 VELOCITY SPORTS LTD
 ARTIFICIAL PITCH WORKS (CONSTRUCTION)



Pre Contract Mobilisation (4 weeks)

- a Preparation of Health & Safety Documentation
- b RAMS Issued
- c Detailed design development
- d Procurement of long lead in items
- e Procurement of key sub contractors
- f Construction file created and issued



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Amendments agreed in July 2020 are shown in red italics

NATIONAL GROUND GRADING - CATEGORY D

(To maintain its position at Step 4 a club must achieve Grade D by March 31st in its second season after promotion)

NB The suitability of all installations shall be at the sole discretion of the FA Ground Grading Technical Panel

1. GROUND

The ground must give an overall appearance and impression of being a football ground suitable for the National League System.

It must be possible for spectators to view the match, either standing or seated, for the full length of at least 3 sides of the playing area. Where one side is designated as spectator-free, measures must be in place to ensure there is no unauthorised access.

The location of the ground, in so far as its relation to the conurbation whose name the club bears, or is traditionally associated with, must meet with the approval of both The Football Association and the Board of Directors or Management Committee of the league of which it is in membership.

The club must disclose plans and details of any proposed future move to a new stadium or of any significant alteration to the existing ground to both the league of which it is in membership and The Football Association.

1.1 Security of Tenure

The club must demonstrate security of tenure as required by The Football Association and the league of which it is a member. (*Standardised rule 2.3.2*)

1.2 Ground Share

Ground sharing is permitted in accordance with the provisions of individual league rules and the Regulations for the Establishment and Operation of the National League System.

1.3 Capacity

The Stadium must have a minimum capacity of 1,300 calculated by a competent person in accordance with the guidance given in the "Guide to Safety at Sports Grounds" (Green Guide), current edition at the time of inspection. There must also be potential to increase the capacity to 1950 in the future.

1.4 Boundary of Ground

The ground must be enclosed by a permanent boundary, which will prevent individuals from viewing the game from outside the ground. The boundary must be of sound construction, such as cast concrete, brick, breeze block or metal cladding with steel or concrete posts and be of a minimum height of 1.83 metres as measured from outside the ground.

Lapped timber, latch panel wood fences and wire mesh fences with wooden posts may be acceptable. Hedges, shrubs and/or trees will not normally be accepted.

Where any side of the ground is bounded by private land/property, the fixed boundary of that private land / property may be acceptable as the boundary of the ground

Where a side or an end of the ground is designated spectator free because of an adjoining sports field or amenity there must be a fence along the entire length or width of the ground to separate the two facilities. The fence, which may be demountable, must be a minimum height of 1.83 metres and it must not be possible to view the match from outside.

1.5 Clubhouse

There must be a clubhouse facility either on or adjacent to the ground and which should be open on match days to provide refreshments to spectators and visiting Players, Officials and Match Officials, unless provided for elsewhere in the Ground.

1.6 Car Parking

There must be adequate car parking facilities at or adjacent to the ground. Car parking within the boundary of the ground may not be acceptable.

1.7 Pitch Perimeter Barrier

Subject to the provisions detailed below, there must be a permanent fixed barrier ideally 1.1 m high as measured from the spectator side, of sound construction (eg concrete and steel) and free from all sharp edges, surrounding the pitch on all sides that may be occupied by spectators. Existing barriers/rails not at 1.1m high may be acceptable, provided they meet the requirements set out in 1.7 of the Appendix. Any barriers installed at new grounds should be purposely designed, with integrated infill panels as required and be made from UPVC or coated metal.

The barrier, if other than solid wall type of construction, must be infilled so that the ball cannot pass through or under it. Plastic multi-purpose hi-vis fencing is not considered suitable for infill.

There must be a minimum of 1.83 metres between the touchline, goal line and the pitch perimeter barrier. NB for Grade A (The Football Conference National) a minimum of 2.25 metres is required. In the case of new stadium, the minimum must be 3 metres.

A barrier need not be erected on any side not open to the public.

Immediately in front of an area of seated accommodation the boundary of the playing area may be indicated by means other than a permanent fixed barrier, provided that the Club is able to provide assurances that no spectator will be allowed to stand in this area to watch the match.

Where there is a walkway in front of a standing terrace which is itself fronted by a crush barrier that has been subject to an annual risk assessment and, if necessary, tested, an alternative to a fixed barrier (e.g. A-frames) may be used, provided no spectators are allowed to stand in this area to watch the match. The Club must implement a safety management system to ensure this and also to protect the integrity of the playing area.

NB where A-frames are utilised instead of a fixed barrier, they must be continuous.

(See also Appendix)

1.8 Pitch Standards

The playing surface must be grass, unless otherwise authorised by the Competition's Board of Directors, and must be of the highest possible standard. It must be level and free from surface depressions and excessive undulations.

The maximum slope allowable shall not exceed an even gradient of vertical to horizontal 1: 41 in any direction. NB When a new pitch is being developed or significant improvements made to a pitch, the gradient of 1:41 would not be acceptable and the pitch must be constructed with reference to the FA Performance Quality Standard.

The playing surface must be maintained to a standard acceptable to the competition in which the club is playing or seeks to play.

3G football turf

3G football turf may only be used provided conditions (i) to (v) below have been met (the "Performance Standard"):

(i) The pitch must be surfaced with 3G football turf that has laboratory type approval according to the FIFA Quality Concept for Football Turf (2012 & 2015 editions) – FIFA Recommended One Star/Quality level.

(ii) The 3G football turf pitch must be listed on The Association's register of 3G football turf pitches by no later than 31 May and tested annually at the Club's expense.

(iii) Where a 3G football turf pitch is not yet listed on The Association's register (for example if it is a newly installed pitch), a Club must obtain a Laboratory Performance Test Report and submit it to The Association by no later than 31 July.

(iv) The Association reserves the right to instruct a Club to have its pitch tested at any time in order to ensure that it meets the Performance Standard. All such tests shall be at the Club's expense.

(v) The 3G football turf, including run-offs, shall be one continuous playing surface and shall be green in colour at least one metre from the outer edge of the touchline and goal line. All line markings shall be in accordance with the Laws of Association Football.

(vi) From season 2016/17 only Clubs with FIFA recommended Two Star/FIFA Quality Pro pitches will be eligible to take part in matches under the auspices of National League (ie NLS Steps 1 and 2) SAVE THAT a Club which has a ground with the recommended FIFA 1 star/FIFA Quality or IATS/IMS certificate can be promoted to Step 2 of the National League System, provided that it undertakes, upon renewal of the pitch, to install a pitch that meets the FIFA Quality Pro standard and is certified.

A Club wishing to be promoted to Step 2 of the National League System with a 3G football turf pitch must test the pitch by 31 March to the FIFA Quality Pro performance criteria to ensure it meets the standard required. Any remedial work to meet the FIFA Quality Pro standard must be completed by 31 May.

1.9 Playing Area

The playing area must be a minimum of 100 metres x 64 metres and must conform to the requirements of the Laws of the Game.

Goalposts and goal net supports must be of professional manufacture and conform to the relevant safety requirements and to the requirements of the Laws of the Game.

(See also Appendix)

1.10 Technical Area

Two covered trainers' boxes clearly marked "Home" and "Away or Visitors" must be provided unless adequate provision is made in a seated stand. They must be on the same side of the pitch ideally either side of the halfway line, ideally both equidistant from it and ideally a minimum of 3 metres apart and provide an unobstructed view of the playing area.

Each box must be able to accommodate 8 persons under cover on fixed seats or benches. Where bench seating is provided, a minimum of 0.5m must be allowed for each person (i.e. 8 persons require a minimum of 4 metres.). NB for Grade B there must be seating for 11 persons.

Portable trainers' boxes are permitted but must be securely fixed when in use.

A technical area must be marked out, in accordance with the guidance contained in the 'Laws of the Game' booklet.

NB When new boxes are being constructed or installed, they must be able to accommodate a minimum of 11 persons, must be on each side of the half way line, equidistant from it and a minimum of 3 metres apart.

1.11 Safe Walkway

There must be a safe, unimpeded passage for players and match officials between the dressing rooms and the pitch.

The use of protection designed products such as permanent structures or retractable tunnels to separate spectators and players/officials is recommended.

The design of the safe walkway will inevitably differ from ground to ground and it will rarely guarantee the safe passage of players and match officials unless supplemented by stewards. A club should implement procedures appropriate to the particular structure and be ready to respond to on the field situations which might affect spectator behaviour.

1.12 Floodlighting

Floodlights must be provided to an average lux reading of at least 120. No single reading can be less than one quarter of the highest reading so as to ensure an even spread of light.

Readings shall be on a grid of 88 markings (8 across, 11 down) evenly spaced with the outside readings taken 2.5 metres inside from the touchline. The average of all the readings is taken to be the average illumination level in lux of the floodlighting installation.

The lux values must be tested every two years in accordance with current guidelines by an approved independent contractor. Floodlights must be retested after any significant alterations. Existing certification will be accepted provided that the test was carried out within the last two years unless work has been carried out at the ground which may have affected previous readings.

It is also recommended that at the same time as testing the lights clubs also test the electrical supply within the ground to ensure that the system complies with current electrical standards and request a visual inspection of the columns for signs of corrosion, fatigue and overloading.

An example of an “approved” contractor is one which is in possession of the NICEIC (National Inspection Council for Electrical Installation Contracting) Approved Contractors Award or ISO 9000/BS 5750 (International Standards/British Standards) or is a member of the Electrical Contractors' Association. Alternatively, it can be a contractor deemed acceptable by the league.

The contractor must, when detailing the lux values, give confirmation in writing of the date when the illumination test equipment used was last calibrated.

When new or improved installations are being planned, the lighting procured must meet BS 12193 Class 2 and have an average lux reading of at least 200.

1.13 Public Address System

A public address system must be provided which is clearly audible in all areas of the ground which can be occupied by spectators.

1.14 Entrances

There should be at least 2 spectator entrances to control the ingress of spectators. These must be controlled by fully operational turnstiles of the revolving type and must be suitably housed and lit. Adequate protection and security for the turnstile operator must be incorporated. These entrances should be placed in appropriate positions around the boundary of the ground and take into account the requirements of segregation.

Electronic turnstiles with bar code readers are also acceptable but an emergency procedure must be in place in the event of a power failure.

Adequate protection and security must be incorporated for the turnstile operator or, where tickets are sold from a box office, the cashier.

It must be possible to gain access to the spectator viewing areas from the turnstiles via a bound surface to a minimum width of 0.9 metre.

1.15 Exits

All exits must be clearly signed, ideally with “running man” signs, and are to be kept clear and free from obstructions. (For further information, reference should be made to the Guide to Safety at Sports Grounds.)

There must be access via a bound surface to all exits from the nearest spectator viewing areas.

1.16 Lighting

(See Appendix)

1.17 Adjoining Pitches

Where deemed that they are likely to interfere with the playing of a match, ball games must not be played on adjoining pitches whilst a match is in progress.

1.18 Emergency Access

Access must be provided for the emergency services and maintained free from obstruction.

2. SPECTATOR FACILITIES

2.1 Spectator Accommodation

Covered accommodation, which should preferably be on 2 sides of the ground, must be of sound construction of timber/steel/brick/concrete or any combination of these materials. Existing timber stands are only acceptable subject to a fire risk assessment conducted by a competent person.

The minimum covered accommodation must be 300, of which at least 150 must be seated. These 150 seats, in not more than 2 stands, may be inclusive of Directors/Committee and press seating. No stand may have less than 50 seats.

Individual tip up seats with backrests are preferred. Whilst individual seats are preferred, existing bench seating may be permitted provided that it is in good repair and that individual spaces (min 500mm) are clearly marked.

All seating must afford a good view of the pitch and be clean, functional and in good condition.

There must be a minimum of 24 seats provided for Directors/Committee and guests with a minimum of 12 seats provided for the visiting club. These seats must be clearly marked "Home" and "Away Directors" and should enjoy a prime position in the main stand.

Additional seating may be provided in other areas of the ground. However, these seats are not to be classed as being "in lieu" of the number shown above.

Standing spectators are not allowed in or near a seated spectator stand where they can obstruct views.

Areas where no spectators are permitted to stand must be clearly marked with yellow hatched markings. Alternatively, appropriate signage may be acceptable.

Hard standing to a minimum width of 0.9 metre, measured from the spectator side of the pitch perimeter barrier, must be provided on all 4 sides of the ground, unless a different configuration exists (see paragraph 1). The surface must be tarmac, concrete, concrete paving or other approved materials which create a bound material.

2.2 Press Seating

A minimum of 2 seats must be provided with lighting and writing facilities for use by the press and other media. The press seating must have a clear view of the field of play.

2.3 Terracing

Where terracing is provided, it must comply with the requirements of the Guide to Safety at Sports Grounds. All terracing must be in a sound condition. Terracing that is crumbling, has grass / weeds growing through it or has broken or loose concrete will not be accepted.

Any level surface within the ground should ideally be hard standing, such as tarmac, concrete, concrete paving or other approved materials which create a bound surface. However, flat and well maintained grassed areas may be accepted, provided the width between the hard standing (when measured from the edge farther away from the perimeter barrier) and the boundary fence does not exceed 20 metres.

Spectator access must be denied to any grass banking so that it cannot be used for viewing the match.

2.4 Toilets

Toilets must be located within the ground and must be accessible both to male and to female spectators. Such toilets need not be in a dedicated toilet block but must be in addition to those used by people using the clubhouse.

The following minimum toilet facilities must be provided in total, excluding those located in any clubhouse:

Male:	2 urinals or equivalent and 1 WC
Female:	2 WCs

In addition, wash hand basins with running water, warm air hand driers and/or paper towel dispenser with towels and waste paper bins must be provided in each toilet area. Whilst replaceable linen roller towels in a cabinet are acceptable, individual hand towels are not permitted.

All toilet areas must be in working order, with a roof and operational lighting, supplied with toilet paper and maintained to a high level of cleanliness.

These facilities may be of a temporary or mobile kind but must be connected to the mains supply (ie water and power) and main drainage or an acceptable alternative drainage system.

They must be fully accessible with permanent access.

Individual toilet units often known as 'porta-loos' are permissible on a temporary basis but may not be included in the minimum toilet requirements.

The location of all toilet facilities must be indicated with appropriate signage.

2.5 Refreshment Facilities

2.5.1 Directors/Committee/Guests

A separate room must be made available in which refreshments for Directors/Committee and guests can be served. This area must be able to accommodate a minimum of 24 persons with nearby toilet facilities.

Retractable partitions or free standing screens may be acceptable, provided they are of a height and position to afford complete privacy.

2.5.2 Ground Refreshment Facilities

Refreshment facilities must be provided in each separate area of the ground. These facilities may be of a temporary or mobile type.

2.6 Disabled Facilities

(See Appendix)

2.7 Segregation

When segregation is in operation, there must be adequate toilet facilities and refreshment facilities in each segregated area in addition to the appropriate means of egress and exit.

3. DRESSING ROOM FACILITIES

3.1 Players

Separate dressing rooms must be provided for both teams within the enclosed area of the ground. The dressing rooms must be of sound construction and be of a permanent nature. Existing dressing room dimensions will be acceptable provided they are a minimum of 18 square metres, excluding shower and toilet areas.

Each dressing room must have the following:

- A shower area comprising of at least 4 showerheads

- At least 1 wash hand basin located outside the shower area.

- (All of the above must have hot and cold running water)

- At least 1 WC in a cubicle

NB The Football League criteria require 6 showerheads and 2 urinals.

There must be a treatment table which is clean and in good condition in each room.

3.2 Match Officials

The size of the match officials' dressing room must be a minimum of 6 square metres, excluding shower and toilet areas.

Each match officials' dressing room must have the following:

- At least 1 shower and 1 wash hand basin (both with hot and cold running water).

- At least 1 WC in a cubicle

Provision should be made for separate dressing rooms for male and female match officials.

Where new dressing rooms are being constructed or existing ones are being re-designed, separate purpose built facilities for male and female match officials must be provided.

There must be an audible electronic warning device (bell or buzzer) in working order located in the match officials' dressing room and which is linked to the players' dressing rooms.

All dressing room areas must be maintained to a high standard of cleanliness and be heated, well ventilated, free from damp and secure on match days.

4. MEDICAL

There must be a suitably equipped medical treatment room located in the vicinity of the players' dressing rooms for the use of both players and spectators. Access to this room must not be via the home or away dressing room.

The designated room must contain a bed and/or comfortable seating, with cold and, ideally, hot water, together with paper towels. Reusable individual towels are not permitted.

At least one stretcher must be provided for the removal of injured players from the field of play.

(See also Appendix)

APPENDIX

1. GROUND

1.7 Pitch Perimeter Barrier

It is important to distinguish between a pitch perimeter barrier/rail which exists to separate spectators from the playing area and a crush barrier which has been constructed and tested according to the requirements of the Green Guide. Where the structure cannot be designated as a crush barrier, e.g. its height exceeds 1.1m, the maximum depth of standing behind it is limited to 1.5m and this must be borne in mind in any capacity calculations.

It is recognised that the above may not be an issue for normal attendances but, when a larger crowd is anticipated, the Club should be mindful of the associated management issues and, if necessary, take professional advice.

Whatever system is employed, a club should be mindful of its responsibility to ensure spectator safety and minimise the possibility of unauthorised incursions on to the playing area.

1.9 Playing Area

Reference should be made to the Goalpost Safety information published by The Football Association and, in particular, it should be noted that the use of metal cup hooks is prohibited.

1.16 Lighting

Whilst their installation is strongly recommended, neither working nor emergency lighting is any longer a grading requirement. Clubs are reminded that they have a responsibility to ensure the safety of spectators entering, leaving and moving about the ground and, if a ground is used in non-daylight hours, adequate artificial lighting should be provided. Further, consideration must be given by a club to its procedures in the event of a power failure.

2. SPECTATOR FACILITIES

2.6 Disabled Facilities

A club must take full account of the needs of disabled spectators and be mindful of its obligations under the provisions of the Disability Discrimination Act 1995. Reference may be made to the publications / data sheets issued by both The Football Association and the Football Foundation.

No specific requirement is currently included in the ground grading criteria but The Football Association strongly recommends that access is provided to both a covered viewing area and toilet and refreshment facilities.

4. MEDICAL

There must be a nominated and suitably qualified person in attendance to assist with spectator problems unless the St John Ambulance Brigade, Red Cross Society or other capable agency are in attendance. The requirements of the Guide to Safety at Sports Grounds are for one first aider per 1000 anticipated spectators, with a minimum of two.

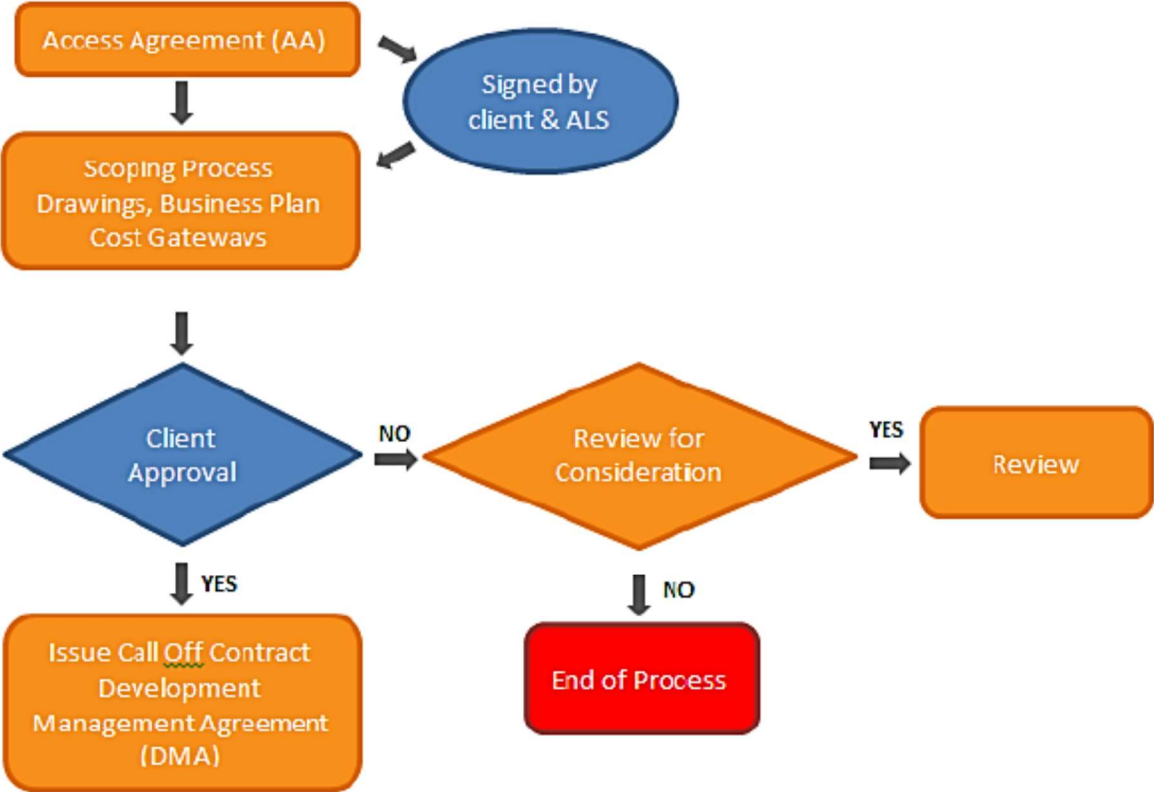
If a crowd of less than 2000 is anticipated, known and practiced arrangements should be in place to summon either a doctor or NHS ambulance alternative. For crowds of over 2000, an experienced crowd doctor should be in attendance.

NB The above in no way purports to be a comprehensive list of Health and Safety issues which it is the responsibility of a club to address. Clubs are recommended to arrange regular safety audits conducted by persons with the appropriate expertise.

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Appendix F

Procurement – Alliance Leisure Services delivery model.



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Appendix H – Biodiversity enhancements to site



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Newbury Community Sports Hub

Value For Money Report



9th November 2021

1.0 Introduction

- 1.1 This report has been prepared for Alliance Leisure to provide commentary on the value for money of the cost submitted by Phoenix Property Solutions Ltd for the construction of Newbury Community Sports Hub.
- 1.2 Varsity Consulting Ltd is a RICS Chartered quantity surveying practice with extensive experience of leisure projects. Varsity currently has no involvement in this project and we are preparing this report on an independent basis.

2.0 Findings

- 2.1 Phoenix's price totals £1,751,206.08, with a further £117,110.00 of 'below the line costs'.
- 2.2 The price includes provision for obtaining BREEAM credits. BREEAM accreditation is unusual for a simple building like this because it is typically difficult to economically achieve enough credits during the normal course of the works. Therefore a number of credits have to effectively be 'purchased' as is the case here. The list of credits being targeted appears sensible (on purely a cost basis), but a good cost saving could be achieved by dropping the requirement for BREEAM.
- 2.3 The price includes design fees totalling £112,017.90. At circa 7.4% of the construction cost these are reasonable.
- 2.4 A contractor contingency of £45,000 is included (circa 3% of the construction cost). This is very good value and quite a low percentage for a design and build project (we would typically expect 5%).
- 2.5 The foundations are included as piled. This is unusual for a building of this size and nature. Being a single storey structure, the impact this has on the m2 cost is exacerbated by not having the economies of scale of a second storey to share the burden of this cost. We would expect the construction cost would be circa £100,000 lower with strip foundations.
- 2.6 Deducting the abnormals; being £112,018 professional fees, £73,384 BREEAM costs, £45,000 contingency (this would normally be below the line), £100,000 foundations premium, and £154,194 external works (not part of the building) leaves a construction cost £1,266,610. At 440m2 this equates to a rate of £2,879/m2.
- 2.7 Whilst simple buildings in terms of their size and form, Sports Hubs are relatively expensive to build for the following reasons:
 - Single storey, so costs of foundations, slab, roof etc don't benefit from the economies of scale of a second storey.
 - WC / shower areas are expensive due to the cubicles, sanitaryware, plumbing etc. There are a lot of these in a relatively small building.
 - Because they are set up for individuals teams it isn't possible to group WCs and shower areas in a single core which increases plumbing and drainage costs considerably.
 - The kitchen is a large one-off cost in a relatively small building.
 - Requirements for robustness, for example aluminium gutters rather than uPVC.
- 2.8 In addition to the above, construction prices are very high at present due to materials shortages and the rush of work post-covid. For example the cost of timber has increased 4-fold since the start of the year, and we are currently seeing tender return rates for concrete, reinforcement, brickwork, partitions and windows between 50% and 100% higher costs than they were in 4Q 2020.

3.0 Conclusion

- 3.1 We would typically expect a Sports Hub construction cost (before abnormals, contingency, design fees etc) to between £2,500/m² and £3,000/m²; therefore at £2,879/m² (on a comparative basis) this project represents good value for money, especially in the current construction market. The abnormal costs also appear sensibly priced.

- 3.2 In addition to a high-level assessment we have reviewed the individual rates and these are generally at or below the rates we are currently seeing in tender returns.

- 3.3 Overall we consider the price submitted by Phoenix offers good value for money.



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Regulated by RICS

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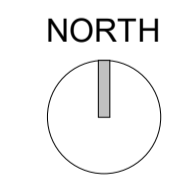
www.varsityconsult.com

- No. Note
- 1 All dimensions to be verified on site by GENERAL CONTRACTOR prior to any work, setting out or shop drawings being prepared.
 - 2 © copyright SAUNDERS BOSTON LIMITED. All rights reserved. This drawing remains the property of SAUNDERS BOSTON LIMITED at all times and may not be reproduced or copied in whole or in part without their prior written consent.
 - 3 This drawing and related specifications are for use only in the stated location.
 - 4 This drawing is to be read in conjunction with all other Consultants drawings and specifications.
 - 5 Drainage has not been surveyed and any/all pipe locations and below ground drainage runs are indicative.
 - 6 It is assumed that all works will be carried out by a competent contractor who will be working, where appropriate, to an approved method statement.

— Site Boundary
 — Line of Newbury Rugby Football Club's Ownership



Scale 1:250
 0 2.5 5 7.5 12.5m



Proposed Site Plan
 1 : 250

E	Issued to Planning	15.10.21		
D	Blue Ownership Boundary Added	08.10.21		
C	Issued for Cost Certainty	15.09.21	CM	AT
B	Issued for Planning	12.08.21		
A	Preliminary Issue	29.07.21		
No.	Revision	Date	Chk.	Auth.

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Client: Alliance Leisure Services

Job: Newbury Sports Hub

Drawing: Proposed Site Plan

PLANNING		Scale: 1 : 250 @A1	Revision: E
SBA Project Code: 1888	Drawn: MH Checked: JS	Date: 22.07.21 Suitability Code:	project originator zone level type role number 1888-SBA-XX-ZZ-DR-A-511

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Cost Increases to deliver Step 4 facility and secure agreement with Newbury Rugby Club.

Full details of cost increases

The feasibility works relating to the AGP stated a budget of £866,250 + VAT with a variety of additional costs and provisional sums for other features and the below listed caveats:

As the project progressed the requirements increased to a step 4 facility with a number of other specific requirements and more detailed information received from the site-specific surveys or planning requests and alterations that are briefly listed as:

1. The rugby club specifically asked for assurance that surface water would not run down the steep bank onto their main pitch. In order to achieve this an impermeable drainage blanket is required to the formation of the pitch to tank the area and retain all water within the pitch base prior to having the controlled discharge and outlet. The product and design for this is a ABG ZzPozidrain 7SK250D.NW8 (<https://www.abg-geosynthetics.com/case-studies/landfill-capping-drainage-sutton-landfill-ashfield-uk>) this also assists with concerns relating to item 3 with the built up made ground material where it caps off and reduces surface water running through the material and mitigates potential movement and settlement from swelling of clays etc as well as offers a form of tensile strength to protect the finished surface movement if there is any form of settlement or movement. The additional cost for this features and design is shown within item 5.02 as £53,933.80.
2. Another rugby club request was to ensure a minimum of 0.7-1m flat plateau is made available to the top of the bank outside of the AGP area to allow continued viewing space. SSL have caveated that a flat area of grass will be left but have specifically stated any access or use for spectators is not the design purpose or reason because there is no equality compliant access and the steep bank does not comply with specific H&S requirements and design features. In order to achieve this 0.7m-1m flat plateau a small retaining structure is needed along the 115m length of the AGP area. This wall shall be between 0.6-0.8m and is itemised as 6.02 at an additional cost of £20,470.
3. A document was sent and received in February 2021 as a requirement by the EA for landfill works that took place on the site back in 2012/2013. The area had been re-levelled in the past but the extent and process for the works was not understood until this document was received Wed 10/02/2021. The site had been built up with imported fill material to heights ranging between 3-5m.



Figure 1 – photo of imported fill material for the development area in 2012/13

The document focuses on sign off from the EA regarding the material being non-contaminated material but does not cover any scope on how well the material was compacted in 150mm layers. Large depths of made ground material up to 5m height that was laid over the course of 12 months has a significant risk of being layered during poor weather conditions and not being able to be correctly compacted with risk of settlement over time. The AGP development has a surface tolerance of 10mm for football and rugby certification. If the surface of the AGP moves beyond the 10mm tolerance then it will fail its testing and not be able to be used for any accredited and competitive sporting match. This is particularly pertinent for World Rugby accreditation as they offer insurance for users and if parties are hurt whilst playing without this accreditation then the operator and owners are fully liable.

In order to entirely eradicate this risk then the material would need to be excavated and recompacted in layers. This is not feasible in terms of cost, timing and available space over the site in order to complete the works appropriately. Other mitigating design measures and features have been introduced to the AGP design to assist in mitigating any future concerns of movement and settlement that are listed as:

- Item 4.05 - undertake High Energy Impact Compaction, max 3.5m depth ground improvement – cost increase of £30,625. This work compacts the first 3.5m to ensure an additional 100-200mm compaction takes place over the finished formation footprint.
- Item 4.06 – Survey and re-trim area after HEIC works - £2,609.70.
- Item 4.07 – lime and cement stabilisation works to the formation layer - £60,000 (note this item is currently a provisional sum. Given the varying types of material within the made ground of clay, brick, mortar, asphalt, chalk etc it is currently not known if this can be undertaken until site testing take place on the finished formation layer of material). This work involves the chemical changes to the properties of the soil to enable the formation to become stronger and mitigate any ground movement from beneath.
- Item 5.01 – CCTV scans show root damage to the existing drainage line that runs through the site and a cost of £2,400 has been derived to jetwash and clear out the run.
- Item 5.02 - ABG ZzPozidrain 7SK250D.NW8; as per note 1 this was from a rugby club request but also offers significant benefits to these known issues. £53,933.80.

- Item 6.01 - ABGRID 30/30 Biaxial Geogrid is an engineered tensile material laid to the formation to mitigate any movement and settlement impacting the finished surface. £20,470.
- Item 6.08 – traditionally the AGP area would be formed from a single layer of 40mm asphalt. Due to the settlement risks and issues a 65mm twin course macadam layer has been selected to the AGP area at an additional cost of £39,145.50.

This consideration has raised total additional cost £209,184.

4. The requirement to be increased to step 4 has a number of knock-on effects in terms of cost. The general construction time and associated prelim costs along with sqm cost for 844sqm increased area of base, surfacing, fencing and all other materials. It is difficult to gauge the increase in cost relating to this area. Also given that the items have increased in spec due to the considerations noted in point 3.
5. The stadia requirement for seated and standing accommodation has increased significantly and has an uplift of £81,560.
6. General construction cost and market increase specifically on the shock pad and surfacing system. Many items have increased between 15-30% in 2021. Unable to quantify this element and section.
7. During the further planning consultation stages the following items have also been added to the scope of works and associated costs:
 - The request for U7 grass rugby pitches to be developed and at a very high specification from RFU that is shown partly in items 4 and 12 and mostly in item 11 at an additional cost of £56,665.20.
 - Drainage request for lesser greenfield run off rates creating larger attenuation requirements with a need for a further 100mm stone to the base of the AGP and associated hard standing areas at an additional cost of £57,855.
 - Additional request for further microplastic migration mitigation features such as Hauraton Drainage Channel at an additional cost of £16,200.
 - Request from ecology to further restrict lighting spillage to the north west corner tree / hedge line at an additional cost of £5,950.
 - Additional acoustic fencing to the north west corner £6774.25.
 - Additional 100% recycled trekboards to retain rubber crumb and mitigate infill / microplastic migration - £8,308.20.

This consideration has raised total additional cost £151,425.65.

8. Client additional cost of £8,500 for intelligent play system.
9. Rugby club request for bespoke gates and locations - £3,850.
10. Client additional costs for higher end maintenance equipment with provisional sum of £40k.
11. SSL placed a provisional sum of £6k for impact to the not yet completed LEMP / CEMP to the contractors' operational methods of working.

12. SSL have placed a provisional sum of £10k for minor design features on any potential benching / stalls or other site furniture equipment etc that has not yet been discussed.
13. SSL have added all sports equipment discussed to date with additional of rugby posts, sockets and other features for additional costs of £14,125.

BREEAM Standard and methodology

First developed in 1990, BREEAM (Building Research Establishments Environmental Assessment Method) is the most widely-used environmental assessment scheme for buildings in the world. It sets the standard for best practice in sustainable design and has become a key measure of a building's environmental performance.

BREEAM assessments review projects through design and construction across 10 different categories relating to sustainability- including energy, health and wellbeing, water, land use and ecology, waste, pollution and materials. Within each of these categories there are number of different issues reviewed and credits awarded for compliance with the outlined requirements, such as in energy section the reduction of carbon emissions through renewable technology, the efficiency of the lighting systems and energy monitoring systems are included. The criteria for showing compliance and gaining credits within each issue is set at best practice level, with BRE reviewing and updating this at regular intervals to ensure the benchmarking remains valid. The criteria is also tailored to different building usages- so meeting the criteria can be considered best practice for that specific building type.

Overall BREEAM scores and associated ratings are linked to achieving set number of credits for demonstrating compliance with the criteria within each issue and evidence is collated to prove that compliance at both design stage (via specification details, drawings etc.) and on completion (by final reports and photographs). This evidence is reviewed by a Licensed Assessor who collates an associated report that is then independently QA by BRE prior to certification. This process gives assurance that the promises of sustainability practices and features within the scheme have been maintained and embedded in the project.

BREEAM certification therefore helps deliver and validate the sustainability value of a project and to an internationally recognised and robust standard, tried and tested over more than three decades. In doing so BREEAM helps clients manage and mitigate risk through demonstrating sustainability performance during planning, design and construction. It also helps to lower running costs, assure best practice compliance, create healthy and desirable places to live and work as well as, where relevant, maximising returns through market value and attracting/ retain tenants/ users.

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4 The Sector – new lease

Committee considering report:	Executive
Date of Committee:	16 th December 2021
Portfolio Member:	Councillor Ross Mackinnon
Date Head of Service agreed report: <i>(for Corporate Board)</i>	27 th October 2021
Date Portfolio Member agreed report:	Report agreed 17th November 2021
Report Author:	Ann McManners
Forward Plan Ref:	

1 Purpose of the Report

- 1.1 West Berkshire Council has freehold ownership of an office building in Newbury, 4 The Sector, which forms part of the council’s commercial property portfolio. The building comprises approximately 27,500 square feet lettable area of high grade office space of which 8,230 sq.ft. is leased out to a tenant.
- 1.2 The purpose of this report is to recommend the creation of a new lease for the remaining unlet areas of the building. The lease will be for 10 years (with a tenant option to break at 5 years). WBC Property Investment Board has seen and agreed this proposal.

2 Recommendation(s)

- 2.1 That the Executive resolves:
- 2.2 To grant the lease on the remaining parts of the property known as 4 The Sector Newbury, on the terms outlined in this report provided that the:
 - (a) Head of Finance and Property, in consultation with the Portfolio Member for Finance and Property will have delegated authority for the form of lease and associated agreements; and
 - (b) Service Lead for Legal and Democratic Services shall have the delegated authority to enter into the lease and associated agreements in this connection.

3 Implications and Impact Assessment

Implication	Commentary

<p>Financial:</p>	<p>The lease is for a ten year period, with a 5 year break (this being a tenant break at the end of the fifth year, on giving six months’ notice, subject to up to date payment of the principle rent and service charges, and providing the demise free from third party occupation).</p> <p>The lease is subject to no rent free period because WBC wishes to receive income straight away.</p> <p>The rent at review will be based on the Consumer Price Index but with a minimum and maximum uplift per annum.</p> <p>At present, the building is part vacant and this costs the council approximately £206,000 per annum for business rates, service charges, repairs and insurance. This is on top of management and borrowing costs of £293,675 per annum. Once the tenant takes occupation, the full £206,000 of costs will be paid by the them.</p> <p>Once this lease is signed and assuming this takes place early in January, we expect the 4 The Sector to cover its own costs within the first year and to make a surplus of £95,000 in year 2 and increasing surpluses in the following years.</p> <p>The whole commercial portfolio will make a profit of £500,000 this financial year rising to £1M next year. The Heads of Terms agreed currently does not expect WBC to make a capital contribution towards fitting out.</p> <p>Consultees:</p> <p>Andy Walker, Head of Finance and Property</p> <p>Date report agreed 27th October 2021</p> <p>Joseph Holmes, Executive Director of Resources and s.151 Officer</p> <p>Date report agreed 28th October 2021</p>
<p>Human Resource:</p>	<p>No impact identified</p>
<p>Legal:</p>	<p>The council’s internal Legal Services team has been appointed to provide the services to create the new lease.</p> <p>Shiraz Sheikh, Service Lead – Legal and Democratic Services</p> <p>Date report agreed 28th October 2021</p>

Risk Management:	<p>At present, part of the building is vacant and the additional costs to the council are approximately £206,000 per annum for insurance, rates, service charges and repairs. Once the building is fully let, the costs and risks attached to the occupation of the building will fall to our tenants and not the council.</p> <p>The Heads of Terms includes the provision for a lease within the Landlord & Tenant Act 1954, and tenant only break. This affords the tenant the potential to remain in the building for as long a period as they wish.</p> <p>Although this offers less control by the landlord, the covenants provided by both tenants are very strong. The credit rating for the new tenant from Dun & Bradstreet is 5A1, and this is the best possible credit rating.</p>			
Property:	<p>Once the building is fully let, the property will form part of the council’s commercial portfolio and there will be ongoing management of the tenants.</p>			
Policy:	<p>The lease will be held within the commercial property portfolio, in accordance with the council’s Property Investment Strategy.</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?		√		

4 the Sector – new lease

B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		√		
Environmental Impact:		√		
Health Impact:		√		
ICT Impact:		√		
Digital Services Impact:		√		
Council Strategy Priorities:	√			This letting will ensure that a blue chip company and local employer retains office space in Newbury and this will positively support the priority of supporting businesses to thrive in West Berkshire. The tenant would otherwise have to consider moving away to Theale or Reading.
Core Business:		√		
Data Impact:		√		
Consultation and Engagement:	<p>Jon Varney, Deal Varney Commercial Property Agents, Jeremy Metcalfe, Hollis Hockley Commercial Property Agents Kevin White, Montagu Evans Property Investment Advisers West Berkshire Council Property Investment Board Andy Walker, Head of Finance and Property Joseph Holmes, Executive Director, Resources Shiraz Sheikh, Service Lead - Legal and Democratic Services</p>			

4 Executive Summary

- 4.1 The property was purchased by WBC with completion on 27th April 2018.
- 4.2 The property although vacant, benefitted from a twenty four month ‘escrow’ agreement for the payment of rent, rates, and service charges by the vendor until April 2020.
- 4.3 On the expiry of the escrow payments, the building remained vacant with cost liabilities falling to the council. For 2020/21 the cost pressure has been minimised by the final escrow payment and use of the risk fund which has accumulated within the portfolio during 2018/19 and 2019/20.
- 4.4 The lease will let the remaining parts of the building on a full repairing and insuring terms. WBC will no longer have to pay vacant building costs of approximately £206,000 for this financial year once this lease has commenced.
- 4.5 The tenant will carry out their own specific fit-out works funded themselves. There is no expected landlord capital expenditure.
- 4.6 The tenant has an excellent covenant and is a blue chip company with a Dun & Bradstreet credit rating of 5A1, which is the best possible score.
- 4.7 Should the other tenant in the building operate a break option after 5 years, the new tenant would like to take over the entire building.
- 4.8 The new tenant is keen to progress urgently to a position where the parties can formally sign a lease.

5 Supporting Information

Introduction

- 5.1 Introduction and West Berkshire Council has freehold ownership of an office building in Newbury, 4 The Sector, which forms part of the council’s commercial property portfolio. The building comprises approximately 27,500 square feet lettable area of high grade office space of which 8,230 sq.ft. is leased out to a tenant.
- 5.2 The purpose of this report is to recommend the creation of a new lease for the remaining unlet areas of the building. The lease will be for 10 years (with a tenant option to break at 5 years). WBC Property Investment Board has seen and agreed this proposal.

Background

- (a) As part of its acquisition of commercial property in accordance with West Berkshire Council’s Property Investment Strategy, following recommendation at Property Investment Board on 15th February 2018, the council resolved at its Executive meeting on 22 February 2018 to progress with the acquisition of 4 The Sector, Newbury Business Park, Newbury.
- (b) The property was purchased by WBC with completion on 27th April 2018.

4 the Sector – new lease

- (c) The property sits within the invested portfolio of the Property Investment Strategy which comprises 9 individual assets spread across sectors and regions.
- (d) The property although vacant, benefitted from a twenty four month 'escrow' agreement for the payment of rent, rates, and service charges by the vendor until April 2020.
- (e) On the expiry of the escrow payments, the building remained vacant with cost liabilities falling to the council. For 2020/21 the cost pressure has been minimised by the final escrow payment and use of the risk fund which has accumulated within the portfolio during 2018/19 and 2019/20.
- (f) A tenancy was granted in April 2021 for 8,230 sq. ft. of the building.

Proposals

- 5.3 The proposed tenant has approached the council's property agents with interest in leasing the remaining parts of the building at 4 The Sector. Approval has been communicated by the tenant's board to progress. The lease will let the remaining parts of the building on a full repairing and insuring terms. WBC will no longer have to pay vacant building costs of approximately £206,000 for this financial year once this lease has commenced.
- 5.4 The tenant has provided WBC with a copy of the last three years' accounts. A Dun & Bradstreet credit report shows a rating of 5A1, which is the best possible score. Both demonstrate that the tenant has a strong covenant.
- 5.5 Although there is a tenant break in the lease at the end of the fifth year (with six months' notice), the prospective tenant has requested the option to occupy the whole building should another tenant vacate.
- 5.6 The lease is also granted within the provisions of the Landlord and Tenant Act 1954 and this allows the tenant to renew the lease at the end of the 10 year term.
- 5.7 The tenant will carry out their own specific fit-out works funded themselves.
- 5.8 The new tenant is keen to progress urgently to a position where the parties can formally sign a lease.

6 Other options considered

- 6.1 To decline the proposed lease and continue to market the vacant property on the basis of letting the property at a higher rent in the future and with an Open Market Review at the end of year 5. The vacant costs attached to the building are substantial and we consider that leaving the building part vacant is too high a risk to the council.

The office market is challenging at present given the fall-out from Covid and so it is difficult to predict how long the building would remain partially vacant.

- 6.2 To dispose of the freehold, removing the property from the portfolio. This option is available to WBC but the council will find itself in a similar situation to the previous vendor in needing to offer incentive through escrow rent payments or a reduced value.

4 the Sector – new lease

The market has also been impacted since the purchase in 2018 by both Brexit and more recently Covid19.

7 Conclusion

7.1 That Corporate Board recommends that a new lease should be entered into on the terms described.

8 Appendices

None

Corporate Board's recommendation

*(add text)

Background Papers:

*(add text)

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: *(add text)

Officer details:

Name: *(add text)

Job Title: *(add text)

Tel No: *(add text)

E-mail: *(add text)

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Author:			
Owning Service			

Change History

Version	Date	Description	Change ID
1			
2			

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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:	
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 type="checkbox"/> If yes, please indicate which priority and provide an explanation
Name of Budget Holder:	
Name of Service/Directorate:	
Name of assessor:	
Date of assessment:	
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 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:	
Objectives:	
Outcomes:	
Benefits:	

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

(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 type="checkbox"/>
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 <input type="checkbox"/> No <input type="checkbox"/>
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 EqIA 2.

If an EqIA 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 EqIA 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 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.

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:	
Service:	
Team:	
Lead Officer:	
Title of Project/System:	
Date of Assessment:	

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><small>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”</small></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Will you be processing data on a large scale?</p> <p><small>Note – Large scale might apply to the number of individuals affected OR the volume of data you are processing OR both</small></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Will your project or system have a “social media” dimension?</p> <p><small>Note – will it have an interactive element which allows users to communicate directly with one another?</small></p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Will any decisions be automated?</p> <p><small>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?</small></p>	<input type="checkbox"/>	<input type="checkbox"/>

4 the Sector – new lease

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

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.

Heading

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Capital Financial Performance Report Quarter Two 2021/22

Committee considering report:	Executive
Date of Committee:	
Portfolio Member:	Councillor Ross Mackinnon
Date Head of Service agreed report: <i>(for Corporate Board)</i>	3.11.2021
Date Portfolio Member agreed / sent:	15.11.2021
Report Author:	Shannon Coleman-Slaughter
Forward Plan Ref:	

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 Two.

