



# **WOKINGHAM BOROUGH COUNCIL**

A Meeting of the **COMMUNITY AND CORPORATE OVERVIEW AND SCRUTINY COMMITTEE** will be held at the Civic Offices, Shute End, Wokingham RG40 1BN on **MONDAY 13 MARCH 2017 AT 7.00 PM**

A handwritten signature in black ink, appearing to read 'Andy Couldrick', written in a cursive style.

Andy Couldrick  
Chief Executive  
Published on 3 March 2017

This meeting may be filmed for inclusion on the Council's website.

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# **WOKINGHAM BOROUGH COUNCIL**

## **Our Vision**

A great place to live, an even better place to do business

## **Our Priorities**

Improve educational attainment and focus on every child achieving their potential

Invest in regenerating towns and villages, support social and economic prosperity, whilst encouraging business growth

Ensure strong sustainable communities that are vibrant and supported by well designed development

Tackle traffic congestion in specific areas of the Borough

Improve the customer experience when accessing Council services

## **The Underpinning Principles**

Offer excellent value for your Council Tax

Provide affordable homes

Look after the vulnerable

Improve health, wellbeing and quality of life

Maintain and improve the waste collection, recycling and fuel efficiency

Deliver quality in all that we do

## MEMBERSHIP OF THE COMMUNITY AND CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

### Councillors

Philip Mirfin (Chairman)	Michael Firmager (Vice-Chairman)	Chris Bowring
Ken Miall Bill Soane	Rachelle Shepherd-DuBey Shahid Younis	David Sleight

### Substitutes

Parry Batth Chris Smith	Lindsay Ferris	Clive Jones
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ITEM NO.	WARD	SUBJECT	PAGE NO.
36.		<b>APOLOGIES</b> To receive any apologies for absence.	
37.		<b>MINUTES OF PREVIOUS MEETING</b> To confirm the Minutes of the meeting held on 9 January 2017	5 - 8
38.		<b>DECLARATION OF INTEREST</b> To receive any declarations of interest.	
39.		<b>PUBLIC QUESTION TIME</b> To answer any public questions  A period of 30 minutes will be allowed for members of the public to ask questions submitted under notice.  The Council welcomes questions from members of the public about the work of this committee.  Subject to meeting certain timescales, questions can relate to general issues concerned with the work of the Committee or an item which is on the Agenda for this meeting. For full details of the procedure for submitting questions please contact the Democratic Services Section on the numbers given below or go to <a href="http://www.wokingham.gov.uk/publicquestions">www.wokingham.gov.uk/publicquestions</a>	
40.		<b>MEMBER QUESTION TIME</b> To answer any member questions.	
41.		<b>GOVERNMENT'S RIGHT TO BUY SCHEME</b> To consider an update on the Government's Right to Buy proposals included in the Housing and Planning Act 2016.	9 - 12

<b>42.</b>	<b>REVIEW OF PROCUREMENT</b> To assess the impact of new Procurement Regulations.	<b>13 - 18</b>
<b>43.</b>	<b>CIVIL PARKING ENFORCEMENT (CPE)</b> To receive an update report on progress relating to the introduction of Civil Parking Enforcement.	<b>19 - 24</b>
<b>44.</b>	<b>COMMUNITY SAFETY PARTNERSHIP</b> To consider an annual review of the operation of the Borough's Community Safety Partnership.	<b>25 - 38</b>
<b>45.</b>	<b>COMMUTER PARKING TASK AND FINISH GROUP</b> To consider prioritisation of the Task and Finish Group's recommendations to receive an update on the potential for income generation arising out of the Crossrail project.	<b>39 - 48</b>
<b>46.</b>	<b>WORK PROGRAMME</b> To consider the work programme for the committee for 2017/18, so that the resources of the committee can be used as effectively as possible.	<b>49 - 52</b>

**Any other items which the Chairman decides are urgent**

A Supplementary Agenda will be issued by the Chief Executive if there are any other items to consider under this heading

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## **MINUTES OF A MEETING OF THE COMMUNITY AND CORPORATE OVERVIEW AND SCRUTINY COMMITTEE HELD ON 9 JANUARY 2017 FROM 7.00 PM TO 8.50 PM**

### **Committee Members Present**

Councillors: Philip Mirfin (Chairman), Michael Firmager (Vice-Chairman), Chris Bowring, Ken Miall, Rachelle Shepherd-DuBey, Bill Soane and Shahid Younis

### **Other Councillors Present**

Councillors: Malcolm Richards

### **Officers Present**

Andy Couldrick (Chief Executive Officer), Heather Thwaites (Programme Director, C21 Council), David Wilby (Policy and Strategy Manager) and Arabella Yandle (Democratic Services)

### **27. APOLOGIES**

An apology for absence was submitted from David Sleight.

### **28. MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting of the Committee held on 21 November 2016 were confirmed as a correct record and signed by the Chairman.

### **29. DECLARATION OF INTEREST**

There were no declarations of interest.

### **30. PUBLIC QUESTION TIME**

There were no public questions.

### **31. MEMBER QUESTION TIME**

There were no Member questions.

### **32. POLICING ARRANGEMENTS**

Superintendent Rob France, Bracknell and Wokingham LPA Commander, delivered a verbal report on the merging of the Bracknell and Wokingham forces, covering the following points:

- Streamlined administrative processes had resulted in officers being freed up to focus on their key roles.
- Re-organisation of teams had allowed the creation of a force of 8 officers plus a sergeant focussing on high risk areas and working with vulnerable drug users.
- Amalgamation of investigative teams had allowed more effective deployment and higher resistance. Whilst there had been some teething problems initially as the new system bedded in, reaction times had now been seen to rise.
- Good practice had been shared between the two parts of the new force. For example, the work on reducing domestic abuse repeats that had been carried out in Wokingham had been shared with the Bracknell force.
- Better resilience to budgetary constraints. For example, the increase in armed response officers had impacted on frontline policing but the merged force was better able to deal with these pressures.

- Changes to funding meant that the force needed to focus on things that made a difference. Staffing numbers might be lower in these areas but they were better protected.

In response to a Member's question regarding Beat Officers, Superintendent France stated that evidence showed that the presence of police on the beat did not catch criminals or prevent crime unless they were stationed in places where crime happened. For example, Police Community Support Officers (PCSOs) had been circulated widely on the Norrey's Estate and this had led to a reduction in crime due to their accessibility and visibility. As PCSOs were attached to an area, engagement and reassurance was greater. He clarified the fact that police from the Bracknell and Wokingham Force were not, in general, called to London to assist in large operations but were more likely to be called to assist with public order in the Thames Valley Police area. He agreed that officers needed to be better at talking to people and listed a number of methods that had been used, such as local meetings and surgeries.

