
Renewal of the BBOWT partnership for Countryside Management.

Committee considering report:	Executive
Date of Committee:	23 March 2023
Portfolio Member:	Councillor Richard Somner
Date Portfolio Member agreed report:	5 January 2023
Report Author:	Paul Hendry, Countryside Manager
Forward Plan Ref:	EX4313

1 Purpose of the Report

- 1.1 To set out the current arrangement we have with Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust (BBOWT) for the management of this councils countryside assets and to seek approval for the continuation of this arrangement for a further 10 year term.

2 Recommendations

- 2.1 The Executive resolves to:
- a) approve the continuation of the current partnership arrangement with BBOWT for a further 10 years from the 1st April 2024 until the 31st March 2034; and
 - b) delegate authority to the Service Lead (Legal and Democratic Services) in consultation with the Service Director (Environment) to negotiate and make amendments to the agreement with BBOWT.

3 Implications and Impact Assessment

Implication	Commentary
Financial:	<p>An annual grant of approximately £360,000 revenue and £100,000 capital is paid to BBOWT towards the management of the countryside sites which transferred into their care.</p> <p>There are no additional financial implications as a consequence of the recommendation set out in this Report however, were the Executive minded not to approve the continuation of the current arrangement for a further 10 years</p>

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	<p>then the partnership with BBOWT would end on the 31st March 2024. Under that circumstance all assets, land and buildings, and all staff engaged on reserve management work would transfer back to the council. Additionally approximately £170,000 per annum of BBOWT investment would be lost with the consequent negative impact on site management and staffing. Implementing an in house management service or other alternative arrangement will therefore become more expensive.</p>
Human Resource:	<p>None as a consequence of this recommendation. If however the Executive were minded not to approve the continuation of the current agreement for a further 10 years then there will be a TUPE implication as staff will have to transfer from BBOWT to WBC.</p>
Legal:	<p>The current agreement makes provision for a 10 year extension of term unless terminated on 12 months' notice. The current agreement was assessed for compliance with the Public Contract Regulations 2006 and the State Aid rules at the time of commencement. Legal Services will now need to review the current agreement, in consultation with the Service, and make any necessary amendments to ensure compliance with the Public Contract Regulations 2015 and the Subsidy Control Act 2022.</p>
Risk Management:	<p>All risks relating to the management of council assets, both land and built property, and staffing risks passed to BBOWT in 2014. BBOWT retains the required level of professional and public liability in order to continue to manage countryside assets under the agreement. The agreement includes adequate provision for dispute resolution and a means to exit the partnership.</p> <p>If the agreement is not continued and the countryside assets, including a number of important Sites of Special Scientific Interest, are returned to WBC care the council has a statutory duty to ensure that these sites do not fall into poor condition, or otherwise become damaged through neglect. Any alternative management arrangement therefore needs to address this risk.</p>
Property:	<p>BBOWT have a 50 year lease on all the countryside assets. These leases are however co-terminus with the expiry of the agreement. If the Executive are minded not to approve a continuation to the current agreement then these leases will come to an end on the 31st March 2024 and all the countryside</p>

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	assets will revert back to this council along with the associated risks and costs.			
Policy:				
	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			BBOWT have access to a greater number of trained staff with expertise in equalities who are specifically assigned to advise on the management of nature reserves and education facilities. Reserve staff have an in-depth knowledge of the full range of experiences sites can offer the whole community. The aim of the partnership is to ensure an equal quality of experience to the whole community. Working with a diverse range of people will help ensure a more inclusive service is developed for all future visitors.
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		X		There should be no negative impact, in fact BBOWT have access to a greater number of trained staff with expertise in equalities who are specifically assigned to advise on the management of nature reserves and education facilities.
Environmental Impact:	X			There is likely to be a positive impact's as BBOWT invest in the partnership on an ongoing basis.