2 Recommendation(s)

2.1 The following recommendations are made to members:

- (a) Approve the proposed reprofiling of £3 million of future expenditure from 2021/22 into financial year 2022/23.
- (b) Agree the additional expenditure budget request of £159k in support of the Four Houses Corner project.
- (c) Agree the additional expenditure budget request of £13.5k in support of the Public Protection Partnership new One System Implementation project.
- (d) Agree the additional expenditure budget request of £200k in support of the Newbury Lido project.

3 Implications and Impact Assessment

Implication	Commentary
Financial:	At Quarter Two, expenditure of £52.3 million is forecast to be incurred during the financial year against a revised capital

	programme budget of £56.5 million, generating a forecast underspend position of £4.1 million. £3 million of the underspend is proposed to be reprofiled into financial year 2022/23. A number of in year budget requests have been submitted during the reporting quarter totalling £372.5k which require approval as part of this report.			
Human Resource:	Not applicable			
Legal:	Not applicable			
Risk Management:	A key ongoing risk is the potential impact of engaged suppliers to default on contractual obligations through financial difficulties. Budget Managers and Capital Strategy Group are closely monitoring these risks to highlight projects with potential suppliers of concern and where there is an ongoing risk of default and/or the potential to retender agreed contracts at potentially higher cost.			
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

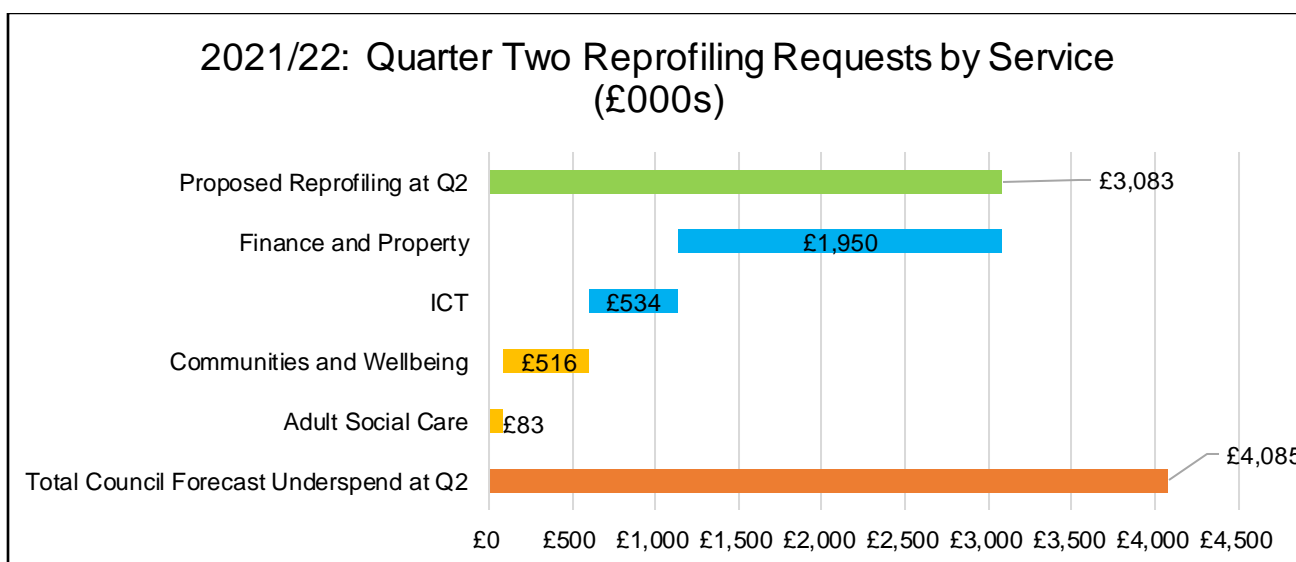
4.1 At Quarter Two, expenditure of £52.3 million is forecast to be incurred during the financial year against a revised capital programme budget of £56.5 million, generating a forecast underspend position of £4.1 million.

Directorate	Quarter Two Budget	Quarter Two Forecast Expenditure	Forecast (Under)/Over spend at Quarter Two
People	£16,954,300	£15,753,790	(£1,200,510)
Place	£29,607,500	£29,180,126	(£427,374)
Resources	£9,887,760	£7,430,800	(£2,456,960)
Chief Executive	£	£	£
Total Council	£56,449,560	£52,364,716	(£4,084,844)

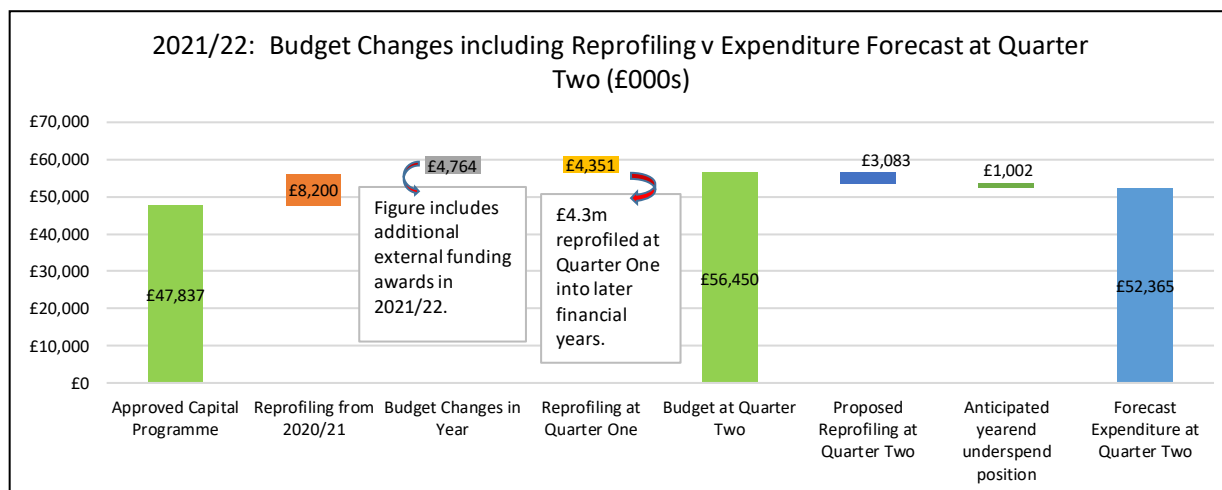
4.2 In respect of the overall programme forecast underspend, the main contributing factors are:

- (a) Education Services: A key contributing factor to the forecast underspend is the i-College project (£323k). Lease negotiations are recently concluded with a new lease agreement being achieved. Procurement of the main contractor through the Westworks Framework will commence in early November. The anticipated project commencement date (for works) is now scheduled for December 2022. Underspends against key projects, Parsons Down Rationalisation (£244k) and Downlands Sports Centre replacement and rationalisation (143k) have also been forecast.
- (b) Environment: Primarily two projects are driving the forecast underspend position. The Renewable Energy Provision project (£300k underspend forecast against a £1 million budget), is delayed as a result of limited school asset management information being available to inform and scope individual projects. The Aldermaston Footways - Frouds Lane Footway (£246k) will not be delivered in year due to land issues, the service have not identified the project for re-profiling into subsequent financial years.
- (c) Finance & Property: The forecast underspend is related to the Enterprise Resource Planning Project which is currently at the feasibility stage and will not be fully implemented until 2022/23. The budget is proposed for re-profiling into financial year 2022/23.

4.3 As part of the forecast outturn position, it is proposed that £3 million of future expenditure is re-profiled into financial year 2022/23, Appendix B provides a detailed breakdown of proposed re-profiling by project. The graphic below details the re-profiling proposed by service at Quarter Two.



4.4 The proposed re-profiling is in addition to £4.3 million of re-profiling undertaken at Quarter One. The graphic below details the approved capital programme, additional funding received in year, slippage from financial year 2020/21 and re-profiling undertaken and proposed for financial year 2021/22.



4.5 During the reporting quarter, services have requested additional expenditure budget in support of projects already commenced:

- (a) Development & Planning: Four Houses Corner is forecasting a pressure of £159K. The project has been set with a number of delays and additional costs associated with clearing the site. An additional budget request of £159k has been submitted for approval to reflect additional costs in materials and a required redesign of the project. The site now has a revised completion date of 31st March 2023. **Recommendation 2.1.b**
- (b) Public Protection: The Public Protection One System implementation which is scheduled to be delivered in line with project completion expectations during 2021/22 has submitted an additional budget request of £13.5k to fund additional consultancy costs created through staff retention issues within the Council **Recommendation 2.1.c.**
- (c) Communities & Wellbeing: The Newbury Lido project is currently at the feasibility stage, additional £200k budget has been sought in order to secure Cost Confidence and Cost Certainty at the feasibility and design stage. **Recommendation 2.1.d.**

4.6 A useful summary of some of the investment to date as well as [plans for the future can be found here](#). These have been linked to the priorities outlined in our [Council Strategy](#) and its associated delivery plans and policies.

5 Supporting Information

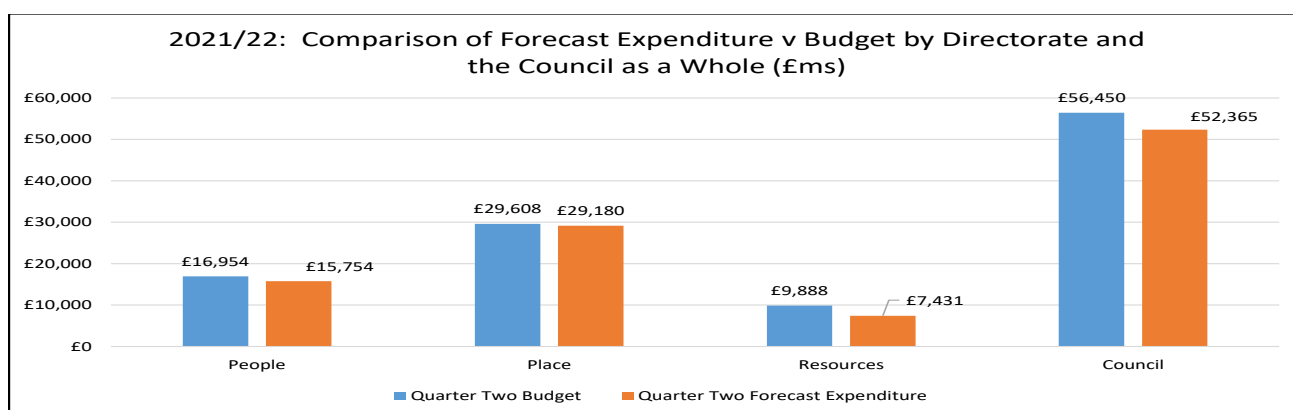
Introduction

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 Two, the total forecast expenditure for financial year 2020/21 amounts to £52.4 million against a revised budget of £56.4 million. The graph below details the forecast expenditure outturn position by directorate and the Council as a whole.



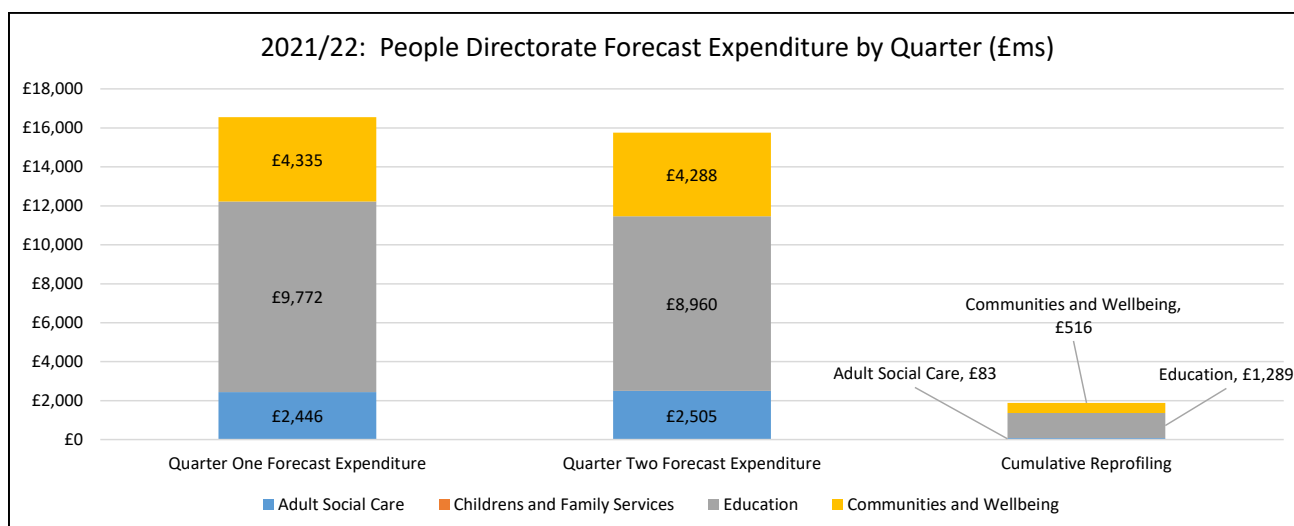
The People Directorate

5.4 At Quarter two the directorate is forecasting total expenditure of £15.8 million against a revised budget of £17 million generating a forecast underspend of £1.2 million.

People Directorate	Quarter Two Budget	Quarter Two Forecast Expenditure	Forecast (Under)/Over spend at Quarter Two
Adult Social Care	£2,588,230	£2,505,230	(£83,000)
Childrens and Family Services	£20,000	£	(£20,000)
Education	£9,741,860	£8,960,350	(£781,510)
Communities and Wellbeing	£4,604,210	£4,288,210	(£316,000)
Total Directorate	£16,954,300	£15,753,790	(£1,200,510)

5.5 Adult Social Care: The service is forecasting a £83k underspend which relates to the Modernising Adult Social Care project which is delayed until final implementation of the Care Director Upgrade. Care Director is scheduled for completion by April 2022.

- 5.6 Children & Family Services: The service is forecasting a £20k underspend as a result of no adaptations to foster care residents having been requested.
- 5.7 Education Services: A key contributing factor to the forecast underspend is the i-College project (£323k). Lease negotiations are recently concluded with a new lease agreement being achieved. Procurement of the main contractor through the Westworks Framework will commence in early November. The anticipated project commencement date (for works) is now scheduled for December 2022. Underspends against key projects, Parsons Down Rationalisation (£244k) and Downlands Sports Centre replacement and rationalisation (143k) have also been forecast.
- 5.8 Communities and Wellbeing: The service is forecasting a £316k underspend. The forecast is net of underspends forecast against the Playing Pitch Action Plan (£450k) and the Refurbishment of Northcroft Leisure Centre (£151k). Both projects are forecast to be completed in financial year 2022/23 and it is proposed that expenditure budgets relating to these projects are reprofiled from 2021/22 into 2022/23. The £601k of underspends against the aforementioned projects is offset by overspends forecast on the Newbury Lido refurbishment (£200k), Delivery of the Leisure Strategy projects (£55k) and maintenance on core sites (£30k). In respect of the Newbury Lido project, additional budget has been approved in principal for Cost Confidence and Cost Certainty. Recommendation 2.1.d of this report.
- 5.9 In respect of overall performance the directorate reprofiled £1.3 million of expenditure from 2021/22 into 2022/23 at Quarter One, realigning the budget to forecast in year expenditure. At Quarter Two a further £599k of reprofiling has been identified. Appendix B provides details of projects reprofiled at Quarter One and proposed reprofiling identified at Quarter Two. The graph below illustrates forecast expenditure at Quarters One and Two and cumulative reprofiling.



The Place Directorate

- 5.10 At Quarter two the directorate is forecasting total expenditure of £29.2 million against a revised budget of £29.6 million generating a forecast underspend of £427k.

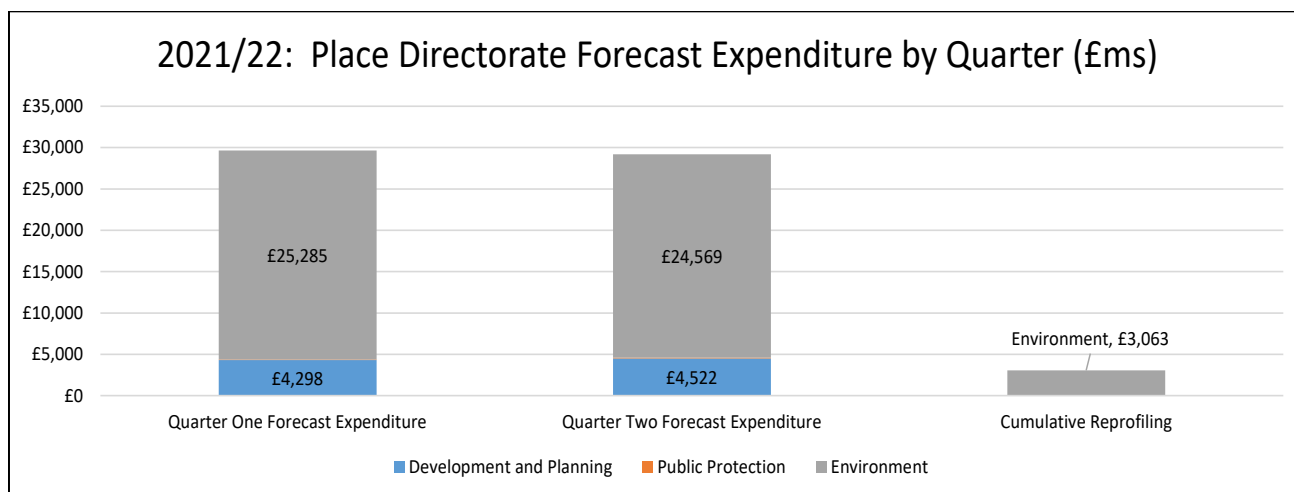
Place Directorate	Quarter Two Budget	Quarter Two Forecast Expenditure	Forecast (Under)/Over spend at Quarter Two
Development and Planning	£4,362,800	£4,521,760	£158,960
Public Protection	£75,820	£89,320	£13,500
Environment	£25,168,880	£24,569,046	(£599,834)
Directorate Totals	£29,607,500	£29,180,126	(£427,374)

5.11 Development & Planning: Four Houses Corner is forecasting a pressure of £159K. The project has been set with a number of delays. An in year pressure bid has been submitted to fund the pressure, recommendation 2.1.b of this report.

5.12 Public Protection: There is only one capital project which was slipped from financial year 2020/21 into the current financial year. The project is the implementation of the Public Protection One System which is scheduled to be delivered in line with project completion expected within 2021/22. An additional in year pressure bid of £13.5k relating to required consultancy costs has been submitted. Recommendation 2.1.c of this report.

5.13 Environment: Primarily two projects are driving the forecast underspend position. The Renewable Energy Provision project (£300k underspend forecast against a £1 million budget), is delayed as a result of limited school asset management information being available to inform and scope individual projects. The Aldermaston Footways - Frouds Lane Footway (£246k) will not be delivered in year due to land issues, the service have not identified the project for reprofiling into subsequent financial years.

5.14 In respect of overall performance the directorate reprofiled £3 million of expenditure from 2021/22 into 2022/23 at Quarter One, realigning the budget to forecast in year expenditure. At Quarter Two no further expenditure has been identified for reprofiling. Appendix B provides details of projects reprofiled at Quarter One and proposed reprofiling identified at Quarter Two. The graph below illustrates forecast expenditure at Quarters One and Two and cumulative reprofiling.



The Resources Directorate

5.15 At Quarter two the directorate is forecasting total expenditure of £7.4 million against a revised budget of £9.9 million generating a forecast underspend of £2.5 million.

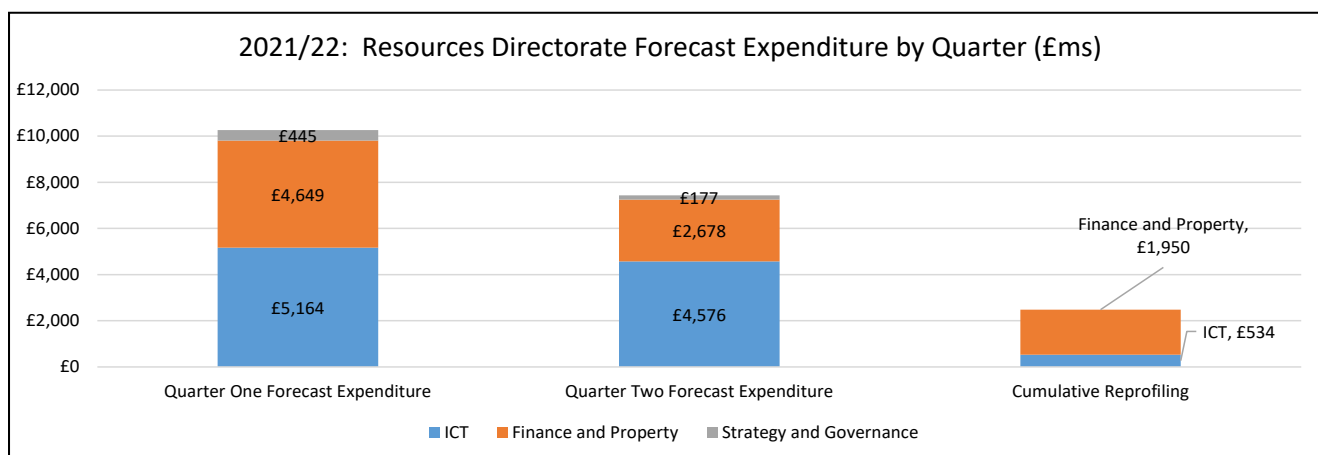
Resources Directorate	Quarter Two Budget	Quarter Two Forecast Expenditure	Forecast (Under)/Over spend at Quarter Two
ICT	£5,044,380	£4,575,780	(£468,600)
Finance and Property	£4,666,730	£2,678,370	(£1,988,360)
Strategy and Governance	£176,650	£176,650	£
Directorate Totals	£9,887,760	£7,430,800	(£2,456,960)

5.16 ICT: £384k of the forecast underspend relates to telephony improvement projects which are being reprofiled from 2021/22 into 2022/23 as part of a larger corporate project. A further £90k of the forecast underspend relates to a Network Improvement (core switches) project which has been placed on hold as part of Timelord Two and will be reprofiled into 2022/23.

5.17 Finance & Property: The forecast underspend is related to the Enterprise Resource Planning Project which is currently at the feasibility stage and will not be fully implemented until 2022/23. The budget if proposed for reprofiling into financial year 2022/23.

5.18 Strategy & Governance are reporting on line as at Quarter Two.

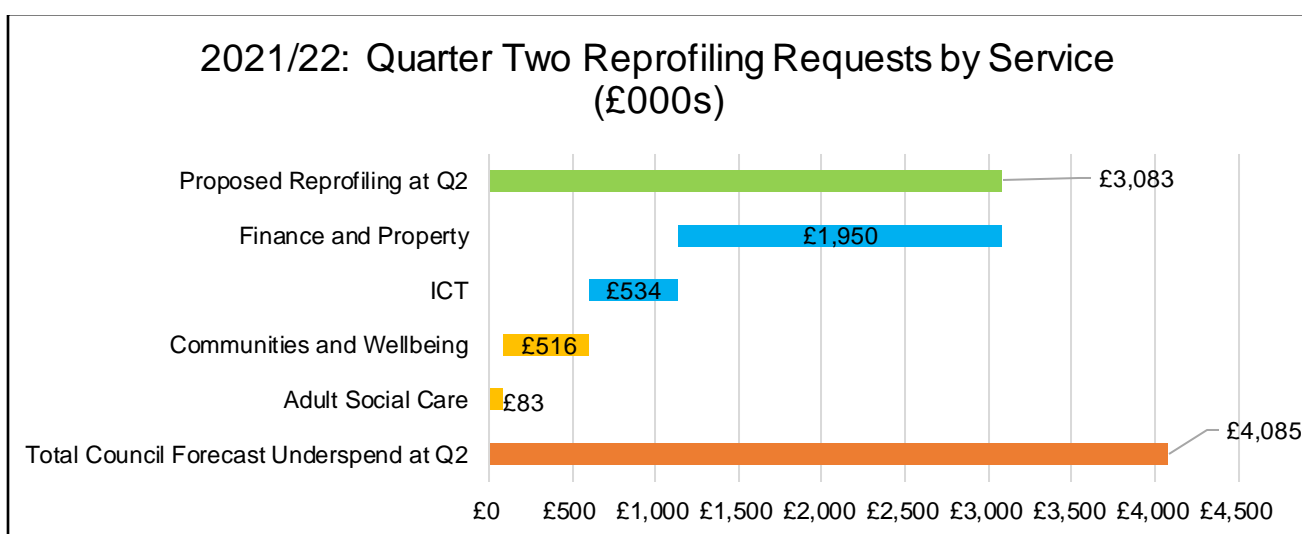
5.19 In respect of overall performance no reprofiling was undertaken at Quarter One. At Quarter Two £2.5 million of expenditure has been identified for reprofiling from 2021/22 into 2022/23. Appendix B provides details of projects reprofiled at Quarter One and proposed reprofiling identified at Quarter Two. The graph below illustrates forecast expenditure at Quarters One and Two and cumulative reprofiling.



Proposals

5.20 As part of the Quarter Two 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.

5.21 £3 million of proposed reprofiling has been identified across the Adult Social Care, Communities & Wellbeing, ICT and Finance & Property 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.



5.22 The proposed reprofiling will result in an adjusted underspend across the capital programme of £1 million based on the Quarter Two budget monitoring, detailed in the table below.

Directorate	Quarter Two Budget	Quarter Two Forecast Expenditure	Forecast (Under)/Over spend at Quarter Two	Proposed Expenditure Re-profiling at Quarter Two	Forecast (Under)/Over spend adjusted for Re-Profiling
People	£16,954,300	£15,753,790	(£1,200,510)	£599,000	(£601,510)
Place	£29,607,500	£29,180,126	(£427,374)	£	(£427,374)
Resources	£9,887,760	£7,430,800	(£2,456,960)	£2,483,800	£26,840
Chief Executive	£	£	£	£	£
Total Council	£56,449,560	£52,364,716	(£4,084,844)	£3,082,800	(£1,002,044)

5.23 The adjusted underspend post reprofiling based on Quarter Two forecasting per service is detailed in the table below:

Capital Financial Performance Report Quarter Two 2021/22

People Directorate	Quarter Two Budget	Quarter Two Forecast Expenditure	Forecast (Under)/Over spend at Quarter Two	Proposed Expenditure Re-profiling at Quarter Two	Forecast (Under)/Over spend adjusted for Re-Profiling
Adult Social Care	£2,588,230	£2,505,230	(£83,000)	£83,000	£
Childrens and Family Services	£20,000	£	(£20,000)	£	(£20,000)
Education	£9,741,860	£8,960,350	(£781,510)	£	(£781,510)
Communities and Wellbeing	£4,604,210	£4,288,210	(£316,000)	£516,000	£200,000
Total Directorate	£16,954,300	£15,753,790	(£1,200,510)	£599,000	(£601,510)

Place Directorate	Quarter Two Budget	Quarter Two Forecast Expenditure	Forecast (Under)/Over spend at Quarter Two	Proposed Expenditure Re-profiling at Quarter Two	Forecast (Under)/Over spend adjusted for Re-Profiling
Development and Planning	£4,362,800	£4,521,760	£158,960	£	£158,960
Public Protection	£75,820	£89,320	£13,500	£	£13,500
Environment	£25,168,880	£24,569,046	(£599,834)	£	(£599,834)
Directorate Totals	£29,607,500	£29,180,126	(£427,374)	£	(£427,374)

Resources Directorate	Quarter Two Budget	Quarter Two Forecast Expenditure	Forecast (Under)/Over spend at Quarter Two	Proposed Expenditure Re-profiling at Quarter Two	Forecast (Under)/Over spend adjusted for Re-Profiling
ICT	£5,044,380	£4,575,780	(£468,600)	£533,800	£65,200
Finance and Property	£4,666,730	£2,678,370	(£1,988,360)	£1,950,000	(£38,360)
Strategy and Governance	£176,650	£176,650	£	£	£
Directorate Totals	£9,887,760	£7,430,800	(£2,456,960)	£2,483,800	£26,840
Total Council Position	£56,449,560	£52,364,716	(£4,084,844)	£3,082,800	(£1,002,044)

5.24 In respect of the adjusted forecasts, in Education Services, a number of key projects are forecasting underspends, primarily I-College, Parsons Down Rationalisation, the Downlands Sports Centre. Further information has been requested from the service to identify if underspends are to be reprofiled into subsequent financial years. The Environment Service has not requested a slippage in respect of underspending projects. Communities & Wellbeing, Development & Planning and the Public Protection Service have submitted additional budget requests relating to the Newbury Lido, Four Houses Corner and the PPP One System which if approved will negate the forecast pressures.

5.25 The Council has capital reserves of £41 million (based on the Council's draft 2020/21 Financial Statements) which are under review to ascertain if funding can be released to offset any additional budget requirements.

6 Other options considered

No other options were considered.

7 Conclusion

- 7.1 As at Quarter Two, the total forecast expenditure for financial year 2020/21 amounts to £52.4 million against a revised budget of £56.4 million. CSG will continue to closely monitor expenditure incurred against the re-profiled expenditure and approved programme in 2021/22.

8 Appendices

Appendix A – Budget Changes as at Quarter One

Appendix B – Re-profiling Proposal

Corporate Board's recommendation

*(add text)

Background Papers:

*(add text)

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

Wards affected: *(add text)

Officer details:

Name: Shannon Coleman-Slaughter
Job Title: Chief Financial Accountant

Tel No: 01635 503225
E-mail: Shannon.colemanslaughter@westberks.gov.uk

Document Control

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

Change History

Version	Date	Description	Change ID
1			
2			

Budget Changes: As at Quarter Two Financial Year 2021/22

Service Area	Original Gross Expenditure Budget 2021/22	Budget Agreed by CSG to be Re-profiled from 2020/21	Agreed Reprofiling at Q1	Agreed Reprofiling at Q2	Agreed Reprofiling at Q3	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			142,540	2,588,230	Care Home Garden Projects & Autism Grant
Childrens and Family Services	20,000	0	0			0	20,000	
Education	8,712,050	2,318,310	(1,288,500)				9,741,860	
Communities and Wellbeing	3,586,290	749,110	0			1,788,170	6,123,570	Members Bids and Parish Planning moved Service
Total for People Directorate	14,088,300	3,743,150	(1,288,500)	0	0	1,930,710	18,473,660	
PLACE DIRECTORATE								
Development and Planning	1,787,330	2,351,260	0			224,210	4,362,800	Additional DFG Funding Received
Public Protection		75,820	0			0	75,820	
Environment	23,272,930	611,550	(3,062,600)			4,347,000	25,168,880	£2m additional DfT Grant £2.1m Theale Train Station £210k Faraday Road Open Spaces Project
Total for Place Directorate	25,060,260	3,038,630	(3,062,600)	0	0	4,571,210	29,607,500	
RESOURCES DIRECTORATE								
Customer Services and ICT	4,067,290	927,090	0			50,000	5,044,380	£50k Transformation Funding for Office 365
Finance and Property	4,400,270	266,460	0			0	4,666,730	
Strategy and Governance	221,000	224,460	0			(1,788,170)	(1,342,710)	Members Bids and Parish Planning moved Service
Total for Resources Directorate	8,688,560	1,418,010	0	0	0	(1,738,170)	8,368,400	
CHIEF EXECUTIVE								
Chief Executive	0	0	0	0	0	0	0	
Total Capital Budget	47,837,120	8,199,790	(4,351,100)	0	0	4,763,750	56,449,560	

Please note that the Members Bids & Parish Planning cost centres were moved from Strategy & Governance to the Communities and Wellbeing Service after the production of Q1 Budget Monitoring.

2021/22: Expenditure Reprofileing for Quarters One and Two

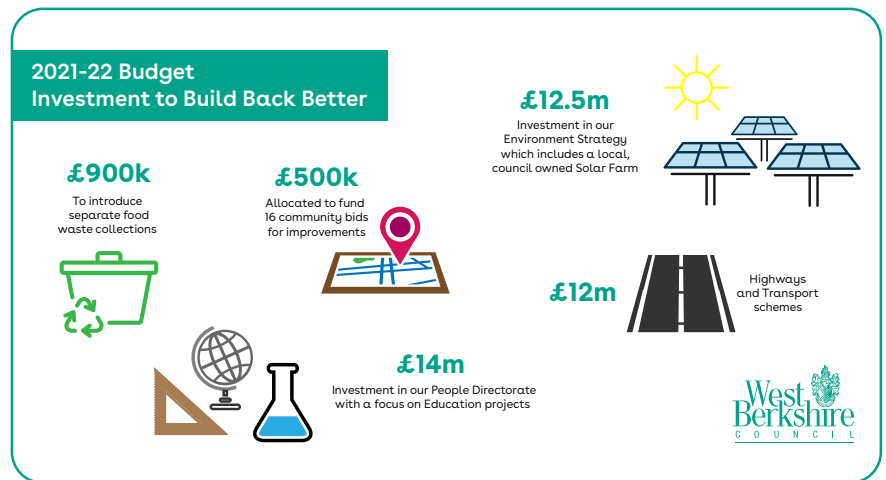
Quarter	Directorate	Service	Cost Centre	Project Title	Expenditure Budget	Expenditure at Q1	Underspend at Q1	Re-profileing Request
Q1	People	Education	82319	i-college Alternative Education - East of Area	1,738,500	450,000	(1,288,500)	1,288,500
Education Total					1,738,500	450,000	(1,288,500)	1,288,500
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
Environment Total					4,234,490	1,171,890	(3,062,600)	3,062,600
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
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)
Communities and Wellbeing Total					1,904,060	1,388,060	(516,000)	516,000
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
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
Finance & Property Total					2,000,000	50,000	(1,950,000)	1,950,000
Q2 - Council Total					4,620,860	1,538,060	(3,082,800)	3,082,800

Investing in the Future

As your Council, we want to deliver value for money services and the infrastructure our district needs.

Every March, we set an annual budget which is split in two.

Money from our revenue budget has to be spent on delivering services such as social care. Money from our capital budget is used to pay for long term projects, such as constructing new school buildings and maintaining our roads.



From schools to solar farms, from roads to care homes, we've made all sorts of improvements over the last year, targeting funding where it's needed most.

These improvements will help us deliver our strategic priorities; helping local businesses thrive, ensuring we're carbon neutral by 2030 and securing better outcomes for everyone in the district.

We made a great start on green projects, raising £1 million to support our Environment Strategy with the UK's first Community Municipal Bond. We continue to look at affordable ways of borrowing so important environmental projects are taken forward.

We're proud of the investment we are putting into the district. Through careful financial stewardship we will continue to invest so that West Berkshire continues to be a great place to live, work and learn.

Here are a few examples of the investments we have made and will continue to make to ensure we reach those goals.



**Councillor Lynne Doherty ,
Leader of the Council**

"We are focussed on getting our local economy back on track. Working with our local partners we intend to restore what we have lost during the pandemic, build on what we have gained and to galvanise West Berkshire's position as a great place to live, work and do business."

Our priorities

Support businesses to start, develop and thrive in West Berkshire

A strong local economy has always been one of West Berkshire's biggest assets and investing in its future is more important than ever as we recover from the impact of Covid-19. We've been working with local businesses throughout the pandemic to keep their customers safe, distributing £5 million in grants to keep them going when restrictions were at their most severe. We want local people to have access to good jobs, infrastructure and connectivity and have earmarked £50.7 million for our Capital Programme taking us up to 2024.



- Like all councils, we get money from builders to help cope with the extra pressure their development puts on the local infrastructure, such as roads. On top of the 15%-25% we give parish and town councils, through the money we bring in from this Community Infrastructure Levy (CIL) we've also handed out almost £1 million in grants for local infrastructure projects proposed by community groups. That money has been used to renovate village halls and clubs, as well as helping to improve sports and playground facilities.
- We've helped local businesses bounce back through our £140,000 Welcome Back Business Grant scheme, funding events and equipment to get them back on their feet.
- Since 2012/13, the Superfast Broadband Project has expenditure of £8.7m up to 31st March 2021. This project is Berkshire wide, so expenditure amount stated is for all 6 Berkshire Unitaries



"We want local businesses to succeed and it's vital that we put the right support and infrastructure in place to help make that happen."

**Councillor Ross Mackinnon,
Executive Member for Finance and Economic Development**

Develop local infrastructure, including housing, to support and grow the local economy

We're continuously working to improve our infrastructure. Although some of these projects are for things we all take for granted, such as road and rail networks, they are essential to support and boost local business and economy. They are often large scale improvements which are carefully planned and implemented to connect our district.



£4.5 million on flood defence schemes in Thatcham to protect around 600 homes from the risk of surface water flooding. The schemes at Dunston Park and South East Thatcham form part of a flood defence strategy that already includes reservoirs at Cold Ash Hill and Tull Way.

Both Theale and Newbury Railway Stations have benefited from significant investment. Working with Thames Valley Berkshire Local Enterprise Partnership we've helped improve accessibility for passengers at Theale, alongside vehicle charging points and a new footbridge. At Newbury Station, a new multi-storey car park, additional cycle parking and a refurbished station building is helping residents and businesses adopt greener modes of transport.

Road improvements including widening the A339 and a new junction at Sandleford to the new Highwood Copse School along with significant investment in maintaining our 1200km of highway infrastructure.



"We have a vast highways network to maintain and a strong record of keeping our roads in good condition. We're always investing and planning new schemes to make sure that West Berkshire is well connected."

**Councillor Richard Somner,
Executive Member for Planning and Transport**

Maintaining a green district

As a Local Authority, we see ourselves and our residents at the heart of the Government's plans to cut the country's carbon emissions.

In our district we have already felt some of the impact of climate change, most notably during the floods of 2007 and 2014, which saw parts of West Berkshire under water, with many homes damaged.

In 2019 we declared a Climate Emergency. Our comprehensive Environment Strategy will bring about real change. It includes a number of exciting projects, which we are funding through our Capital Strategy.



These include:

- A £10m solar farm which will see more than 45,000 solar panels installed on up to 75 acres of council-owned land. This would generate enough electricity each year to power the equivalent of approximately 4,400 homes.
- Working with the Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust, we have planted wildflowers on many verges across the district. This has created new habitats for wildlife, including bees, and also contributes towards our carbon neutral aspirations.
- Installing energy efficient lighting in our buildings. A recent project at Newbury Library will save more than 15 tonnes of CO2 and more than £2,500 in energy bills each year.



"The fight against climate change is one for us all. Our investment in green projects at a local level is one of many ways we are protecting the district's future."

**Councillor Steve Ardagh-Walter,
Executive Member for Environment**

Supporting everyone to fulfil their potential

In West Berkshire, education is a key priority. We're working to make sure that our children receive a first class education, in an inspiring learning environment.

We've earmarked £35.7 million for our Education Capital Programme taking us up to 2024 and have invested right the way through the pandemic.



- £8 million to build Highwood Copse, working with the Newbury College Academy Trust on a brand new primary school on the College Campus.
- We're spending a further £1.6 million remodelling and refurbishing Parsons Down Partnership of Schools in Thatcham so that the Infant and Junior Schools can be on the same site.
- Around £1.8 million on Education related care facilities in the district, with new equipment and services for children with special educational needs and disabilities, including new facilities at Speenhamland School.
- A year after the new Primary School opened at Theale, our £8.8 million investment is already giving hundreds of children a great start in life.
- We spent more than £400,000 on the kitchen at Hungerford Primary School so children can enjoy healthy, nutritious meals cooked on site.
- At Newbury's Falkland Primary School, we repaired the roof and replaced ceilings and windows. We have further plans for a £3.5 million investment which includes replacing modular classrooms. The toilets are a lot nicer now too!



"We continually invest in our schools and nothing gets in the way of that commitment."

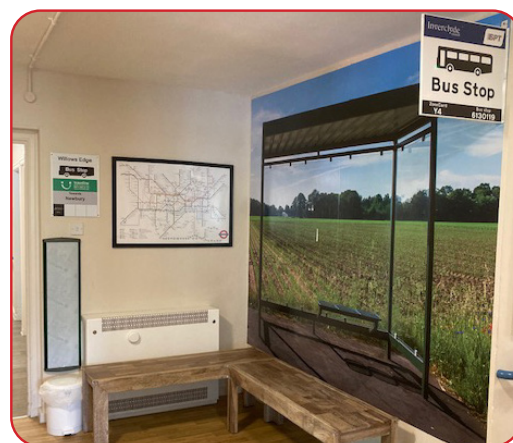
Councillor Dominic Boeck,
Executive Member, Children, Young People and Education

Securing better outcomes for vulnerable children and adults

Adult Social Care is a key priority in West Berkshire and our teams work hard to ensure that vulnerable people in our communities are supported and safe.

We take time to listen to what people want. We look for ways they can remain independent and encourage them to make their own decisions about the care they receive.

We've earmarked £3.9 million for our Adult Social Care Capital Programme taking us up to 2024 and are continually investing to expand and improve our facilities. We also invested in infection control measures throughout the pandemic to keep people safe.



£600,000 has been invested to maintain, develop and improve our Care Homes and Resource Centres. This has included kitchen and bathroom refurbishments and exterior works. We've also enhanced the Walnut Wing at Birchwood Care Home with dementia friendly adaptations and installed indoor and outdoor 'bus stops' at Willows Edge Care Home which are designed to help people living with dementia, creating talking points to prompt memories, reduce frustrations and help them cope in their day to day lives.

We spent £20,000 on installing wooden chalets in the gardens of Birchwood and Willows Edge Care Homes, creating fresh new spaces where families and residents can meet whilst being COVID safe, whatever the weather.

A further £130,000 has been committed for additional garden works at our Care Homes to create attractive, safe spaces where residents can enjoy the benefits of being outdoors.

We've allocated £1.2 million for specialist equipment for adults to use in their own homes. Having the right equipment helps people are able to remain safely and independently at home, reducing reliance on carer support. From simple items like walking sticks and perching stools to high-tech care devices and sensory needs equipment, our teams work with people to find individual solutions to promote independence and safety.



"We strive to provide the best possible care to residents who need our support to ensure that they are safe and well looked after now and in the future."

Councillor Joanne Stewart
Executive Member, Adult Social Care

2021/22 Revenue Financial Performance Quarter Two

Committee considering report:	Executive
Date of Committee:	
Portfolio Member:	Councillor Ross Mackinnon
Date Head of Service agreed report: <i>(for Corporate Board)</i>	02.11.21
Date Portfolio Member agreed report:	n/a
Report Author:	Melanie Ellis
Forward Plan Ref:	

1 Purpose of the Report

- 1.1 To report on the financial performance of the Council's revenue budgets and provide a year-end forecast. This report is Quarter Two 2021/22.

2 Recommendation

- 2.1 To note the year-end forecast £0.3m under spend, 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 over spend of £0.9m. If the over spend remains at year end and if the reserves were utilised, the resulting £0.3m under spend would be returned to reserves.
- 2.2 To 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.

3 Implications and Impact Assessment

Implication	Commentary
Financial:	£0.3m forecast under spend, after taking account of provision in reserves. Without this provision, £0.9m over spend.
Human Resource:	None

Legal:	None			
Risk Management:	Risks to next years' budget are included where relevant in the report. Where identified these will form part of the budget build process for 2022/23.			
Property:	Impact on income due to commercial property.			
Policy:	No			
	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?		Y		
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		Y		
Environmental Impact:		Y		
Health Impact:		Y		
ICT Impact:		y		
Digital Services Impact:		y		
Council Strategy Priorities:		y		Business as usual

Core Business:		y		
Data Impact:		y		
Consultation and Engagement:	Budget holders, Heads of Service and Directors.			

4 Executive Summary

- 4.1 This report is to inform members of the financial performance of the Council's revenue budgets. This report is the forecast position for 2021/22 as at Quarter Two.
- 4.2 The 2021/22 net revenue budget of £137m was set on 2nd March 2021. Since then the Council has continued to play a significant part in responding to the pandemic, from helping to coordinate the community response, supporting local businesses and working with schools. The overall forecast is interlinked to the impact of the pandemic and the use of Covid resources provided by central government and the Clinical Commissioning Group. The Council is seeing increased demand for some services which will have an impact on the 2021/22 financial position.
- 4.3 The year-end forecast is a £0.3m under spend, 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 over spend of £0.9m. If the over spend remains at year end and if the reserves were utilised, the resulting £0.3m under spend would be returned to reserves.

Directorate Summary	Current Net Budget	Forecast Outturn	(Under)/over spend						Change to Service Forecast from Last Quarter
			Quarter One	Quarter One	Quarter One	Quarter Two	Quarter Two	Quarter Two	
			Forecast	Provided in Reserves	Year end forecast	Forecast	Provided in Reserves	Year end forecast	
£000	£000	£000	£000	£000	£000	£000	£000	£000	
People	79,390	81,410	800	(740)	59	2,020	(867)	1,153	1,093
Place	29,570	28,916	231	0	231	(654)	0	(654)	(885)
Resources	12,984	13,753	505	(100)	405	769	(405)	364	(41)
Chief Executive	553	571	0	0	0	18	0	18	18
Capital Financing	15,118	13,896	(1,000)	0	(1,000)	(1,222)	0	(1,222)	(222)
Total	137,615	138,546	535	(840)	(305)	931	(1,272)	(341)	(36)

- 4.4 The People Directorate forecast is an over spend of £2m. The Directorate is experiencing increased demand and higher level of care package requirements, which have been supported in-year by one off Covid grant funding. If the over spend remains at year end, it could be reduced to £1.2m by accessing specific reserves which were set aside for risks that have arisen.