In response to Member's questions about the impact of the closure of the Public Counter at Wokingham Police station and the general trends in crime in the last 12 months, Superintendent France explained that the use of the Public Counter did not justify the expense of staffing it. Reports at the Counter averaged 15 per week, of which all but 3 or 4 were lost property related. He stated that there had been a rise in overall crime over the 2015-16 year of approximately 5% and then went on to provide a breakdown of this figure. He explained that some crimes had fallen in occurrence whilst others had increased. For example, occurrences of violence with injury were down and burglaries were up, although the clear up rate for this crime in Bracknell and Wokingham was the highest in the Thames Valley area. He stated that figures on low level acquisitive crime were up but that there were currently no identifiable patterns, but sexual assaults, robberies and theft from vehicles had dropped.

In response to a Member's question about the impact of the European Referendum on hate crime, Superintendent France reported that, whilst not directly attributable to the European Referendum and possibly due to a range of circumstances, there had been a significant rise in reported incidents, that of 200%. He clarified that all reports that fell into one of the five categories of hate crime cited by the Home Office had to be recorded but that only a small percentage then went on to be recorded as crime as this required a duty of proof.

In relation to a question regarding a possible move of the Wokingham Police Station to the fire station, Superintendent France indicated that this was one possible option and that the matter was open to discussion. He went on to state that Members were welcome to join the police on a 'ride-along' or 'walk-along', to gain a better idea of the work being done. Councillor Mirfin stated that he had taken up the opportunity on more than one occasion and that it had been a very valuable experience.

**Resolved:** That

- 1) Superintendent Rob France be thanked for attending the meeting and providing a detailed update on the merging of the Bracknell and Wokingham Forces; and
- 2) a report be presented to the Committee each January to update Members on crime statistics and the impact of changes in policing/emergency services.

### **33. 21ST CENTURY COUNCIL**

Andy Couldrick, Chief Executive of Wokingham Borough Council, presented an update to the Committee on the 21<sup>st</sup> Century Council. He shared the Programme Objectives and summarised the rationale behind the changes, outlining the benefits to the Council of the re-structuring both in terms of financial savings and the improved customer experience. He stated that Phase 1, which dealt with the senior levels, Support Services, IT and Strategy and commissioning, was well underway, and that Phase 2 was due to commence in May 2017.

The Chief Executive explained that the new arrangements would give greater autonomy to managers to control their own budgets and react more quickly to needs and change.

In response to Member concerns around risk, the Chief Executive stated that all risk registers were in place and had been reported to the Audit Committee, but that there were some risks that were more difficult to manage, such as the degree of cultural change and the need for change to be effected at all levels including Members and their interaction with officers. He also indicated that the Programme Board was aware that timetable resulted in some clashes between change and function, such as the changes to the sections dealing with finance coming at the tail end of the financial year.

In response to Member concerns about the loss of Change Agents and the degree of change being embarked on, the Chief Executive explained that the partnership company, Ignite, had been involved in a number of successful restructurings of district councils. He indicated that this was the first project where unitary functions had been involved and that the Council would be able to act as a model for other councils wanting to go through the same process.

In response to Members' questions around staffing, the Chief Executive stated that, whilst there would be a loss of staff, the Council had tried to limit this by filling vacant posts with interim staff. He stated that the bulk of the post reductions would be within the lower tiers of the support staff as their roles were more generic. Positions in specialist roles would be more attractive to future employees as there would be less administration. He also made it clear that the process of examining the organisation to find cost savings would be an ongoing process.

In response to a Member's question regarding union involvement, The Chief Executive outlined the processes that had been followed to gauge staff feedback about the Programme. He was aware that resistance would be more visible as the impact on individual staff members became more apparent. He explained that the Council was not highly unionised and that, although the unions were fully involved, the Council had had to devise its own consultative methods.

**Resolved:** That

- 1) Andy Couldrick be thanked for the update report on the 21<sup>st</sup> Century Council; and
- 2) a further update report be submitted to the Committee, following the commencement of Phase 2, at the November Committee Meeting.

### **34. CYCLE LANES**

David Wilby, Policy and Strategy Manager, delivered a report on cycle lanes in the Borough, outlining, amongst other points, the funding obtained and partnerships that had

been established, the development of the My Journey brand, the work that had been completed and the safety training that had been delivered. He indicated that Phase 4 of the Project was about to commence.

In response to Members' questions about safety, the Policy and Strategy Manager stated that evidence showed separate pedestrian and cycle lanes did not always work as users tended to ignore the markings and this could lead to conflict. Superintendent Rob France clarified that whilst bikes had to be sold with bells, there was no requirement for bikes to carry bells. The Policy and Strategy Manager outlined the steps that were being taken to address issues around safety, such as handing out free lights, but indicated that more promotional activity would be taking place around training, safety, use of the lanes and the My Journey brand.

In response to a Member's question regarding use of the lanes, the Policy and Strategy Manager explained that monitoring was expensive, at £6000 per week. He stated that monitoring was carried out on a yearly basis and had shown that that use had increased.

In response to Members' questions about statutory cycle lanes, the Policy and Strategy Manager stated that some stretches of the cycle lanes would be made advisory, with dashed lines. This was to help address issues where motorists had been penalised for crossing solid white lines in situations where it was difficult to avoid.

**Resolved:** That

- 1) David Wilby be thanked for the update report on cycle lanes; and
- 2) a further update on use and safety following the completion of Phase 4 be presented to the Committee at the September Committee Meeting.

### **35. WORK PROGRAMME**

The Work Programme for 2016-17 was noted.

**TITLE** Update on Government's Right to Buy proposals included within the Housing and Planning Act 2016

**FOR CONSIDERATION BY** Community and Corporate Overview and Scrutiny on 13<sup>th</sup> March 2017

**WARD** All

**DIRECTOR** Graham Ebers

**OUTCOME / BENEFITS TO THE COMMUNITY**

To update on Right to Buy proposals

**RECOMMENDATION**

The committee is recommended to note the report.

**SUMMARY OF REPORT**

The Housing and Planning act 2016 received Royal assent in May 2016. It has implications for Housing Associations and stock retaining local authorities.

The Act introduces voluntary right to buy for housing associations and a disposal of assets levy for local authorities. This report updates the current position on the act.