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Health Impact:	X			There is widespread evidence to show the health and social benefits that come from spending time outdoors. Countryside and open spaces are central features of local community life. This is where public recreation takes place, and where people can connect with the natural world and with each other.
ICT Impact:		X		BBOWT supply their own IT services.
Digital Services Impact:		X		As above
Council Strategy Priorities:	X			<u>Priority 6. Ensure sustainable services through innovation and partnerships.</u> This proposal brings together the strengths of both organisations to provide the most effective, long term and sustainable future for the management of the countryside in West Berkshire.
Core Business:		X		<u>Ensuring the wellbeing of older people and vulnerable adults</u> BBOWT through the partnership have provided specific services for older people and vulnerable adults including regular volunteering opportunities and the popular 'memories café' which caters specifically for adults with dementia.
Data Impact:		X		No significant impact. BBOWT do gather and hold data but this is in accordance with legislation and there is a specific provision within the agreement, the <i>Data Processing agreement</i> , which sets out both organisations obligations in terms of Data.

Consultation and Engagement:	Full consultation took place with statutory consultees and other consultees including the Local Access Forum and the Greenham Commission prior to signing the agreement in 2014 and leasing the key sites to BBOWT. There was general approval for the proposal and recognition of the potential benefits. All the consultees recognised the value of having a locally respected body involved as a partner and the added value this offers. There was some concern about the balance of management that BBOWT might deliver and specifically how a conservation focussed organisation will manage the often conflicting needs of people, communities and wildlife. Over the last 10 years we have had very few concerns in this respect, other than concerns raised about local voluntary restrictions to protect ground nesting birds from disturbance by walkers and dogs. There were also some concerns raised about the impact of Parkrun which was resolved amicably after detailed discussions. All consultees understood that the intention was to form a long term relationship with BBOWT.
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4 Executive Summary

- 4.1 This council has been in partnership with the Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust (BBOWT) since April 2014. BBOWT provide nature reserves, commons and country park management at 10 council owned or managed locations across the District. This partnership has been extremely successful in delivering benefits for wildlife and the public who use the countryside for leisure and recreation, and mental health and wellbeing purposes. To our knowledge a partnership of this kind, delivering the management of publicly owned countryside assets with the local wildlife trust is unique in this country.
- 4.2 The purpose of this report is to seek approval to continue the current agreement with BBOWT to continue for a further 10 years from 31st March 2024.
- 4.3 The council entered into a partnership with BBOWT in order to place these highly valued assets into the management of an organisation with the necessary expertise to develop their capacity to support key species and to balance the needs of these species, some of which are rare or threatened, against the needs of the wider public for leisure and recreation. Prior to the agreement this council were under significant financial constraints such that it was becoming increasingly difficult to maintain the ecological status of the sites in the face of increasing visitor pressure and environmental influences.
- 4.4 Forming a partnership with BBOWT immediately increased the revenue funding available for site management and also significantly increased the likelihood of capital investment as BBOWT are able to attract sources of funding which are not otherwise available to the council. Since 2014 BBOWT have on average invested around £170,000 of funding, both revenue and capital per annum to the ongoing management of the assets and have attracted funding from 3rd party sources to match the capital

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investment from this council. This investment is greater if the significant volunteering effort on reserves is factored into the calculations.

- 4.5 In return BBOWT have a 50 year lease on all the council owned sites, a security which allows them to attract 3rd party funding. Some of these sites are of very high ecological value, sitting well in their portfolio and allowing them to recruit new members and volunteers locally. BBOWT receive an annual sum of £360,000 of revenue funding and £100,000 of capital funding per annum as a contribution towards the overall investment made by BBOWT. In return BBOWT deliver annual budget and work programme for the delivery of broad conservation and visitor management objectives, including environmental education.
- 4.6 Over the period of the agreement, wildlife and habitats across the Council's key countryside sites have seen a considerable improvement. Since 2015 47% of target habitat features have improved in condition, 34% of the features have maintain the status quo whilst 17% are in unfavourable condition. Overall 87% of habitat features are either Favourable or in a Recovering condition.
- 4.7 In conclusion, BBOWT provide significant added value to the management of West Berkshire Council owned and managed countryside assets, both in terms of funding and expertise. The benefits that this partnership attract will continue despite the current financial challenges and ensure that our countryside assets are managed appropriately for a further 10 years beyond the initial funding term.