- In Adult Social Care (ASC), the forecast over spend is £0.4m. The 2021/22 budget was built using £2.3m of one-off Covid emergency grant, of which £1.4m is supporting the general budget pressures in ASC such as increased client numbers and their

costs, and £0.9m is being used to support specific Covid pressures. The ongoing budget pressures will be addressed as part of the 2022/23 budget setting process.

The £0.4m over spend could be fully mitigated if required at year end by using some of the £0.9m identified as a risk against the General Fund during the budget build process.

Long term services (LTS) are forecast to be £0.8m over spent, after the allocation of Covid funding against specific pressures. There are higher client numbers than modelled, 1722 at September 2021 compared to 1698 modelled, with the rise attributable to the impact of clients being discharged from hospital earlier through the Covid Hospital Discharge Scheme and requiring more care and therefore increasing the number of clients moving onto a long term service. This is also increasing the cost of care packages due to the amount of care required.

There is lower than modelled occupancy within Council owned care homes, which has resulted in unmet savings. The budget was set at 95% occupancy across the three homes and is currently at 76%. As clients are discharged from hospital earlier, their needs are often too high for the provision available, and so are placed externally, resulting in higher costs.

Short term services are £0.3m over spent after the allocation of Covid funding against specific pressures. The over spend is due to an increase in services being approved with more complex needs. There is a forecast over spend of £0.5m due to agency costs and reduced income in our own care homes. ASC teams are forecasting a further £0.3m over spend from agency usage covering vacant posts and the addition of fixed term posts reviewing long term transition packages.

The forecast over spend is being mitigated with Covid funding and discussions with Health for additional funding due to the impact of the Covid Hospital Discharge Scheme. A number of recruitment options are being explored with HR.

The service continues to take action to suppress market demand by reinforcing the three conversations model, strategic review of in-house care home provision and use of technology enabled care. Market Management works with local providers to ensure supply and demand are better aligned and offer better value for money, although the saving associated with this is currently amber as work continues. Net weekly spend on long term services is carefully monitored, with requests for long term services scrutinised weekly at Good Practice Forum.

The long term impact of Covid is still not completely clear in the ASC budgets. It is not yet known if any Covid emergency funding will be provided beyond this financial year. The ASC model will continue to be updated monthly

- In Children & Family Services (CFS), the forecast over spend is £0.8m. The risk reserve for residential placements of £0.4m could be used if the over spend remains at year end, which would reduce the over spend to £0.4m.

There is a forecast £0.6m over spend in placements, comprising an over spend of £1.1m in residential care offset by under spends in most other areas including fostering and UASC. Whilst the children in care population has generally been stable,

there is increasing complexity in the needs of children who have either recently entered care or have become unsettled after a period of relative stability in care. Five young people are placed in residential homes, demonstrating high risk behaviour, and incurring costs of £43k per week to provide safe care. This is considerably more than the typical price of £4k per week.

All the children in the costly residential provision were initially supported in foster placements but their care needs proved too high to deliver safely. This has contributed to the majority of the CFS projected overspend, and has meant the planned saving from the placements budget is no longer possible.

The Family Safeguarding Model had a saving target of £209k for income from partner agencies to support this model. The partner decision not to contribute has resulted in a pressure as this saving will not be met.

Covid funding has been used to cover £0.4m of additional staffing costs supporting the Ofsted response to increased caseloads within the teams.

- Education is reporting a £0.8m overspend, predominantly due to an exceptional residential placement which started in the autumn term, together with a forecast pressure on Home to School Transport.

4.5 The Place Directorate forecast under spend is £0.65m arising from:

- Small under spends in Development & Planning and Public Protection. These two services will be reported from Quarter Three as a combined service, Development & Regulation
- A forecast under spend of £0.6m in Environment largely due to additional income from dry recycling and diversion of waste from landfill to 'energy from waste' sites.

4.6 The Resources Directorate forecast over spend is £0.4m arising from:

- A number of schools leaving the Council insurance in favour of cheaper Risk Protection Arrangements offered by the Department for Education. The self-insurance reserve requirement has been reduced to support this.
- Timing of office moves and demand for temporary storage has led to an unmet saving from rationalisation of office space.
- Temporary staff costs covering vacancies in the Financial Reporting Team, whilst permanent recruitment is ongoing.
- Net income on Commercial Property showing a £0.3m shortfall, which can be accommodated from earmarked reserves. The shortfall is due to income from 4 The Sector coming through slightly later than anticipated. The 2022-23 budget position is not impacted.
- Forecast over spends from covering staff with agency in ICT and S&G. ICT has an income shortfall from school buy back/print room and installing new circuits, although

savings continue to be seen from postage costs. S&G has pressures from client disbursements and project slippage.

- Surplus income from the agency contract rebate in Commissioning as a result of the increased agency usage for Covid cover during the year.

4.7 The Capital Financing forecast is an under spend of £1.2m from lower capital expenditure during the pandemic and savings through utilisation of short term borrowing and cash flow as opposed to longer term financing. Savings have also been achieved through the prepayment of pension contributions.

4.8 The 2021/22 savings and income generation programme of £3.6m is 68% Green.

Conclusion

4.9 The 2021/22 financial year continues to present financial challenges for the Council in supporting our residents and business. Grant funding has helped the Council to cover additional costs and lost income and to enable us to continue to support a range of activities within our district.

4.10 The forecast is interlinked to the impact of the pandemic and the use of Covid resources provided by central government. The funding received from Government to date, and the Council's level of general fund reserves mean that the Council is well placed to continue its efforts on response and recovery from Covid-19. The Covid-19 grant under spend from 2020/21 will be used to fund the ongoing pandemic response. The Council is now seeing increased demand for some services which will have an impact on 2021/22. The longer term position will require further analysis and announcements from Central Government on the funding position before the full impact on 2021/22 and beyond is known.

4.11 The £3.6m savings and income generation programme is 68% achieved to date, and will be reported on each quarter.

5 Supporting Information

Introduction

5.2 The 2021/22 net revenue budget of £137m was set on 2nd March 2021. Since then the Council has continued to play a significant part in responding to the pandemic, from helping to coordinate the community response, supporting local businesses and working with schools. The overall forecast is interlinked to the impact of the pandemic and the use of Covid resources provided by central government and the Clinical Commissioning Group.

Quarter Two 2021/22

5.3 The table below shows the year-end forecast of £0.3m under spend, 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 a £0.9m over spend. If the over spend remains at year-end and if the reserves were utilised, the resulting £0.3m under spend would be returned to reserves.

2021/22 Revenue Financial Performance Quarter Two

Directorate Summary	Current Net Budget	Forecast Outturn	(Under)/over spend						Change to Service Forecast from Last Quarter
			Quarter One	Quarter One	Quarter One	Quarter Two	Quarter Two	Quarter Two	
			Forecast	Provided in Reserves	Year end forecast	Forecast	Provided in Reserves	Year end forecast	
	£000	£000	£000	£000	£000	£000	£000	£000	£000
People	79,390	81,410	800	(740)	59	2,020	(867)	1,153	1,093
Place	29,570	28,916	231	0	231	(654)	0	(654)	(885)
Resources	12,984	13,753	505	(100)	405	769	(405)	364	(41)
Chief Executive	553	571	0	0	0	18	0	18	18
Capital Financing	15,118	13,896	(1,000)	0	(1,000)	(1,222)	0	(1,222)	(222)
Total	137,615	138,546	535	(840)	(305)	931	(1,272)	(341)	(36)

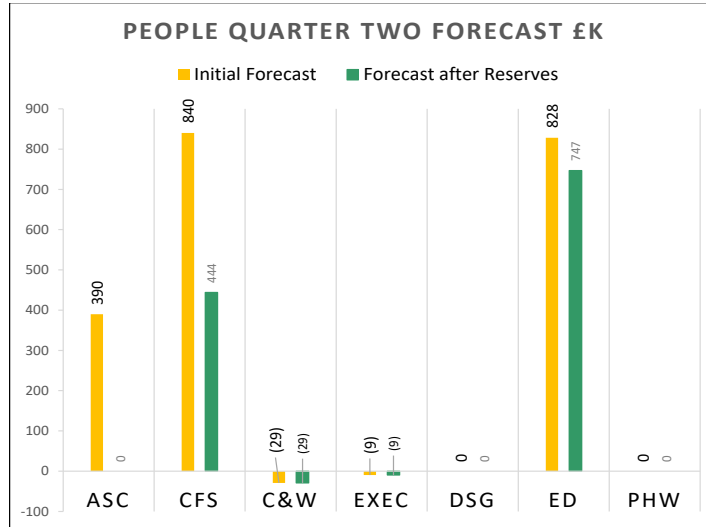
5.4 Forecasting remains challenging this year due to the ongoing impact of Covid-19. The forecasts by service are shown in the following chart:

	Current Net Budget	Net Forecast	(Under)/over spend						Change to Service Forecast from Last Quarter
			Quarter One	Quarter One	Quarter One	Quarter Two	Quarter Two	Quarter Two	
			Forecast	Provided in Reserves	Year end forecast	Forecast	Provided in Reserves	Year end forecast	
	£000	£000	£000	£000	£000	£000	£000	£000	£000
Adult Social Care	51,172	51,562	344	(344)	0	390	(390)	0	0
Children & Family Services	16,877	17,718	463	(396)	67	840	(396)	444	377
Communities & Wellbeing	2,407	2,378	0	0	0	(29)	0	(29)	(29)
Executive Director	320	311	(7)	0	(7)	(9)	0	(9)	(2)
Education DSG funded	(441)	(441)	0	0	0	0	0	0	0
Education	9,135	9,963	0	0	0	828	(81)	747	747
Public Health & Wellbeing	(80)	(80)	0	0	0	0	0	0	0
People	79,390	81,410	800	(740)	59	2,020	(867)	1,153	1,093
Executive Director	198	198	0	0	0	0	0	0	0
Development & Planning	3,763	3,742	101	0	101	(21)	0	(21)	(122)
Public Protection	1,900	1,875	(15)	0	(15)	(25)	0	(25)	(10)
Environment	23,710	23,101	144	0	144	(608)	0	(608)	(752)
Place	29,570	28,916	231	0	231	(654)	0	(654)	(885)
Commissioning	802	612	(40)	0	(40)	(190)	0	(190)	(150)
ICT	2,135	2,223	64	0	64	88	0	88	23
Executive Director	301	308	1	0	1	6	0	6	5
Finance & Property	3,292	4,054	443	(100)	343	762	(405)	357	14
Strategy & Governance	6,453	6,556	36	0	36	103	0	103	67
Resources	12,984	13,753	505	(100)	405	769	(405)	364	(41)
Chief Executive	553	571	0	0	0	18	0	18	18
Capital Financing	15,118	13,896	(1,000)	0	(1,000)	(1,222)	0	(1,222)	(222)
Capital Financing	15,118	13,896	(1,000)	0	(1,000)	(1,222)	0	(1,222)	(222)
Total	137,615	138,546	535	(840)	(305)	931	(1,272)	(341)	(36)

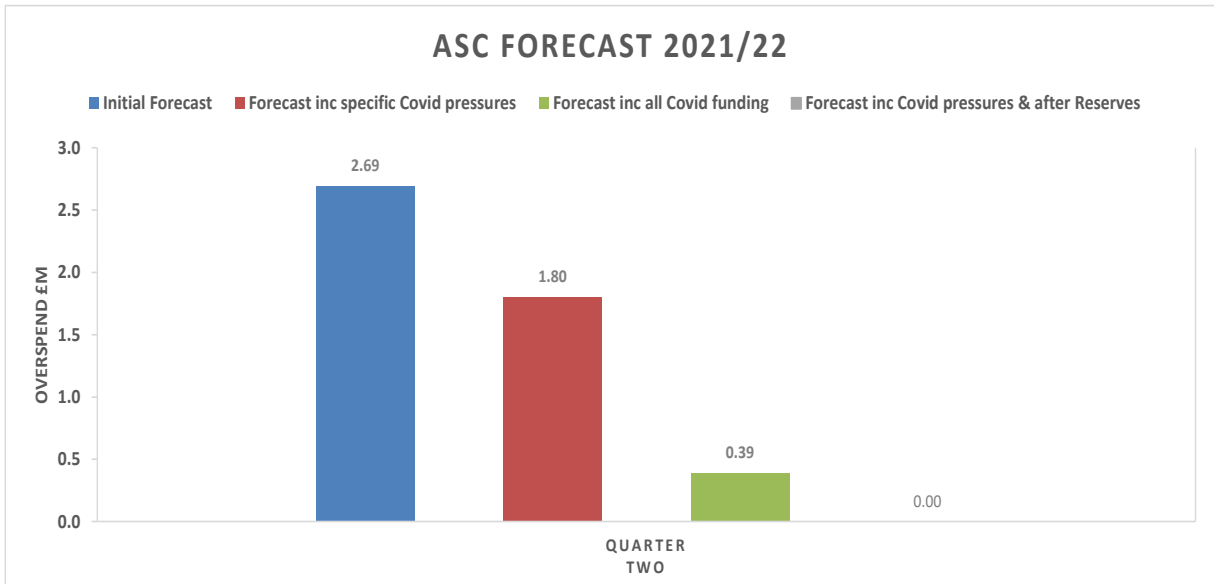
NB: Rounding differences may apply to the nearest £k.

People Directorate

5.5 The Directorate Quarter Two forecast is an over spend of £2m. If the over spend remains at year end, it could be reduced to £1.2m by accessing specific reserves which were set aside for risks that have arisen.



5.6 In ASC, the forecast over spend of £0.4m. The 2021/22 budget was built using £2.3m of one-off Covid emergency grant, of which £1.4m is supporting general budget pressures in ASC such as increased client numbers and their costs, and £0.9m is being used to support specific Covid pressures. The ongoing budget pressures will be addressed as part of the 2022-23 budget build process. The £0.4m over spend could be fully mitigated if required at year-end by using some of the £0.9m identified as a risk against the General Fund during the budget build process.



Long term services (LTS) are £0.8m over spent, after the allocation of Covid funding against specific pressures. There are higher client numbers than modelled, 1722 at September 2021 compared to 1698 modelled. The rise in clients is attributable the impact of clients being discharged from hospital earlier through the Covid Hospital

Discharge Scheme and requiring more care and therefore increasing the number of clients moving onto a long term service. This is also increasing the cost of care packages due to the amount of care required, including an increase in double up care at home.

There is lower than modelled occupancy within Council owned care homes, which has resulted in unmet savings. The budget was set at 95% occupancy across the three homes and is currently at 76%. As clients are discharged from hospital earlier, their needs are often too high for the provision available, and so are placed externally, resulting in higher costs.

Short term services are £0.3m over spent after the allocation of Covid funding against specific pressures. The over spend is due to an increase in services being approved with more complex needs. ASC have proactively claimed for Continuing Health Care (CHC) and Covid funding to help mitigate this.

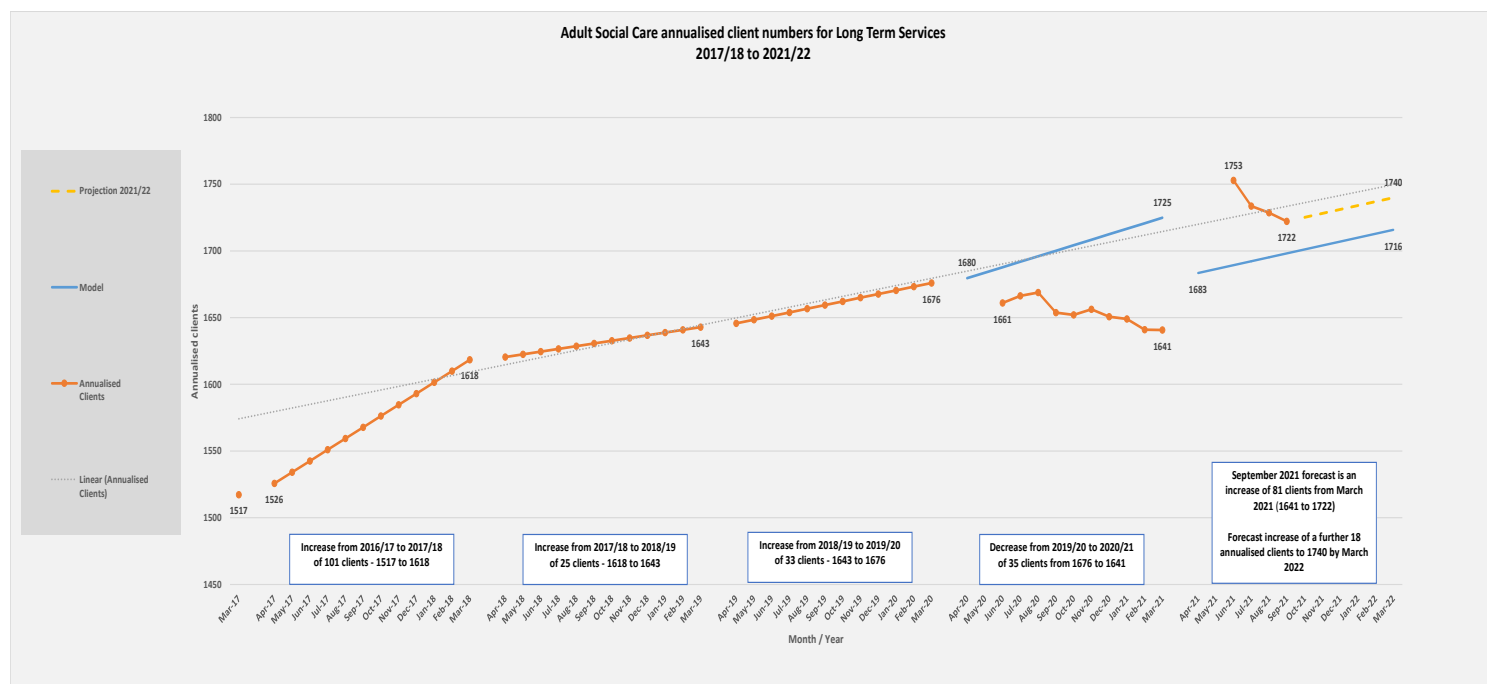
There is a forecast over spend of £0.5m due to agency costs and reduced income in our own care homes. ASC teams are forecasting a further £0.3m over spend from agency usage covering vacant posts and the addition of fixed term posts reviewing long term transition packages.

The forecast over spend is being mitigated through the use of Covid funding and discussions are being held with Health for additional funding due to the impact of the Covid Hospital Discharge Scheme. A number of options are being explored with HR to recruit to the staff vacancies.

The service continues to take action to suppress market demand such as reinforcing the three conversations model suppressing the need for long term services, strategic review of in-house care home provision, use of technology enabled care and maximising external funding streams. Market Management is working with local providers to ensure supply and demand are better aligned and offering better value for money, although the saving associated with this is currently amber as work continues. Net weekly spend on long term services is carefully monitored. All requests for long term services are scrutinised weekly at Good Practice Forum by senior management to ensure Care Act compliance and also make best uses of resources.

It is not yet known if any Covid emergency funding will be provided beyond this financial year. The ASC Model for long term services will be updated monthly throughout this financial year to inform the 2022-23 budget. The assumptions are reviewed and agreed by the ASC Financial Planning Steering group and reported at the ASC Financial Planning meeting on a monthly basis.

2021/22 Revenue Financial Performance Quarter Two



5.7 In CFS, the forecast is a £0.8m over spend. The risk reserve for residential placements of £0.4m could be used if the over spend remains at year end, which would reduce the over spend to £0.4m.

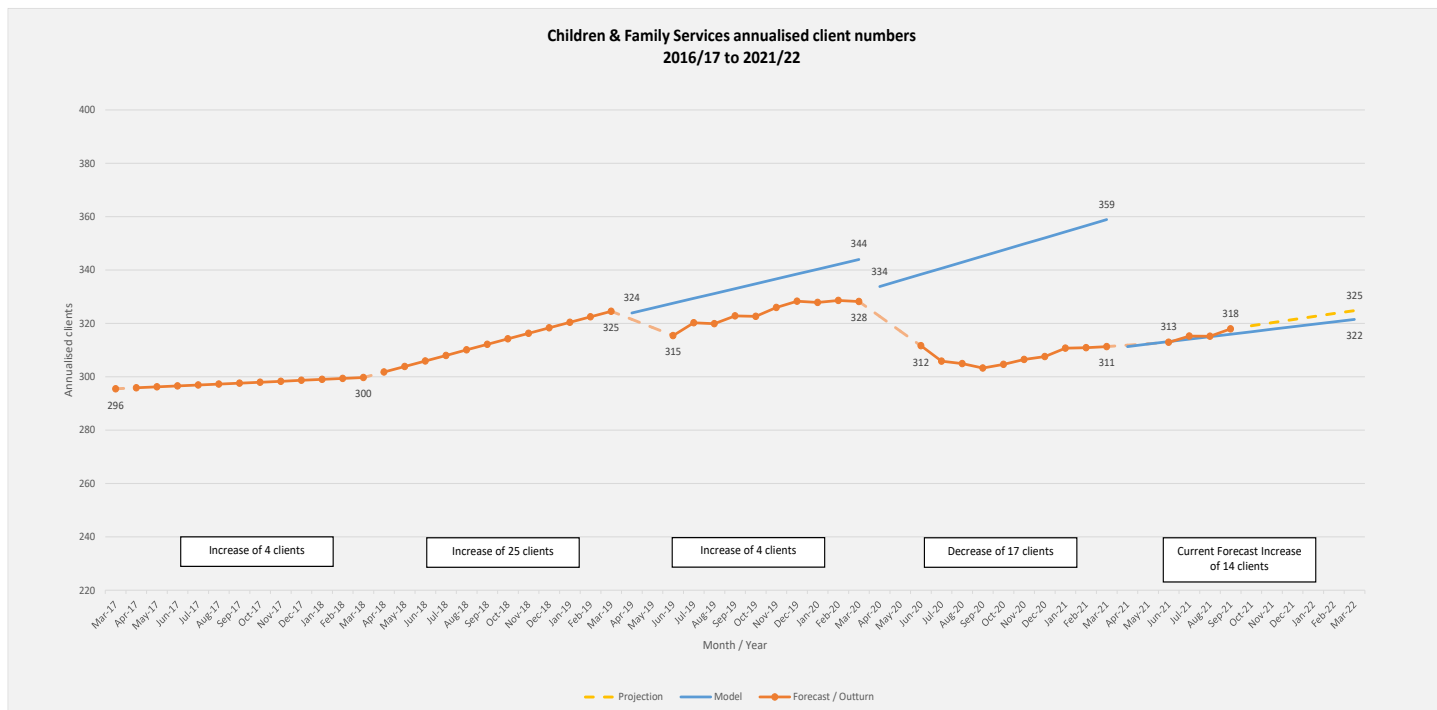
There is a forecast £0.6m over spend in placements, comprising an over spend of £1.1m in residential care offset by under spends in most other areas including fostering and UASC. Whilst the children in care population has generally been stable, we are seeing increasing complexity in the needs of children who have either recently entered care or have become unsettled after a period of relative stability in care. The issue most obvious is poor mental health and emotional wellbeing, with behaviours such as self-harm, aggression, and risk taking behaviours becoming more prevalent. As a consequence it is harder for these children to be cared for in a foster home, and a specialist residential facility becomes necessary. We have five young people placed in residential homes who are demonstrating behaviours which are very high risk and incurring costs of £43k per week to provide safe care. This is considerably more than the typical price of £3.5k and £4.5k per week. All the children in the costly residential provision were initially supported in foster placements but their care needs proved too high to deliver safely.

This has contributed to the majority of the CFS projected overspend, and has meant the saving we were hoping to achieve from the placements budget is no longer possible.

The Family Safeguarding Model had a saving target of £209k for income from partner agencies to support this model. The partner decision not to contribute has resulted in a pressure as this saving will not be met.

Covid funding has been used to cover £0.4m of additional staffing costs supporting the Ofsted response to increased caseloads within the teams.

The model for placements has been refined and will be updated monthly.



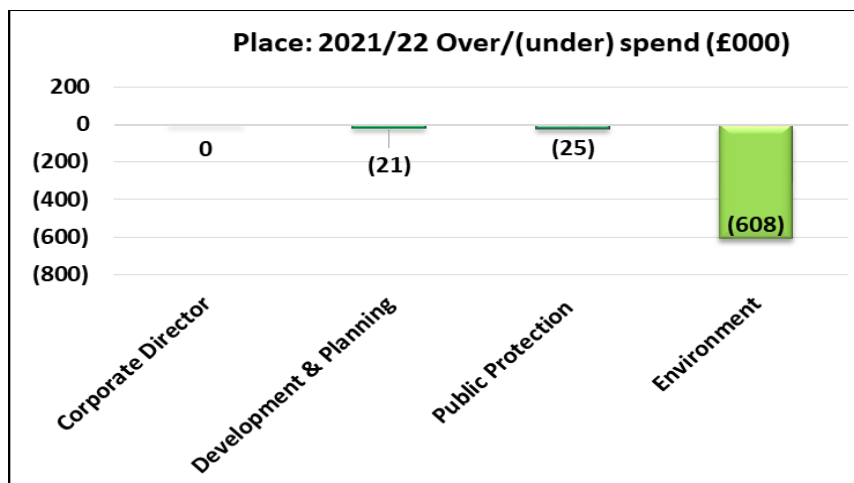
5.8 Communities and Wellbeing is reporting a £29k underspend.

5.9 Education is reporting a £0.8m overspend. The over spend is predominantly due to an exceptional residential placement which started in the autumn term, together with a forecast pressure on Home to School Transport of £122k.

5.10 The Public Health grant forecast is on line, and any variances to budget will be transferred to the Public Health Reserve at year end. There is currently an estimated £0.7m under spend which will transfer to the reserve. This is mainly due to staff projects being supported from COMF funding.

Place Directorate

5.11 The Place Directorate is forecasting an under spend of £0.65m against a budget of £30m.

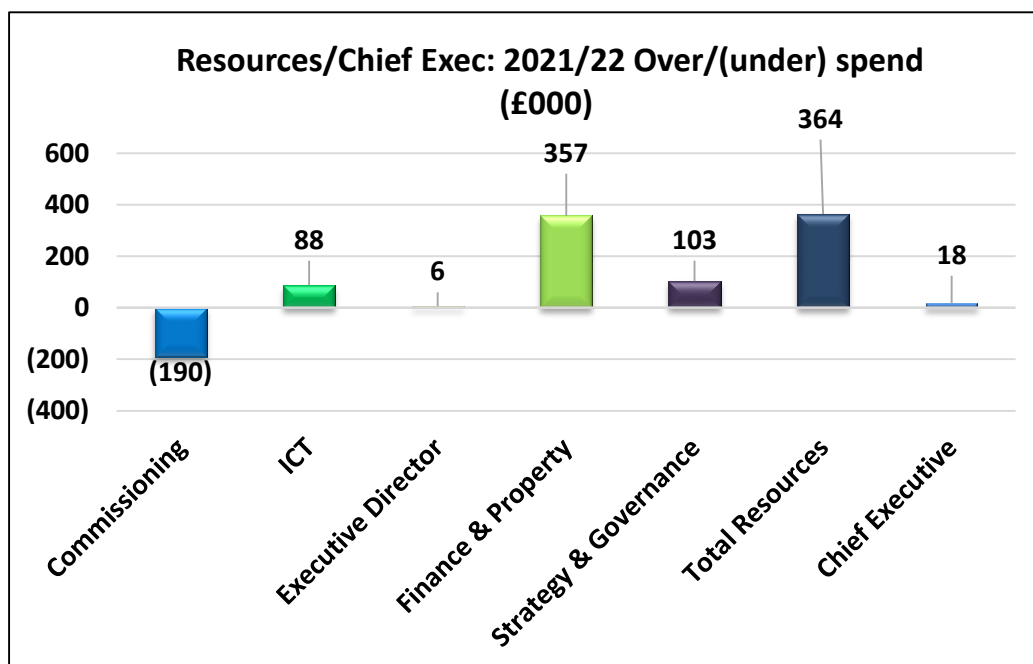


5.12 In Development and Planning, the £21k forecast under spend is from Home Improvement Agency works fees and rental income from temporary accommodation, offset by over spends on ecological assessments at Sandford Park and disputed water charges on the Gypsy Sites. Public Protection is forecasting a £25k under spend from registrar fee income and savings from slippage of digital transformation projects. These two services will be reported from Quarter Three as a combined service, Development and Regulation.

5.13 In Environment, there is a £0.6m forecast under spend. There is expected to be additional income of £0.5m from dry recycling sales and diversion of waste from landfill to 'energy from waste' sites. Public Transport received Covid grant funding of £250k to support income targets and to accommodate expected social distancing requirements, however, these losses have subsequently been recouped. There is a forecast over spend of £0.14m due to Ash Dieback remedial work required to ensure safety on the highway. It was previously agreed to treat this as a risk, however, an investment will need to be made for 2022/23 and future years, unless funding becomes available to mitigate the costs.

Resources Directorate/Chief Executive

5.14 The Directorate is forecasting an over spend of £0.4m against a budget of £13m.



5.15 In Commissioning, there is a £190k surplus income from the agency contract rebate, as a result of the increased agency usage for Covid cover during the year.

5.16 In ICT the forecast over spend of £88k is from covering staff absence, income shortfall from school buy back/print room and installing new circuits. Savings continue to be seen from postage costs.

5.17 In Finance and Property, the £0.36m forecast over spend has arisen as follows:

- A number of schools have left the Council insurance in favour of cheaper Risk Protection Arrangements offered by the Department for Education. This has resulted in loss of income of £265k, although a lower self-insurance reserve requirement has reduced this impact by £100k.
- A £158k saving was expected from rationalisation of office space, however, the timing of office moves and demand for temporary storage means it is unlikely this saving will be realised.
- Temporary staff costs covering vacancies in the Financial Reporting Team is expected to lead to an over spend of £50k. The forecast over spend has decreased due to subsequent restructure arrangements.
- Quarter Two estimates of net income on Commercial Property are showing a shortfall in net income for the year of around £305k. The position will be closely monitored throughout the year to take account of the outcome of ongoing lease negotiations in securing a tenant for 4 The Sector. The shortfall against budget can be accommodated from earmarked balances and will not impact General Fund reserves.

5.18 Strategy and Governance is forecasting an over spend of £103k due to agency and overtime in support of legal work on corporate projects, client disbursements, project slippage. There are savings from vacant posts offsetting some of the pressures in the service.

Capital Financing

5.19 The Capital Financing forecast is an under spend of £1.2m. Capital financing costs are lower than expected due to less capital expenditure than expected during the pandemic and savings on capital financing through utilisation of short term borrowing and cash flow as opposed to longer term financing. Savings have also been achieved through the prepayment of pension contributions.

Covid-19 impact on the 2021/22 budget

5.20 In 2020/21, the Council was awarded £9.6m of un-ringfenced emergency expenditure grant from Central Government and claimed £2.8m of emergency funding for lost income. Overall emergency grant funding totalled £12.4m and losses totalled £9.5m, so the balance of £2.9m was put to an earmarked Covid reserve to use during 2021/22.

5.21 In 2021/22, the Council has received a further £3.2m emergency grant and is expecting to claim £1.1m in lost income. Forecasts in this report are after allocation of grant funding. The balance of unallocated general grant funding is forecast at £0.7m, which will be required to support the longer term recovery from Covid.

2021/22 Revenue Financial Performance Quarter Two

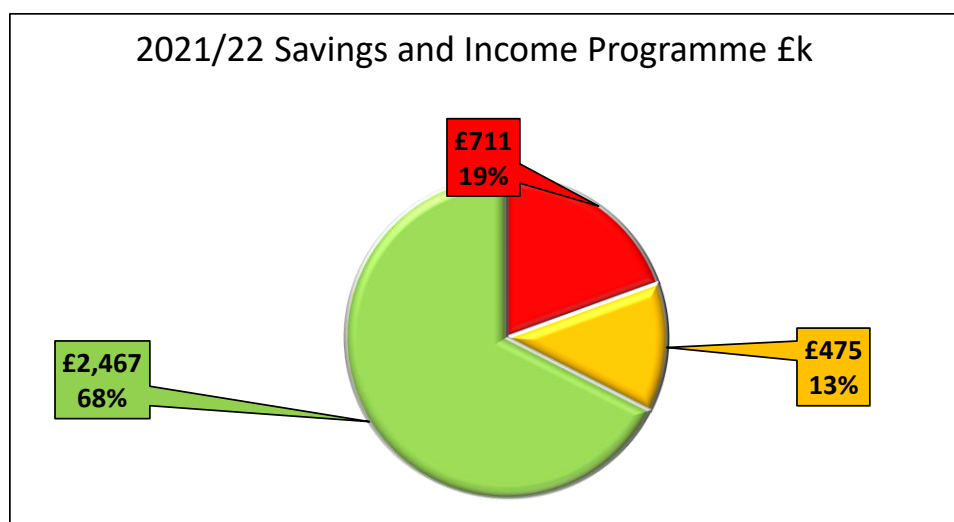
Covid Funding 2021/22	General Grants 2021/22			
	Emergency Expenditure Grant		Income compensation Scheme	Total
	£000		£000	£000
Grants brought forward	(2,947)			(2,947)
Grants 2021/22	(3,257)		(1,114)	(4,371)
Total grants available	(6,204)		(1,114)	(7,318)
To be awarded to services:				
Adult Social Care	2,604		157	2,761
Children & Family Services	436		0	436
Education	257		10	267
Communities & Wellbeing	560		71	631
People	3,857		238	4,095
Development & Planning	(45)		45	0
Public Protection	120		5	125
Environment	785		275	1,060
Place	861		324	1,185
Commissioning	0		0	0
Customer Services & ICT	274		0	274
Finance & Property	584		77	661
Strategy & Governance	152		5	157
Resources	1,011		81	1,092
CEX	0			0
Recovery	232			232
Total to be awarded to services	5,961		643	6,604
Grant Remaining	(243)		(471)	(714)

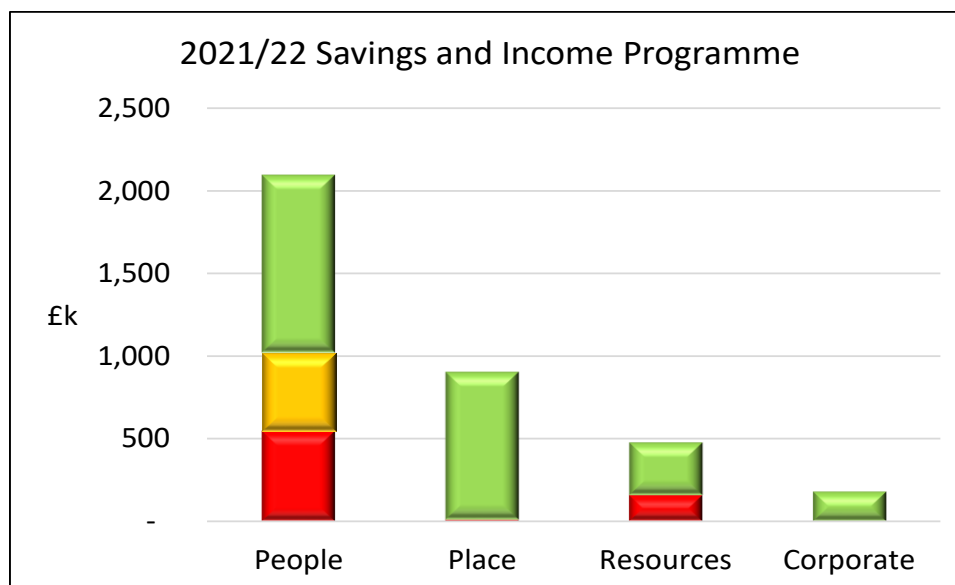
5.22 Further non-ringfenced grants were received during 2020/21 for New Burdens, Control Outbreak Management Fund (COMF), Clinically Extremely Vulnerable (CEV) and Test & Trace. At year end, £3.3m of this was put to the Covid reserve.

5.23 The funding received from Government to date, and the Council's level of general fund reserves mean that the Council is well placed to focus its efforts on response and recovery from the Covid-19 in the current financial year.

2021/22 Savings and income generation programme

5.24 In order to meet the funding available, the 2021/22 revenue budget was built with a £3.6m savings and income generation programme. The programme is monitored using the RAG traffic light system. The status is shown in the following charts:





5.25 Red items are as follows:

- £50k for ASC Supported Accommodation unit for learning as this is not due to open until 1.8.2022.
- £25k ASC Resource Allocation System, which will be implemented with Care Director V6 scheduled for 1.4.2022.
- £9k from ASC Hillcroft rent reduction.
- £250k CFS placement savings. Currently placements are reporting an over spend due to increased demand for most costly placements to meet complex needs (particularly mental health).
- £209k CFS Family Safeguarding Model income from third parties who have indicated that they will not be contributing. This forms part of the forecast over spend in this area.
- £10k in Environment from street naming and numbering. The policy document needs to be reviewed and amended before charging can commence, and extra resource is needed for this.
- £158k in Finance & Property from accommodation savings: Delay in vacating corporate buildings and need for temporary storage will dilute saving achievable in 2021/22.

5.26 Amber items are as follows:

- £250k from ASC Market Management. Currently working with local providers to ensure supply and demand are better aligned and offering better value for money.
- £150k from CFS reduced legal costs. If currently monthly costs continue to year end, this saving will be achieved, although court delays have led to cases taking longer to complete.
- £20k saving on Education premature retirement costs joint arrangement. Current forecast suggests this won't be achieved.
- £23k for cost avoidance in the Disabled Children's Team, as agency costs have exceeded current budget.
- £32k CHC income generation in Education, as there have been few new cases that have attracted health funding.

Proposals

5.27 To note the Quarter Two forecast, including the use of Covid funding and amounts provided for in reserves.

6 Other options considered

6.1 None.

7 Conclusion

7.1 The 2021/22 financial year continues to present financial challenges for the Council in supporting our residents and business. Grant funding has helped the Council to cover additional costs and lost income and to enable us to support a range of activities within our district.

7.2 The Quarter Two forecast is interlinked to the impact of the pandemic and the use of Covid resources provided by central government. The Covid-19 grant funding received from Government to date, and the Council's level of general fund reserves mean that the Council is well placed to focus its efforts on response and recovery from the Covid-19 during the financial year. The Covid-19 grant under spend from 2020/21 will be used in 2021/22 to fund the ongoing pandemic response. The Council continues to be supported by external funding but is now seeing increased demand for some services which will have an impact on 2021/22. The longer term position will require further analysis and announcements from Central Government on the funding position for Local Government, before the full impact on 2021/22 and beyond is known.

7.3 The £3.6m savings and income generation programme is 68% achieved to date, and will be reported on each quarter.

8 Appendices

8.1 Appendix A – Quarter Two position

8.2 Appendix B – Budget changes

Corporate Board's recommendation

*(add text)

Background Papers:

*(add text)

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: *(add text)

Officer details:

Name: *(add text)
 Job Title: *(add text)
 Tel No: *(add text)
 E-mail: *(add text)

Document Control

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

Change History

Version	Date	Description	Change ID
1			
2			

Appendix A – Quarter Two position

	Budget				Forecasted Performance								
	Original Budget 2021/22 £	Changes in year 2021/22 £	Funding Released from Reserves 2021/22 £	Revised Budget 2021/22 £	Expenditure			Income			Forecast		
					Annual Expenditure Budget for 2021/22 £	Annual Expenditure Forecast for 2021/22 £	Expenditure Variance for 2021/22 £	Annual Income Budget for 2021/22 £	Annual Income Forecast for 2021/22 £	Income Variance for 2021/22 £	Forecast £	Provided in Reserves £	Year End Forecast £
Adult Social Care	51,172,220	0	0	51,172,220	69,291,860	74,319,980	5,028,120	-18,119,640	-22,757,940	-4,638,300	389,820	-389,820	0
Childrens and Family Services	16,718,350	0	159,000	16,877,350	18,949,610	19,719,670	770,060	-2,072,260	-2,002,110	70,150	840,210	-396,000	444,210
Executive Director - People	320,270	0	0	320,270	320,270	310,900	-9,370	0	0	0	-9,370	0	-9,370
Education (DSG Funded)	-444,000	0	2,880	-441,120	116,407,170	115,831,340	-575,830	-116,848,290	-116,272,460	575,830	0	0	0
Education	9,026,100	0	108,570	9,134,670	12,857,120	13,219,390	362,270	-3,722,450	-3,256,470	465,980	828,250	-81,000	747,250
Public Health & Wellbeing	-80,000	0	0	-80,000	5,954,930	6,844,280	889,350	-6,034,930	-6,924,280	-889,350	0	0	0
Communities and Wellbeing	2,352,530	0	54,300	2,406,830	3,827,260	3,677,070	-150,190	-1,420,430	-1,299,240	121,190	-29,000	0	-29,000
People	79,065,470	0	324,750	79,390,220	227,608,220	233,922,630	6,314,410	-148,218,000	-152,512,500	-4,294,500	2,019,910	-866,820	1,153,090
Public Protection	1,873,200	0	26,680	1,899,880	6,298,050	6,328,250	30,200	-4,398,170	-4,453,170	-55,000	-24,800	0	-24,800
Executive Director – Place	197,790	0	0	197,790	197,790	197,790	0	0	0	0	0	0	0
Development and Planning	3,686,980	0	76,000	3,762,980	6,144,670	6,658,650	513,980	-2,381,690	-2,916,660	-534,970	-20,990	0	-20,990
Environment	24,337,330	-766,300	138,630	23,709,660	34,295,630	34,277,150	-18,480	-10,585,970	-11,175,740	-589,770	-608,250	0	-608,250
Place	30,095,300	-766,300	241,310	29,570,310	46,936,140	47,461,840	525,700	-17,365,830	-18,545,570	-1,179,740	-654,040	0	-654,040
ICT	2,162,970	-28,040	0	2,134,930	2,989,340	3,029,740	40,400	-854,410	-807,040	47,370	87,770	0	87,770
Executive Director - Resources	203,910	-5,000	102,570	301,480	301,480	307,500	6,020	0	0	0	6,020	0	6,020
Commissioning and Procurement	802,460	0	0	802,460	10,283,490	10,286,900	3,410	-9,481,030	-9,674,840	-193,810	-190,400	0	-190,400
Finance and Property	5,077,040	-1,892,470	107,560	3,292,130	46,710,240	47,007,890	297,650	-43,418,110	-42,953,840	464,270	761,920	-405,000	356,920
Strategy and Governance	6,437,480	5,000	10,480	6,452,960	7,518,530	7,673,740	155,210	-1,065,570	-1,117,290	-51,720	103,490	0	103,490
Resources	14,683,860	-1,920,510	220,610	12,983,960	67,803,080	68,305,770	502,690	-54,819,120	-54,553,010	266,110	768,800	-405,000	363,800
Chief Executive	552,850	0	0	552,850	552,850	593,220	40,370	0	-22,370	-22,370	18,000	0	18,000
Capital Financing and Management	12,430,960	2,686,810	0	15,117,770	15,237,770	14,036,020	-1,201,750	-120,000	-140,000	-20,000	-1,221,750	0	-1,221,750
Total	136,828,440	0	786,670	137,615,110	358,138,060	364,319,480	6,181,420	-220,522,950	-225,773,450	-5,250,500	930,920	-1,271,820	-340,900

Appendix B – Budget Changes

Service	Original Net Budget	Approved Budget B/F from 2020/21	Budget changes not requiring approval	FAGG approved release from reserves	Approved by S151 & Portfolio Holder	Requiring Executive Approval	Budget C/F to 2022/23	Final Net Budget
	£000	£000	£000	£000	£000	£000	£000	£000
Adult Social Care	51,172							51,172
Children and Family Services	16,718			159				16,877
Communities & Wellbeing	2,353			54				2,407
Executive Director	320							320
Education DSG funded	(444)			3				(441)
Education	9,026			109				9,135
Public Health & Wellbeing	(80)							(80)
People	79,065	0	0	325	0	0	0	79,390
Executive Director	198							198
Development & Planning	3,687			76				3,763
Public Protection	1,873			27				1,900
Environment	24,337			139		(766)		23,710
Place	30,095	0	0	241	0	(766)	0	29,570
Commissioning	802							802
Customer Services & ICT	2,163					(28)		2,135
Executive Director	204			98				301
Finance & Property	5,077			108		(1,892)		3,292
Strategy & Governance	6,437			15				6,453
Resources	14,684	0	0	221	0	(1,920)	0	12,984
Chief Executive	553							553
Capital Financing	12,431					2,686		15,118
Total	136,828	0	0	787	0	(0)	0	137,615
Quarter One	136,828	0	0	353	0	0	0	137,181
Quarter Two	136,828	0	0	434	0	0		137,615
Quarter Three								
Quarter Four								
Total	136,828	0	0	787	0	0	0	137,615

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2021/22 Performance Report Quarter Two

Committee considering report:	Executive
Date of Committee:	16 December 2021
Portfolio Member:	Councillor Howard Woollaston
Date Service Director agreed report: (for Corporate Board)	16/11/2021
Date Portfolio Member agreed report:	25/11/2021
Report Author:	Jenny Legge/Catalin Bogos
Forward Plan Ref:	Ex.4001

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 and where performance has fallen below the expected level, present information on the remedial action taken, and the impact of that action.

2 Recommendation(s)

- 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 cope better, compared with other parts of the country, in terms of the cumulative number of cases of Covid-19.

However, the daily lab confirmed cases per 100,000 people rose dramatically, but in the context of the extensively reported issue of the false negative results issued in error by the testing lab. In addition, the district continued to have a high number of adults who have received their 1st and 2nd Covid-19 vaccinations (chart 3). Data on the 3rd booster jab is not yet available at local authority level.