**Background**

The Housing and Planning Act contains a number of measures on Right to Buy for local authorities and housing associations, by introducing the measures it does not necessarily mean they will immediately come into force. This is the case for the measures with implications for right to buy, in summary they are;

Extension of right to buy for housing associations, in October 2015 the National Federation of Housing made an agreement with central government to extend voluntary right to buy to housing associations. The agreement consists of four key principles, they are;

- Right to buy discounts for housing association tenants: housing association tenants would have the right to purchase a home at right to buy level discounts.
- Board control over which homes to sell: housing associations will have the final decision about whether to sell an individual property, with the presumption that they will sell a tenant their current home where they can.
- Full compensation: housing associations will get the full market value of the properties sold, with the value of the discount funded by the Government.
- Flexible one for one replacement: nationally, for every home sold under the agreement, a new affordable property would be built thereby increasing overall supply. The type and location will be flexible to their needs.

A pilot project involving the National Federation of Housing and 5 housing associations commenced in November 2015, and a subsequent large scale regional pilot of the voluntary right to buy scheme was announced in the Autumn Statement on 23 November 2016.

The impact of the extension of right to buy for housing associations on local authorities is not clear at this time. However the cost of funding this falls to government, and ultimately local authority stock retaining authorities, Wokingham Borough Council being one of these.

The mechanism for this is another measure contained within the Housing and Planning Act 2016. It introduces a levy for stock retaining authorities. It is expected that the levy would be funded by local authorities disposing of high value housing assets. The act allows government to estimate the amount of money each individual authority would receive, in each financial year, from sales of higher value homes. Authorities will be then required to pay this amount to treasury.

The Table below gives an indication on governments thinking on what constitutes a high value asset by region.

	<b>One-bedroom</b>	<b>Two-bedroom</b>	<b>Three-bedroom</b>	<b>Four-bedroom</b>	<b>Five or more bedrooms</b>
North east	£80,000	£125,000	£155,000	£250,000	£310,000
North west	£90,000	£130,000	£160,000	£270,000	£430,000
Yorkshire & the Humber	£85,000	£130,000	£165,000	£265,000	£375,000
East Midlands	£105,000	£145,000	£175,000	£320,000	£430,000
West Midlands	£100,000	£145,000	£180,000	£305,000	£415,000
East	£155,000	£220,000	£265,000	£440,000	£635,000
London	£340,000	£400,000	£490,000	£790,000	£1,205,000
South east	£165,000	£250,000	£320,000	£495,000	£755,000
South west	£135,000	£200,000	£260,000	£375,000	£535,000

There is currently no detail on how this will be put into practice. The latest update from government is that it may come into operation in financial year 18/19.

We have undertaken modeling of the impact of the levy and it will have a negative impact on HRA finances. The Chartered Institute of Housing who we are working with to review the HRA business plan commented;

*‘There is a lack of clarity and detail around the Government’s intentions for a levy on higher value assets. The most recent statements suggest that a levy could be implemented in 2018/19, but there has been little sign of activity from DCLG in recent weeks and the issue is not mentioned in the Government’s housing white paper.*

*The baseline business plan makes no assumptions about the levy. However, rudimentary modelling of potential policies indicate that a levy would have a substantial negative impact on the capacity of the HRA, if introduced, and so its introduction presents a potentially significant risk’*

**Analysis of Issues**

From a Wokingham Borough Council perspective it seems like a return to the days of subsidy when the council sent 44% of rental income to government, the levy is a

mechanism to tax stock retaining authorities.

Along with the 1% rent reduction for 4 years, and our ability to utilize retained right to buy receipts in the long term, if the levy was introduced it could make the HRA business plan unviable.

The financial impact of the measures of the Housing and Planning Act in relation to the levy if introduced will become clearer nearer the end of financial year 17/18.

### FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

***The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.***

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	N/A		
Next Financial Year (Year 2)	N/A		
Following Financial Year (Year 3)	N/A		

#### Other financial information relevant to the Recommendation/Decision

None

#### Cross-Council Implications (how does this decision impact on other Council services, including properties and priorities?)

None

#### Reasons for considering the report in Part 2

None

#### List of Background Papers

None

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<b>Date</b> 23 February 2017	<b>Version No.</b>

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<b>TITLE</b>	<b>Review of Procurement – Impact of New Procurement Regulations</b>
<b>FOR REVIEW BY</b>	Community and Corporate Overview and Scrutiny Committee – 13/03/17
<b>DIRECTOR</b>	Graham Ebers
<b>LEAD MEMBER</b>	Pauline Jorgensen

## **SUMMARY OF REPORT**

The Government's new Public Contracts Regulations 2015 came into force from 26 February 2015, in response to substantial revisions in the EU Directive (see background below for key changes and impact).

Corporate Procurement and Shared Legal Services devoted significant resources and effort in reviewing and interpreting the detail of the new legislation to determine how it would be implemented in WBC's own Procurement and Contracts Regulations.

The need to change the WBC Procurement and Contracts Regulations for the new legislation was also a good opportunity to completely reconstitute the then WBC Regulations from an unwieldy, complex and non-user facing document to a much clearer and more effective set of Rules and Procedures that better facilitate user understanding and effective adoption.

The resultant new Procurement & Contracts Rules and Procedures (PCRP) – now Chapter 13 of the Constitution - was approved by the Constitutional Review Working Group and subsequently by full Council in November 2015. As well as a constitutional document, it also acts as a comprehensive and practical set of operating instructions to officers, in line with the requirements of the new legislation. The changes aim to spread best practice and improve compliance across the Council.

## **OUTCOME / BENEFITS TO THE COMMUNITY**

### **Strategic Benefits**

The new Procurement & Contracts Rules & Procedures allow the Council to:

- Increase market testing for supplier spend as part of good management practice
- Improve value for money in our procurement and contracts / generate savings
- Reduce risk of non-compliance to procurement legislation, which could result in legal challenges from tenderers and suppliers and/or significant fines from legislative authorities.
- Increase transparency

### **Operational Benefits**

Through a dedicated training programme launched in the spring of 2016, and with the ongoing drive by the corporate Procurement team, the PCRP will:

- Give officers a better understanding of risks and improve commercial awareness
- Raise staff skill levels, widen adoption and extend good practice in a decentralised procurement structure
- Direct staff to seek earlier advice and help for higher risk contracts or situations
- Provide the Council with greater central visibility of key procurement and contract activity to allow proactive interventions and more effective management
- Improve accountability through clearer processes and approval levels

## **RECOMMENDATIONS**

It is recommended that this report be noted.