5 Supporting Information

Introduction

- 5.1 In 2014 the council entered into an agreement with the Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust for the management of all the council's key countryside assets including Greenham Common, Snelsmore Common and the Nature Discovery Centre. A number of staff also transferred to BBOWT under TUPE provisions. The agreement has an automatic renewal clause which allows the partnership with BBOWT to be continue for another 10 years after the initial agreement term unless either party wishes to withdraw. Should either party wish to withdraw then they must give 12 months' notice prior to the end of the initial agreement term, 31st March 2024. The purpose of this Report is seek approval to allow the agreement to continue for a further 10 years.

Background

- 5.2 Due to the time which has elapsed since the start of the agreement, it is perhaps worth revisiting some of the background which led to the current partnership being established and the agreement being signed.
- 5.3 In the years prior to 2014 the Countryside Service and countryside maintenance budgets had been gradually reduced as part of a package of measures to address the various financial challenges that the authority faced at that time. These challenges presented an opportunity to look at an alternative model for the delivery of countryside services. Officers considered a number of options at the time, including the formation of a countryside trust, partnering with the private and voluntary sector, and a more conventional contracting option with the private sector.

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- 5.4 Discussion with other local authorities very clearly indicated that a conventional contracting arrangement with a private contractor would not work as the habitats and species that West Berkshire nature reserves support are influenced by many competing environmental factors. A management approach which is appropriate in one year may not be appropriate the following. Most often, management principles have to be adjusted in year, from season to season. Consequently it is very difficult to specify management prescriptions for conservation operations. Notwithstanding this there are very few, if any, suitably qualified countryside management contractors operating in the UK.
- 5.5 Another option considered was to set up an independent countryside trust. This is an option whereby the Council would set the Countryside Service up as a separate entity, funded by the Council through a grant which is reduced over time in order to realise savings, with the shortfall being recouped from 3rd party sources and income. There are a number of issues with council managed/owned 'Trusts' however. Many funding bodies do not recognise these trusts as being essentially separate from the parent council. Further, trusts remain heavily reliant on core funding unless there are significant 'income generators' within the countryside portfolio. There are no significant income generators within the council's portfolio of countryside sites.
- 5.6 Officers opened up initial discussions with BBOWT and the Royal Society for the Protection of Birds (RSPB) with regards forming a countryside management partnership. Both parties were very keen if initially cautious and several discussions took place. The RSPB however stated their intention only to take on management of Greenham and Crookham Commons. BBOWT on the other hand saw the advantages of a wider partnership arrangement, and were committed to taking on all the key sites managed by the Countryside Service.
- 5.7 The benefits of working with BBOWT were immediately apparent. BBOWT is our local Wildlife Trust. They have over 60 years' experience of managing sites with a significant and sometimes threatened wildlife importance. They also have considerable experience in managing and balancing the needs of wildlife with the needs of local communities who expect to have access to these locations. BBOWT are also excellent at unlocking 3rd party funding streams, most of which are not available to local authorities.
- 5.8 Consequently the council took external legal advice on the potential to enter into a formal legal agreement with BBOWT for the delivery of countryside management services on behalf of the council. Procurement of such an arrangement with the charitable sector was a significant hurdle. The council was advised however that as the various regulations which apply to public service contracts do not encompass grants to charitable bodies, then an agreement with BBOWT was possible. This is an approach which has been previously used by local authorities with leisure and cultural assets where charitable companies have been established to take on the discretionary services and associated facilities.
- 5.9 On this basis an agreement was drawn up between both parties that saw the transfer of the countryside assets on a long lease and a number of staff to BBOWT. In return an annual grant is paid to BBOWT for the delivery of an annual work plan setting out in general terms what BBOWT will deliver in each year of the agreement.

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5.10 All the sites owned by this council were consequently transferred under a 50 year lease to BBOWT. These leases are critical as they provide a clear separation between the council's influence and BBOWT's management. These are full repairing leases and sit alongside the current agreement. Regardless of the lease term, they are coterminous whenever the current agreement comes to an end.

5.11 In 2022/23 the Grant paid to BBOWT was as follows: £360,000 revenue funding including a contribution towards staffing costs, and £100,000 of capital (community infrastructure levy) to help develop and improve the sites and improve their resilience to increasing visitor pressure from development. It should be noted that the overall costs to BBOWT for the management of these sites is significantly greater and therefore annually BBOWT contribute around £170,000 of their own reserves, both revenue and capital towards the delivery of set objectives.