- 4.3 The economic indicators (economic activity, business rated properties, planning applications) continued to show strong resilience and good recovery, with unemployment increasing only marginally as the furlough scheme comes to an end. The weekly average footfall in Newbury rose by around 16,600 from last quarter and is 46% higher than the same quarter last year. Car parking tickets sales have also increased.
- 4.4 Efforts are continuing to support the local economy. We are distributing funds made available by the Newbury Business Improvement District (BID), which awarded up to £100,000, to help attract visitors back to the town centre. We have also been distributing the Welcome Back grants for local businesses and councils throughout the district to support our high streets, shopping areas and visitor economy to re-open successfully this summer.
- 4.5 An increase in unemployment locally in December 2020, followed the regional and national trends, however the rate subsequently reduced during quarter one.
- 4.6 In the annual report 'Workless households for regions across the UK' by the Office for National Statistics, West Berkshire was highlighted as being one of the top 10 areas with the lowest percentage of workless households in both 2019 and 2020.
- 4.7 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. The number of rough sleepers remains low.
- 4.8 As part of the Government's Afghan Locally Employed Staff (LES) Relocation Scheme, which protects Afghan Locally Employed Staff who have supported British Forces deployed in Afghanistan and are at risk since the UK has withdrawn from the region, West Berkshire Council welcomed three families to the area. The families were provided with accommodation, schooling, access to health care, financial aid, English language teaching, and employment and training assistance. They will also receive indefinite leave to remain, ensuring that they can settle permanently and continue to build their lives and future in the UK.
- 4.9 The Council continues to ensure **core business** service delivery. This area achieved strong performance during quarter two, in particular for, timeliness of assessments, the timeliness of major and minor planning applications' determinations and household waste recycling rates (see also Appendix E Key Achievements Infographics). A number of areas are still impacted by Covid-19 and the ones to highlight to the Executive include:

- Council Tax and Business Rates collection – in particular for business rates a more realistic target should be set to 97% instead of the current one of 99%.
- Street cleanliness - will be analysed and reported in more detail during the next quarter to monitor progress and decide on any further mitigation actions.

4.10 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: accommodation offered to all rough sleepers, care leavers in employment, education or training and increasing connectivity to full fibre. Our Community Municipal Investment won the prestigious Public Finance Award for Sustainability and Social Value. 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:

- GCSE attainment of Children in Care – strategic action proposed to explore a preferred supplier/suppliers for 1:1 tuition
- Develop a measure of community wellbeing – to re-profile target to June 2022 and change reporting to Health and Wellbeing Board
- Submission of Local Plan for examination – to re-profile to March 2023

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 is **recovery and renewal**. The government have lifted the majority of restrictions and the emphasis is on promoting vaccination as a means of moving forward. The second dose vaccination rate for adults in the district is 85.4%, which is greater than the English rate of 60.8%, and means that we rank 13th out of 59 All English unitary authorities. Overall, out of all residents our rate is 67.7%, which is again higher than the English rate of 60.8%.
- 5.3 Overall, the local **economy has remained strong**. Key indicators such as the economic activity rate (chart 5), business rated properties (chart 11) remained relatively normal, and planning applications (chart 20) are within the usual parameters.
- 5.4 After a slight rise over the last two quarters the unemployment rate (chart 7) has tipped downwards, and at 3% remains better than South East (4.1) and England (5.1) rates. This pattern follows regional and national trends and it was expected that businesses would recover as Covid-19 restrictions were removed.

- 5.5 The recovery is also reflected in the rise in Newbury Town Centre footfall and the number of parking tickets sold in WBC managed car parks (charts 16 and 17).
- 5.6 The cost of houses in the district continued to rise in Q1 (Q2 data is not yet available), including for first time buyers and terraced houses (chart 18).
- 5.7 Our Community Municipal Investment won the prestigious Public Finance Award for Sustainability and Social Value. The Bond raised £1m towards green projects across the district in just 3 months, helping to fund, or partially fund, several environmental projects including Solar PV installations, active travel infrastructure improvements and tree planting.
- 5.8 The local **social indicators** are following the national trends. The number of crimes continue to rise (chart 22). 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 preventing an increase from previously achieved low number of rough sleepers (chart 43).
- 5.9 Referrals to children's services, have dropped back down to within previous years' range, although S47 (Child Protection enquiries) and the number of child protection plans remain higher than usual, which would suggest that some of the cases are identified at a stage requiring more critical intervention, rather than more early help type of support. Nevertheless, the number of children in care remains stable which means that cases are being supported within their families.
- 5.10 In adult social care, the number of new adult safeguarding enquiries (chart 37) has continued to increase, the trend is being monitored by the service, but there are no specific patterns with regard to location or type of abuse. The number of people accessing reablement support has risen due to a change in the hospital pathways, as a result of COVID. This has meant that a greater number of people are receiving enablement to support timely discharge. Previously not all of these people would have received enablement from the Local Authority and some would have gone straight to Long Term Care or self-funded support (chart 39).
- 5.11 Borrowing from libraries has recovered sharply over the last 3 quarters to near pre-Covid levels (chart 44).

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

G (green): year-end target will be met.

DNA: Data not available

DNP: Data not provided

Refer to Appendix D for technical conventions

2021/22 Performance Report Quarter Two

Category	Measure	RAG	2021/22		Notes
			Q2 (YTD) Outturn	Target	
Covid-19 response	Number of Covid-19 Targeted Community Testing assisted tests given	dna		≥200	New KPI proposed at Q2. Data will be reported at Q3
	% of Local Contact Covid-19 Tracing calls completed	dna		≥85%	New KPI proposed at Q2. Data will be reported at Q3
Protecting our children	Ofsted rating of at least Good for our Children and Family Service	G	Good	Good	Latest available inspection result. OFSTED Inspections are currently on hold due to Covid-19.
	% 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	94.4%	≥95%	YTD: 151 / 160 This measure records face-to-face visits only. Due to Covid-19 visits were made virtually. As restrictions ease, it is believed that usual levels will be achieved.
Supporting education	% of maintained schools judged good or better by Ofsted	R	93.7%	≥95%	This relates to one maintained school, who were inspected in September 2019 and received requires improvement judgement. See exception report for details.
	% of applications receiving one of their three preferences for West Berkshire children (Primary Admissions)	G	Complete in Q1	≥98%	Q1: 99.2%
	% of applications receiving one of their three preferences for West Berkshire children (Secondary Admissions)	G	Complete in Q1	≥95%	

2021/22 Performance Report Quarter Two

Category	Measure	RAG	2021/22		Notes
			Q2 (YTD) Outturn	Target	
	% of 16-17 year olds participating in education and training	R	Top 40% (P)	Top 20%	(3,246/3,461) 93.8% Currently 57/152 Based on August performance data. 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	99.7%	≥98%	YTD: 1,066 / 1,069
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	G	On track	Complete in April 2022	
	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	52.3% (P)	≥49.5% (≥ 2018/19 outturn)	YTD: 20,391 / 38,969 Q1 has been updated and Q2 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)	A	Satisfactory	Good	Contractor resources have been prioritised and re-deployed at various points during the pandemic to help maintain key frontline collection services. See exception report for full details.

2021/22 Performance Report Quarter Two

Category	Measure	RAG	2021/22		Notes
			Q2 (YTD) Outturn	Target	
Providing benefits	Average number of days taken to make a full decision on new Housing Benefit claims	A	19.8	≤19 days	Q3: 19.6. 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 again 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	A	55.0%	≥98.8%	For comparison, Q2 2020/21 = 54.7% 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	R	53.6%	≥99%	Service request made to reduce target to 97% For comparison, Q2 2020/21 = 50.8% Collection is higher than the same period in 2020, however Covid is still having an impact on customer's ability to pay.
Planning and housing	% of planning appeals won	G	69.2%	≥65% (England average)	Q2: 8 / 10 YTD: 18 / 26
	% of 'major' planning applications determined within 13 weeks or the agreed extended time	G	94.9%	≥90% (England average)	Q2: 19 / 20 YTD: 37 / 39
	% of 'minor' planning applications determined within 8 weeks or the agreed extended time	G	93.9%	≥86% (England average)	Q2: 76 / 82 YTD: 138 / 147

2021/22 Performance Report Quarter Two

Category	Measure	RAG	2021/22		Notes
			Q2 (YTD) Outturn	Target	
	% of 'other' planning applications determined within 8 weeks or the agreed extended time	G	90.6%	≥90% (England average)	Q2: 309 / 339 YTD: 595 / 657
Economic development	Number of webinars and events held to engage with businesses to promote awareness and understanding of council activities	G	2	≥4	Key speaker at West Berkshire Federation of Small Businesses on 30/09/2021

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

5.12 Performance for the majority of core business activities reported has been on target.

5.13 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. As restrictions have lifted, the number of face to face visits has increased and is just shy of the targeted 95%.

5.14 The Rights of Way Improvement Plan (ROWIP) is on track for completion in April 2022. During the pandemic, many residents took full advantage of the beautiful landscape around us, and showed how much they appreciate it through their responses to the consultation on the ROWIP.

5.15 Areas of challenge this quarter have been in the timely processing of housing benefit claims, collecting Council Tax and non domestic rates, and keeping our streets clean and clear of litter.

5.16 Notable improvements have been achieved regarding all our care homes being rated good or better by the Care Quality Commission, the percentage of household waste being recycled, composted and reused, and determination of planning applications.

Service requests for amendments:

Add Core Business Category on Covid-19 response with the following KPIs –

- Number of Covid-19 Targeted Community Testing assisted tests given (≥ 200)
- % of Local Contact Covid-19 Tracing calls completed ($\geq 85\%$)

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 2020)

5.17 Benchmarking data for 2019/20 was published and reported in Q4 2020/21. In the majority of services, we compare favourably with our peers and continue to maintain our position.

5.18 An error was found with the data for planning applications, published by LGInform, this has been queried and corrected. 2020/21 for “minor” and “other” applications is published below.

5.19 We currently benchmark against all English single tier and county councils, however as county, district and unitary councils have different responsibilities, it is proposed that we compare against the relevant national groups (e.g. the type of authorities responsible for delivering particular functions).

Category	Measure	2018/19 National Qtile/Rank	2019/20 National Qtile/Rank	2020/21 National Qtile/Rank	2020/21 Target	2020/21	
						RAG	Q2 (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%)	dna	$\geq 95\%$	R	93.7%
	% 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%)	dna	$\geq 98\%$	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%)	dna	$\geq 95\%$	G	Complete in Q1
Maintaining our roads	% of the principal road network (A roads) in need of repair	1st Qtile Rank 17/146 (YE: 2%)	dna	dna	$\leq 2\%$	Annual	Reports Q4

Category	Measure	2018/19 National Qtile/Rank	2019/20 National Qtile/Rank	2020/21 National Qtile/Rank	2020/21 Target	2020/21	
						RAG	Q2 (YTD) Outturn
Collecting your bins and keeping the streets clean	% of household waste recycled, composted and reused	1st Qtile Rank 31/148 (YE: 50.7%)	1st Qtile Rank 32/149 (YE: 50.2%)	dna	≥ 49.5% (≥ 2018/19 outturn)	G	52.3% (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%	A	55.0%
	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%)	≥99%	R	53.6%
Planning and Housing	% of 'major' planning applications determined within 13 weeks or the agreed extended time	4th Qtile Rank 108/122 (YE: 78.1%)	2nd Qtile Rank 37/124 (YE: 98.8%)	dna	≥90% (England average)	G	94.9%
	% of 'minor' planning applications determined within 8 weeks or the agreed extended time	4th Qtile Rank 102/123 (YE: 77.5%)	2nd Qtile Rank 49/125 (YE: 90.4%)	2nd Qtile Rank 54/126 (YE: 89.5%)	≥86% (England average)	G	93.9%

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	0	2	3	1
Support everyone to reach their full potential	1	2	4	5
Support businesses to start develop and thrive in West Berkshire	0	0	5	0
Develop local infrastructure including housing to support and grow the local economy	1	0	1	4
Maintain a green district	0	2	3	2
Ensure sustainable services through innovation and partnerships	1	1	2	0
	3	7	18	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 As we enter the colder months our work with partner agencies ensures that homeless households and rough sleepers are successfully supported into accommodation.

5.22 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.

Service requests for amendments:

- % parents receiving support from the Early Response Hub who reported that their concerns had reduced (Based on completed Feedback forms) – Reduce target from $\geq 70\%$ to $\geq 55\%$ due to changes in the focus of the KPI

Refer to Appendix C for full details on service requests for amendments to measures and targets

Support everyone to reach their full potential

5.23 Data availability is the key issues to report relating to this priority for improvement. Education attainment outturns for the academic year 2019/20 are not available, as exams have not taken place due to Covid-19. Support is being provided to pupils and schools to minimise the impact of the pandemic.

5.24 Teacher assessed grades are available for Children in Care for the 2020/21 academic year. Please note that this is a small cohort of 9 children. 44% of this small cohort achieved 5 or more GCSE's, which although less than the targeted 75%, is still a significant achievement given the disruption from Covid-19.

5.25 Work on developing an approach to measure community wellbeing has unearthed some significant issues in obtaining data. The number of residents supported by a Befriender continues to be better than the target.

Service requests for amendments:

- Develop an approach to measure community wellbeing (including community resilience) based on proxy indicators (Strategic Goal) – re-profile delivery date from July 2021 to December 2022

Refer to Appendix C for full details on service requests for amendments to measures and targets

Support businesses to start develop and thrive in West Berkshire

- 5.26 A provider has been successfully appointed to prepare an Inward Investment Strategy.
- 5.27 Activities are on track to deliver the Newbury Town Centre Masterplan study by December 2021. Following engagement with the public, the Supplementary Planning Document is being prepared.

Develop local infrastructure including housing to support and grow the local economy

- 5.28 In July 2021, the government published a revised National Planning Policy Framework, which had significant implications on the emerging Local Plan Review. Following external legal opinion in August, and again in October following more changes to the Planning Practice Guidance, the service are re-profiling the timetable and commissioning additional work.
- 5.29 Work is reported to be on track for connecting West Berkshire premises to Full Fibre, with an increase from 25% to 27% at Q2.

Service requests for amendments:

- Submit a New Local Plan for examination (Strategic Goal) – re-profile target date from November 2022 to tbc

Refer to Appendix C for full details on service requests for amendments to measures and targets

Maintain a green district

- 5.30 EV charging is becoming available in more WBC public car parks with four further venues in readiness for implementation soon.
- 5.31 Newbury station officially opened its multi-story car park, which provides more than 160 additional parking spaces along with the second of two new cycling hubs. The cycling hubs provide 300 extra spaces and are fitted with CCTV, as well as environmentally-friendly motion sensor LED lighting. A new bike repair stand also features within the redevelopment, encouraging more active methods of transportation.
- 5.32 Further plan refurbishments include seven ticket gates on the north side and six on the south side, which will be located inside of the station. There will also be improvements to the public access, making walking and linking to buses easier, electric car charging points and improved walking routes between the station and town centre. The station will also host business growth units and waiting areas, moving the station building closer to the recently installed lift bridge.
- 5.33 The project to gain planning permission for a solar farm at Grazeley is progressing well and a co-developer has been appointed to the board.
- 5.34 The feasibility and cost benefit analysis for afforestation and urban tree planning is behind schedule. To bring this activity back on track, additional resources were approved and the new members of staff will be in place by the end of November 2021.

In order to have the right information and partnerships in place to look at these projects and deliver them alongside other relevant organisations, a Natural Solutions Delivery Partnership has been established (September 2021).

5.35 In addition, in relation to the time required from the Countryside team, there has had to be a focus on dealing with the impacts of Ash Dieback as a priority

Refer to Appendix C for full details on service requests for amendments to measures and targets

Ensure sustainable services through innovation and partnerships

5.36 Work is progressing to support and enhance partnership working. A draft Joint Health and Wellbeing Strategy, produced with extensive engagement from partner organisations and residents, has been consulted on and will be submitted to the Council meeting on 2 December 2021. Although, this is after the target date of September 2021, this strategy is an example of co-production and co-operation between partners.

5.37 The review of how the Council engages with Town and Parish Councils is progressing well and received detailed and useful feedback from the engagement process. Work has begun on the co-produced report, however this approach of enhanced engagement takes more time and the report is expected to be completed by February 2022 instead of December 2021.

5.38 The Resident's survey has been sent out to a random 5,000 residents and the service is optimistic about the current response rate.

Service requests for amendments:

- Review and report on how we engage with West Berkshire Parish and Town Councils – re-profile target date from December 2021 to February 2022

Refer to Appendix C for full details on service requests for amendments to measures and targets

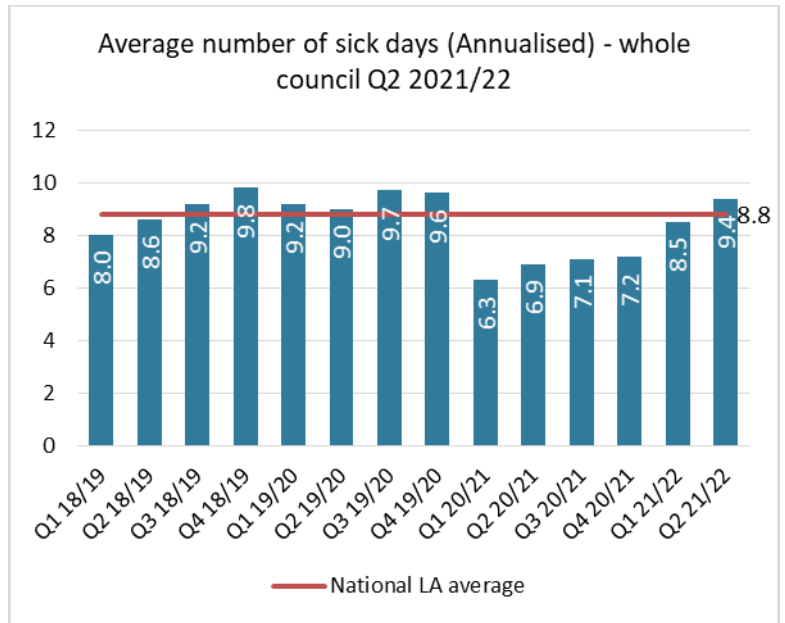
Corporate Health

5.39 The quarter two financial position shows a year-end forecast of a £0.3m under spend, 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 over spend of £0.9m. Further details are available from the quarterly financial monitoring reports.

5.40 Absence levels have steadily risen from Q2 2020/21, noticeably so this quarter. This may be due to children returning to school and people being encouraged to be in the office more often. It has been reported by Public Health England, that there is no particularly nasty new virus around, however, after 18 months of social distancing and mask wearing, scientists believe people's immune defences have weakened.

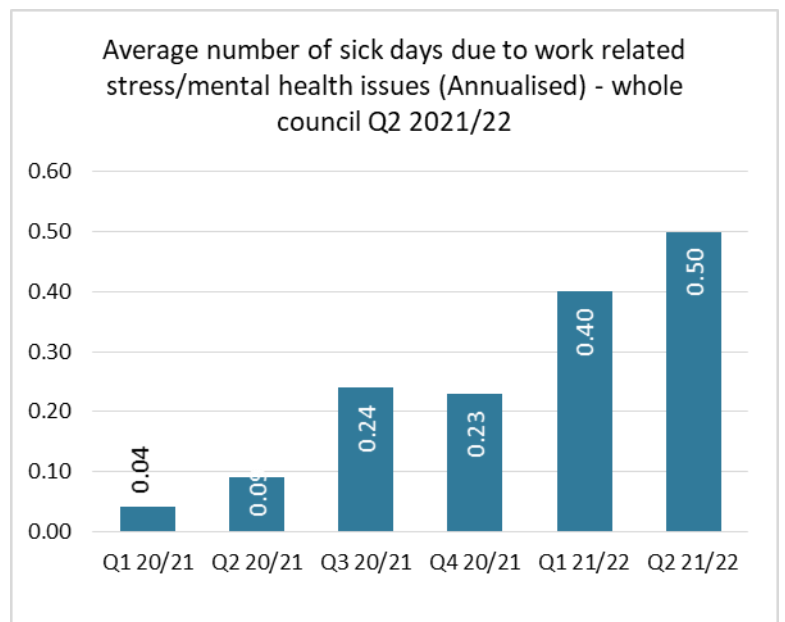
5.41 It is not due to Covid-19 self-isolation days lost as they are not included in the sickness figures. These are days where staff are not working due to self-isolation and can not be recorded as sickness as this would trigger sick pay entitlements, which is not

permissible under the Green Book and National Joint Council (NJC) for local government services guidance during Covid-19.

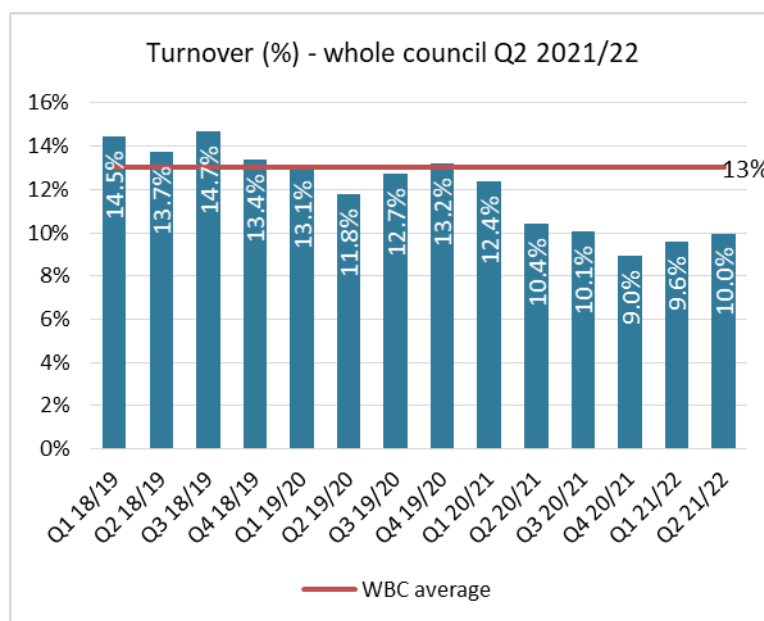


5.42 The annualised figure (the number of days lost divided by the average head count), for the average number of days lost was 0.5. However in terms of the actual number of days lost to work related stress during quarter two 2020/21 the figure has risen to 240 (up by 85, from 155 in quarter one), out of a total of 1,542 days due to general stress, depression and poor mental health.

5.43 The impact on mental health was highlighted in the Covid-19 Staff Survey and an Employee Assistance Programme was launched to provide a counselling service for any personal, work or family issues. In quarter one, this service was accessed 37 times by members of staff, a total overall since quarter two 2020/21 of 119 contacts made. Q2 data is not yet available from the provider.



5.44 Staff turnover continued to be around 10%.



Proposals

5.45 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 two 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. As the restrictions have been lifted, there are strong signs of recovery for the local, resilient economy. However, as expected, pressure is increasing regarding demand for children and adult social care services.
- 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

Corporate Board's recommendation

*(add text)

Background Papers:

*(add text)

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: *(add text)

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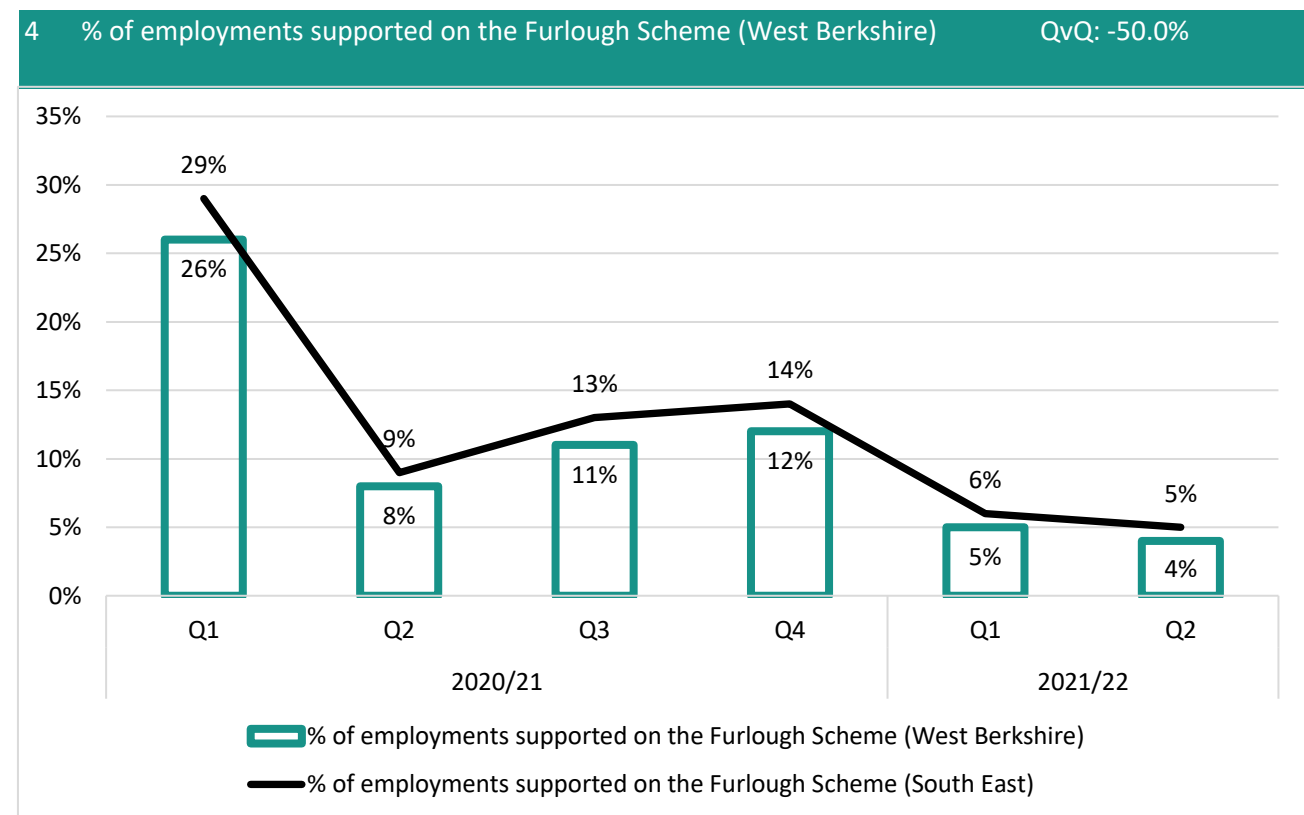
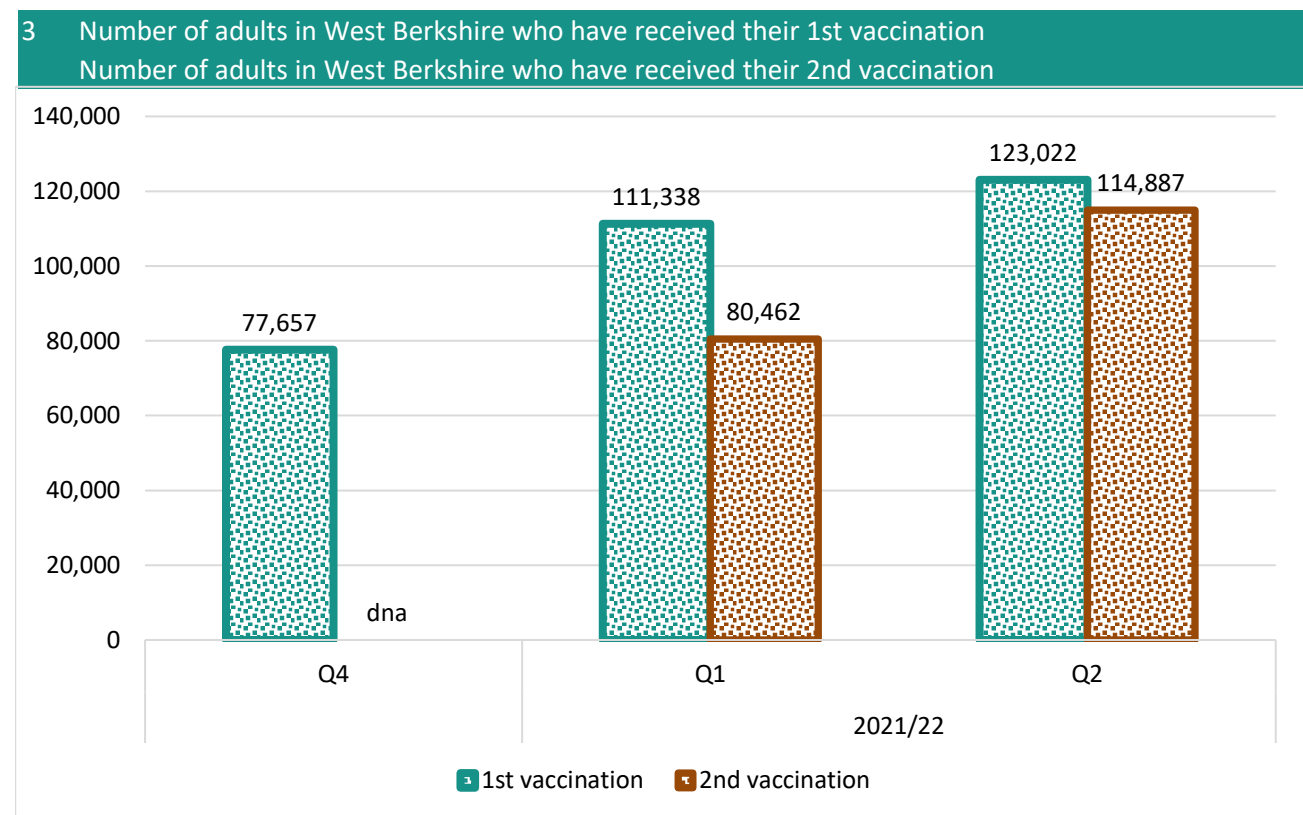
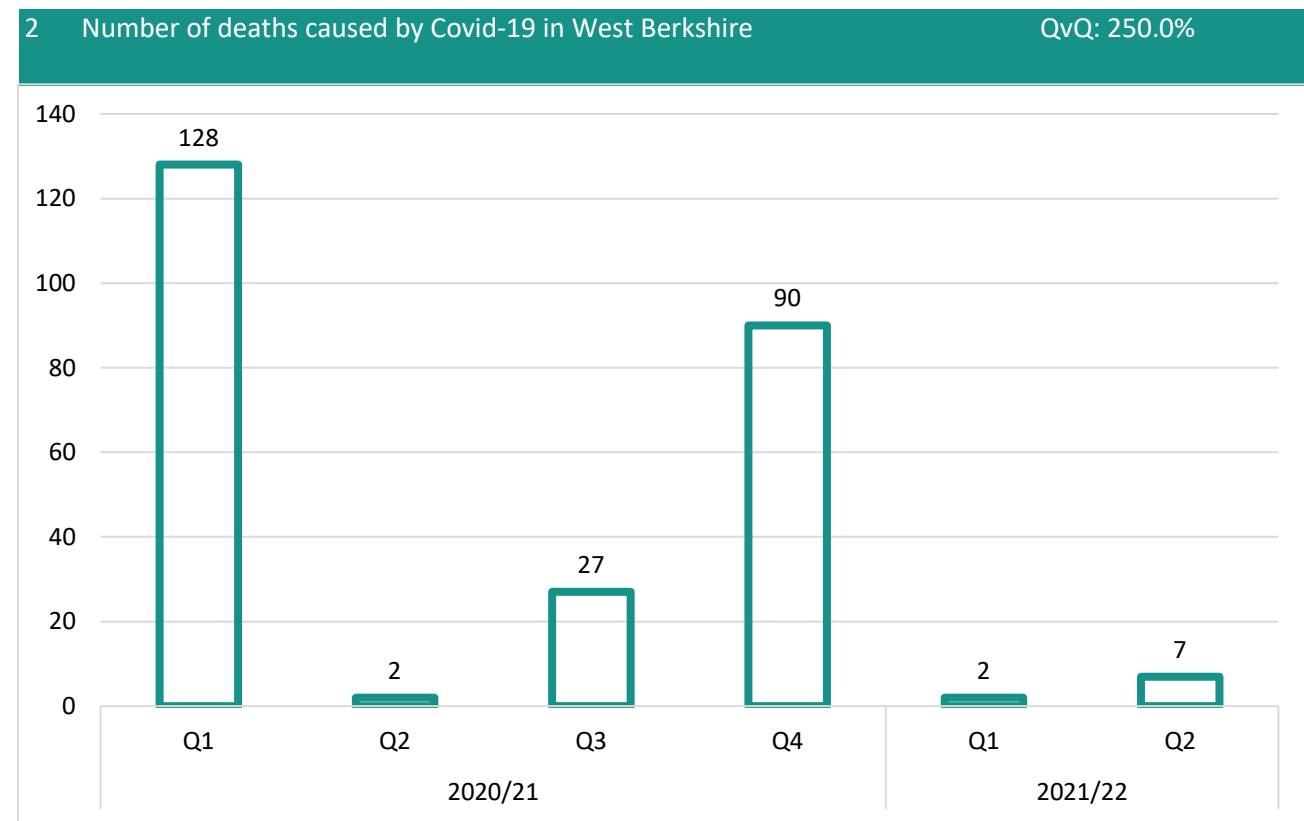
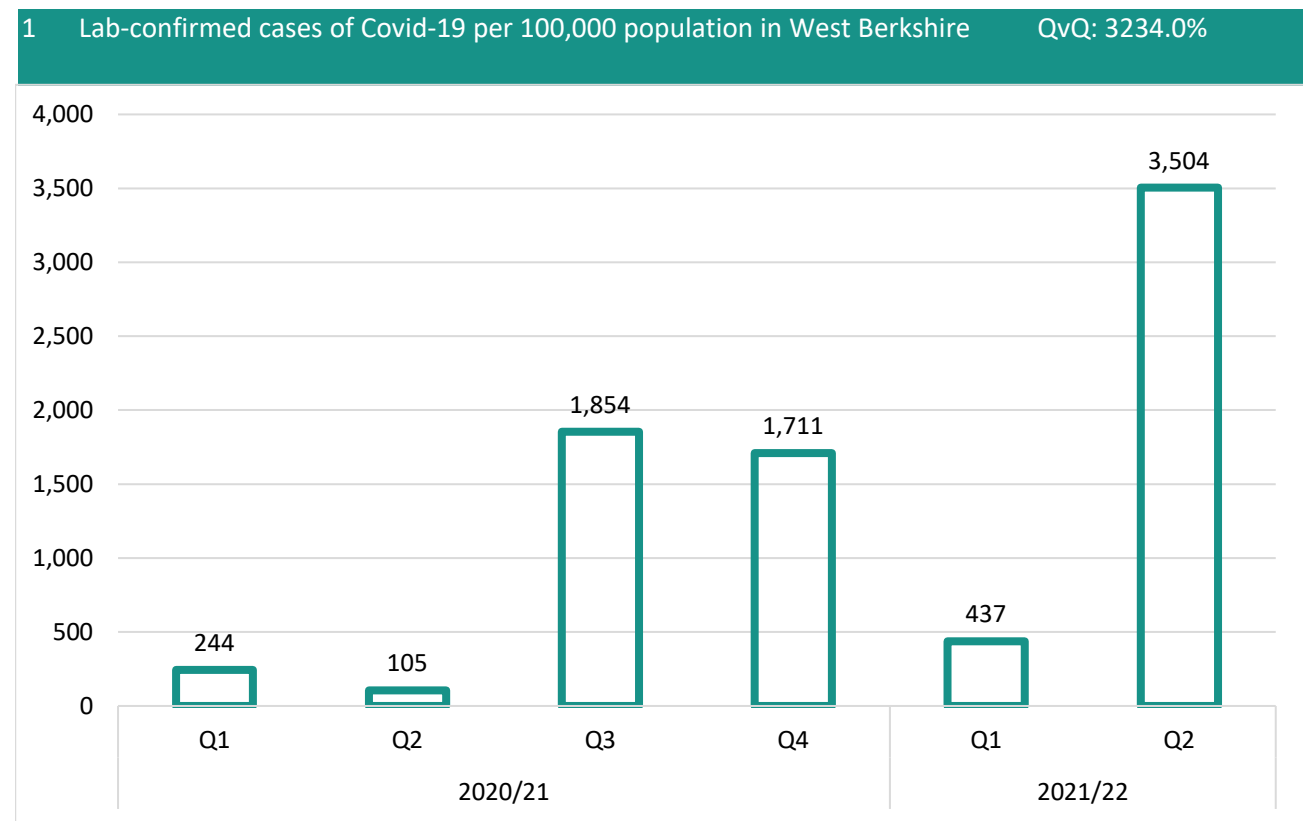
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Appendix A: Influencer Measures Dashboard 2020/21 (current qtr v same qtr last year)

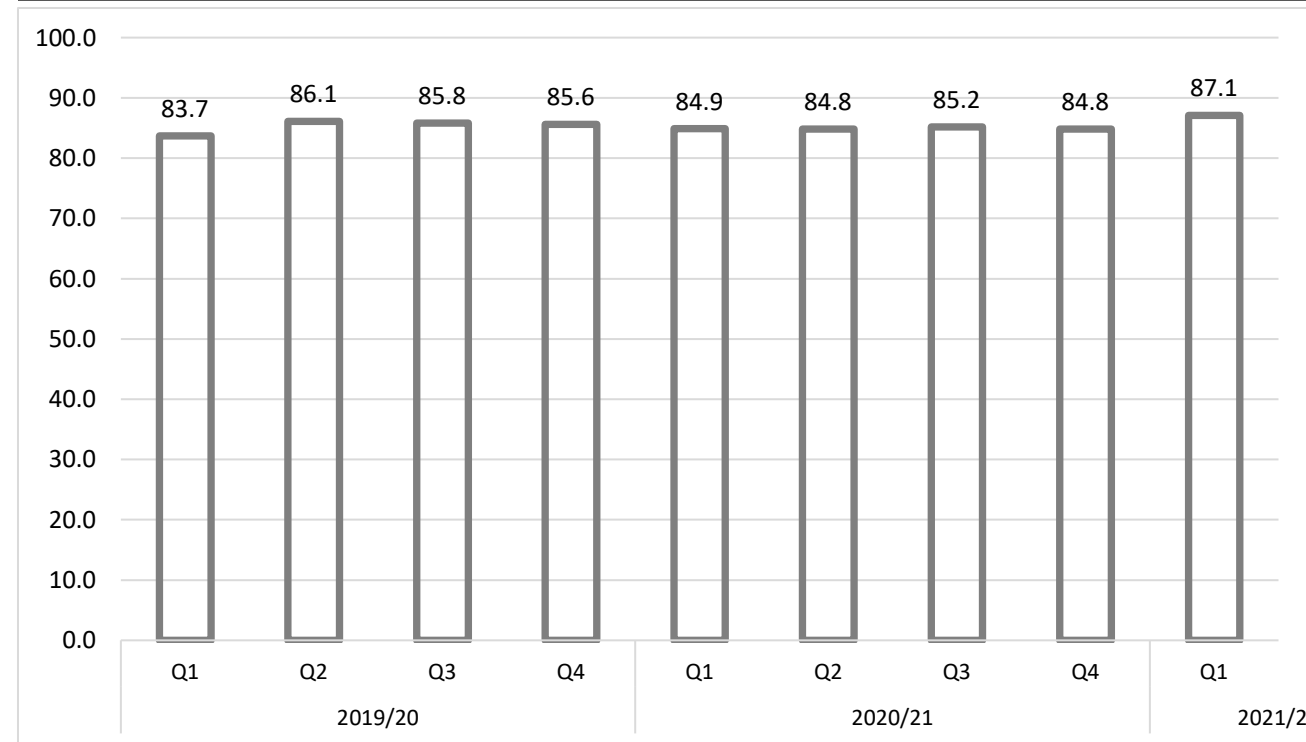
Covid-19 (Teal) | Economy (Grey) | Social Care (Blue) | Environment (Green)



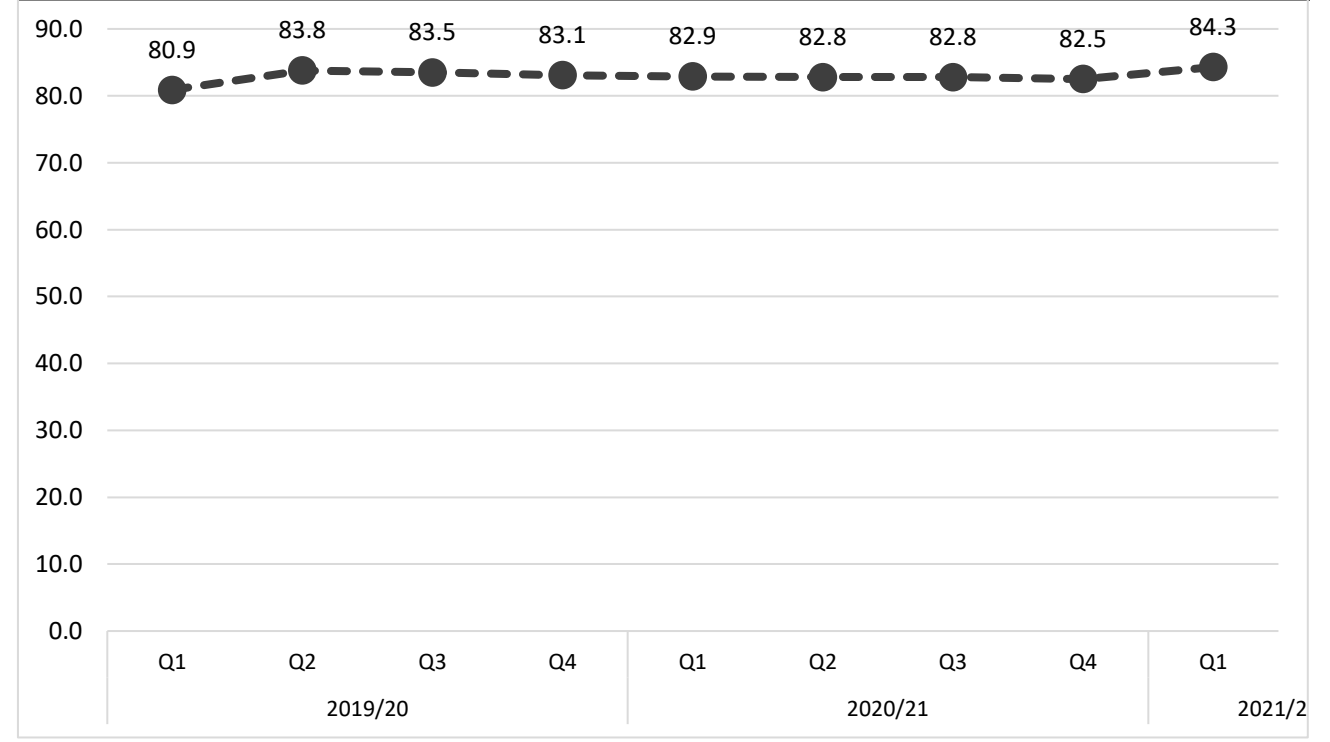
Appendix A: Influencer Measures Dashboard 2020/21 (current qtr v same qtr last year)

Covid-19 (Teal) | Economy (Grey) | Social Care (Blue) | Environment (Green)

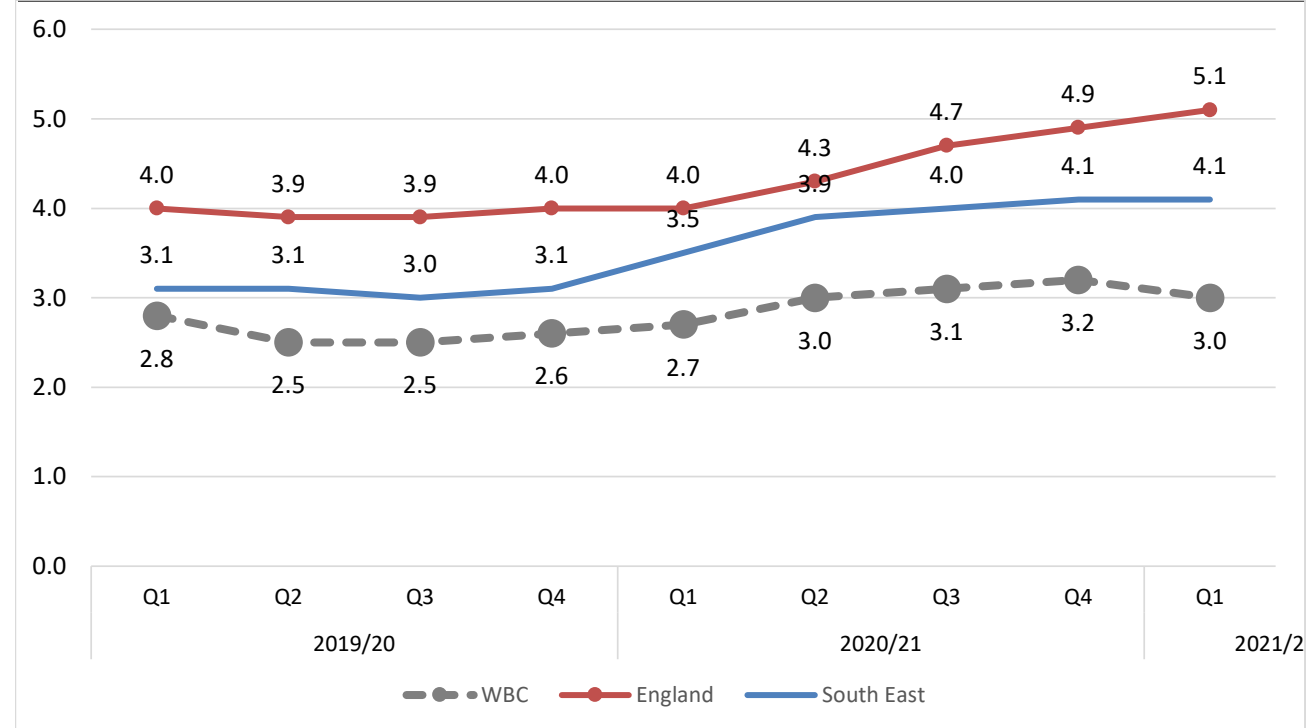
5 Economic activity rate (aged 16-64) (12 months ending) QvQ: 2.6%
(Latest data available is for June 2021)