## **BACKGROUND**

### **1. Legislation Change**

The long-awaited Public Contracts Regulations 2015 legislation is the UK Government's response to substantial revisions in the EU Directive. It not only enacts the requirements of the EU Directive into UK law but also gives effects to the Government's own policy on economic growth and development through public procurement activity. The key changes to legislation include:

- Part B exempt services brought within the Regulations (light touch regime)
- Increased support for involvement of SMEs
- Below-threshold obligations, particularly in regard of advertising
- Changes to selection & award criteria
- Shortened timescales
- Changes to procedure

With the UK Referendum vote on 23 June 2016 in favour of 'Brexit', it has been speculated in some quarters that the Public Contracts Regulations 2015 could be radically amended once the UK leaves the EU. In practice, it is unlikely that the legislation will be changed for a number of years, not least because it will be low on the Government's priorities post-Brexit, so it should be assumed that all public bodies will have to continue to work within this framework for the foreseeable future.

### **2. The current WBC Procurement and Contracts Regulations**

Prior to the approval of the new WBC Procurement & Contracts Rules and Procedures (PCRP), the previous Procurement and Contracts Regulations were contained in Chapter 12.2 of the Constitution as a 122 page tome that had been added to and grown over time. It was designed to be detailed, prescriptive and legalistic in approach and was structured in an encyclopaedic style, written by procurement professionals for procurement professionals.

However, in trying to be so detailed and prescriptive, it lost its effectiveness as a source of guidance for non-expert users as the structure was difficult to navigate, the guiding principles were obscured and rules were not easily distinguishable from processes. In a decentralised procurement organisation, the inherent complexity and non-user focused nature of the document increased the risk of non-compliance as staff did not easily understand it and may not have referred to it.

## **THE NEW WBC PROCUREMENT & CONTRACT RULES & PROCEDURES**

The new PCRP has therefore been completely redrafted to incorporate the latest legislation and best practice but to make it into a more effective working document for officers to follow in their routine procurement activity. Not only is it intended to form part of the Council's constitution; it is a practical operating manual to instruct officers of the Council's requirements around procurement and contracts, as well as the procedure to follow in any scenario.

The title of the document itself has been changed to clearly state that it contains rules and procedures for WBC and to distinguish it from the Public Contract Regulations 2015, which is the legislation that underpins it. It has also been split from the Finance Regulations, as a distinct chapter (13) in the Constitution, to enhance the chance of it

being read and used. Other Authorities, like RBWM, have this separation.

The PCRP has been slimmed down to a 11-page core Rules & Procedures document, which forms the Constitutional document. This is driven by clear principles and an overarching framework but various links to a glossary, appendices, process flow charts, guidance notes and other sources of information outside of the document turns it into a practical operating manual for users. These provide operational information in the practical application of the rules and procedures. The PCRP and all the links are held on the Council's Grapevine intranet pages as the means of offering easy user access.

The core document contains 4 key sections:

1. **Purpose and Significance** – this specifies what the PCRP is and why it is important to the Council.
2. **General Principles** – clearly sets out what the rules and procedures applies to, who it applies to in terms of responsibility and compliance and addresses measures to avoid conflicts of interest.
3. **The Procurement and Contract Rules** – a comprehensive but concise summary of the rules, set out in chronological order for ease of use, and details the:
  - a) pre-procurement approvals needed before procurement commences
  - b) required procurement procedure to use in any scenario
  - c) contracting requirements to engage with suppliers, and
  - d) contract management requirements during the life of the contract
4. **Overview of Procurement Process Selection** – provides a systematic route-finder for users to identify which procurement process to follow dependent on the nature and size of their procurement, with links within the document to practical guidance notes, flowcharts and useful information to aid users apply the process.

Whilst the PCRP aims to provide clarity on the rules and procedures for any procurement, there will be situations where users need more specific guidance. One consistent theme of the PCRP is therefore the call for users to engage with the Procurement and Legal teams where in doubt and in specified situations for advice.

#### **IMPLEMENTATION AND ROLL-OUT OF NEW PCRP**

Following approval by Council, a training programme was designed and developed to support the implementation and roll-out of the new PCRP. This was launched in the spring of 2016 and consisted of:

- A number of eLearning modules on different aspects of procurement and contract management. The first of these is live and is an introductory course for all staff, covering the basics of procurement within the Council, and is intended to become mandatory training for all new starters.
- Classroom training courses tailored for different parts of the organisation – social care commissioning teams and a separate course for the rest of the Council. So far, 4 courses have been run for 37 people with good feedback from attendees. An active “wait list” is held to ensure an ongoing pipeline of training is delivered.
- Ongoing Procurement Business Partner support to Service areas for specific procurement activity to help staff learn on the job and to spread learning and best practice across the Council.

#### **IMPACT OF THE NEW PROCUREMENT & CONTRACT RULES & PROCEDURES**

- *Part B exempt services replaced by ‘light touch regime’ for certain services*

Exemptions from Procurement Regulations for what were classified as Part B services (such as the commissioning of health and social care contracts) are no longer available and are replaced by the new 'light touch' regime. For social care procurements with contract value above £589,000 this means that a formal but 'light touch' tender process is required for all opportunities, which does give some flexibility as to the process to be used in each case so long as it can be demonstrated to be open, fair and transparent. Even for contracts under the OJEU threshold, the PCRPs still requires best practice to be followed but without the rigid advertising and timescale requirements of the light touch regime.

The impact for WBC is that the level of tendering activity and market testing for social care contracts has increased within the Strategic Commissioning areas for Adult Social Care and Children's Services with significant support from Corporate Procurement. Whilst this has placed real resource pressure on the teams, it has exposed more spend in these areas to competition. A desired outcome is that, for every procurement that has taken place, procurement savings have been achieved.

- *Increased support for involvement of SMEs*

Amongst a raft of measures to give SMEs greater access to public tender opportunities, Contracting Authorities are 'encouraged' to break contracts into lots, the advertisement of any contract opportunity is now specified and the process options defined. It is now a statutory requirement to publish opportunities valued at over £25k on *Contracts Finder* as well as traditional channels. Likewise, there is a ban on using a separate PQQ stage to limit the number of tenderers, based on certain criteria, to narrow the field for processes below specific thresholds. This effectively makes the Open Procedure the default for sub OJEU procurements.

The advertising impact is not significant, but the prohibition on using a PQQ process for below threshold tenders means that every tender received must be evaluated and processed in full. This can be time-consuming and inefficient where high numbers of tenders are received for particular opportunities.

- *Documentation*

The new regulations require that all documents used in the procurement process are available at the same time as the OJEU notice is issued and, depending on the process, cannot be materially amended. The impact is that officers now have to be much more organised and better prepared in their procurement planning to have fully considered, scoped out and fully specified tender documents in advance.