5.12 An ongoing revenue saving of £45,000 was achieved through efficiencies from the second year of the current agreement onwards.

Key principles of the agreement.

5.13 In summary these are set out in the following table:

10 year agreement period with an additional 10 year extension by agreement.	Provides sufficient security for BBOWT who endeavour to find additional funding from 3 rd party sources. Ten year funding agreements are often required by the larger grant funding bodies in order to protect investment.
Dispute Resolution and Exit Strategy	Both parties can leave the partnership at the end of every ten year period after 12 giving months' notice, or otherwise by mutual agreement at any stage. The agreement can be terminated if there are significant breaches. Dispute resolution is built in to try to resolve less serious issues.
50 Year leases, co-terminus with expiry of the agreement.	Conservation management objectives are often achieved over this kind of timescale. 50 year leases also prove some separation between the Council and BBOWT, again essential for some large grant funding bodies who cannot fund local authority provision. If the agreement ends for any reason then the leases lapse.
Annual Work Plan	In order to ensure that the partnership with BBOWT reflects a grant arrangement and not a service arrangement the Work Plan sets out the broad outcomes to be achieved by BBOWT each year. BBOWT then has discretion as to how these

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	objectives are to be delivered. The annual work Programme does however allow for active performance management, including regular partnership Meetings with senior BBOWT Management.
Grant funded	An annual grant of approximately £360,000 revenue and £100,000 capital is provided to BBOWT for the delivery of the Service. Note that on top of this Grant BBOWT invests £170,000 of its own resources and capital towards the management of the countryside assets.
An ongoing saving from Year 2 of the agreement	£45,000 of ongoing revenue savings from year 2 onwards.
Managed by a Joint Steering Group	This Group oversees the partnership. This ensures governance, scrutiny and performance management. The Group includes; Portfolio Member, Service Director and Countryside Manager, and a similar representation from BBOWT. As the delivery of countryside management under the agreement is not specified or directed by the Council this group has an important role to ensure that the grant is spent appropriately and that the broad objectives set out in the Work Plan have been achieved.

What has been achieved since 2014

- 5.14 BBOWT's achievements have been many and varied and probably too many to list here in full. They were however tasked at the outset with 2 key objectives, firstly to improve the conservation status of the key countryside nature reserves which were transferred into their stewardship, and secondly to manage public access on the countryside sites in a way which balanced the needs of the public and the wildlife which exist there.
- 5.15 As a measure of ecological status BBOWT carries out annual ecological surveying of the nature reserves under their management to monitor the condition of key habitat features and species found on the reserves. This data is collected by their ecologists and 200 local ecology volunteers, it is then analysed, and the results fed back to reserve managers to inform site management plans and enable work programmes to be adapted as required.
- 5.16 At the start of the agreement with West Berkshire Council in 2014 BBOWT recorded the condition of the following 23 habitat features across the 6 key countryside sites. This is the baseline both parties use:

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- 8 habitat features were in 'favourable' condition
- 8 habitat features were in 'unfavourable recovering' condition
- 7 habitat features were in 'unfavourable' or 'unfavourable declining condition'

5.17 The condition survey results for 2021 now show:

- 14 habitat features are now in favourable condition
- 5 habitat features are now in 'unfavourable recovering' condition
- 4 habitat features are in 'unfavourable no change or declining'

5.18 The above illustrates that since 2014 47% of the habitat features have improved in condition, 34% of the features have maintain the status quo and 17% have declined or remain in unfavourable condition. 87% of habitat features are either Favourable or in a Recovering condition. This is just short of the 95% KPI BBOWT set themselves to measure which reserves are 'Rich in Wildlife' across BBOWT's landholding.

5.19 There is still some work to do to improve the condition of the habitats found on the West Berkshire Countryside sites. Overgrazing by commoner's livestock is a significant problem, having a deleterious impact on the condition of the habitats found on Greenham and Crookham Common. BBOWT, West Berkshire Council and the Greenham and Crookham Commons Commission have been working hard to try and introduce regulations to control grazing, and subsequently reverse the decline in habitat condition. Both parties are hopeful that regulations will be passed by DEFRA in the next 12 months. Further improvements are therefore expected over the following ten year period.