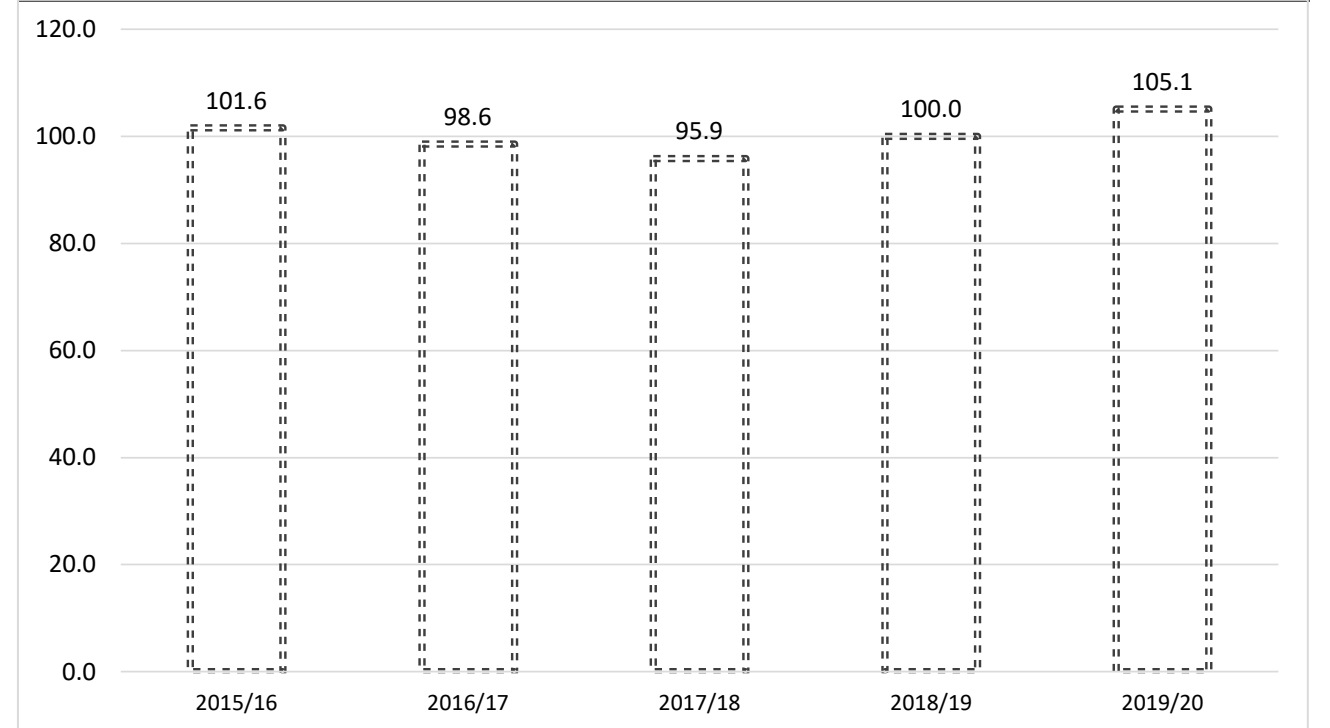
6 Employment rate (aged 16-64) QvQ: 1.7%
(Latest data available is for June 2021)



7 Unemployment rate (model based estimate) QvQ: 11.1%
(Latest data available is for June 2021)

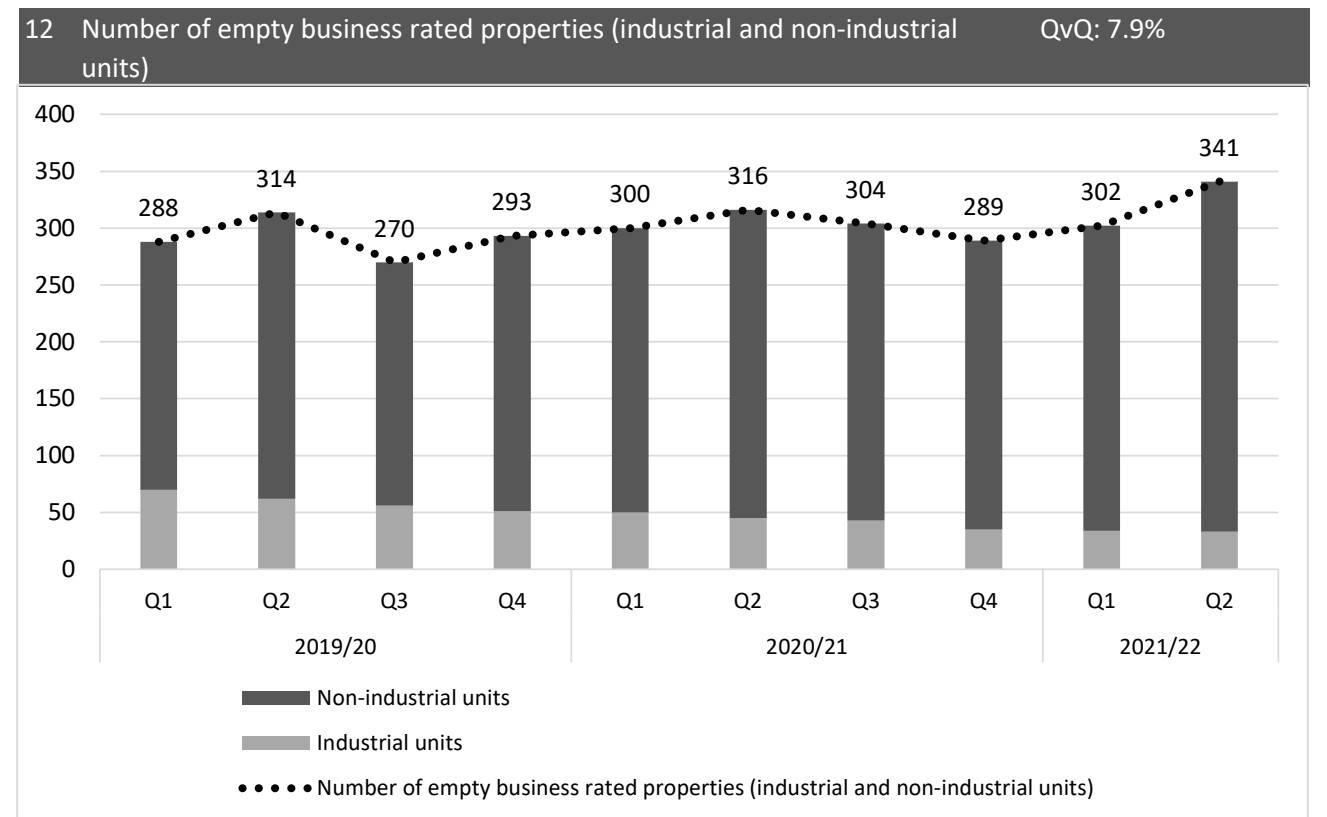
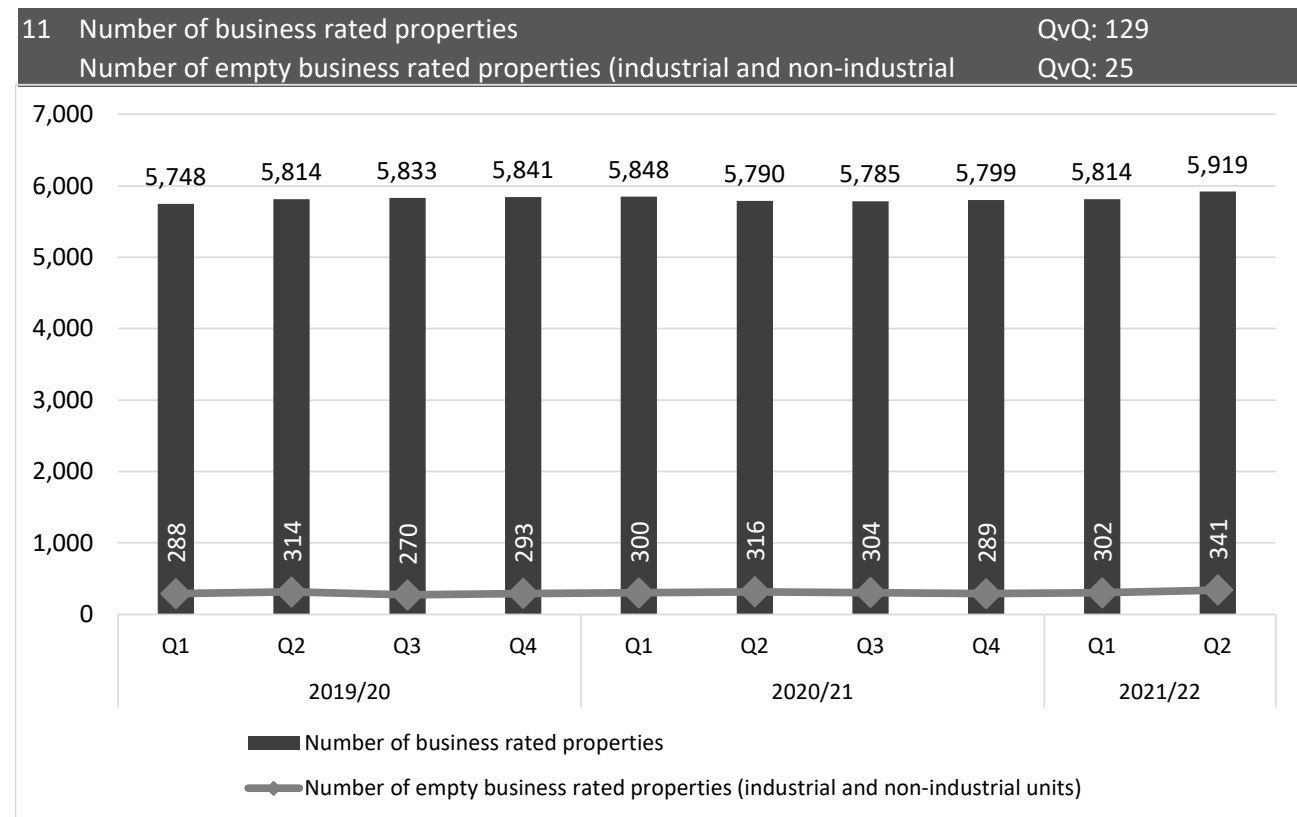
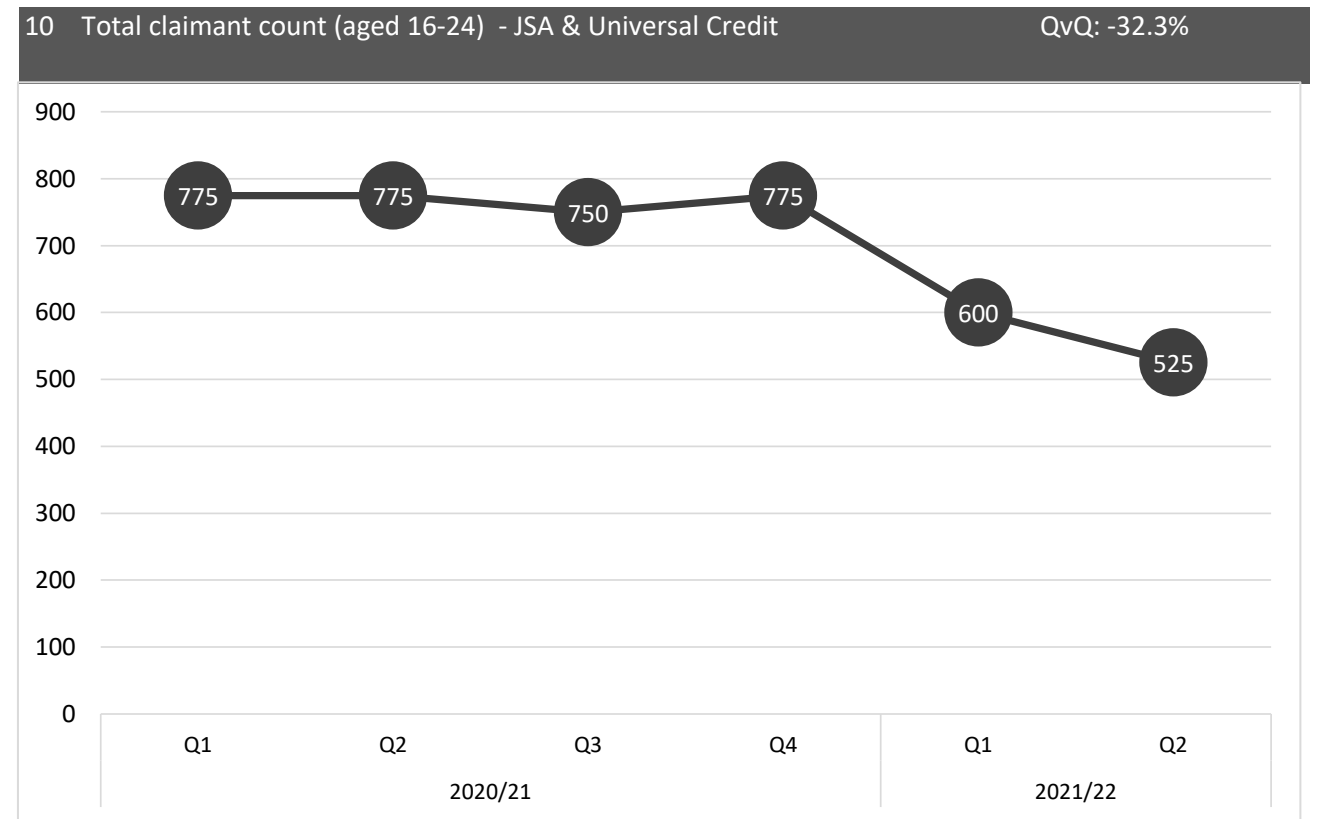
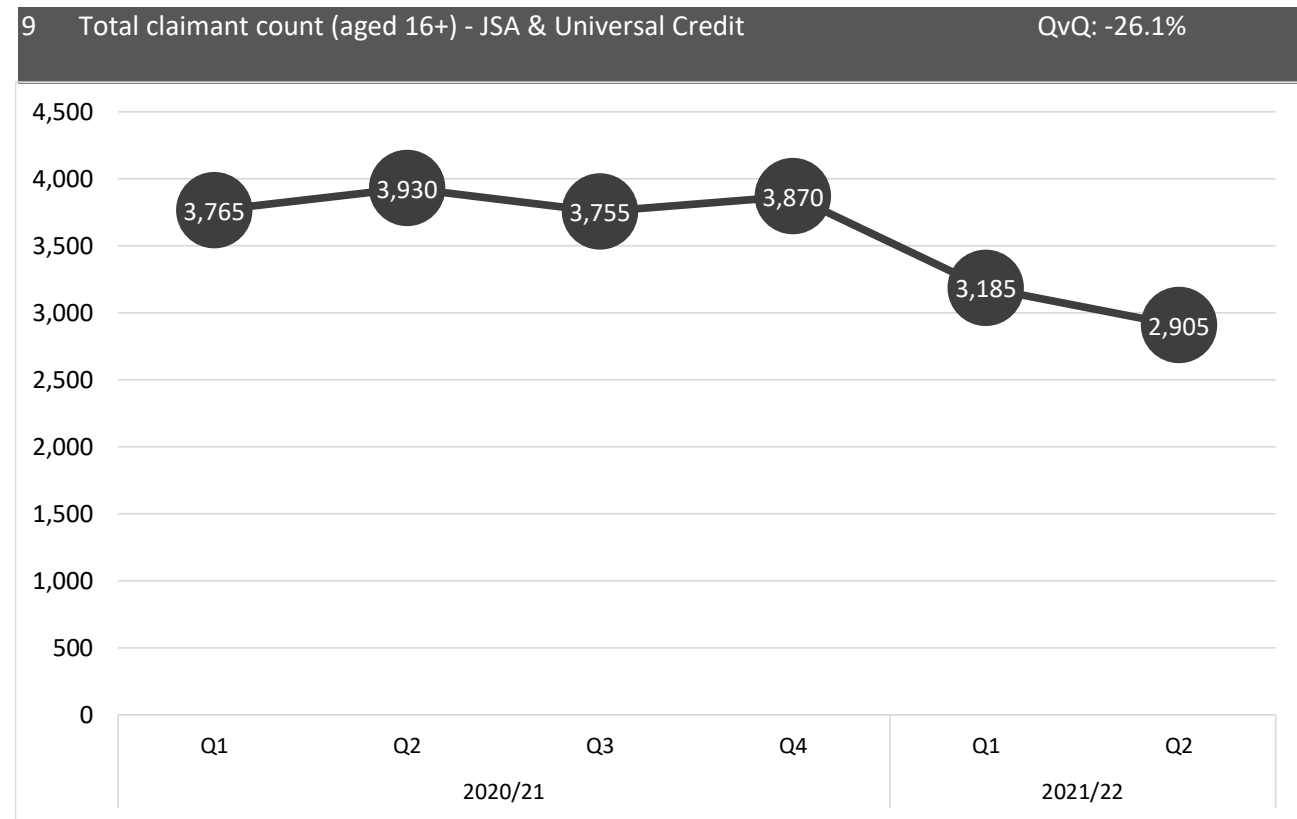