- *Selection and award*

Public bodies can now exclude bidders during the procurement process on a wider set of grounds, including poor historic performance. These new rights provide flexibility to exclude a supplier from tender opportunities for a number of reasons, which were not possible previously, and reduce the risk of having to award contracts to suppliers who perform well at evaluation but where evidence of delivery is to the contrary. It also includes clarification of the treatment of abnormally low tenders, which we now have a duty to investigate, and allows us to exclude the supplier if appropriate.

## **RISKS OF NON-COMPLIANCE**

- Increasingly litigious environment leading to greater legal challenges from tenderers/suppliers over application of process (rather than decisions) – unlimited damages.
- Maximum fine for non-compliance to Public Contract Regulations – 10% gross annual

turnover.

- Other possible sanctions during the procurement/contract lifecycle:
  - Immediate suspension of contract making
  - Overturning of contract award decisions
  - Enforced shortening or termination of contracts

### **FINANCIAL IMPLICATIONS OF THE RECOMMENDATION**

***The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.***

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	N/A	N/A	N/A
Next Financial Year (Year 2)	N/A	N/A	N/A
Following Financial Year (Year 3)	N/A	N/A	N/A

#### **Other financial information relevant to the Recommendation/Decision**

N/A

**Cross-Council Implications** (how does this decision impact on other Council services, including properties and priorities?)

N/A

#### **Reasons for considering the report in Part 2**

N/A

#### **List of Background Papers**

N/A

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<b>Date: 5 January 2017</b>	<b>Version No. 1.0</b>

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<b>TITLE</b>	Civil Parking Enforcement Update
<b>FOR CONSIDERATION BY</b>	Overview and Scrutiny Management Committee 13 March 2017
<b>WARD</b>	None specific
<b>DIRECTOR</b>	Josie Wragg, Interim Director of Environment
<b>LEAD MEMBER</b>	Malcolm Richards, Executive Member for Highways and Transport

## **OUTCOME / BENEFITS TO THE COMMUNITY**

Improved delivery and enforcement of parking and traffic management services leading to more efficient utilisation of car parking, reduced congestion and improvements to road safety.

## **RECOMMENDATION**

Members note the proposals within the report.

## **SUMMARY OF REPORT**

The report provides a general update on the Civil Parking Enforcement (CPE) project including:

- Background
- Project Milestones
- Application Process
- Procurement Scope
- Traffic Regulation Order Consultation
- Service Level Agreement
- Operation
- Communication Plan

## **Background**

Current enforcement of on-street parking restrictions is the responsibility of the Thames Valley Police (TVP). TVP policy presently awards the enforcement of on street parking restrictions a low priority with limited resources being deployed to fulfil this function. Consequently motorists and residents are often left frustrated when parking issues are not resolved, and the council is powerless to assist in these cases. Wokingham is the only Berkshire Unitary Authority not to have applied for CPE powers to date, which further adds to confusion. The Executive approved the resolutions required in the application to take over CPE powers from TVP in September. The delay in considering this paper was to allow further time to understand the procurement options so that the DfT requirement of delivering a cost neutral service could be met. To meet this aim, a

key recommendation in this report was procurement of a 3rd party contractor to provide the majority of the parking service. When the contractor is appointed, they will help develop a CPE Service Level Agreement with the Town and Parish Councils and other stakeholders so that a flexible service can be delivered that meets the business case.

**2017 Project Milestones**

Milestone	Date
January	Application to Department for Transport (DfT) consultation starts (statutory bodies only)
March	Tender process starts Map based Traffic Regulation Order (TRO) consultation starts (public)
April	Application submitted to DfT
May	Sign and line improvements completed
June	Contract awarded Executive Report on TRO consultation considered
August	Service Level Agreement finalised Parliamentary approval of CPE granted
September	Communication campaign launched CPE Powers added to TRO
October	CPE goes live

**Application Process**

CPE is a legal transfer of parking enforcement powers from the police to the local authority. As the decriminalisation of parking is a matter of law, Parliament must approve the change. Applications are only considered twice annually. The application was reprogrammed to further consider enforcement options and to align CPE with the 21<sup>st</sup> Century Council (21CC) programme. The application is now programmed to be submitted to the Department for Transport (DfT) in April 2017 and will then be added to the Parliamentary timetable for a decision in August 2017. The CPE project team have continued to review all of the road marking and signs that inform the public of traffic regulations and issued works to improve visibility and correct errors. Upon submission, the DfT will check the application details before recommending approval to Parliament. No CPE applications that obtain DfT approval have yet been turned down nationally. To minimise this risk of errors in the application, the DfT considered a draft application in November 2016.

**Application Details**

Application details such as service delivery via a 3<sup>rd</sup> party contractor, penalty levels, and Traffic Penalty Tribunal (TPT) representatives are covered in the Executive Report as a supporting document. Other details of the application that the public have enquired about via the Executive Member for Highways and co-ordination meetings with Thames Valley Police (TVP) to date include:

- Pavement/verge parking - The DfT have not allowed blanket bans on pavement and verge parking. Under CPE, the council will be able to enforce pavement/verge parking where a specific TRO is in place prohibiting it.
- Dropped kerb parking - Vehicles parked across a dropped kerb can receive a penalty even though no lines or signs are present. However, many vehicles that are parked across dropped kerbs belong to or have permission from residents. Guidance will be given to Civil Enforcement Officers (CEO) not to routinely issue

penalties for these types of contraventions. Enforcement officers will be required to check with the property owner before issuing a penalty. However, penalties will be issued where parking is deemed to impact on road safety and at crossing locations for pedestrians, cyclists and wheelchair users.

- Double parking – Vehicles parked more than 50cm away from the kerb can receive a penalty. Guidance will be given to CEOs only to issue penalties where this occurs in a marked parking bay or if the vehicle is causing a hazard or an obstruction to traffic.
- Clamping, removal, and bus lanes – Although CPE will give the council powers to clamp/remove vehicles and enforce bus lanes, there is not a recognised need for routine use of such powers currently in Wokingham. Consideration may be given in the future if and when any safety hazards arise. The police will also retain their powers to carry out these measures.