5.20 With respect to visitor management and provision of public access, the best example of BBOWTs inputs in this respect can be found in the document, *Annual Seasonal Wardens Report*, which is attached as Appendix 1. This Report is used to evaluate visitor numbers at key sites and measures taken to mitigate impact whilst promoting public access. It is a very good indication of the effort that BBOWT is engaged in to make sites welcoming to the public whilst protecting species.

Financial investment

5.21 It should be noted that despite the ongoing savings that the agreement has realised, BBOWT has, over the last 9 years of the partnership, invested approximately £1,046,000 of its own revenue resources, including back office support costs, and £482,000 of capital funding to develop and improve the sites now under their care. Most of this capital investment comes from funding sources which are not available to local authorities.

5.22 Overall, the average grant paid to BBOWT over the last 9 years, a sum of £450,000 per annum has attracted investment of £170,000 per annum from BBOWT.

Volunteering Input

5.23 If we factor in to these investment calculations the thousands of hours of BBOWT volunteer effort on West Berkshire nature reserves this investment is significantly greater than the figures quoted here. Volunteering figures for last year (2021/2022) show that BBOWT volunteers carried out 5667 hours of conservation effort. The

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generally accepted formula for converting this to monetary value assumes 5 hours per day per volunteer at a rate of £50 per day. 5667 hours converts to 1133 volunteer days at £50 per day, which is an annual sum of £56,670 of investment.

5.24 This of course takes no account of the health, and mental wellbeing benefits experienced by those members of the local community who participate in conservation volunteering.

Agreement Review and recent legislation

5.25 The imminent end of the first 10 years of this agreement provides an opportunity for a review of the partnership agreement. The council needs to review the agreement to ensure that it remains fit for purpose and compliant with the new legislative landscape.

Proposals

5.26 The partnership with BBOWT has had significant benefits for the nature reserves, country parks and commons in West Berkshire. It is proposed that the Executive agree to allow the continuation of the current arrangement from the 1st April 2024.

5.27 This proposal will allow the current benefits to continue for another 10 year period from the 1st April 2024. This proposal presents the best possible opportunity to further the good work and projects that the partnership has delivered over the years whilst meeting the challenges which this council will face over the next decade.

5.28 The current agreement was assessed for compliance with the Public Contract Regulations 2006 and the State Aid rules at the time of commencement. Legal Services will during the period of the continuation review the current agreement, in consultation with the Service, and make any necessary amendments to ensure compliance with the Public Contract Regulations 2015 and the Subsidy Control Act 2022.

Risks associated with not continuing with this agreement.

5.29 Were the Executive minded not to allow the continuation of this arrangement then on the 1st of April 2024 the current leases on all the assets; nature reserves, commons and built assets such as the Nature Discovery Centre, and the office and storage facilities at Greenham Common, will come to an end and will have to be maintained by the Countryside Service. The council would then bear the risks associated with these sites, specifically public liability risks.

5.30 All staff engaged on countryside management work will also transfer back to the Service. Approximately 11 members of staff (9.6fte) transferred to BBOWT. Some of these staff were retained and still work for BBOWT within the partnership and have progressed through the BBOWT structure.

5.31 Most concerning however is that the investments made by BBOWT, approximately 170k per annum of revenue and significant capital investment will cease. Without this investment the Countryside Service cannot maintain these important sites for the benefit of wildlife and the public. Consequently the service provided would have to be reduced accordingly.

6 Other options considered

- 6.1 Prior to the current agreement in 2014, officer's explored alternative delivery models for the management of countryside nature reserves in the face of significant funding challenges. Officers explored the option of partnering with the Royal Society for the Protection of Birds (RSPB), and the formation of a Countryside Trust, neither of which offered the same advantages as working with BBOWT.
- 6.2 The council may of course determine not to continue with the contract. Officers consider that this is not a viable option as, under this circumstance, then all the countryside nature reserves and the staff engaged on reserve management work would transfer back to the council. Additionally approximately £170k of BBOWT investment would be lost with the consequent negative impact on site management and staffing.