8 Gross value added (balanced) (GVA) (Latest data published May 2021)



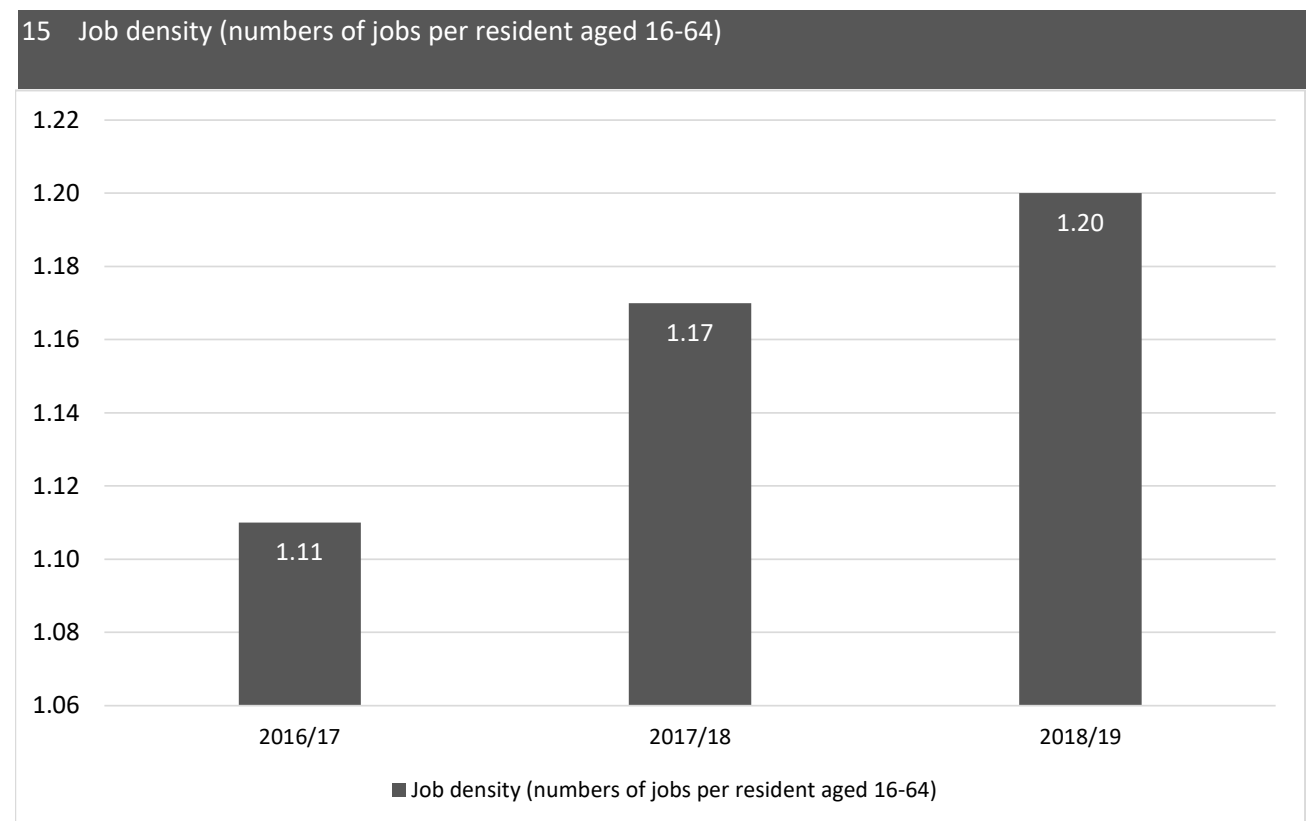
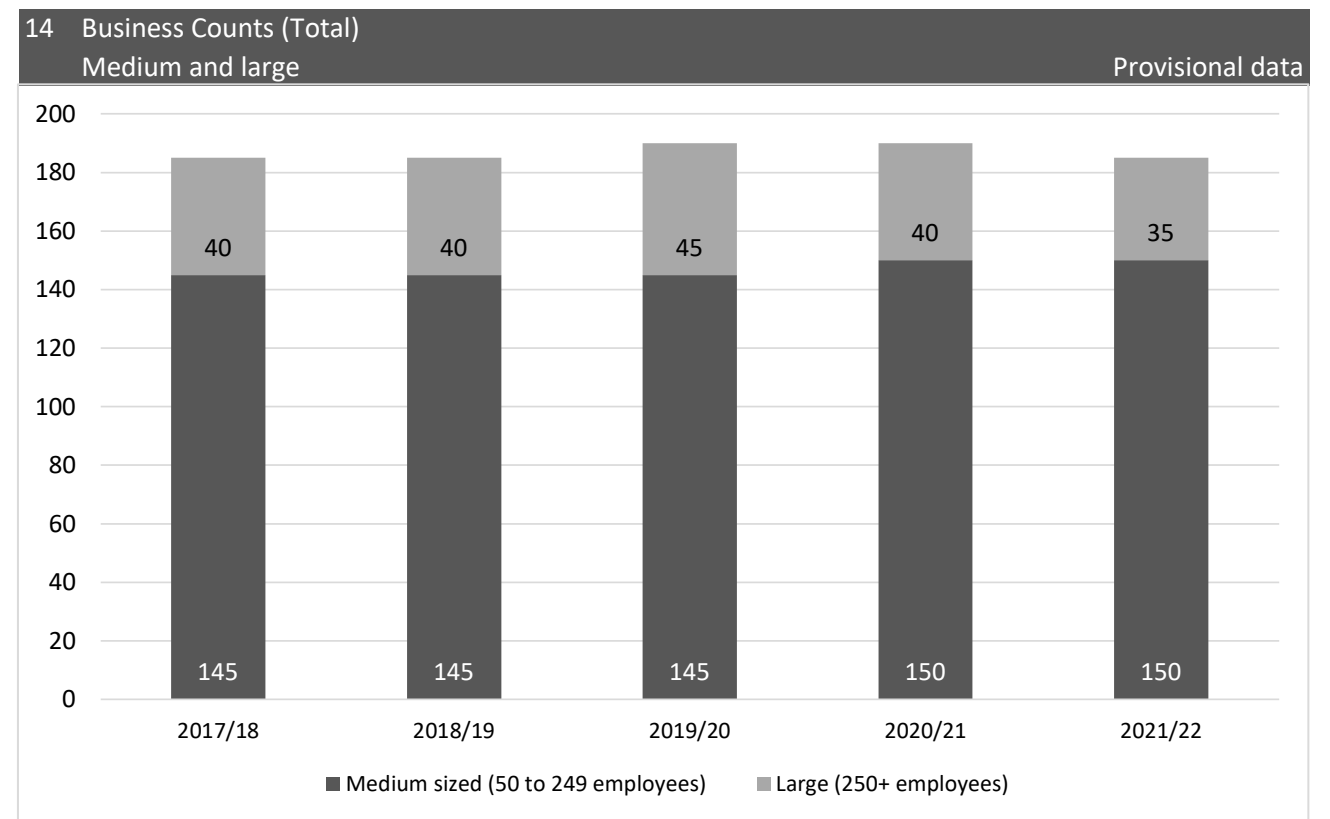
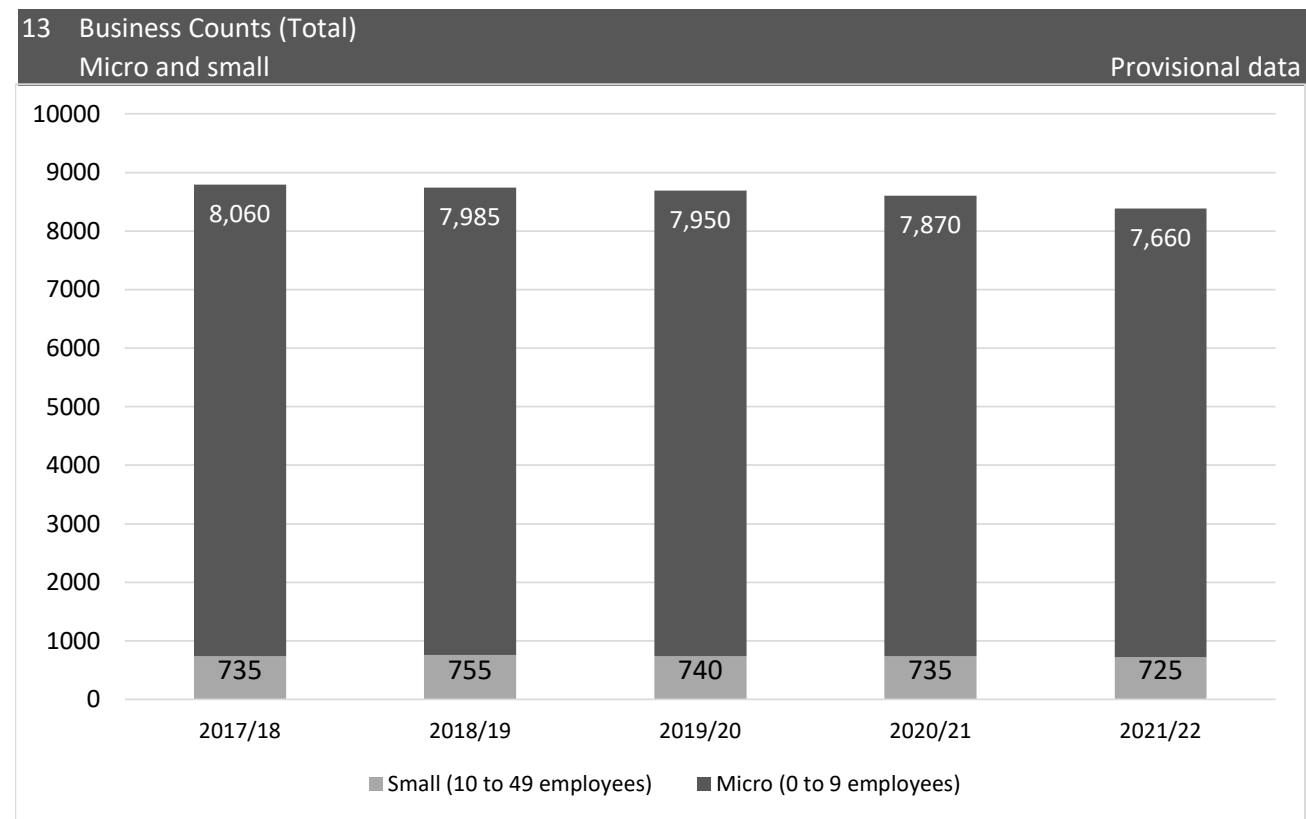
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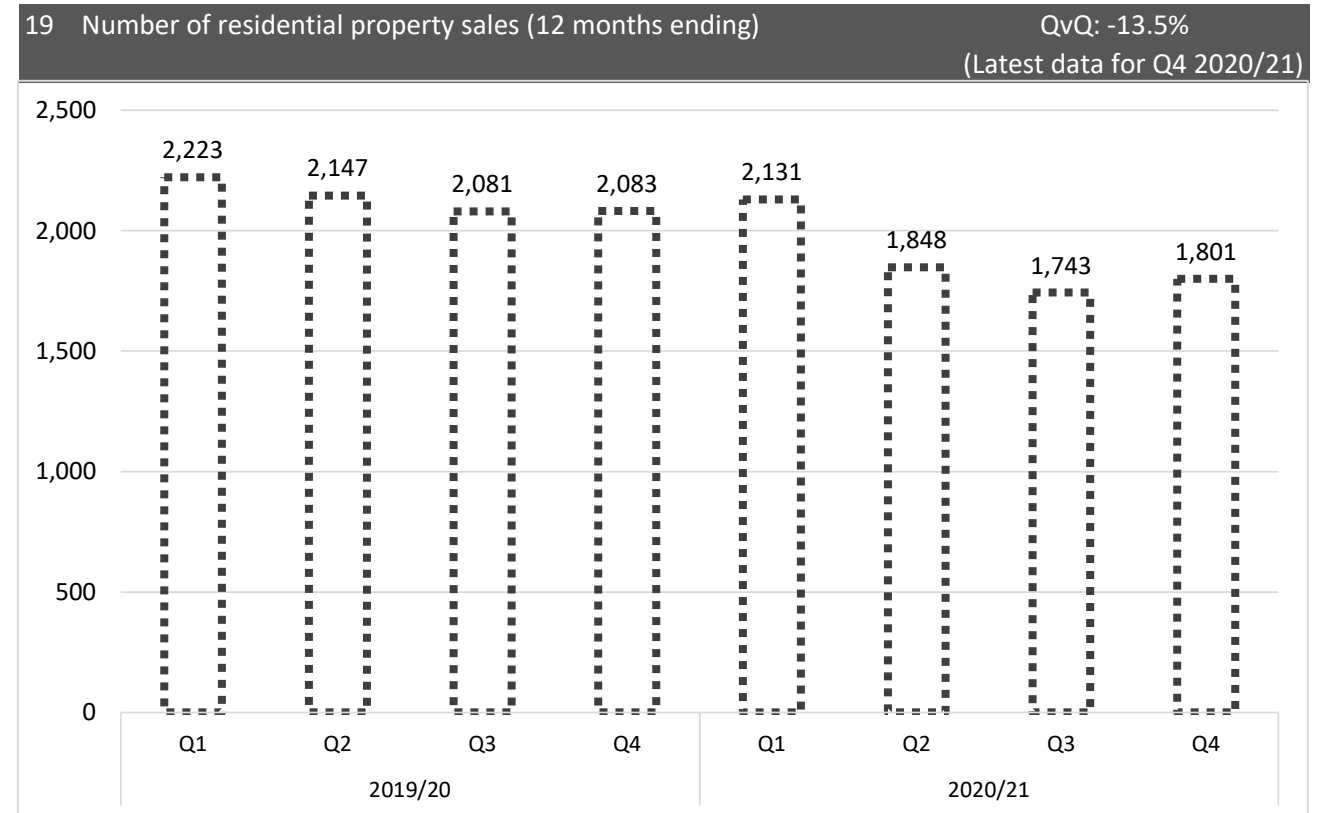
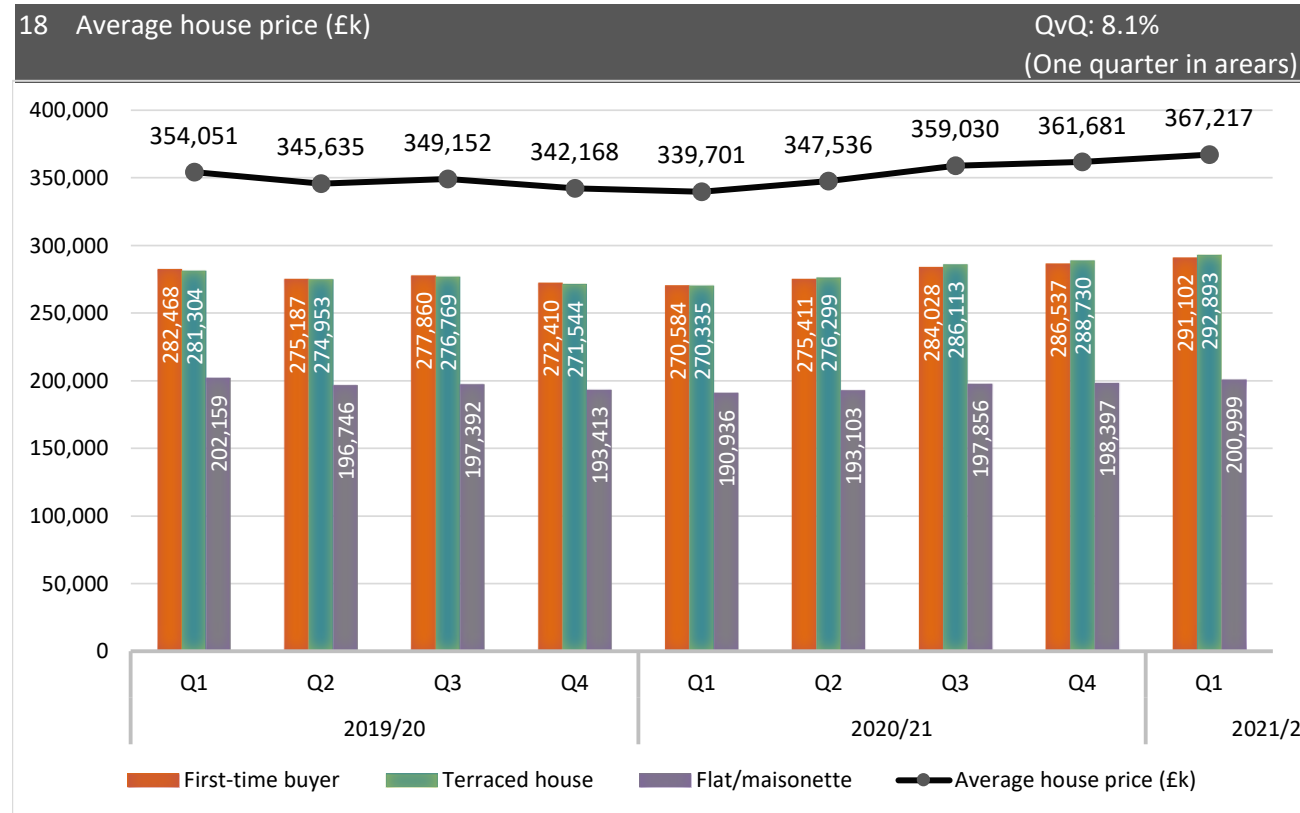
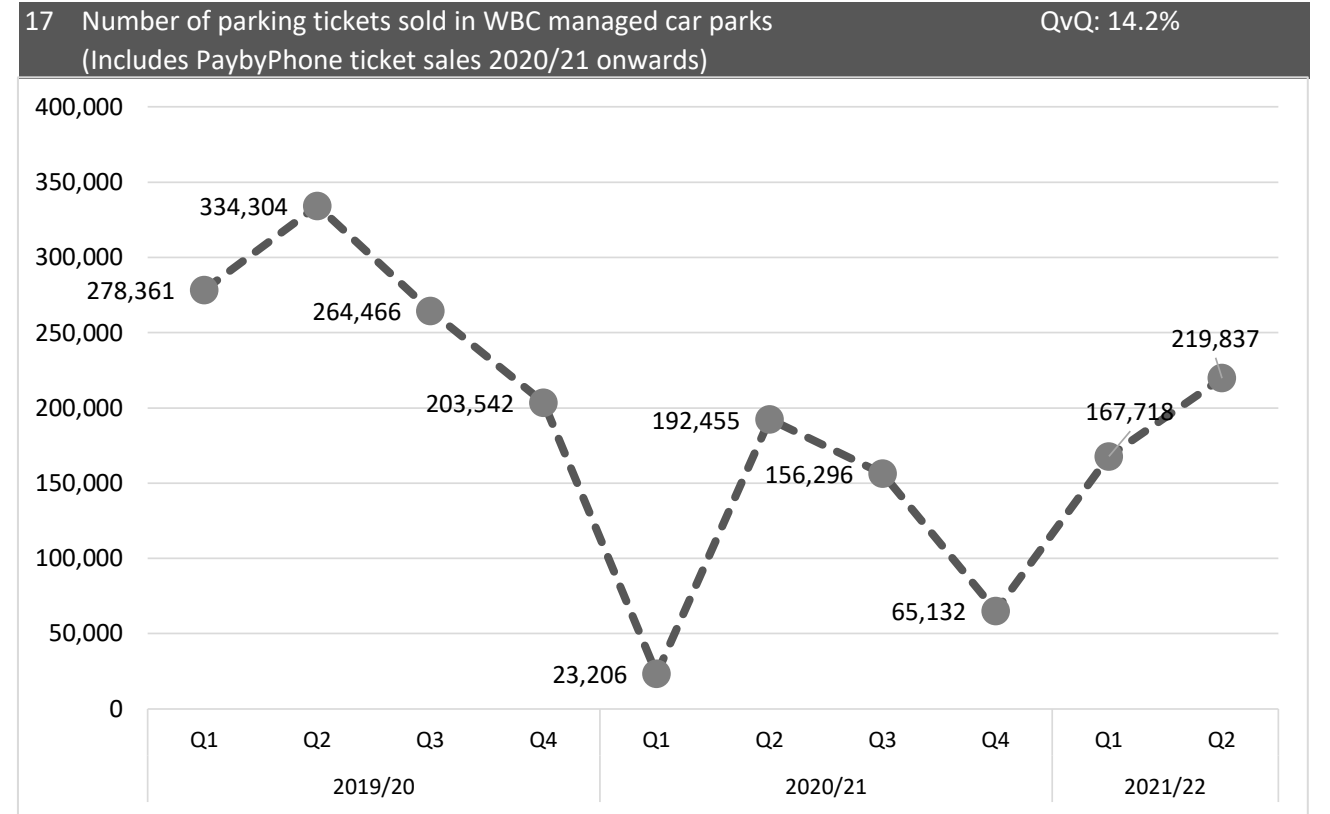
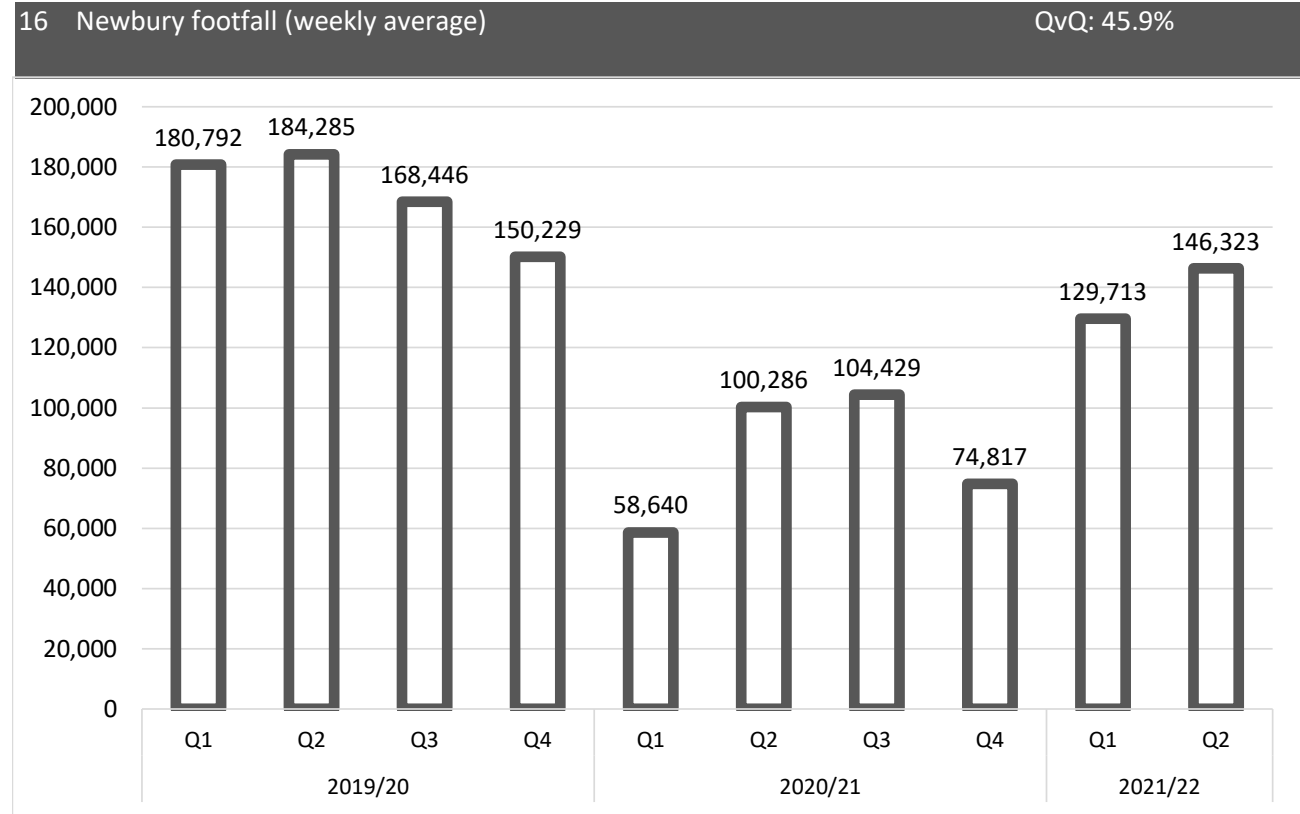
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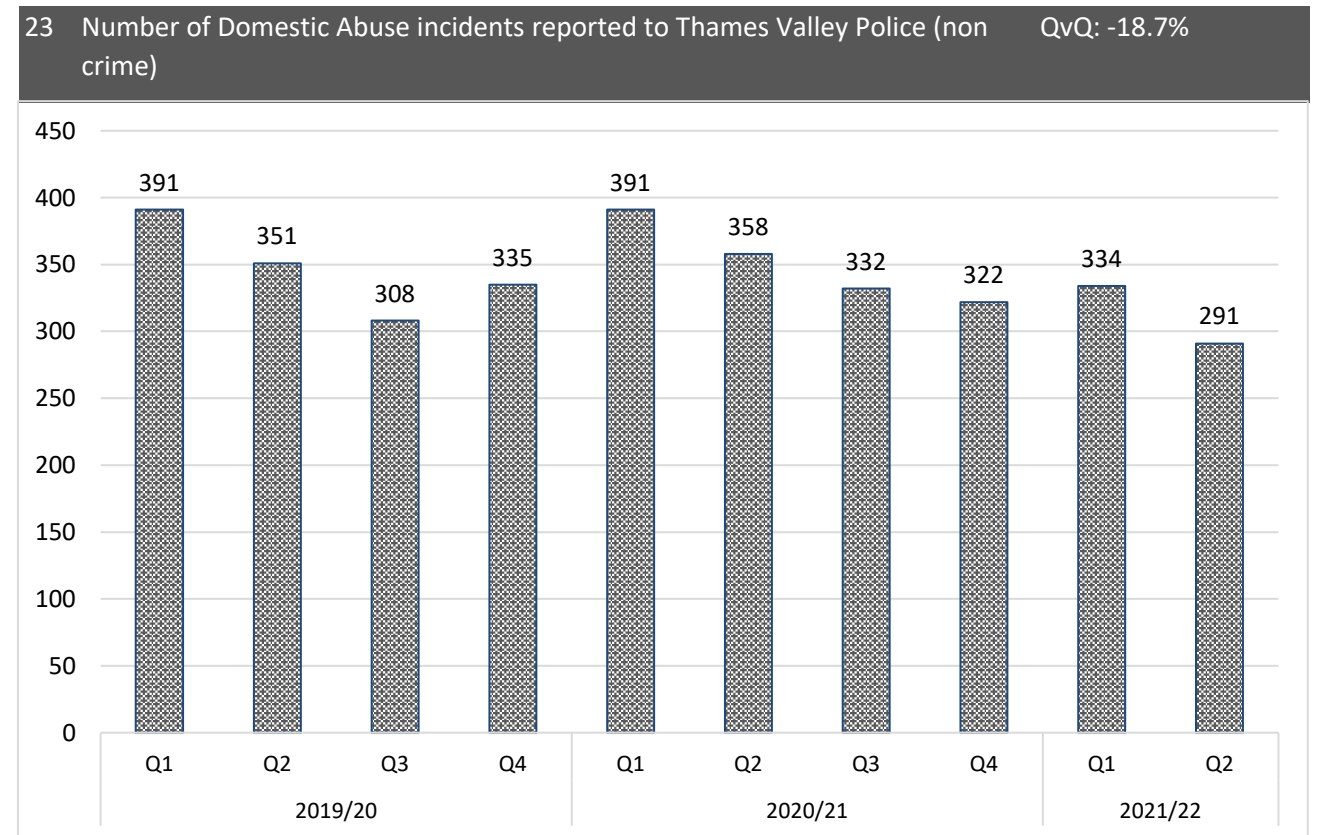
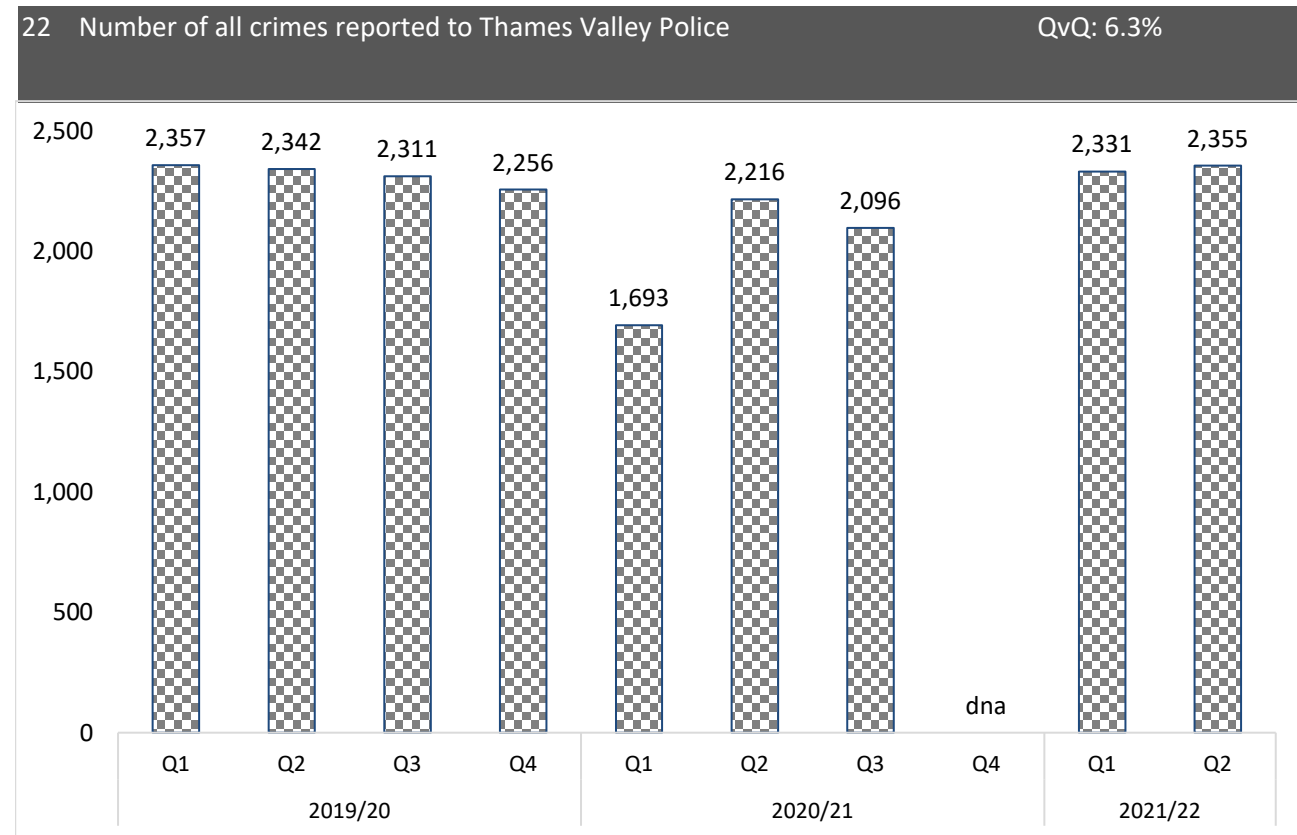
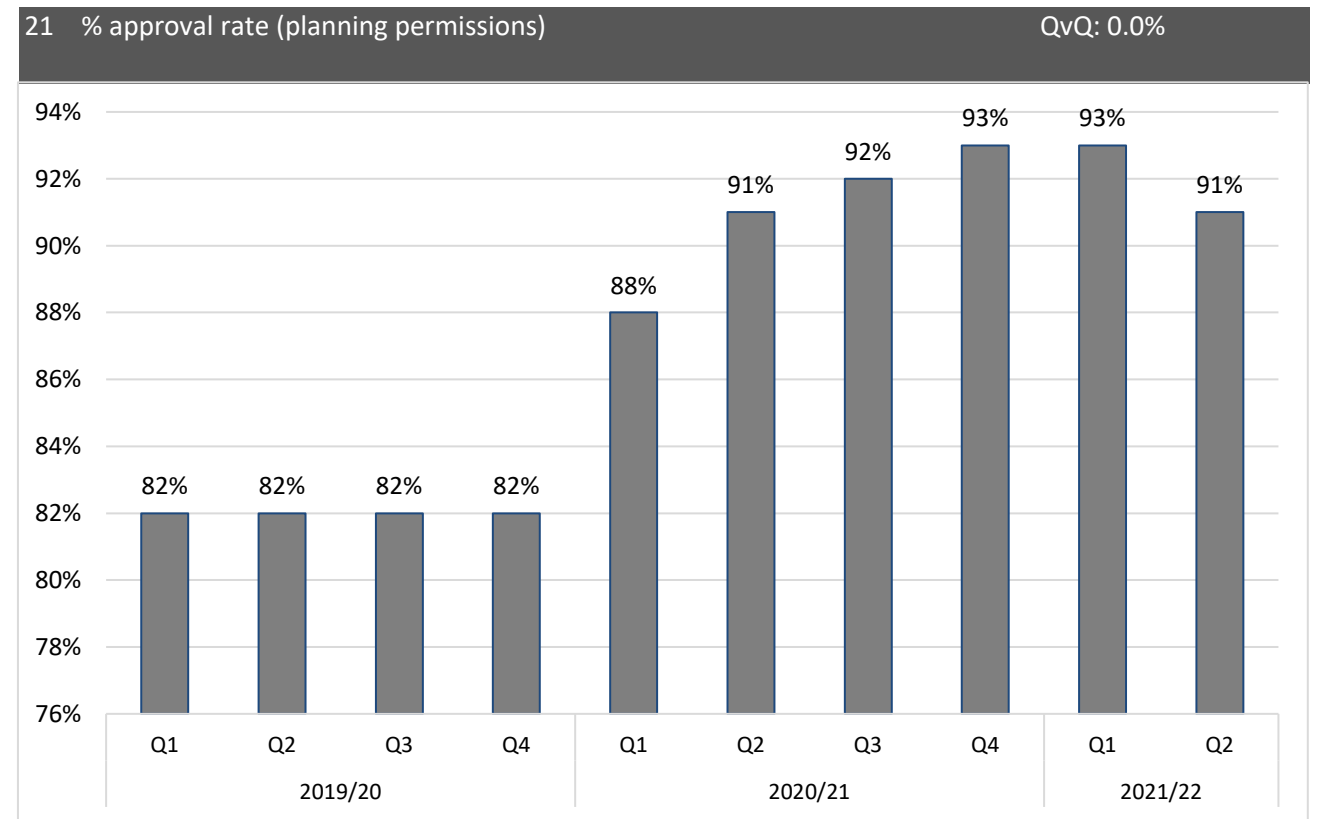
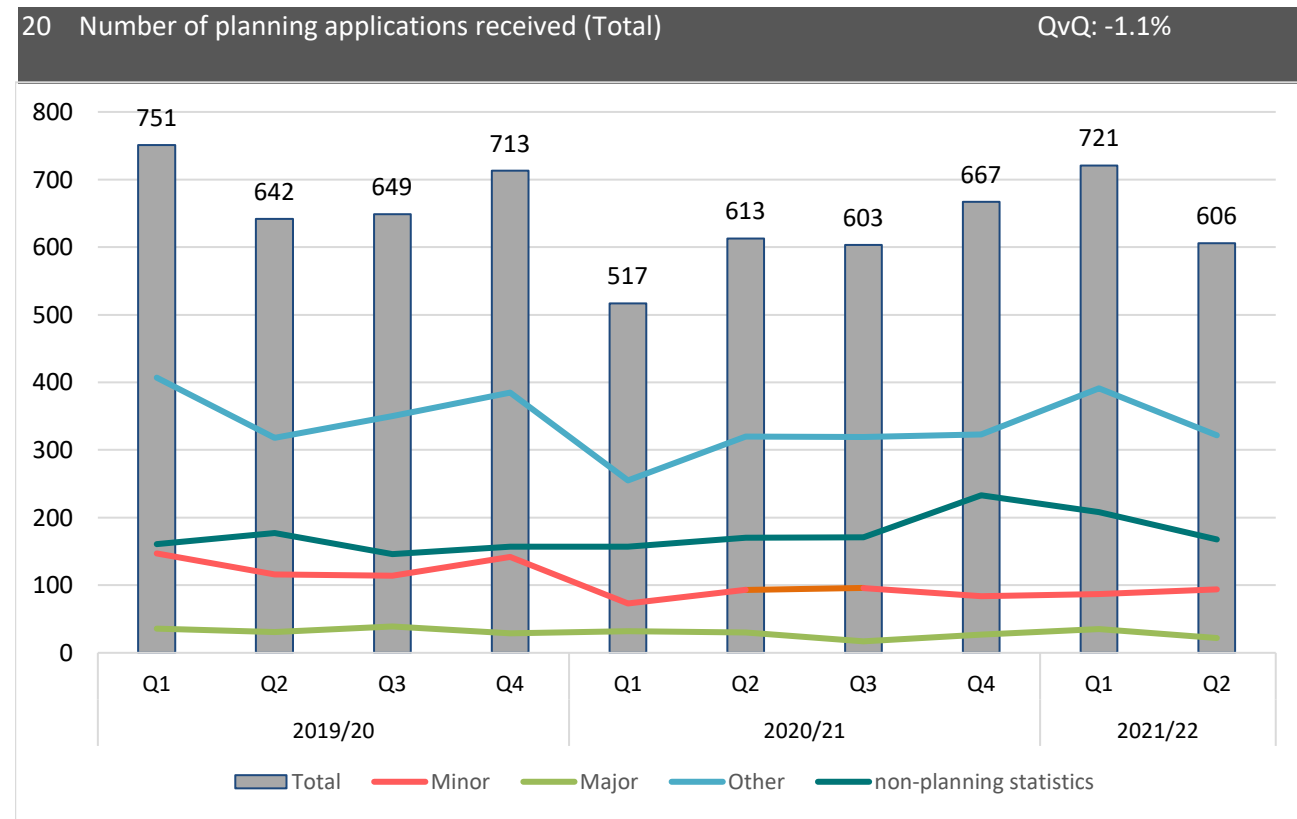
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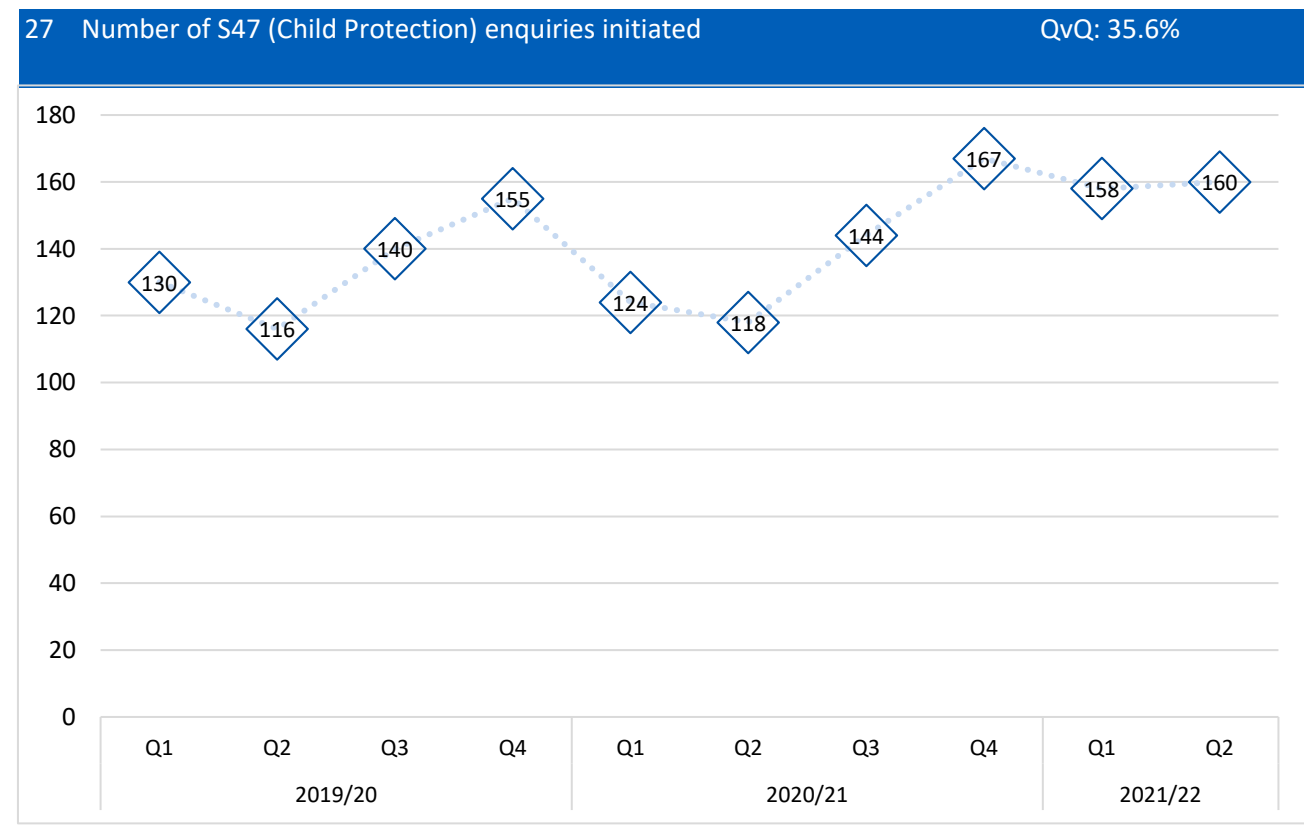
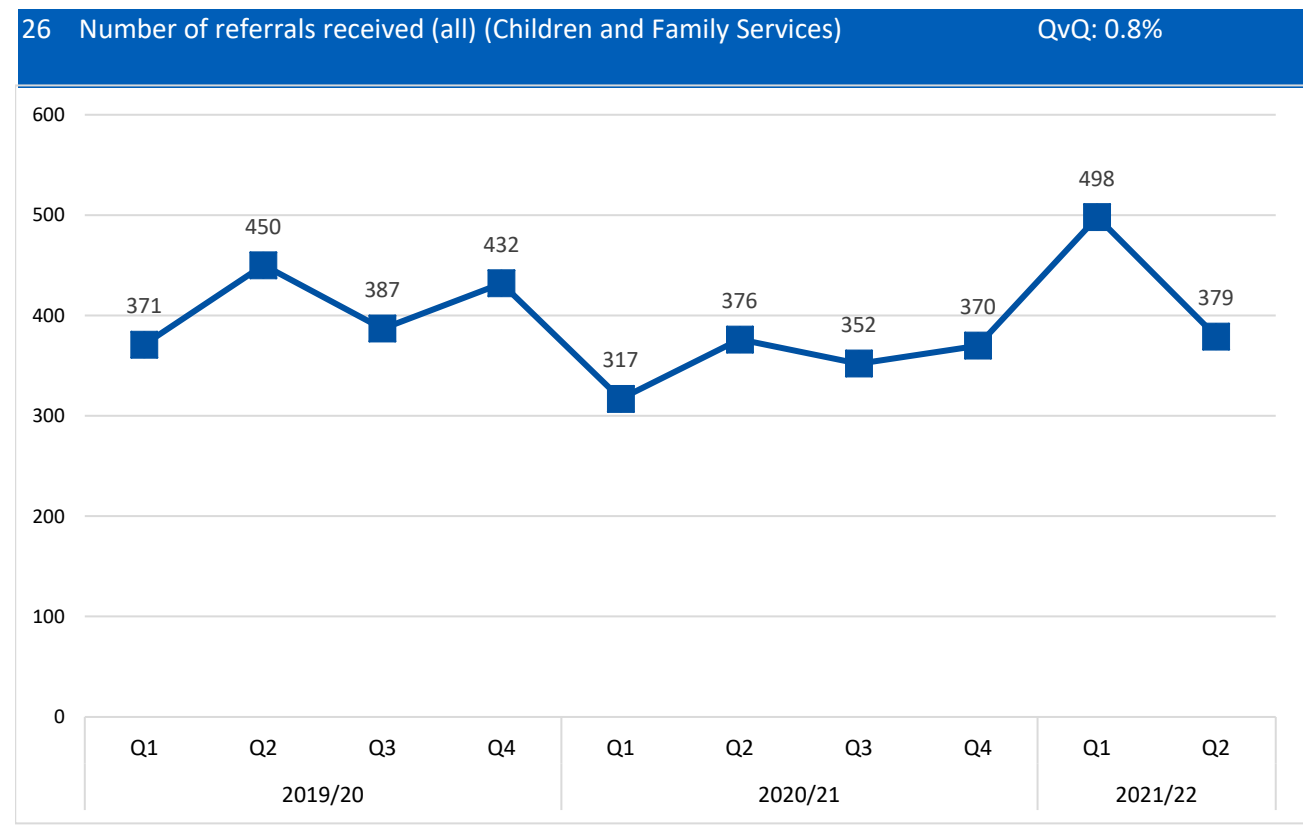
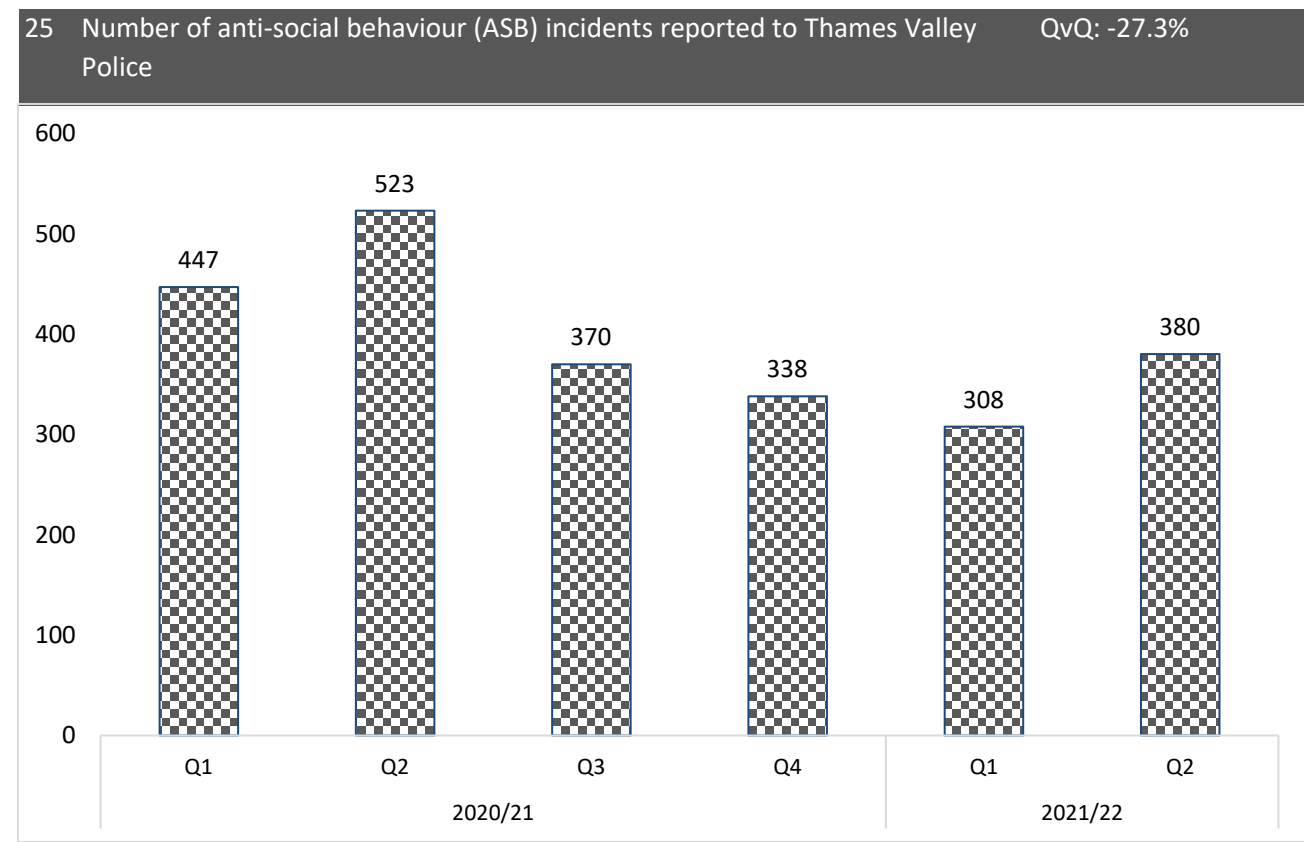
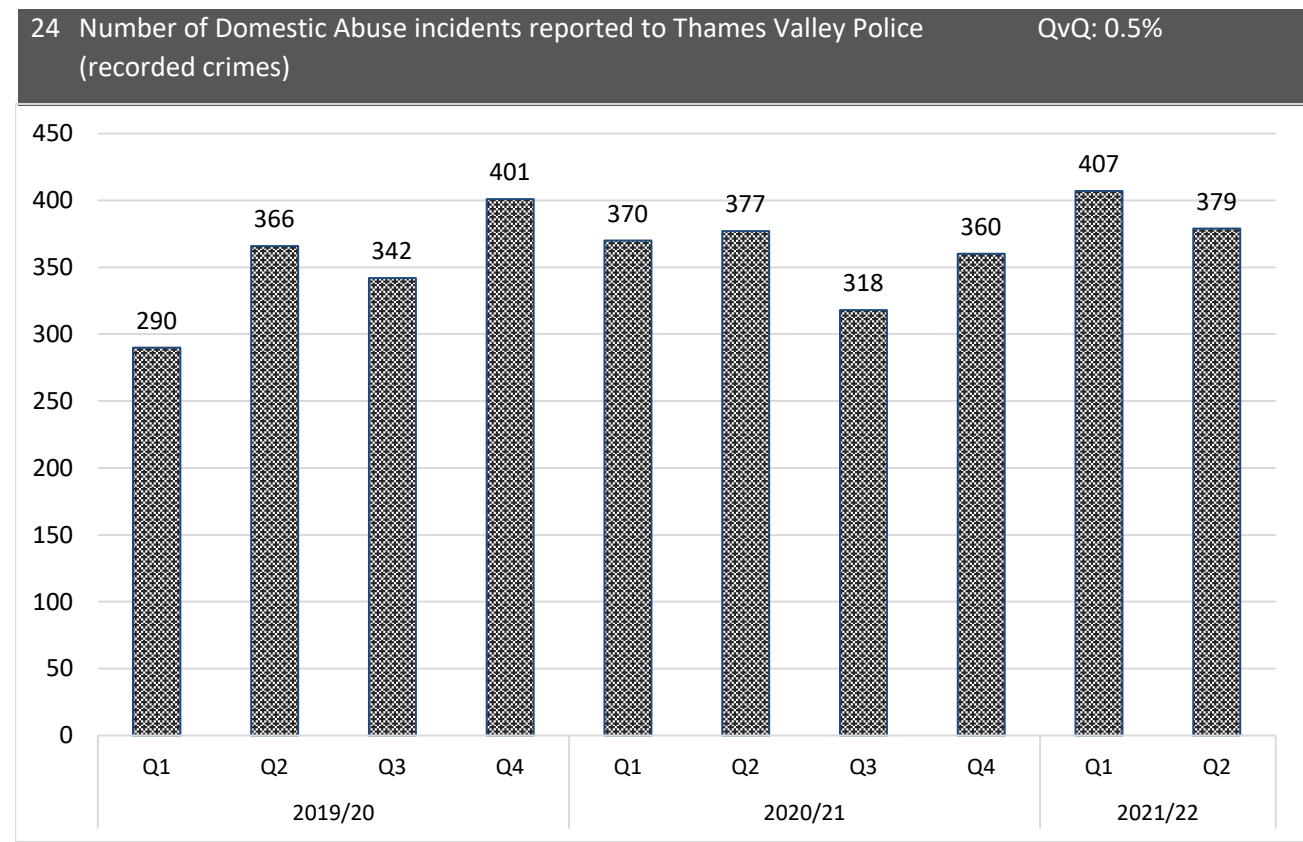
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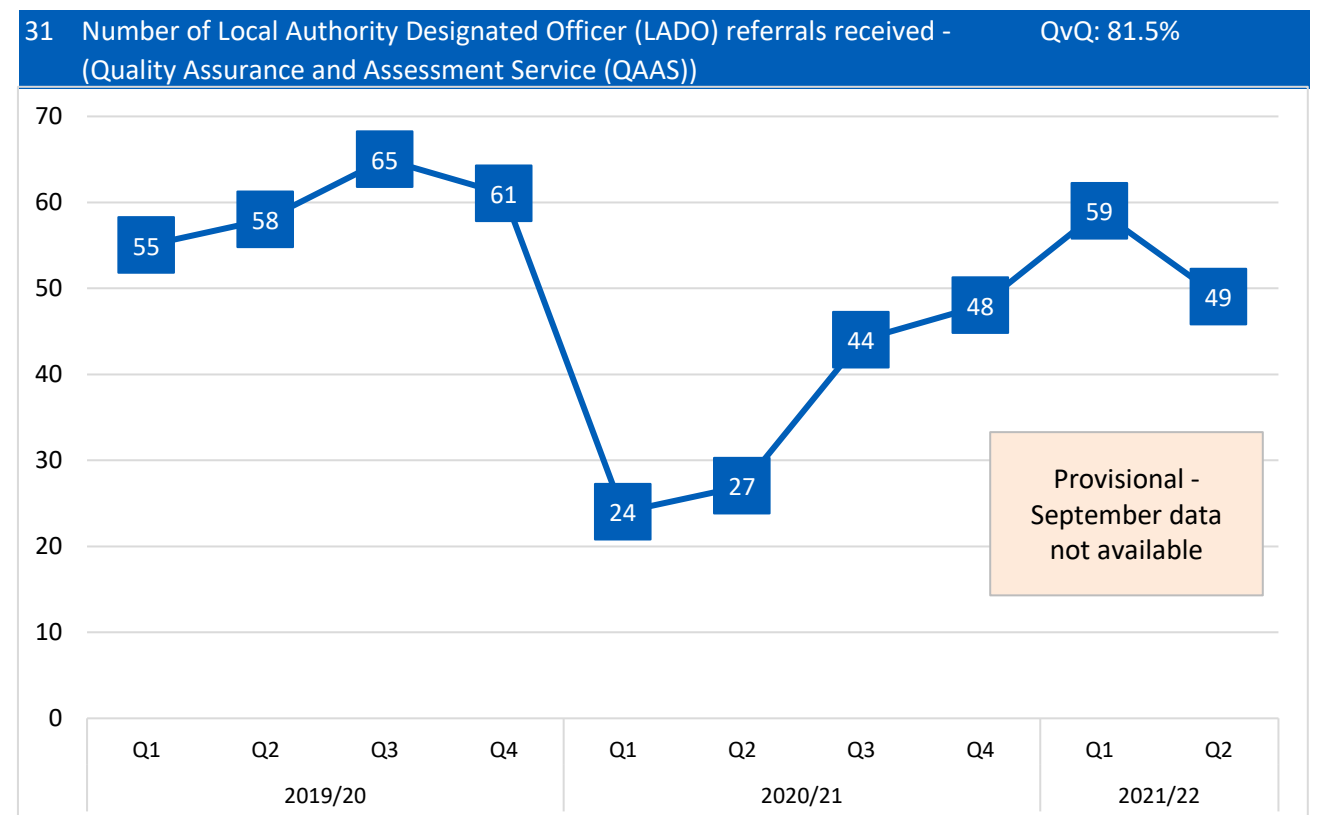
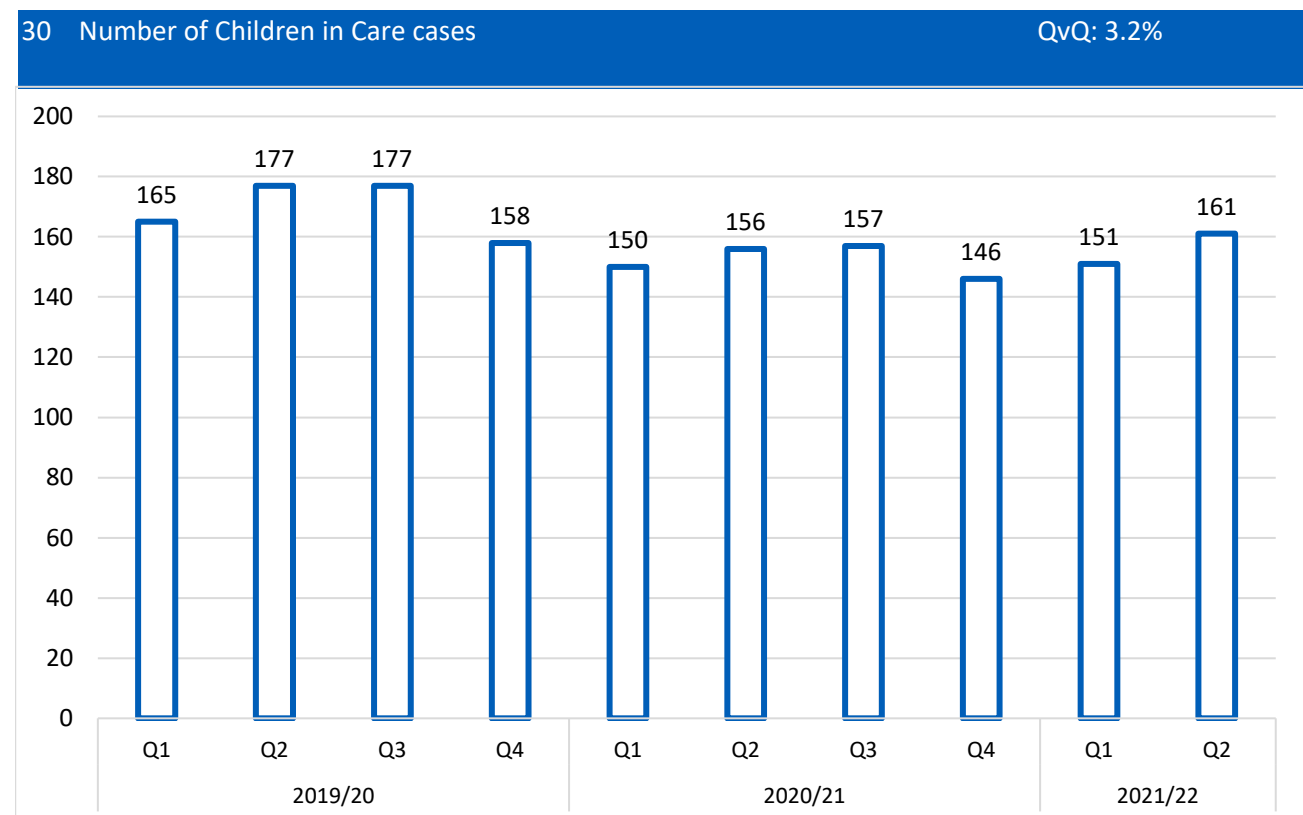
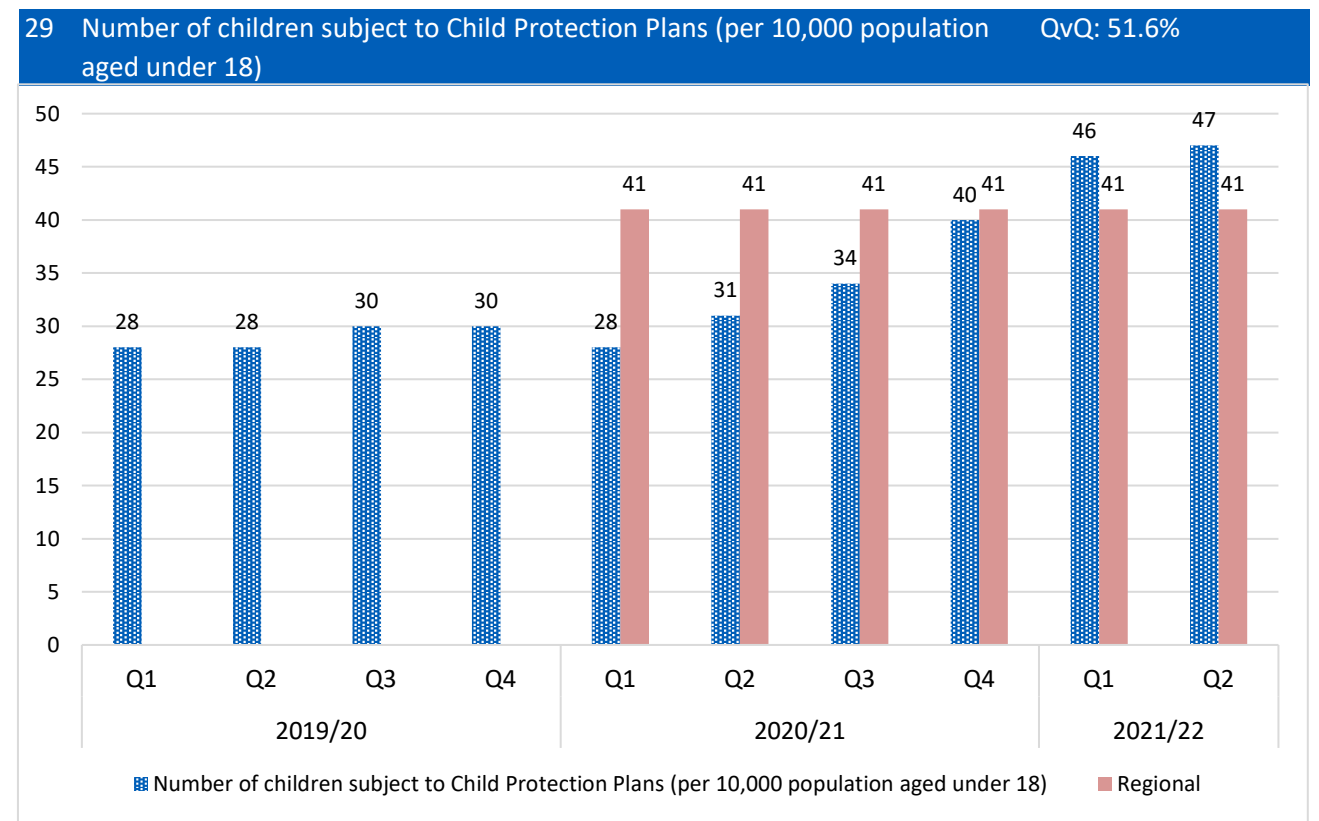
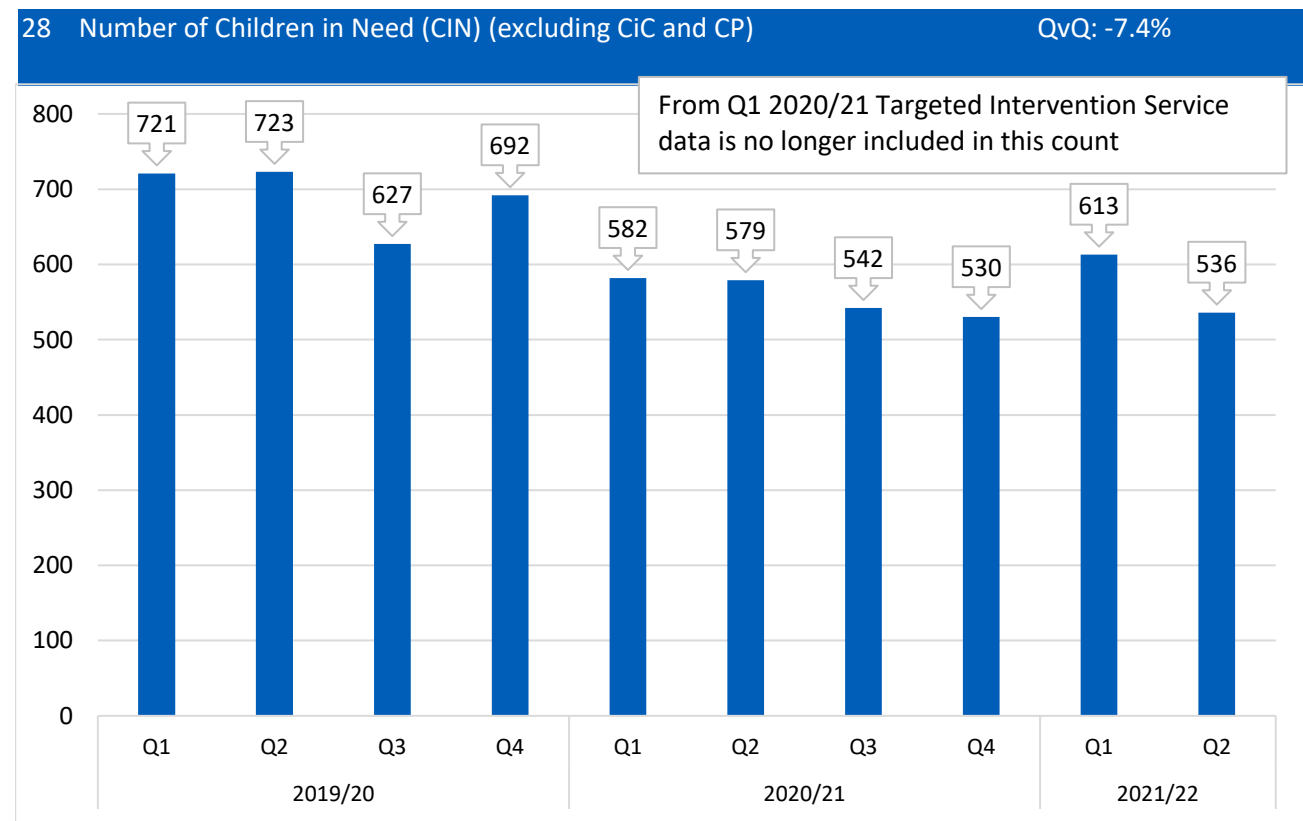
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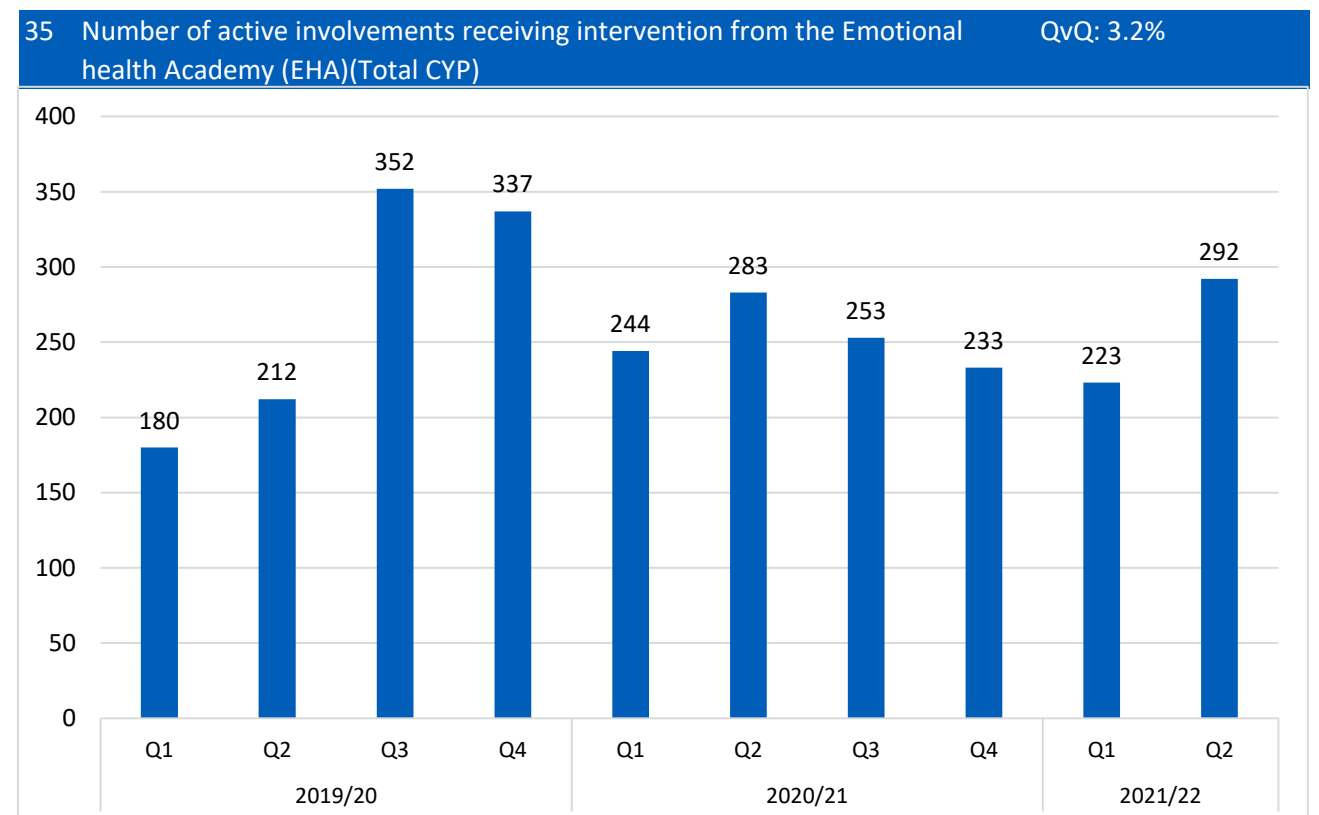
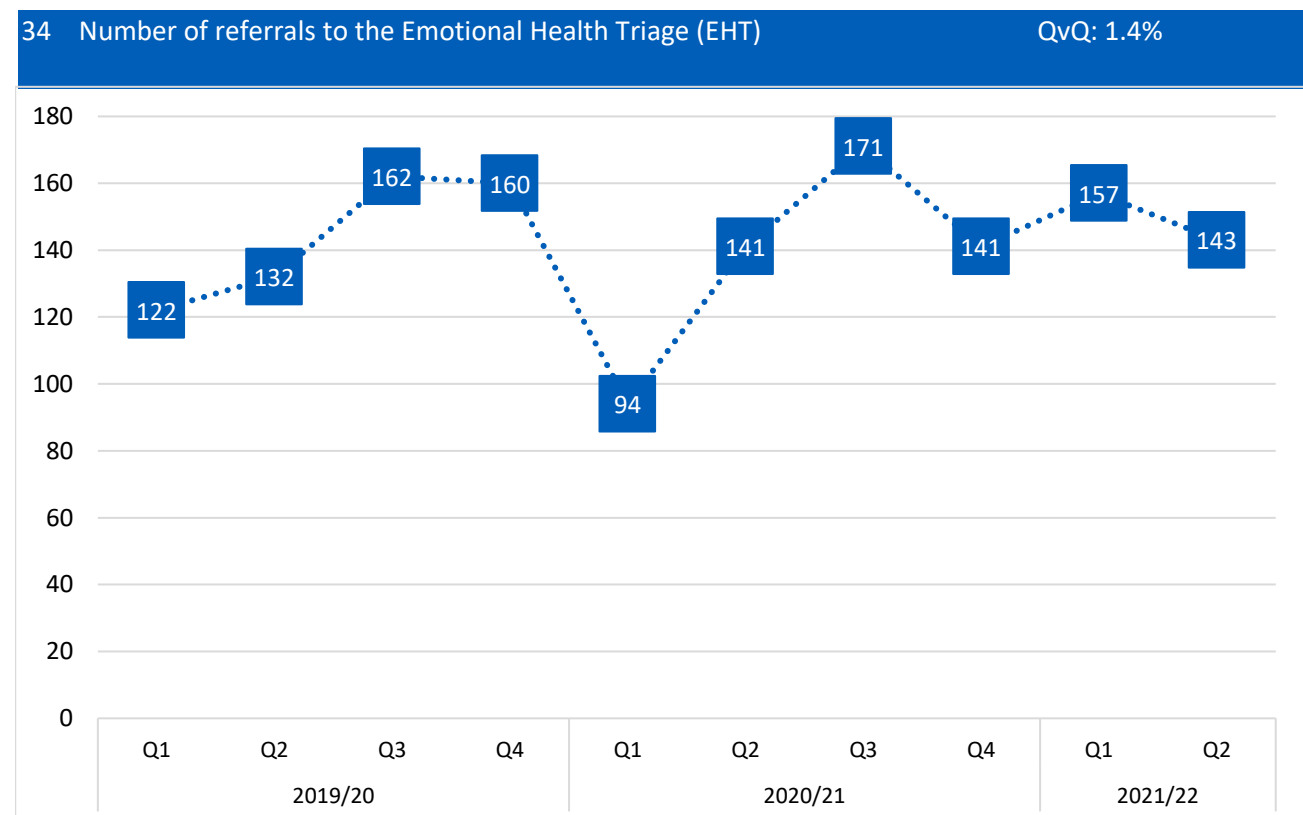
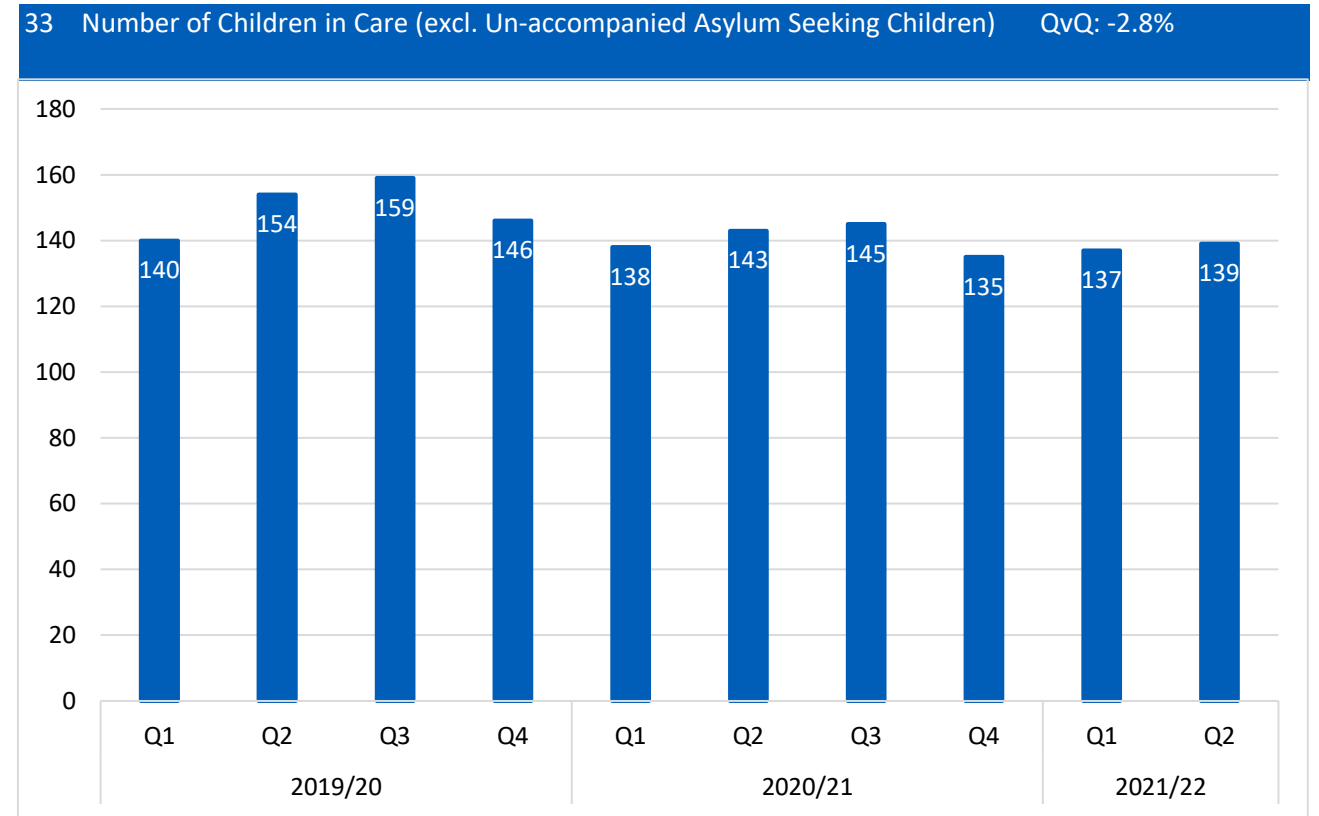
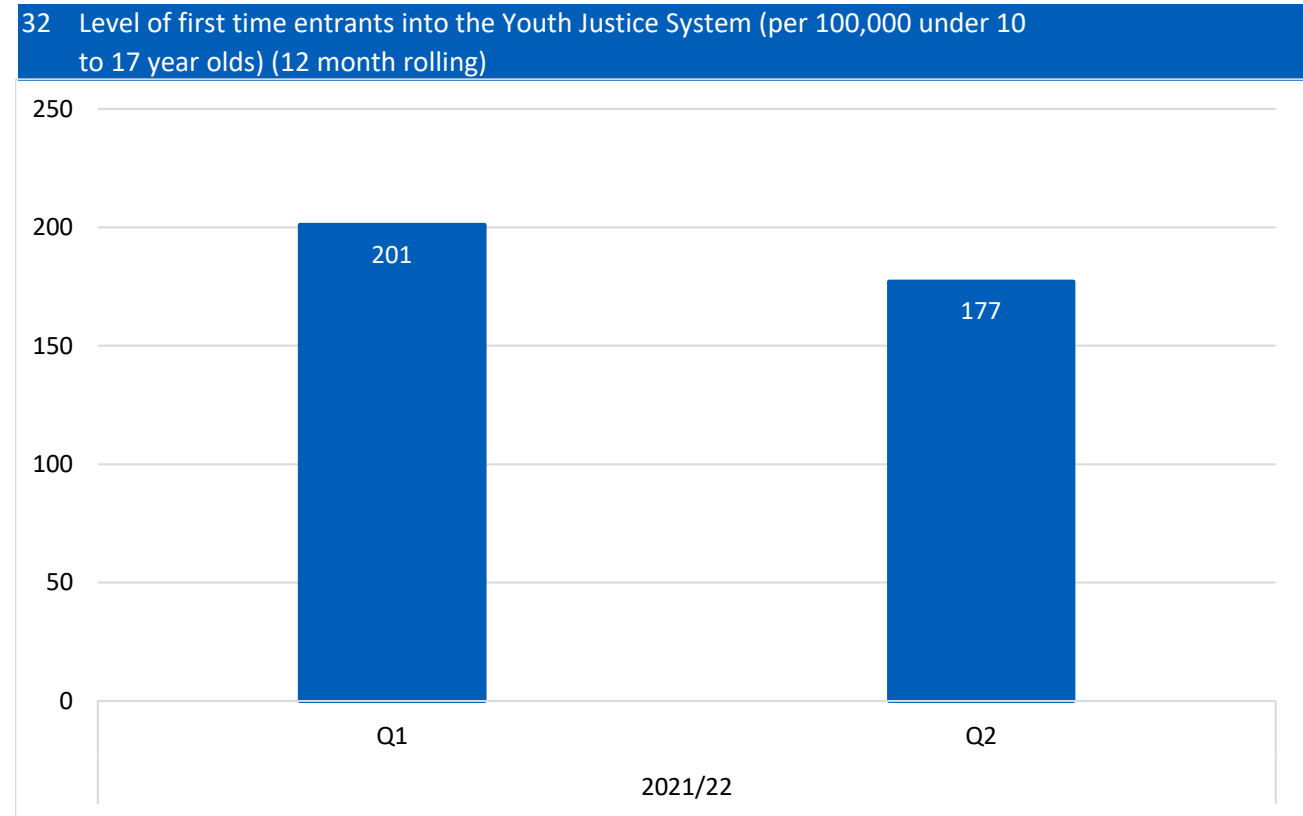
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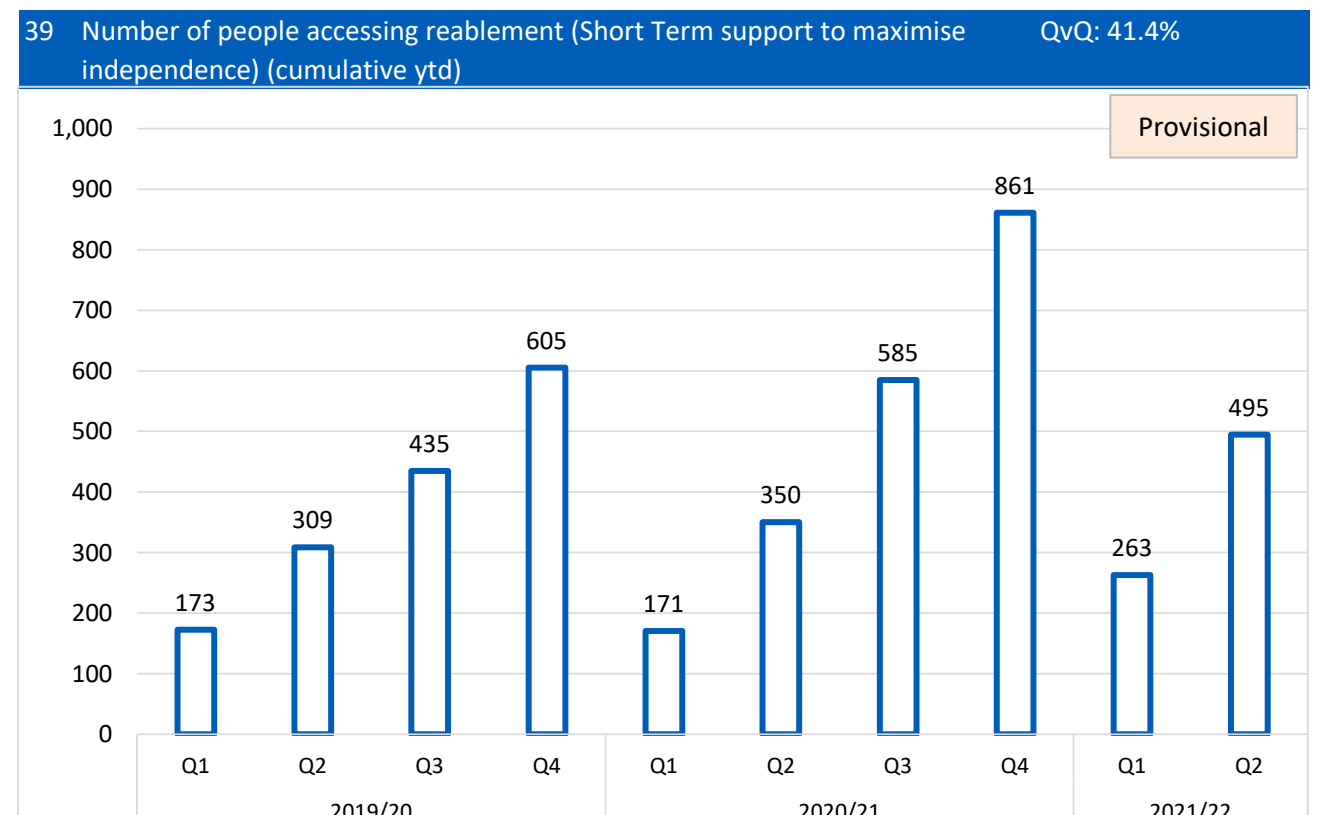
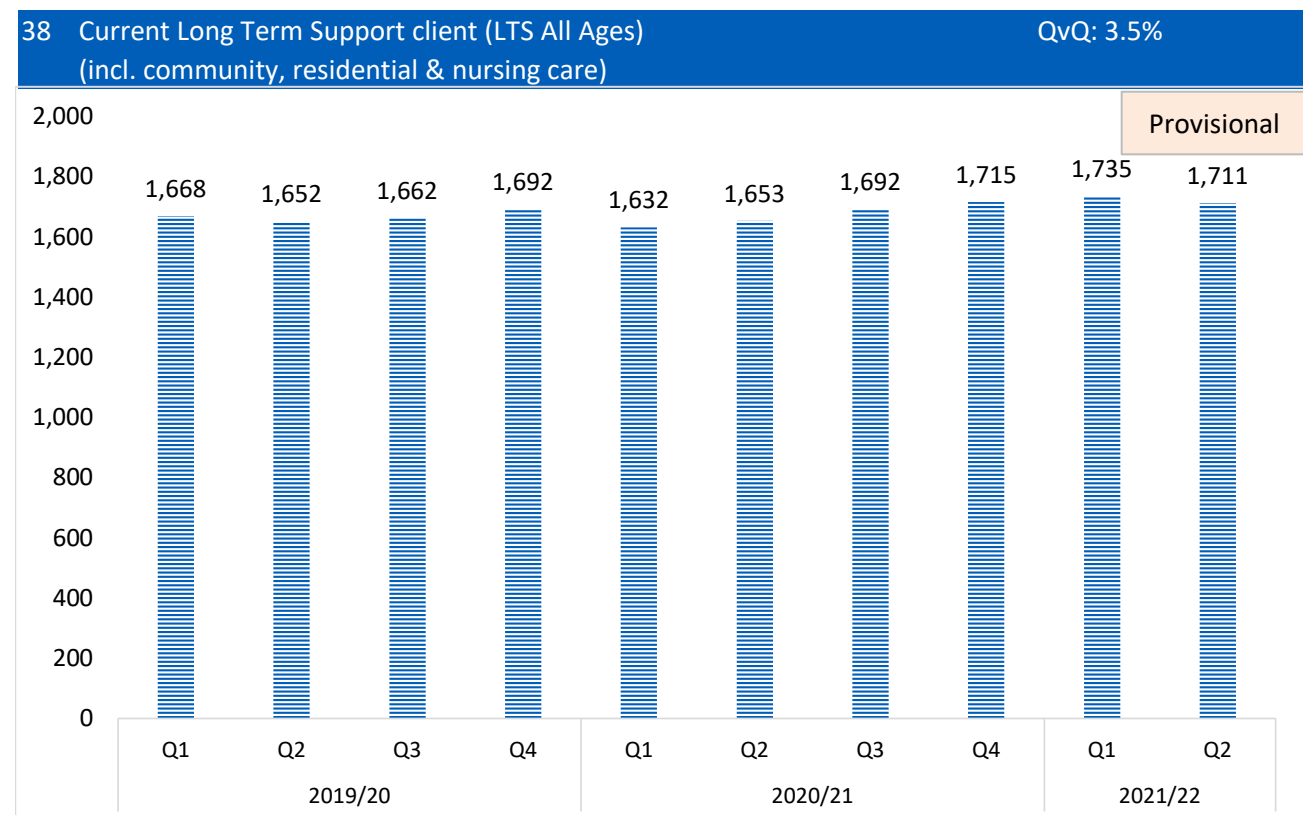
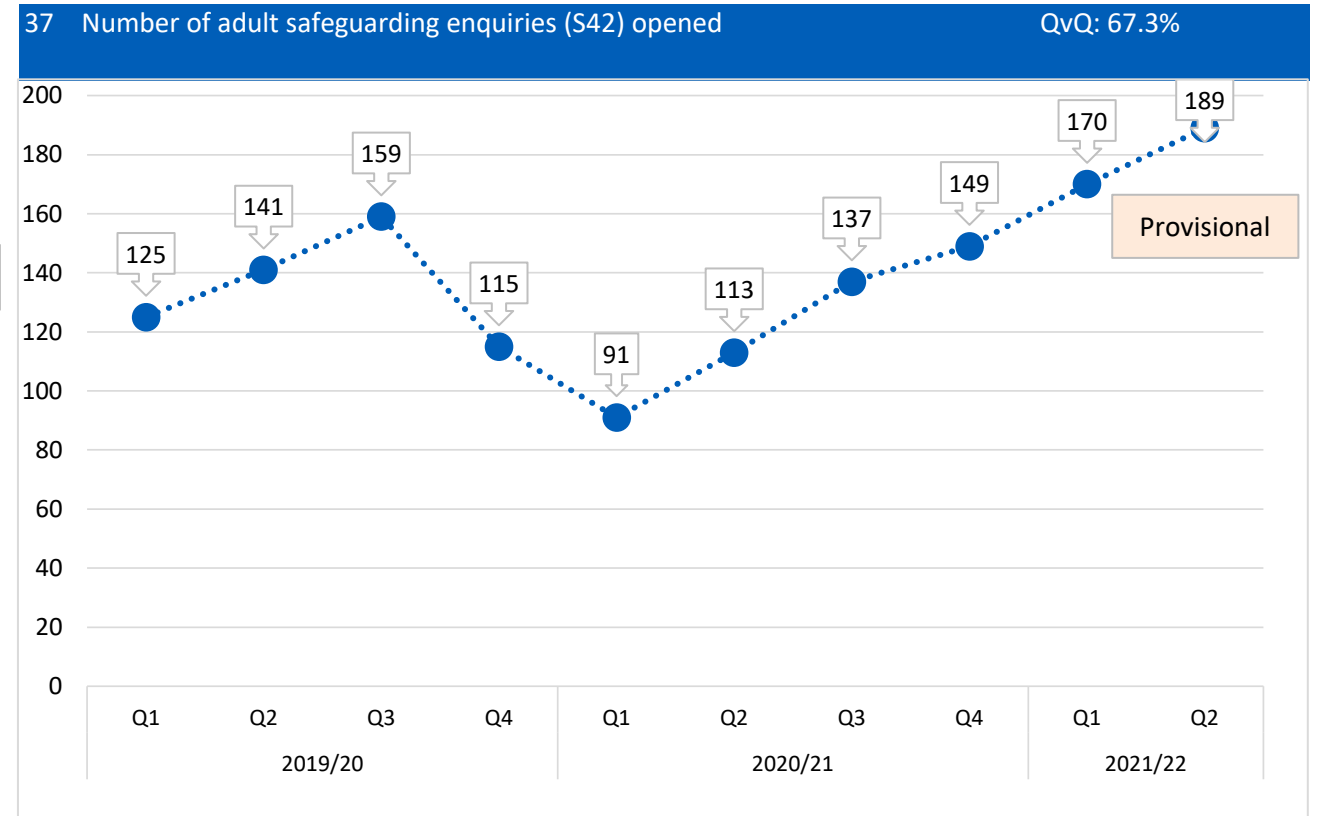
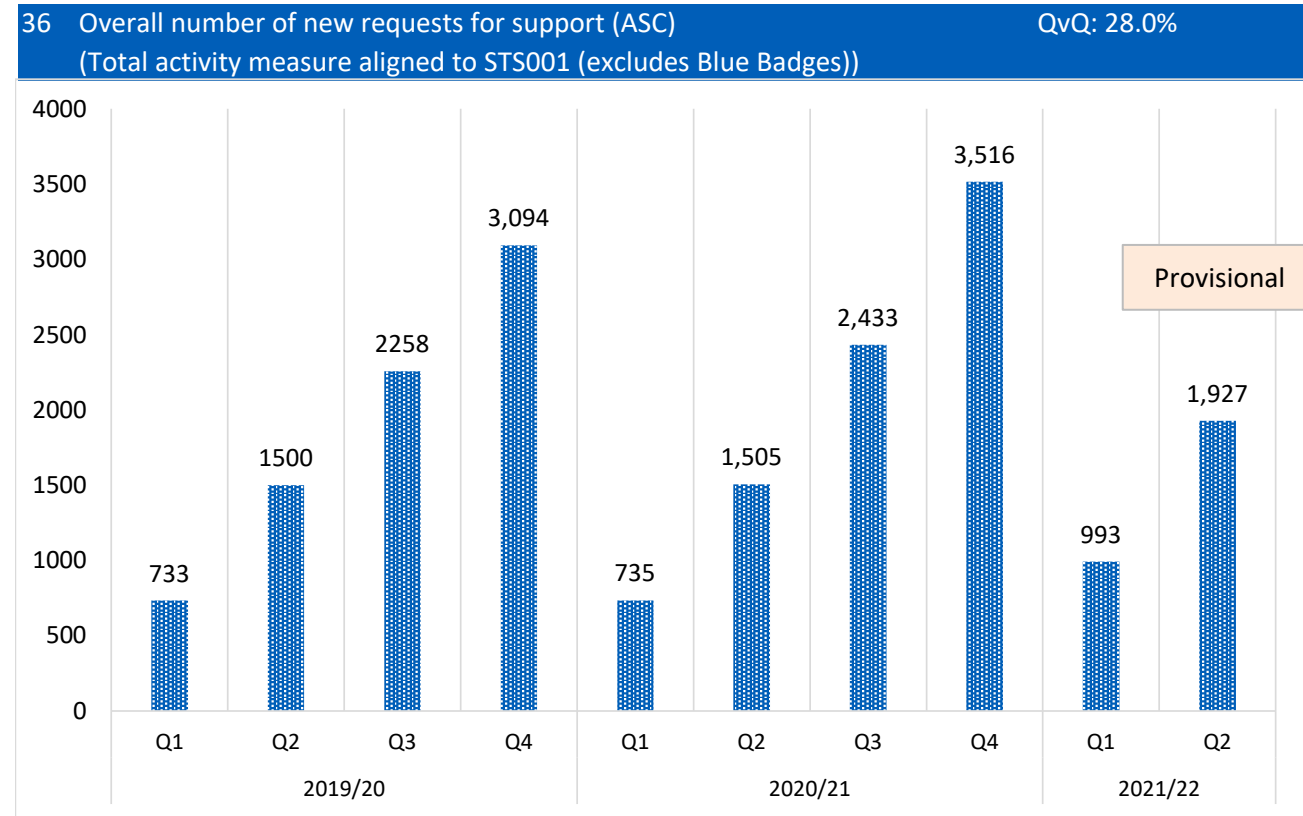
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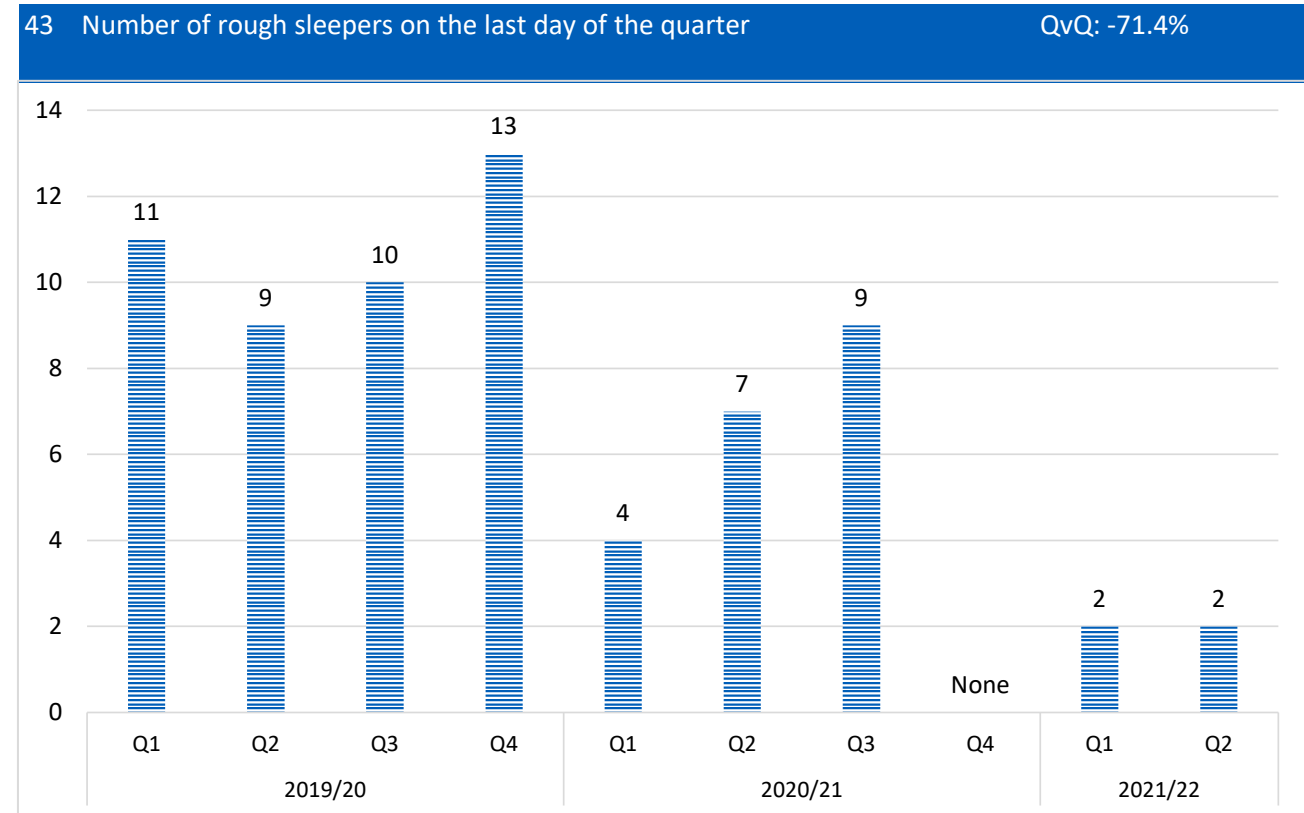
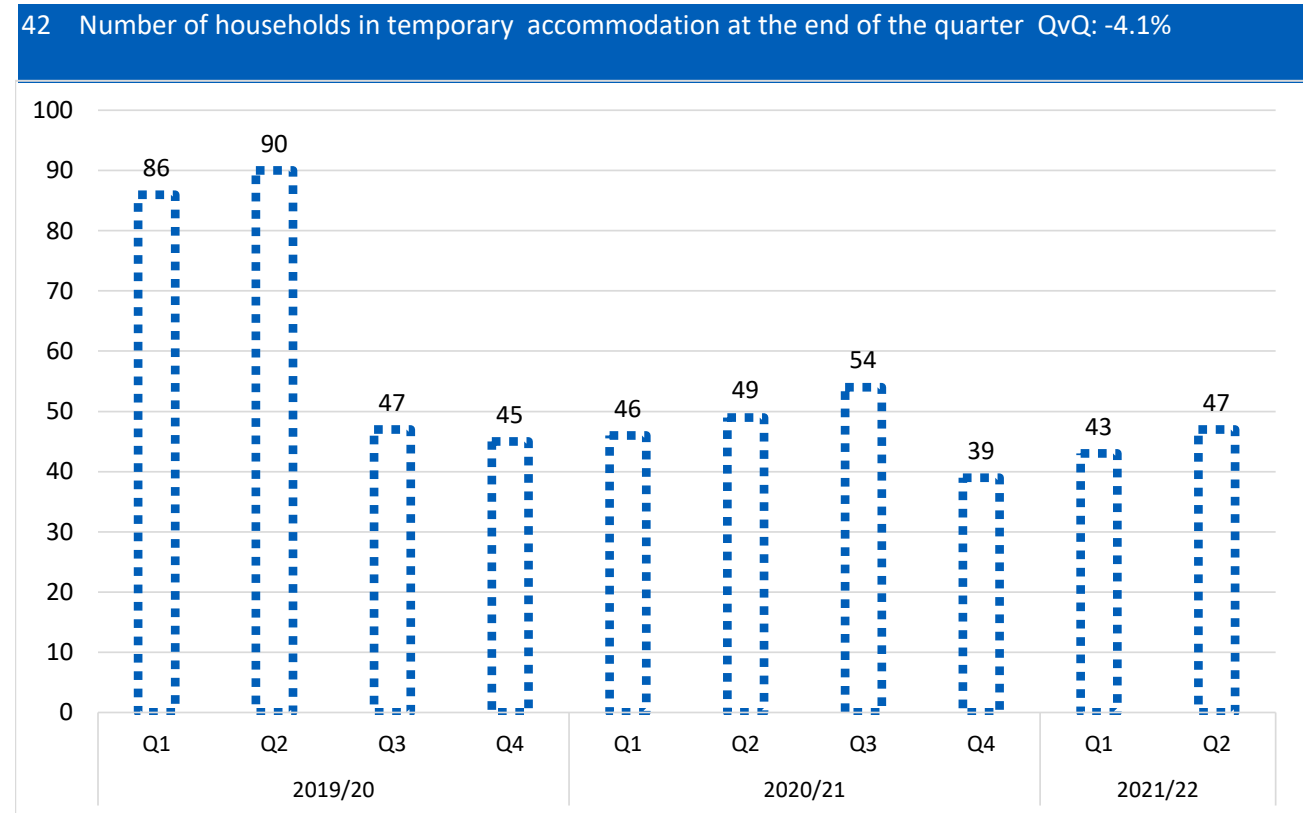
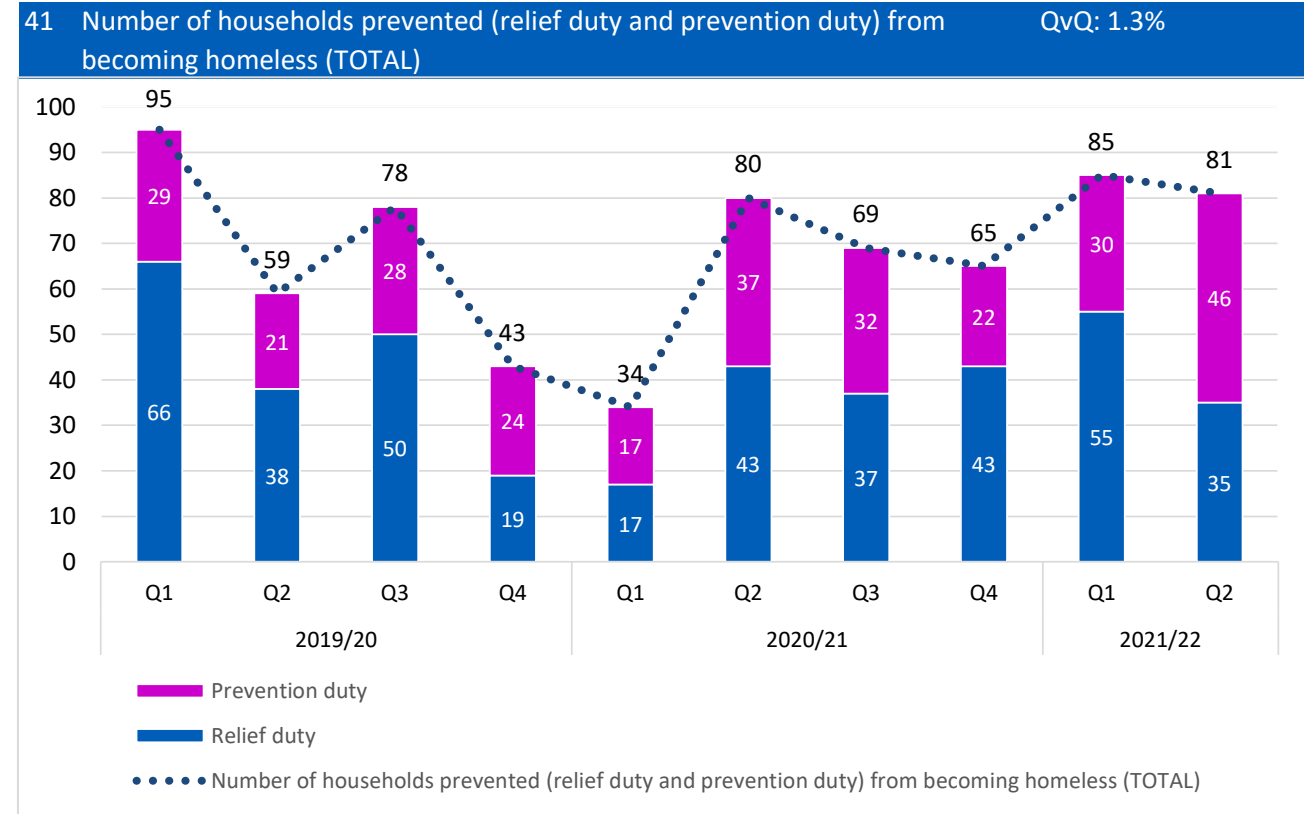
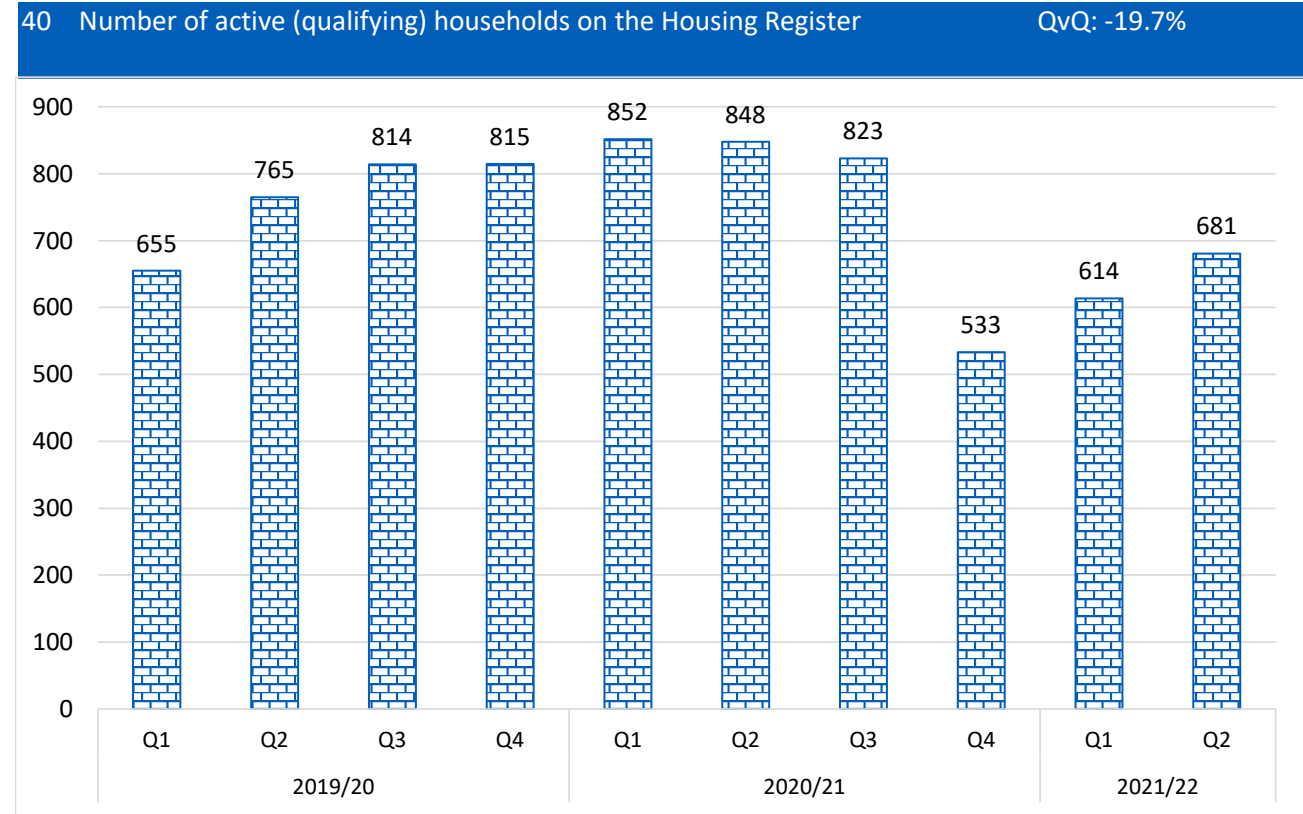
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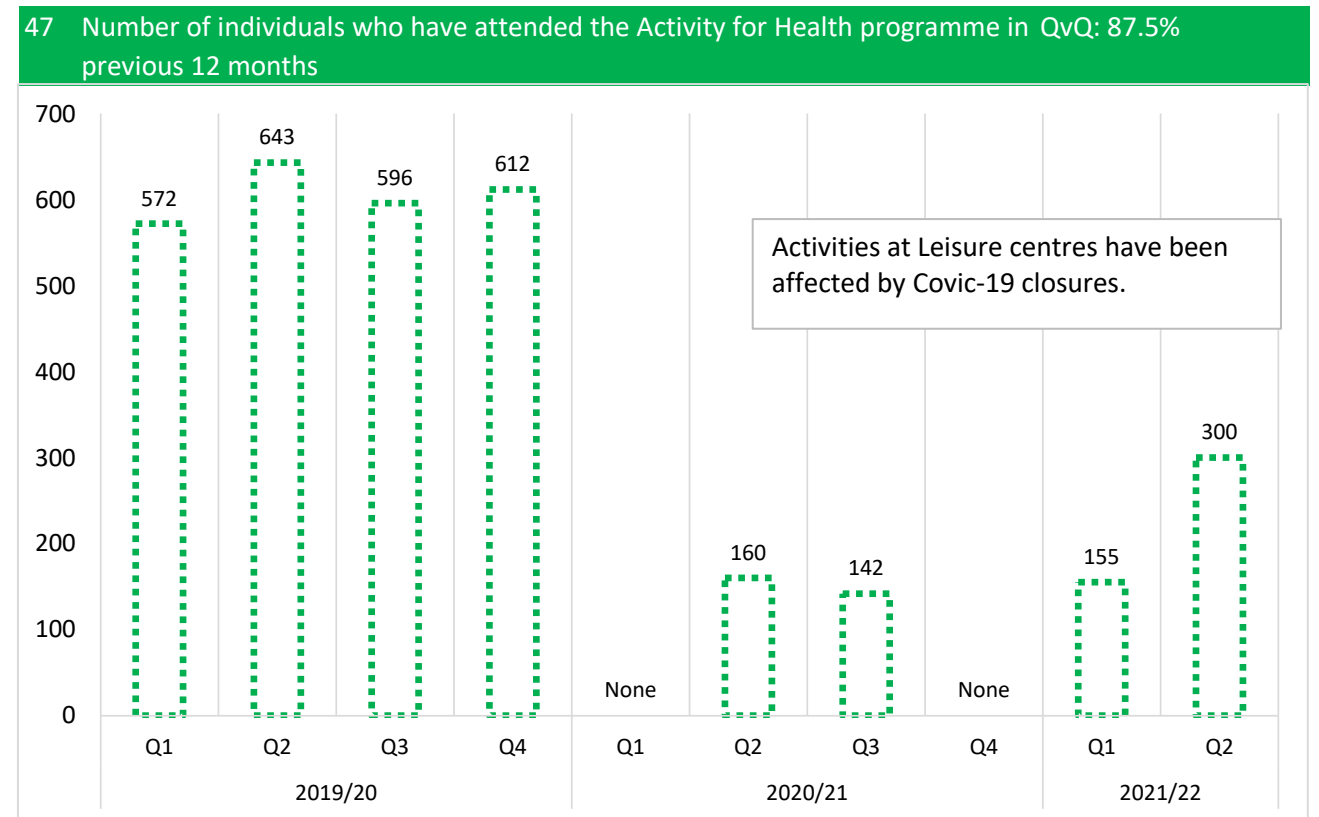
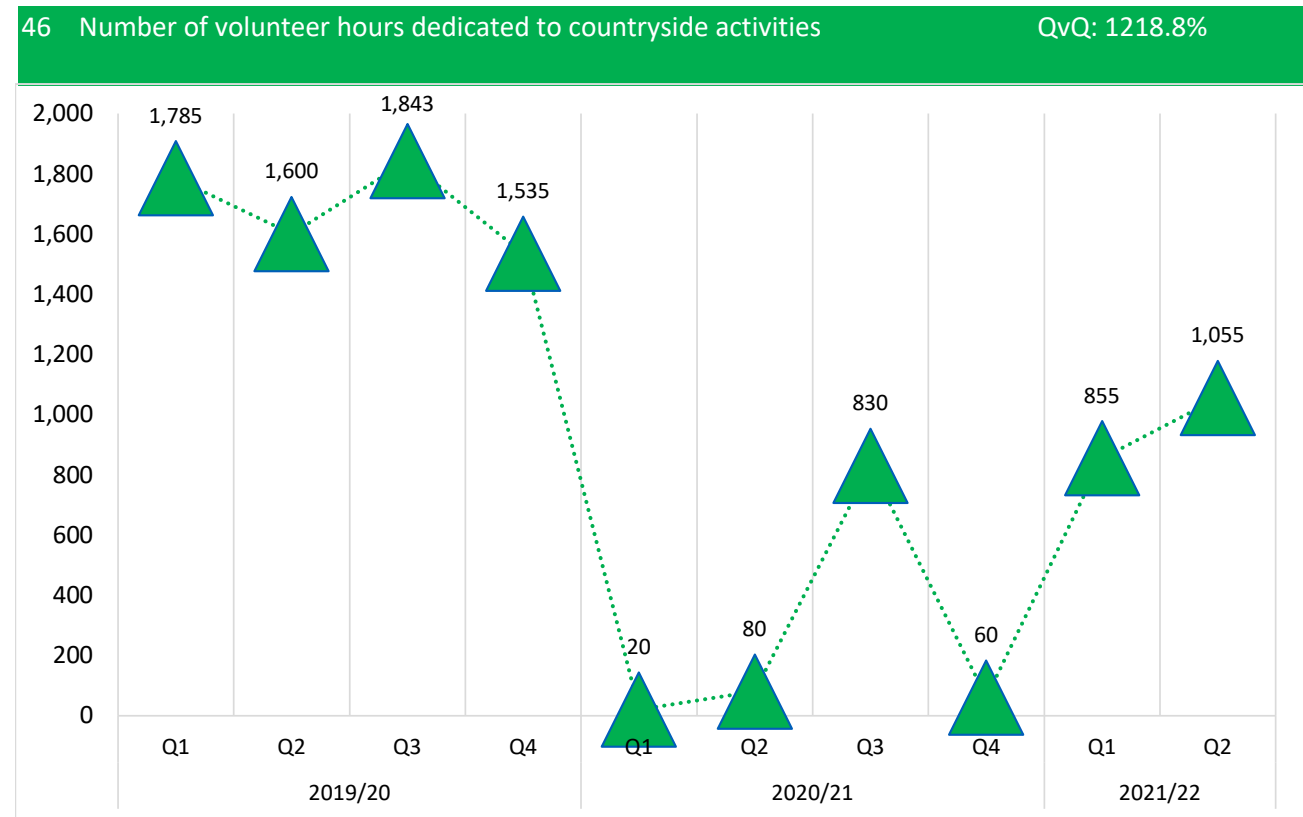
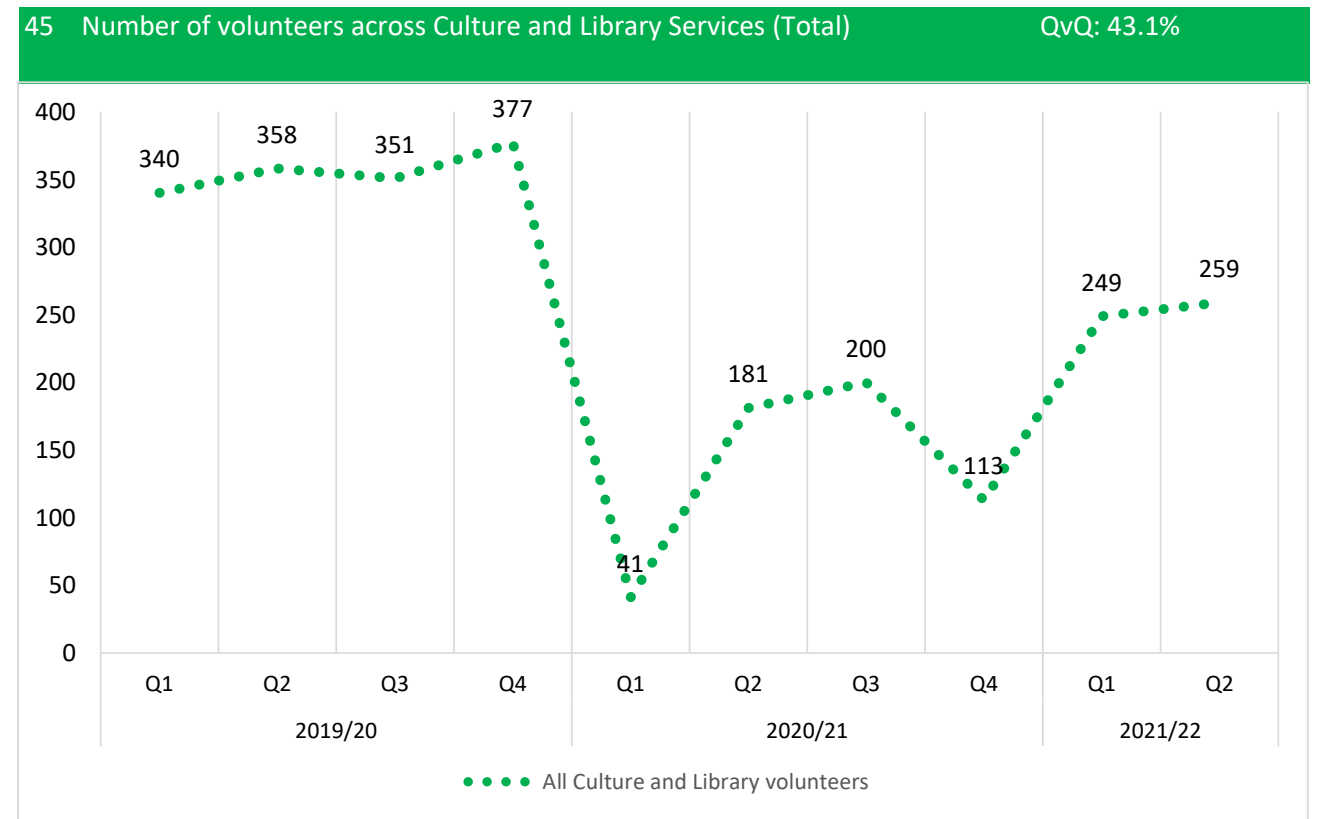
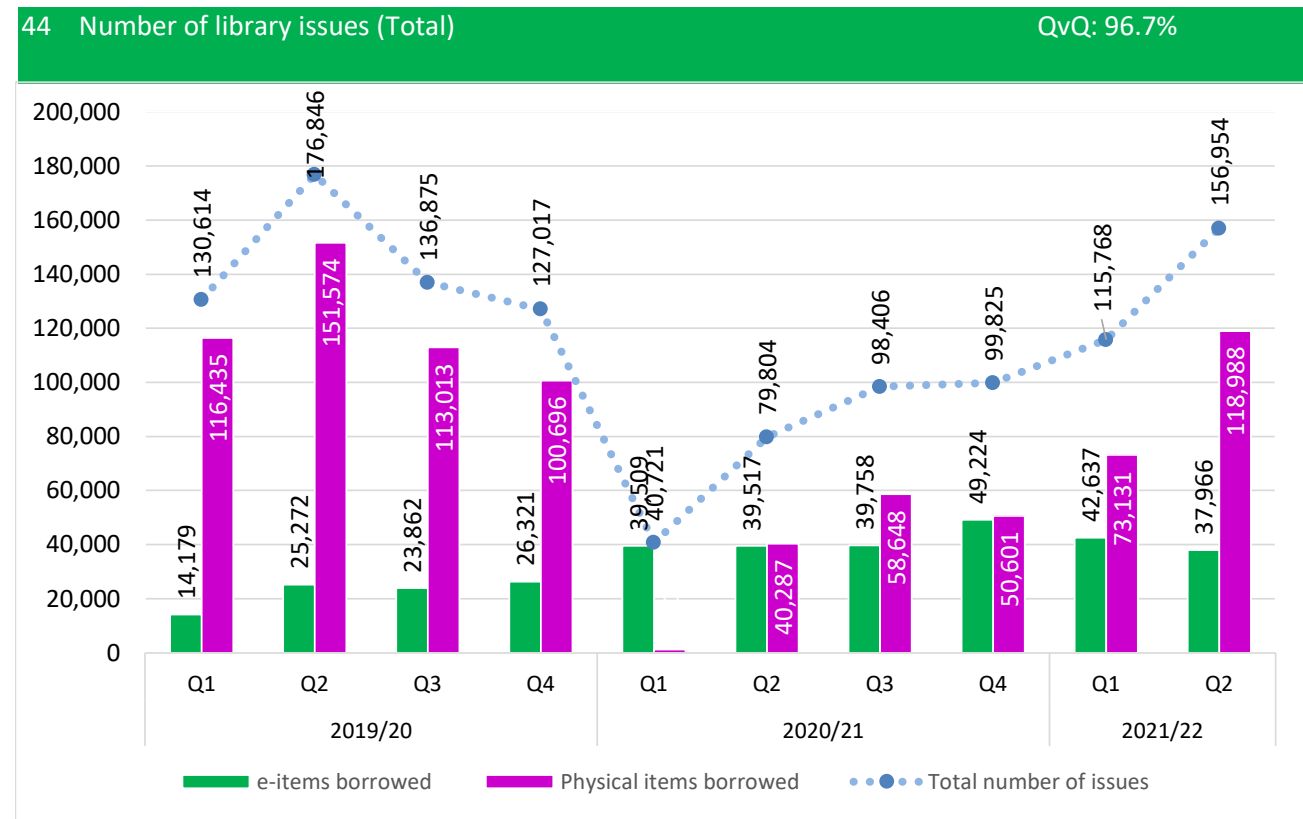
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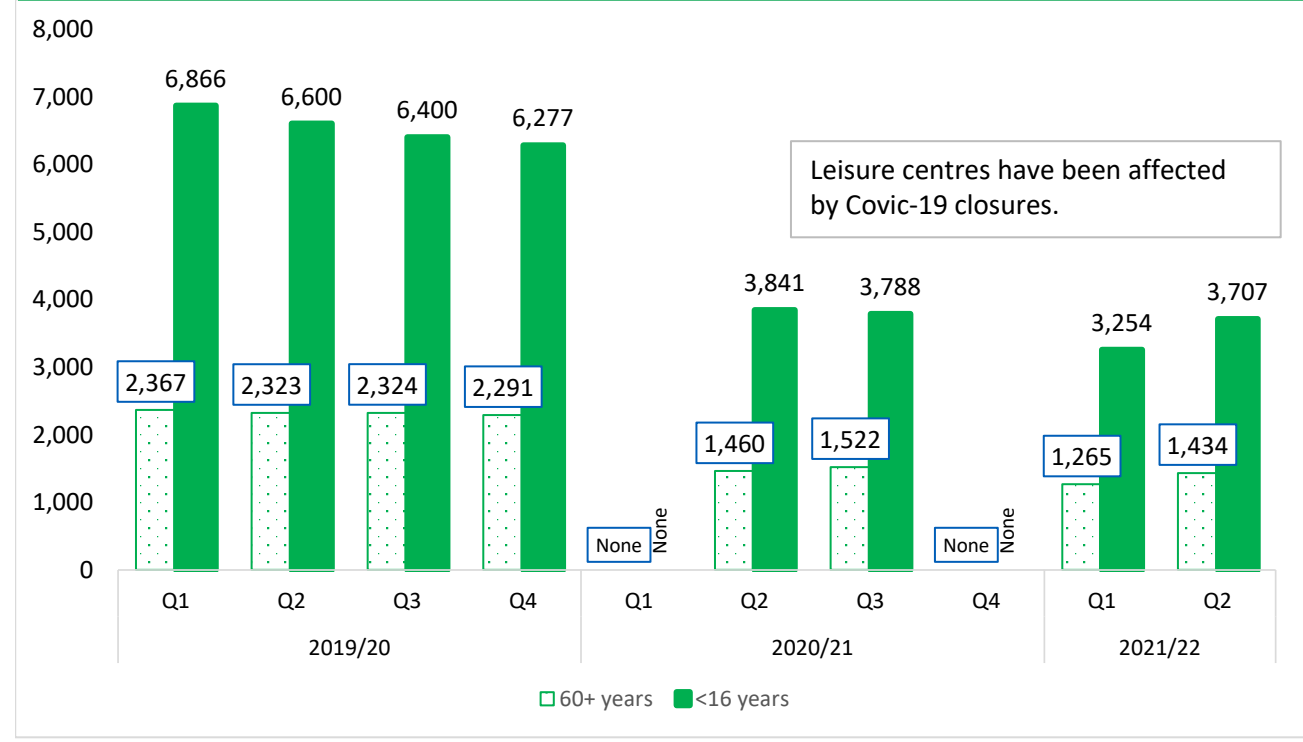