In order to submit the application to the DfT, the council needs to consult with other statutory bodies that will be impacted by the transfer of enforcement powers. These include the emergency services, the Driver and Vehicle Licensing Agency (DVLA), the Traffic Penalty Tribunal (TPT), neighbouring authorities, the Ministry of Defence, Highways England, and Thames Valley Police (TVP). The CPE project team have had regular meetings with TVP and have agreed the demarcation of roles. TVP will continue to:

- Enforce high-speed roads (A33, A329M, A3290, and M4) within the borough
- Enforce highway obstructions (dangerous parking, blocking access for emergency vehicles)
- Retain clamping and removal powers

### **Procurement Scope**

In order to deliver the additional penalties under CPE, the most cost effective method has been determined to tender the parking enforcement, appeals and permit processing elements of the parking service to a third party. This method allows greater flexibility in resources to react to volume changes and passes the risk, the IT, staffing, and training investment costs to the contractor. The specification details which are being developed align with the 21CC principles of online self-serve and streamlined processes. In addition, fault reporting and first line maintenance of payment machines and barriers will be included. Dispensations will also be included within the CPE enforcement contract which will allow disabled blue badge holders, emergency services, and other statutory bodies to park in violation of parking regulations on matters of urgent business.

In order to assist the CPE project, compliance surveys have been conducted to measure the number of vehicles parking in contravention of parking regulations. In March 2015, surveyors observed vehicles on a Thursday and Saturday in Woodley, Wokingham, and Twyford town centres and recorded an overall 25% contravention of parking regulations.

### **Map-based TRO consultation**

As part of CPE, the legal documents which allow parking restrictions to be enforced, TROs are being converted into maps. This will allow customers to better understand where parking restrictions are and what they mean, as the maps will be available online. Initially, they will be in PDF form and in alignment with the 21CC programme, available as part of council mapping. Additional benefits of the conversion include more efficient parking enforcement and consultations on TRO changes.

Converting to maps requires a legal TRO change and a borough wide consultation. The consultation, including display of the maps, is envisioned to start in March 2017 and be approved by Executive in June 2017. Around 300 existing TROs will be consolidated into one through this process. The rules within each of these TROS will be being harmonised into one, which will aid transparency and customer service. During this consultation, objections can be made to the conversion to maps and feedback given on the map styles, but not to the relevance of the existing TROs. Where the CPE project team have improved the lines and signs on the roads, they have not materially changed any of the TROs. This public consultation converts what exists on-street into maps and does not propose any new regulations. The Traffic Management team are drafting a TRO protocol to outline how reviews and future requests will be handled.

### **Service Level Agreement**

One of the legal requirements of CPE is to deliver regular and continued enforcement. In order to ensure that the council could afford to deliver this service, the number of TROs in the borough and typical levels of contravention were input into a model. The model then estimated the level of enforcement/operational cost needed to reduce infringement as well as the income raised from penalties. For Wokingham's existing restrictions, the borough would need 8,372 hours of enforcement per annum. Through the CPE contract, the contractor will submit an enforcement plan, with details of how they will be able to react to local needs. From the experience of other authorities, enforcement requests can increase beyond the ability of a council to deliver cost neutral and regular enforcement. To provide greater flexibility to customers, the CPE contract will have a provision for additional hours to be purchased by key stakeholders, in particular town and parish councils, but also schools and event promoters, to top up the regular enforcement provided by the council. To further this working relationship with key stakeholders, a Service Level Agreement will be drafted and circulated after the contractor is appointed.

### **Operation**

The contractor will apply guidance set by the council in responding to appeals as well as the legal requirements. Through rigorous contract management, including inspection of the contractor's appeal handing, the council will ensure that appeals are fairly managed. Ultimately each penalty has the right to be heard by the TPT. The council must legally retain the decision if a penalty should progress to this body, which will further protect the public and the council from malpractice by the contractor. Debt registration will be handled in a similar fashion. Members and officers are also covered by this regulated appeal process so that decisions are made fairly and based on evidence. To further ensure transparency, another requirement of CPE is that the council produces an Annual Report about the operation of CPE.

Once CPE is in operation, the parking habits of the public are likely to change. The parking service will continue to commission compliance surveys to understand how effective existing TROs are and where parking problems have grown. This data will input into a TRO review which will be conducted a year after the introduction of CPE. The Traffic Management service is developing a protocol to handle new and amendment TRO requests with the map-based system.

### **Communication Plans**

A comprehensive communications plan was developed at the start of the process in December 2015 to ensure public awareness of the stages of the application and the

benefits of CPE to empower the public and stakeholders to understand and feel part of the change. Aside from the items discussed in this paper, the campaign details how the more transparent and regulated appeals process under CPE operates. WBC's web team will build a CPE microsite, which can be used by stakeholders to view important documents, such as the TRO consultation and CPE FAQ. In addition to the website, documents for the TRO consultation will be available at the council offices and the libraries. Once the CPE powers have been granted, a more extensive communication campaign will begin, including pamphlets. Planning this consultation will involve the Thames Valley Police and the appointed contractor. Periodic press releases and Borough News updates have also been scheduled.

## FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the shortfall	Revenue or Capital?
Current Financial Year (Year 1)	0	0	0
Next Financial Year (Year 2)	0	0	0
Following Financial Year (Year 3)	0	0	0

### Other Financial Information Relevant to the Recommendation/Decision

CPE is required to be delivered on a cost neutral basis, as detailed in the Executive Report.

### Cross-Council Implications (how does this decision impact on other council services, including properties and priorities?)

Alignment with the 21CC programme is detailed in the paper

### List of Background Papers

Executive Report Introduction of Civil Parking Enforcement Powers 29 September 2016

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<b>Date</b> 10 February	<b>Version No.</b> 6

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# Agenda Item 44.

<b>TITLE</b>	Community Safety Priorities Update
<b>FOR CONSIDERATION BY</b>	Community and Corporate Overview and Scrutiny Committee 13 March 2017
<b>WARD</b>	None-specific
<b>DIRECTOR</b>	Judith Ramsden, Director of People's Services

## **OUTCOME / BENEFITS TO THE COMMUNITY**

Reducing Crime, antisocial behaviour, raising awareness and increasing reporting of hidden crime.

## **RECOMMENDATION**

For the Committee to receive the annual review of the Community Safety Partnership priorities and associated activity.

## **SUMMARY OF REPORT**

Wokingham's Community Safety Partnership has conducted a comprehensive review of its priorities and its performance. The report has been broken down by priority, providing an analysis of the priority along with its associated performance measures, the local intelligence and its resulting impact on the community.

There were four priorities covered by the September 2015 and August 2016 reporting period/. The priorities are listed below;

Priority 1: Increase the effectiveness of our multi-professional arrangements to encourage the reporting of domestic abuse and respond appropriately

Priority 2: Work with the Integrated Offender Management (IOM) Cohort to reduce the likelihood of repeat offending

Priority 3: Understand the needs associated with hidden crime and work in partnership to expose hidden crime, reduce offending and support victims

Priority 4: Identify and understand the issues affecting residents of all ages and to communicate the work of the partnership effectively to make them feel safer.