7 Conclusion

- 7.1 Continuing the current partnership arrangement for a further 10 year period provides an opportunity to build on the current excellent relationship we have established with BBOWT in order to enhance this valued front line service, protect key nature reserves whilst adding value and utilising the skills and expertise of an established voluntary sector partner.
- 7.2 The Service therefore seeks the authority of the Executive to:
- c) approve the continuation of the current partnership arrangement with BBOWT for a further 10 years from the 1st April 2024 until the 31st March 2034; and
 - d) delegate authority to the Service Lead (Legal and Democratic Services) in consultation with the Service Director (Environment) to negotiate and make amendments to the agreement with BBOWT.

8 Appendices

- 8.1 Appendix A – Equalities Impact Assessment
- 8.2 Appendix B – Data Protection Impact Assessment
- 8.3 Appendix C - Annual Seasonal Wardens Report

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
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Considered or reviewed by Overview and Scrutiny Management Committee or associated Task Groups within preceding six months

Item is Urgent Key Decision

Report is to note only

Officer details:

Name: Paul Hendry
Job Title: Countryside Manager
Tel No: 01635 519858
E-mail: Paul.Hendry@westberks.gov.uk

Appendix A

Equality Impact Assessment (EqIA) - Stage One

What is the proposed decision that you are asking the Executive to make:	The Executive approves the continuation of the current partnership agreement with BBOWT for a further 10 years from the 1st April 2024 until the 31st March 2034.
Summary of relevant legislation:	
Does the proposed decision conflict with any of the Council's priorities for improvement? <ul style="list-style-type: none"> • Ensure our vulnerable children and adults achieve better outcomes • Support everyone to reach their full potential • Support businesses to start develop and thrive in West Berkshire • Develop local infrastructure including housing to support and grow the local economy Maintain a green district • Ensure sustainable services through innovation and partnerships 	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, please indicate which priority and provide an explanation
Name of Budget Holder:	
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 checked="" type="checkbox"/> No <input type="checkbox"/>
Function	Yes <input type="checkbox"/> No <input type="checkbox"/>	Is changing	Yes <input type="checkbox"/> No <input type="checkbox"/>
Service	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

(1) What are the main aims, objectives and intended outcomes of the proposed

decision and who is likely to benefit from it?	
Aims:	Effective management of council assets
Objectives:	To ensure the ongoing effective (both cost and practical) management of the council's countryside nature reserves, commons and built assets.
Outcomes:	Ongoing management by the local wildlife trust
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?

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

Group Affected	What might be the effect?	Information to support this
Age	Improved access and provision.	BBOWT support volunteers from older age groups, semi and fully retired. They are critical to their business model.
Disability	Improved access and provision.	BBOWT have undertaken projects, supported by capital to improve facilities for the less mobile and disabled.
Gender Reassignment	Provision and equality of opportunity	BBOWT Diversity and Equality Policy. 'Legal right to nature' campaign
Marriage and Civil partnership	Provision and equality of opportunity	BBOWT Diversity and Equality Policy. 'Legal right to nature' campaign
Pregnancy and Maternity	Provision and equality of opportunity	BBOWT Diversity and Equality Policy. 'Legal right to nature' campaign
Race	Provision and equality of opportunity	BBOWT Diversity and Equality Policy. 'Legal right to nature' campaign
Religion or Belief	Provision and equality of opportunity	BBOWT Diversity and Equality Policy. 'Legal right to nature' campaign

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Sex	Provision and equality of opportunity	BBOWT Diversity and Equality Policy. 'Legal right to nature' campaign
Sexual Orientation	Provision and equality of opportunity	BBOWT Diversity and Equality Policy. 'Legal right to nature' campaign
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 checked="" type="checkbox"/>
The BBOWT partnerships designed principally to improve the environment for nature and people and have the necessary expertise to do so. The partnership also opens up funding opportunities hitherto not available to WBC.	
Will the proposed decision have an adverse impact upon the lives of people, including employees and service users?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
The BBOWT partnerships designed principally to improve the environment for nature and people and have the necessary expertise to do so. The partnership also opens up funding opportunities hitherto not available to WBC.	

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

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

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

Name: Paul Hendry

Date: 30/12/22

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

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:	Environment
Service:	Countryside
Team:	
Lead Officer:	Paul Hendry
Title of Project/System:	BBOWT partnership
Date of Assessment:	30/12/2022

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

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

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

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

Appendix C

Annual Seasonal Wardens Report