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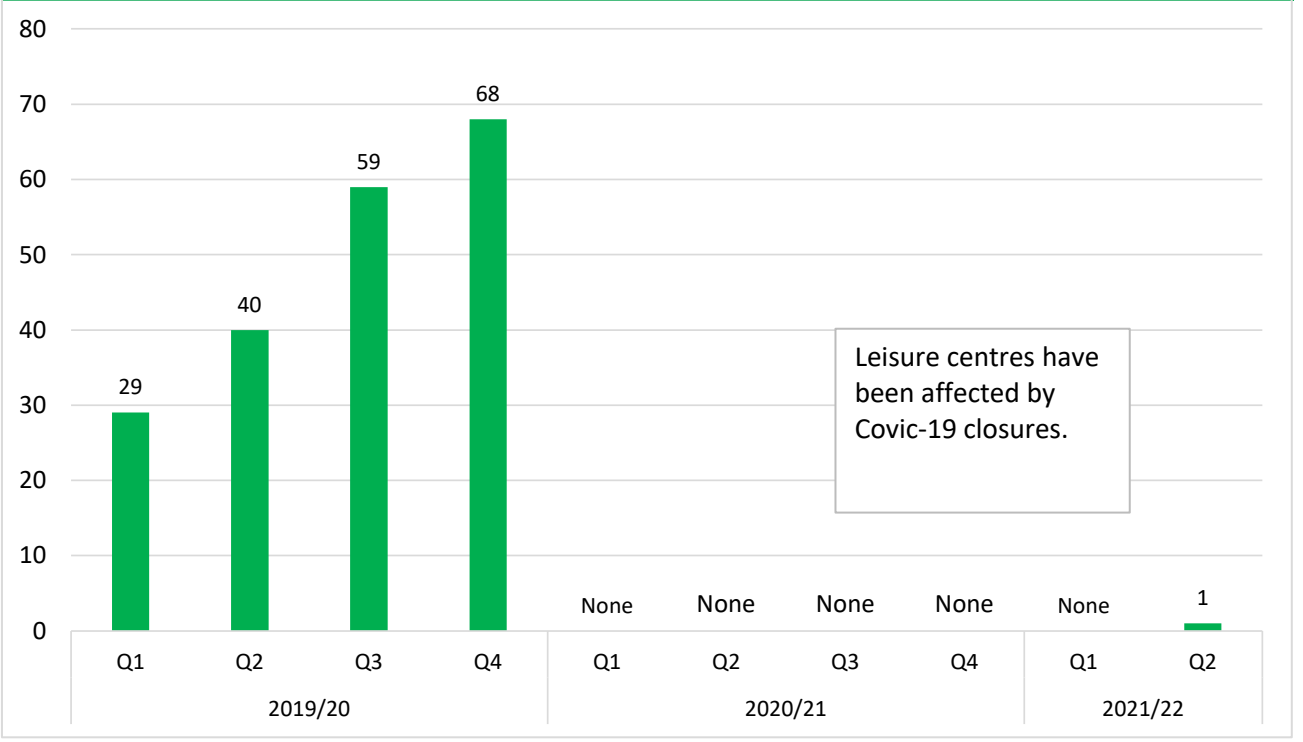
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48 Number of individuals aged 60 years and over who have used a sports or leisure centre in previous 12 months QvQ: -1.8%