Over the life course of these priorities the CSP has seen an increase in reports of domestic abuse, a reduction in IOM offenders who are arrested and has made improvements in understanding the needs of the community and responding effectively.

These priorities were active for the CSP from April 2015 – March 2017 and are currently in the process of being updated for 2017 onwards.

## **Background**

The Community Safety Partnership's (CSP) four strategic priorities were developed from the Joint Strategic Needs Assessment. This report:

- Reviews the progress made against the strategic priorities
- Explores areas of performance between September 2015 and August 2016 against targets established for each priority
- Compares performance between the years September 2015 to August 16 and September 2014 to August 2015.

## **Purpose and Priorities**

Wokingham's CSP and associated Delivery Groups have four strategic priorities covering the period April 2015 to March 2017. These priorities and the work of the CSP re-enforce operational priorities from Council and partner services.

The four priorities are:

Priority 1: Increase the effectiveness of our multi-professional arrangements to encourage the reporting of domestic abuse and respond appropriately

Priority 2: Work with the Integrated Offender Management (IOM) Cohort to reduce the likelihood of repeat offending

Priority 3: Understand the needs associated with hidden crime and work in partnership to expose hidden crime, reduce offending and support victims

Priority 4: Identify and understand the issues affecting residents of all ages and to communicate the work of the partnership effectively to make them feel safer.

### **Priority 1: Increase the effectiveness of our multi-professional arrangements to encourage the reporting of domestic abuse and respond appropriately**

#### Analysis

Nationally, domestic abuse (DA) is an under reported crime with the average high risk victim living with domestic abuse for 2.3 years and medium risk victims for 3 years before seeking help. By this time, the impact on the victim and their family can be substantial.

Wokingham Borough Council with the support of CSP funding commissioned a training programme delivered by Reducing the Risk. Through this programme initial steps were made to form a "Domestic Abuse Champions" network across the Borough with the aim of creating named individuals (champions) across the partnership who had a deeper understanding of DA and the appropriate routes for signposting and support. By increasing understanding of DA, the champions will feel more confident encouraging and responding to reports of DA.

This network forms the base on which to build stronger multi-professional arrangements. Post August 2016, a number of issues have been identified in the delivery of the training and the current process is being reviewed with a view to building on the strengths and removing identified barriers.

There has also been awareness raising courses run in addition to the champion training. During this reporting period, 22 delegates attended the Domestic Abuse Awareness Level 1 training and 3 foster carers attended the "Domestic Abuse and its effect on children and

young people” training.

In order to increase the reach of domestic abuse training, an e-learning module was developed. The domestic abuse e-learning module has been completed by 166 users since its launch in 2014.

The current DA community provider in Wokingham is Berkshire Women’s Aid (BWA) The aim of this contract is to provide outreach and support to victims and perpetrators of Domestic Abuse and their families working to safeguard and improve family wellbeing. BWA support families identified through a number of referral routes including, but not limited to: self-referrals; referrals from the Wokingham safeguarding hub; and referrals from adults and children services.

BWA provides a holistic response to DA through the family choices programme. This programme works with the whole family including the children. BWA provide 1:1 support to children as well as group sessions delivered in schools.

### Performance Indicators

The performance indicators below have been used to measure the success of the Community Safety Partnership in achieving Priority 1.

There are six performance indicators supporting this priority; three of which have targets and these are being met.

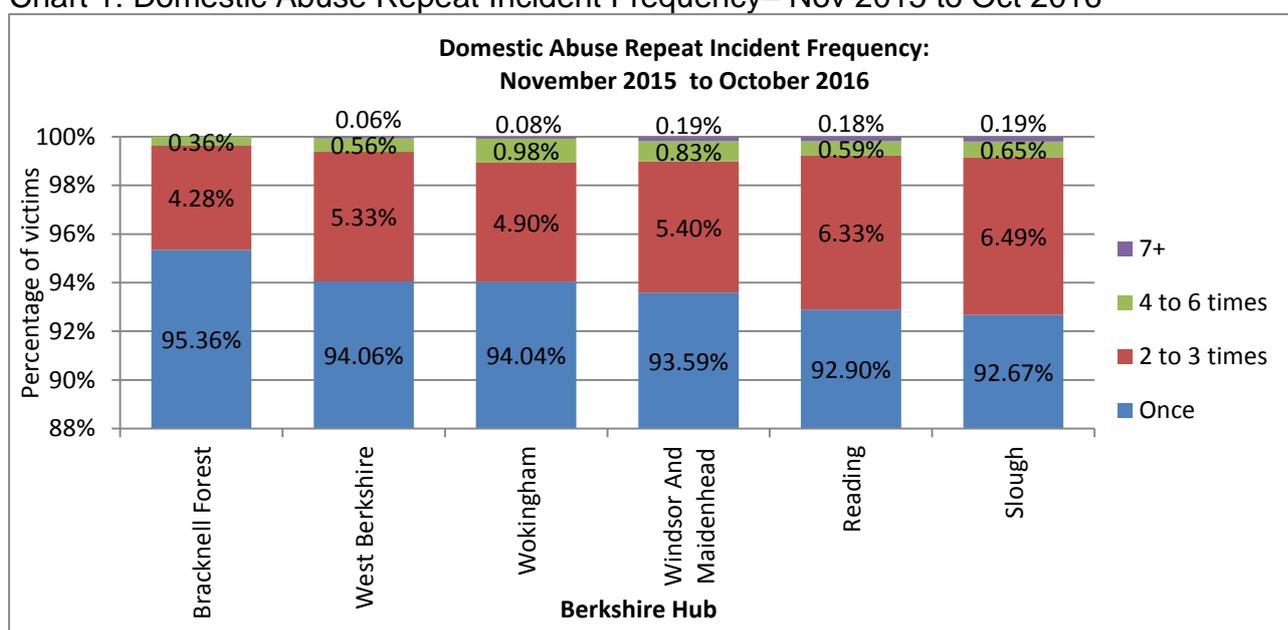
Performance Indicator	Target 2015-16	14/15	15/16	Target met
Monitor number of cases reviewed by Wokingham Borough MARAC	PCC Target – Increase compared to 2014-15	41	63	Green
Monitor the percentage of repeat cases reviewed by Wokingham Borough MARAC	Monitor numbers	15%	24%	n/a
Increase number of Domestic Incidents reported to Thames Valley Police – Recordable Crimes	Increase compared to 2014-15	519	580	Green
Increase number of Domestic Incidents reported to Thames Valley Police – Non-Recordable Crimes	Increase compared to 2014-15	1063	1183	Green
Increase number of Domestic Abuse reports to Thames Valley Police – Home Office definition	PCC Target – Increase compared to 2014-15	n/a	n/a	Following the introduction of Niche RMS, domestic abuse incidents that meet the home office definition have not been fully identified.
Reduce percentage of repeat reports of Domestic Abuse to Thames Valley Police – Home Office definition	PCC Target – Increase compared to 2014-15	n/a	6.3%	