Number of individuals aged under 16 years who have used a sports or leisure centre in previous 12 months QvQ: -3.5%

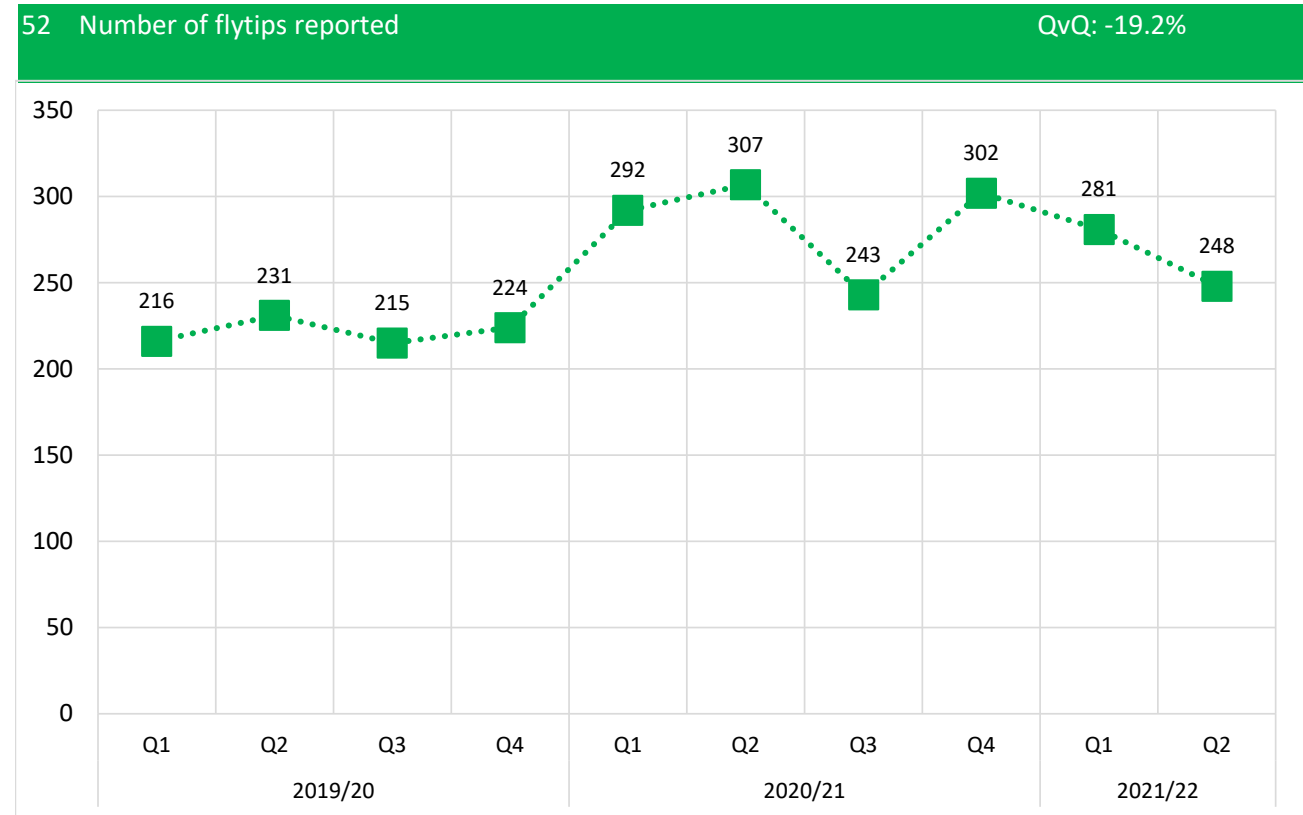
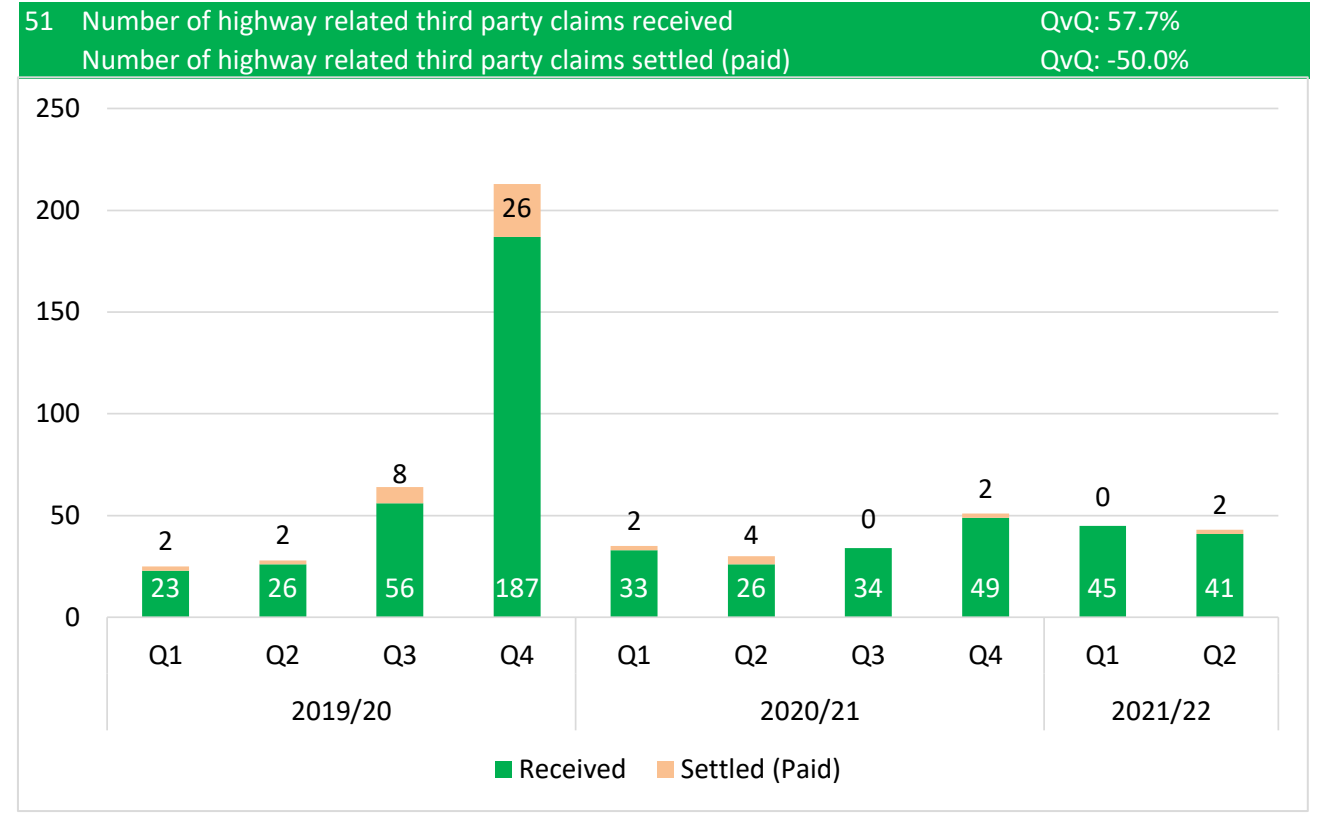
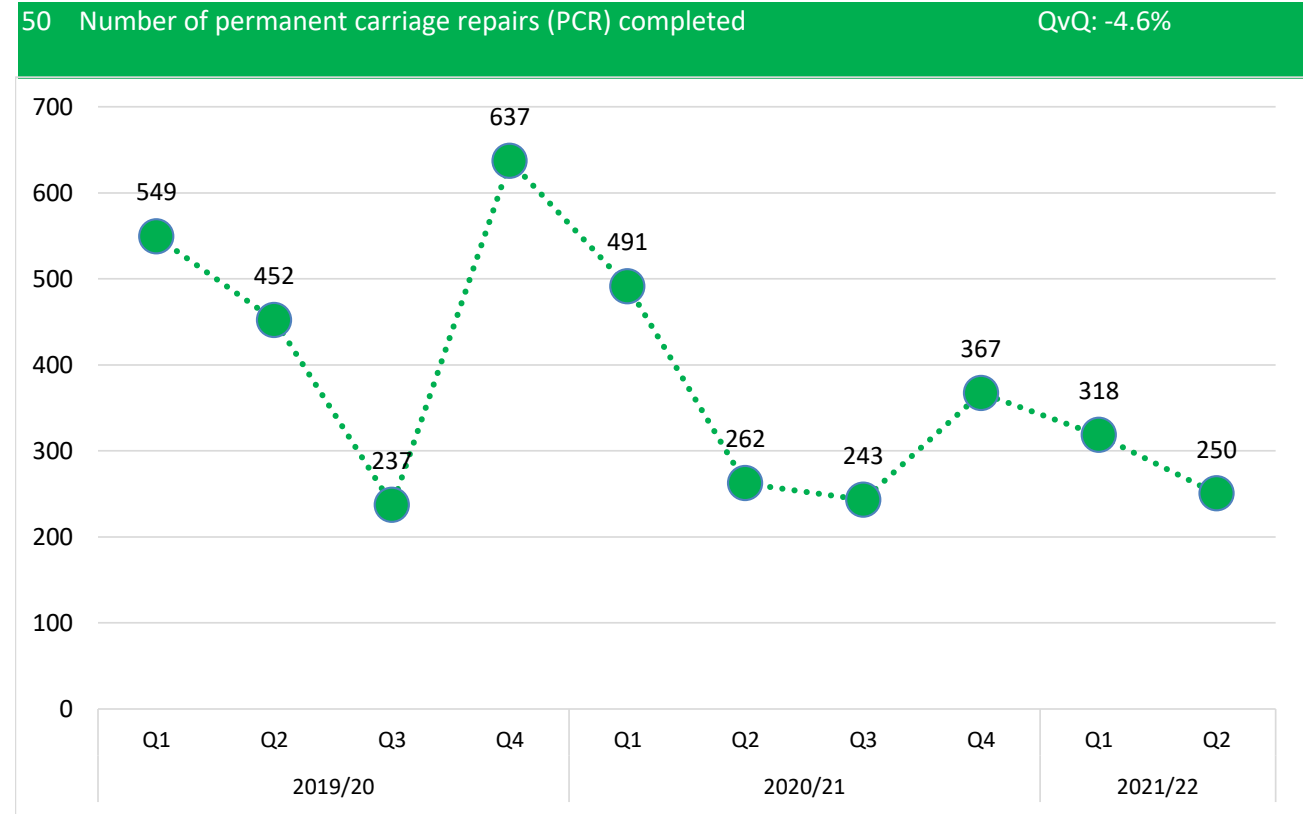


49 Number of Children in Care (and those care leavers aged 18 to 25 who left care due to age) who access a leisure centre QvQ: -



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Covid-19 (Teal) | Economy (Grey) | Social Care (Blue) | Environment (Green)



Andy Sharp / Pete Campbell			Children and Family Services				Q2 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)				
REASON FOR AMBER:								
During this period of Covid disruption we have chosen to only record 'face to face' visits for this measure. We also have regular contact with children using virtual means, and when this measure is included we are close to 98%.								
REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:								
As restrictions gradually ease, and vulnerable people (staff and service users and residential homes) become more confident with face to face contact, so this measure will increase back to typical levels.								
IMPACT ON OTHER MEASURES:								
We are alert to safeguarding concerns and face to face will always be prioritised and insisted on where this is felt to be necessary.								
STRATEGIC ACTIONS REQUIRED: None.								

Andy Sharp / Ian Pearson			Education Service				Q2 2021/22	RED
Indicator Ref: CBbes12			% of maintained schools judged good or better by Ofsted				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	95.7% (66/69)	93.7% (74/79)	93.7% (74/79)	93.7% (74/79)				
REASON FOR RED:								
This relates to one maintained school, who were inspected in September 2019 and received requires improvement judgement. The Ofsted framework changed significantly from 1 September 2019 and the school did not meet the rigorous requirements.								
REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:								
A comprehensive programme of support for all schools has been undertaken since May 2019. This has meant that 11/12 schools inspected under this new framework have secured a good judgement. There has been a robust programme of school improvement support for Aldermaston school since their “requires improvement” judgement. The school and LA are confident that the progress made will secure a GOOD judgement at the next inspection.								
FINANCIAL IMPLICATIONS: None								
IMPACT ON OTHER MEASURES: None								
SERVICE PLAN UPDATES REQUIRED: None								

Andy Sharp / Ian Pearson			Education Service				Q2 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	-	-	-	-				
YTD outturn	Top 50%	Top 40%	Top 40%	Top 40% (Provisional)				

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.

For this measure, the polarity ‘Higher is better’ is not necessarily correct.

This year, more young people in West Berkshire have chosen to progress into 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 number of 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 number 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 back door open to support any of those young people who leave or fall out of employment and need our help to get back into education or training, or alternative employment.

The percentage of young people in West Berkshire who are NEET or their participation status if Not Known was 5.8% in September 2021 (quintile 1 in performance tables), compared with the England average of 32.2% and South East average of 37%. 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

Susan Halliwell / Jon Winstanley			Environment				Q2 2021/22	AMBER
Indicator Ref: CBeenv33			Maintain an acceptable level of litter, detritus and graffiti (as outlined in the Keep Britain Tidy local environmental indicators)				Type: Text	
Executive	2019/20 Year End	2020/21 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG	★	■	⌚	◆			Good	n/a
Qrtly outturn	-	-	-	-				
YTD outturn	Good	Satisfactory	Reports from Q2	Satisfactory				
REASON FOR AMBER:								
<p>The outturn on this measure has been below target in recent quarters during the pandemic. The main reason is that contractor resources have been prioritised and re-deployed at various points during the pandemic to help maintain key frontline collection services. For example, some of the street cleansing staff with HGV driving licences have been temporarily moved to drive waste collection trucks to help the contractor mitigate ongoing nationwide HGV driver shortages, and the impacts of the Covid pandemic on personnel availability.</p> <p>The latest Local Environmental Quality (LEQ) survey is currently being completed by the waste team. The results will be known during November 2021 and there's possibility of the achieving improved results.</p> <p><u>Context:</u> It has to be noted that the council stripped significant financial efficiencies (c. £600k) from the street cleansing service in 2018. At the time, the target was reduced to Satisfactory to reflect the reduction in resources. The target has subsequently been changed back to Good and it has been difficult to achieve Good during the pandemic with the increased stretch on resources.</p>								
REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:								
<p>A series of activities have been agreed with the contractor to progressively align resources to the streets cleansing function. This has been constrained by the ongoing nationwide HGV driver shortage. Council waste officers have also increased their monitoring of the district in recent months.</p>								
IMPACT ON OTHER MEASURES:								
None								
STRATEGIC ACTIONS REQUIRED:								
A paper will be submitted to Corporate Board within the next quarter to update on the situation and outline potential mitigations.								

Joseph Holmes/Andy Walker			Finance and Property				Q2 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				
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 an 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. So far an extra £207,000 of additional benefit 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 had to recently fill 3 vacancies and the training of these staff will take some time to have an effect on performance.								
REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:								
Additional members of staff employed. Temporary member of staff also kept on.								
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				Q2 2021/22	AMBER
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)	297.9% (35,743,660/ 128,038,527)	55.0% (70,434,133/ 128,094,755)				
REASON FOR AMBER:								
<p>Although collection is better than it was for the same period last year we are still not at 2019/20 levels.</p> <p>As a comparison;</p> <p>2019/20 Q2 = 56.58%, 2020/21 Q2 = 54.71% and 2021/22 Q2 = 54.99%</p> <p>COVID is still having an impact on customer's ability to pay. So far this year over 900 'special arrangements' have been made offering greater flexibility with payment. This along with nearly 6000 reminder notices being issued clearly shows the ramifications of COVID are still with us.</p>								
REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:								
Further debt recovery action is being planned and enforcement agents (Bailiffs) are again visiting properties where no payment or contact has been made								
IMPACT ON OTHER MEASURES:								
Reduction in income.								
STRATEGIC ACTIONS REQUIRED:								
None. But this is still a very challenging target bearing in mind the circumstances.								

Andy Walker / Joseph Holmes			Finance and Property				Q2 2021/22	RED
Indicator Ref:CBgfp16			Non domestic rates collected as a percentage of non domestic rates due				Type: Snapshot	
Executive	2019/20 Year End	2020/21 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG	★	■	★	■			≥99%	Higher
Qrtly outturn			-	-				
YTD outturn	98.9% (88,068,975/ 89,028,134)	95.2% (49,817,739/ 52,323,642)	27.3% (19,593,092/ 71,787,573)	53.6% (39,214,575/ 73,216,215)				

REASON FOR RED:

Many businesses are still struggling with COVID related matters.

So far this year 826 reminders have been issued and we are just about to issue 491 summonses. In 2019/20 at this point 531 reminders had been issued and only 213 summonses.

We are continuing to give greater flexibility to rate payers in offering extended payment plans.

At the end of August 2021 West Berks had the 2nd best collection rate in Berkshire behind Wokingham. It is apparent from these statistics that businesses are still not only being significantly impacted by COVID but also potentially by Brexit and from other goods shortages.

REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:

More recovery action will be taken over the forthcoming months and enforcement (bailiff) action has started against ratepayers who have not paid nor have we received any contact.

FINANCIAL IMPLICATIONS: Less income being generated

IMPACT ON OTHER MEASURES: Less income being generated

SERVICE PLAN UPDATES REQUIRED:

In the short term may need to re-evaluate targets – collection rate of 99% is not achievable. 2019/20 collection rate was 98.9%, 2020/21 was 95.2%. Perhaps a target of 97% should be considered for 2021/22.

STRATEGIC ACTIONS REQUIRED: None

Andy Sharp / Pete Campbell			Children and Family Services				Q2 2021/22	AMBER
Indicator Ref: PC1cfs3			% parents receiving support from the Early Response Hub who reported that their concerns had reduced (Based on completed Feedback forms) Action from Early Help Strategy for Children's Social Care (Strategic Goal)				Type: %snap	
Executive	2019/20 Year End	2020/21 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG		■	★	◆			≥70%	Higher is better
Qrtly outturn		-	-	-				
YTD outturn	-	62.7% (52/83)	86.7% (85/98)	48.1% (25/52)				
<p>REASON FOR AMBER:</p> <p>The wording of this indicator was amended from 'reduced or maintained' to 'reduced'. The target was not changed to come in line with this and, as a result, we are now Amber. Performance for reduced or maintained would be a high 92%.</p> <p>REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:</p> <p>In practice, both maintaining and reducing the situation for a particular family are seen as a positive result. Both prevent escalation to a point where statutory intervention is required.</p> <p>IMPACT ON OTHER MEASURES:</p> <p>Successful intervention by the Early Response Hub has the potential to prevent escalation to statutory services. This indicator therefore impacts on measures of volume (Referral numbers, Enquiry numbers, Section 47 numbers, etc.)</p> <p>STRATEGIC ACTIONS REQUIRED:</p> <p>The target probably needs amending to be more realistic given the change of wording to the indicator. A revised target of 55% is proposed.</p>								

Andy Sharp / Pete Campbell			Children and Family Services				Q2 2021/22	AMBER
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)				
REASON FOR AMBER:								
<p>This figure will vary over the course of a year, and referral rates since March 2020 have been anything but typical nationally. As partner agencies and services come out of lockdown so referrals have increased, or repeat referrals been made where some months earlier a full service could not be provided by the partner agency. Anecdotally, it seems repeat referrals are higher regionally, although this cannot be confirmed until official data is produced.</p>								
REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:								
<p>We continue to monitor this figure closely. We audit the repeat referrals to ensure significant welfare concerns are not missed due to process or capacity.</p> <p>We have also identified training and support opportunities to some key partners (schools) who are not always clear on the threshold for statutory services.</p>								
IMPACT ON OTHER MEASURES:								
<p>Minimal, although we want to have partner and public confidence in getting assessment correct the first time.</p>								
STRATEGIC ACTIONS REQUIRED:								
<p>None.</p>								

Joseph Holmes/Sarah Clarke		Human Resources				Q1 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				
YTD outturn	1	0	None	None				
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 there are plans for 3 placements in October, and a further 2 potential placements for November. 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 November.								
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: N/A								
IMPACT ON OTHER MEASURES: N/A								
SERVICE PLAN UPDATES REQUIRED: N/A								
STRATEGIC ACTIONS REQUIRED: N/A								

Andy Sharp / Ian Pearson			Education Service				Q2 2021/22	RED
Indicator Ref: PC2es47			% of Children in Care who study 5 or more GCSEs and achieve pass grades (4+) in at least 5 subjects				Type: Snapshot	
Executive	2018/19 AY Year End	2019/20 AY Year End	Academic Year 2020/21 (reports Q2 2021/22)				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG	-	-	-	■			≥58%	Higher is better
Qrtly outturn			-	-				
YTD outturn	58%	On hold due to Covid-19	-	44.4% (4/9)				

REASON FOR RED:

We did not achieve the high target of 75% achieving 5 pass grades. The virtual school provided funding for tuition to schools during the pandemic. Some schools were good at taking up this offer and others were more hesitant, resulting in a lack of consistency. Other virtual schools in the region have links with tuition agencies (preferred suppliers) which allow them to access 1:1 tuition in circumstances when schools do not. Historically, this gap was filled by our in-house XTRA 4U tuition service, which ended 2 years ago.

REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:

Rollout of government tuition funding has just come to the virtual school and will be used to boost current years 10 and 11.
 Personal Education Plan (PEP) has been moved back into Care Director and closer scrutiny of PEP quality is now possible.
 New pupil progress meetings are being piloted between now and November’s INSET Day.
 Work on targets grades is being completed by safeguarding lead to ensure our targets are consistent across the various schools our children attend.
 Recruitment of cover for sick team member to ensure PEPs are picked up. This will continue into maternity cover.
 Audit of y11 transitions (twice in summer term and again at the start of the autumn term).

IMPACT ON OTHER MEASURES: NEET figures have remained low.

STRATEGIC ACTIONS REQUIRED:

The virtual school will assess the feasibility of identifying a preferred supplier or suppliers for 1:1 tuition, including an extension to the Medical Tuition Service. Recovery funding from the DfE, received this term, represents an opportunity to source support and develop a relationship with a preferred supplier.

Andy Sharp / Matt Pearce			Communities and Wellbeing				Q1 2021/22	AMBER
Indicator Ref: PC2bct1			Develop an approach to measure community wellbeing (including community resilience) based on proxy indicators (Strategic Goal)				Type: text	
Executive	2019/20 Year End	2020/21 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG	-	■	◆	◆			Complete by July 2021	Project
Qrtly outturn	-	Delayed	-	-				
YTD outturn	-	Delayed	Delayed	Delayed				
REASON FOR AMBER:								
<p>The KPI target was to formulate a measurable indicator of community resilience to allow for understanding the differences between West Berkshire parish areas. In April 2020, after initial research of the literature, it was clear the work aligned very closely to various national approaches to measuring community wellbeing.</p> <p>The ONS National Wellbeing Measures were viewed as of particular interest in informing the index, however the success of using this approach was limited, as not all of this data could be drilled down to the local parish level. Further work continued in 2021, where there was a desire to incorporate both emergency planning data and the Census data on the wider determinants of health and other health inequalities data.</p> <p>To progress this, there has been Working Group established and agreement achieved for a total of 42 measures which provide good proxy indicators for the Community Wellbeing Index. The West Berkshire Health Inequalities Task Force will be commencing work on a Health Needs Assessment (HNA) for Health Inequalities next year and this index would naturally align with this work. Combining both pieces of work would also fit well with the timeframe for when updated Census figures would be available and other data such as the results of the West Berkshire Residents' Survey.</p> <p>The HNA work will take significant time to complete, therefore it is proposed that the target for the development of a Community Wellbeing Index remains part of the wider piece of work of the Health Inequalities Task Force and that the timescales are revised in order to start the data capture by June 2022 and to have a completed indicator by December 2022.</p>								
REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:								
<p>A clear number of proxy indicators have been agreed. A Working Group has been established under the Health Inequalities Task Force. A longer-time frame for producing the work must now be discussed and agreed.</p> <p>Updates will be provided as this project progresses and will be reported on as part of the Health Inequalities Task Force updates to the Health and</p>								

Wellbeing (HWB) Board. It is proposed that the HWB Board become the new owners of this KPI and it is removed from the BCT Team indicators.

FINANCIAL IMPLICATIONS:

This work and the HNA work will require substantial amounts of officer time to deliver and data analyst support is crucial to seeing this project through to completion. A longer-term timescale for development of the Community Wellbeing Index is now being proposed.

IMPACT ON OTHER MEASURES:

Other KPIs are dependent on the development of the measurement of community wellbeing:-

“Pilot the measurement of community wellbeing to identify where community led projects could add value”

This target needs substantial revision and can only be considered after the index is developed. The deadline set must be after December 2023.

SERVICE PLAN UPDATES REQUIRED:

The service plan should be revised in order to reflect a change in proposed target deadlines (data capture by June 2022, completed indicator by December 2023) and the different governance structure and new reporting to the Health and Wellbeing Board.

STRATEGIC ACTIONS REQUIRED:

None identified

Susan Halliwell / Eric Owens			Development and Regulation				Q2 2021/22	RED
Indicator Ref: GP1dr22			Submit a New Local Plan for examination				Type: Text	
Executive	2019/20 Year End	2020/21 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG	★	★	★	■			Nov-22	n/a
Qrtly outturn	-	-		-				
YTD outturn	On track	On track	On track	Behind schedule				

REASON FOR RED:

In July 2021 the Government published a revised National Planning Policy Framework which had significant implications on the emerging Local Plan Review. Following external legal opinion in August and again in October following more changes to the Planning Practice Guidance we are in the process of re profiling the timetable and commissioning additional work.

REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:

Additional work is being commissioned and the LPR will be submitted for examination by March 2023. Target should be re profiled to March 2023.

FINANCIAL IMPLICATIONS:

Cost of the additional work now needed is being established. Draw down for the Examination will now be in 2023/24.

IMPACT ON OTHER MEASURES:

Submit a revised Community Infrastructure Levy (CIL) charging schedule for examination (target Sep-22) this cannot be done until after the LPR.

SERVICE PLAN UPDATES REQUIRED:

Needs to be updated to take account of changes.

STRATEGIC ACTIONS REQUIRED:

Following legal advice additional work has been commissioned to respond to the changes in the NPPF and the new climate change data. Additional resource has been brought in to support the team.

Susan Halliwell / Jon Winstanley			Environment				Q2 2021/22	AMBER
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: Text	
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			March 2022	n/a
<p>REASON FOR AMBER:</p> <p>Previously these projects were reported as being delayed due to lack of capacity in the team and other projects having to take priority (such as the development of the Environment Strategy Delivery Plan).</p> <p>Additional resources were approved and the new members of staff will be in place by the end of November 2021. These specific projects have not been progressed prior to new members of staff joining the team.</p> <p>In addition, in relation to the time required from the Countryside team, there has had to be a focus on dealing with the impacts of Ash Dieback as a priority.</p> <p>REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:</p> <p>In order to have the right information and partnerships in place to look at these projects and deliver them alongside other relevant organisations, a Natural Solutions Delivery Partnership has been established (September 2021).</p> <p>Also some further resource has been secured in the Countryside Team in relation to Tree Planting which will help with capacity. An additional member of staff is currently being recruited.</p> <p>The details of these KPIs may benefit from being reviewed in light of the ES Delivery Plan now being in place and the establishment of the Natural Solutions Delivery Partnership. For example, 'large scale afforestation' does not accurately describe what the intention would be for West Berkshire and partner organisations are unlikely to want to sign up to that. There is still an ambition for 'significant tree planting' in the right place and it is along these</p>								

lines that a refined KPI should be developed.

Work is progressing on a Tree Policy which will help to provide further context for reviewing these KPIs and ensuring they are appropriate and reflect the best direction for West Berkshire and its ambitions in relation to biodiversity, carbon capture, air quality and health and well-being.

FINANCIAL IMPLICATIONS:

There are no significant financial implications as a result of not being able to achieve these KPIs within the target timescales. It is better that funding is spent in future years on focused feasibility work that partners are signed up to and can assist with than progressing with something that does not have the appropriate buy-in (internally and externally) and which does not necessarily reflect the Delivery Plan or emerging Tree Policy.

IMPACT ON OTHER MEASURES:

Whilst there have been delays, it is still important to progress these (or similar) projects as soon as possible given the part they play in addressing the climate emergency and delivering our Environment Strategy.

STRATEGIC ACTIONS REQUIRED:

It is proposed that new or refined KPIs will be developed within the Environment Department and in consultation with the Executive Member for Environment.

Andy Sharp / Matt Pearce			Communities and Wellbeing				Q2 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				
<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>FINANCIAL IMPLICATIONS:</p> <p>No Financial implications</p> <p>IMPACT ON OTHER MEASURES:</p> <p>No impacts identified</p> <p>SERVICE PLAN UPDATES REQUIRED:</p> <p>No updates required</p> <p>STRATEGIC ACTIONS REQUIRED:</p> <p>No actions required</p>								

Andy Sharp / Matt Pearce			Communities and Wellbeing				Q2 2021/22	AMBER
Indicator Ref: SITbct4			Review and report on how we engage with West Berkshire Parish and Town Councils				Type: text	
Executive	2019/20 Year End	2020/21 Year End	2021/22				Target	Polarity
			Q1	Q2	Q3	Q4		
RAG			★	◆			Complete by December 2021	Project
Qrtly outturn			-	-				
YTD outturn			On track	Behind schedule				
<p>REASON FOR AMBER:</p> <p>The target for this KPI was for the review and report to be completed by December 2021 (Qtr.3). Despite making good progress with the review it is anticipated that the report will not be completed by the target date.</p> <p>We have completed the first stage of the review by engaging with Town and Parish Councils through survey and community conversations. We have written the Engagement Report and shared it with colleagues. The next steps are to co-produce a report with options for improvement.</p> <p>We will be bringing together representatives of Town and Parish Councils with key officers at West Berkshire Council. The Engagement Report has shown a strong desire to improve the relationship between town and parish councils and West Berkshire Council in a number of key areas. We are asking for expressions of interest from town and parish councils to work with us on those key areas. To co-produce the report fully it will take more time. We are aiming for the report to be completed February 2022.</p> <p>REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN, ALTERNATIVE PLANS AND EXPECTED IMPROVEMENT:</p> <p>We have an officer working group booked for 2 November 2021 from which we will draw in colleagues from across the Council to forward plan the next steps. This will be co-produced with Town and Parish Councils.</p> <p>IMPACT ON OTHER MEASURES: None.</p> <p>STRATEGIC ACTIONS REQUIRED: Request to amend target to February 2022.</p>								

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Service requests for amendments to measures and targets in the Council Strategy Delivery Plan: Q2 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	n/a	≥200	To be added so as to monitor the response to Covid-19
2.	C&W	% of Local Contact Covid-19 Tracing calls completed	n/a	≥85%	To be added so as to monitor the response to Covid-19
CORE BUSINESS: Collecting Council Tax and Business rates					
3.	F&P	Non domestic rates collected as a percentage of non domestic rates due	≥99%	≥97%	<p>Many businesses are still struggling with COVID related matters.</p> <p>So far this year 826 reminders have been issued and we are just about to issue 491 summonses. In 2019/20 at this point 531 reminders had been issued and only 213 summonses.</p> <p>We are continuing to give greater flexibility to rate payers in offering extended payment plans.</p>

	Service	KPI	Current target	Proposed target	Proposal/request
PRIORITY FOR IMPROVEMENT: Ensure our vulnerable children and adults achieve better outcomes					
4.	CFS	% parents receiving support from the Early Response Hub who reported that their concerns had reduced (Based on completed Feedback forms) Action from Early Help Strategy for Children's Social Care (Strategic Goal)	≥70%	≥55%	The wording of this indicator was amended from 'reduced or maintained' to 'reduced'. The target was not changed to come in line with this and, as a result, we are now Amber. Performance for reduced or maintained would be a high 92%
PRIORITY FOR IMPROVEMENT: Support everyone to reach their full potential					
5.	C&W	Develop an approach to measure community wellbeing (including community resilience) based on proxy indicators (Strategic Goal)	July 2021	December 2022	Initial scoping has been undertaken. A set of 42 measures have been identified, but there are some significant issues with obtaining some of the data.
6.	S&G	Undertake work to review customer experience across the top 5 most common transactions and all available channels	n/a	March 2022	To fulfil placeholder KPI around customer feedback
PRIORITY FOR IMPROVEMENT: Develop local infrastructure including housing to support and grow the local economy					
7.	D&R	Submit a New Local Plan for examination (Strategic Goal)	November 2022	March 2023	Service request to change target date due to changes in government policies.
PRIORITY FOR IMPROVEMENT: Ensure sustainable services through innovation and partnerships					
8.	C&W	Review and report on how we engage with West Berkshire Parish and Town Councils	December 2021	February 2022	Despite making good progress with the review it is anticipated that the report will not be completed by the target date.

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

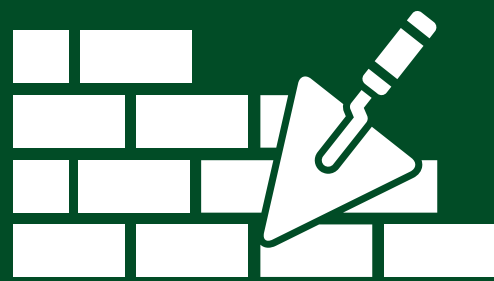
Non-targeted measures are reported to either illustrate the demand on a service or provide context for the demand, e.g. economic activity.

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2021/22

July – September

95% of major
planning applications
determined on time



100% 

West Berkshire Council
provider services rated
as good or better
by Care Quality
Commission (CQC)

25,000

trees to be
planted in
West Berkshire
and Hampshire
Autumn/Winter
2021



for lowest
percentage of
workless households
in 2019 and 2020

52.3% 

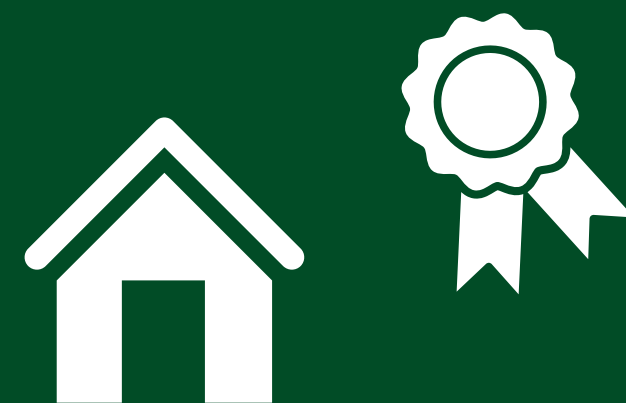
of household
waste
recycled,
composted
and reused



100%

of eligible rough
sleepers offered
accommodation when
first identified

Paper food containers
with metal ends
(like Pringles) recyclable
at HWRCs



Smart Cities
Cluster project
wins national digital
transformation award

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Item 11:

Member Questions to be answered at the Executive meeting on 16 December 2021.

Members of the Executive to answer the following questions submitted by Councillors in accordance with the Council's Constitution.

(a) Question to be answered by the Portfolio Holder for Planning and Transport, submitted by Councillor Alan Macro:

“Given their vital contribution to our community, will the Council introduce measures to allow those who volunteer at the vaccination centre to use the Kennet Centre car park free of charge, in order to facilitate their vital work?”

(b) Question to be answered by the Portfolio Holder for Environment and Waste submitted by Councillor Adrian Abbs:

“Will the portfolio holder consider altering EAG, such that ideas that are debated are made public and only commercially sensitive information is placed into a separate part 2 section of the group's agenda?”

(c) Question to be answered by the Portfolio Holder for Internal Governance Leisure and Culture submitted by Councillor Tony Vickers:

“How confident is the executive member that the ‘rotten ward’ of Sandleford and Greenham Parish, where I was ‘elected’ in 2019 with zero votes, will no longer exist to embarrass him and his colleagues when the next local elections arrive?”

(d) Question to be answered by the Leader of the Council submitted by Councillor Jeff Brooks:

“Will the leader tell us whether succession plans are in place for officers in key roles who have recently retired or may intend to retire – Alex Drysdale as an example – where the disruption has impacted or likely to impact significantly on the delivery of key strategic objectives of this Council?”

(e) Question to be answered by the Portfolio Holder for Adult Social Care submitted by Councillor Alan Macro:

“How much will the extra funding identified in the ‘People at the heart of Care: Adult social care reform’ white paper allow west Berkshire Council to better plan and develop the support and care options provided by it?”

(f) Question to be answered by the Portfolio Holder for Internal Governance and Leisure submitted by Councillor Erik Pattenden:

“What is the cost to the taxpayer over the life of the lease of the Sports Hub in both capital and revenue terms?”

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Executive – 16 December 2021

Item 11 – Exclusion of Press and Public

Verbal Item

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Agenda Item 13.

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