### Intelligence and Impact

- There has been an increase in the number of “Recordable” domestic incidents reported to Thames Valley Police in 2015-16 compared to 2014-15 of 61 (or 12%) and in “Non-Recordable” domestic incidents of 120 (or 11%)
- In the period September 2015 to August 2016, the Multi Agency Risk Assessment Conference (MARAC) reviewed 63 cases compared to 41 in the previous 12 month period, and increase of 54%.
- During the period November 2015 to October 2016, Wokingham Borough had the lowest number of reported domestic abuse victims in the Thames Valley Police area. 6% of those victims had suffered more than one incident.

- Between 1<sup>st</sup> September 2015 and 31<sup>st</sup> August 2016, WBC Children’s Social Care had a total of 5,806 contacts for 3,129 children. Of these 1,163 contacts (20%) had domestic abuse recorded as a factor of concern within the household.
- Between April 2015 and March 2016, Berkshire Women’s Aid (BWA) received 140 new referrals for adults’ outreach work compared to 68 in 2014/15 – an increase of 106%.
- Over the same period BWA also experienced a 123% increase in helpline calls and a 19% increase in referrals from Children’s Services (94). Of the referrals from Children’s Services, 73% were White British, 10% Asian, 4% Black, 9% Other and 4% Not Specified.
- A total of 49 cases were closed by BWA in 2015/16.
- BWA received 11 referrals to the Family Choices programme in 2015/16, engaging with 4 men and 5 women.

Chart 1: Domestic Abuse Repeat Incident Frequency– Nov 2015 to Oct 2016



Domestic Abuse Repeat Incident Management Group (DARIM)

The Wokingham DARIM group was set up in 2014 to provide an effective multi-agency problem-solving environment focused on cases of persistent domestic abuse with lower level risks that were outside the focus of the MARAC (Multi Agency Risk Assessment Conference).

The group brings together multi-agency professionals with particular knowledge and skill in domestic abuse cases to support standard operating processes, particularly in cases where the initial interventions have not been successful or where standard intervention thresholds have not been met.

The group comprises representatives from a range of appropriate agencies including the National Probation Service. Initially cases for consideration were only accepted from the Police, but this practice has developed and referrals are now received from a range of agencies.

From April 2015 to March 2016, DARIM worked with 13 victims of Domestic Abuse, most of who had presented with a complex and challenging history of abuse. The results

showed that for 11 of these victims, the incident and intervention rate reduced. In addition, for 10 of the 11 victims there has been a sustained reduction in both crimes and incidents six months after the cases were concluded.

### Next Steps

The CSP is aware that there are areas where under-reporting of incidents of DA is likely (including those involving members of the BME community, LGBT community, disabled community members and where the perpetrators are children). The CSP is reviewing what multi-agency and community led approaches can be undertaken to support these groups and raise awareness of referral pathways.

Wokingham Borough Council is currently preparing to tender for the Domestic Abuse Service merging three contracts into one, allowing WBC to continue to better streamline and coordinate the response to domestic abuse. The main aspects of the contract include provision for refuge, outreach, children and young people's support, perpetrator programme, helpline and internal operational support in the Local Authority. The new contract will commence on 1<sup>st</sup> July 2017.

Whilst the domestic abuse contract will offer a perpetrator programme, the commissioning team will continue to review the provision for perpetrators and look to expand the offer during 2017/18.

As mentioned, the training provided to professionals is currently being reviewed to ensure all staff are aware of the impact of living with domestic abuse both short and long term for both victim and perpetrator.

With regards to DARIM and MARAC, work is being undertaken to ensure closer working relationships and case tracking between the two groups so that outcomes and actions are fully implemented and all key agencies informed where appropriate.

### **Priority 2: Work with the Integrated Offender Management (IOM) Cohort to reduce the likelihood of repeat offending**

#### Analysis

From 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2016, the IOM cohort comprised a total of 26 offenders, mostly nominated by Thames Valley Police. Unlike other Local Police Authorities, Wokingham IOM also works with DA perpetrators where appropriate.

Wokingham's cohort operate a 'Buddi Tag' initiative which is a voluntary monitoring scheme offered to offenders where appropriate and allows an offender's location to be monitored 24 hours a day. This initiative has a dual purpose and is used as a voluntary deterrent by those who feel that they may lapse into further offending, as well as a means by which to secure a conviction where further offences have been committed.

The Local Policing Areas for Bracknell and Wokingham merged in April 2016. As a result of this merger the Wokingham IOM cohort will reduce in number. One team will now cover both Bracknell and Wokingham, meaning there is not the capacity to continue with the full cohort from both local authority areas.

At 31<sup>st</sup> August 2016, there were 8 people in the Wokingham cohort, 4 in the community and 4 in custody. All had good access to substance misuse services including during the period prior to going into custody. This shows good partnership working within the

Borough and an understanding that to reduce repeat offending there needs to be a focus on the wider needs of the cohort.

### Performance Indicators

The following performance indicator was used to measure the success of priority two.

Performance Indicator	Target 2015-16	14/15	15/16	Target met
% of offenders on the IOM caseload who are arrested	Reduction 15/16 compared to 14/15	40%	36%	Green

### Intelligence and Impact

During 2015/16 the percentage of offenders in the IOM cohort who were arrested remained higher in Wokingham than in the Thames Valley area overall. However in recent months, the Wokingham trend has been more closely in line with Thames Valley (based on information for the first two quarters of 2016/17 – see below).

Percentage of offenders in the IOM cohort who were arrested				
	Q1 2016/17		Q2 2016/17	
Area	No. cohort members	Percentage arrested	No. cohort members	Percentage arrested
Wokingham	14	29%	13	31%
Thames Valley	361	30%	348	32%

### **Priority 3: Understand the needs associated with hidden crime and work in partnership to expose hidden crime, reduce offending and support victims**

#### Analysis

The reporting of hate crime is low overall, and under reporting across Thames Valley continues to present a problem and is highlighted as a concern for Thames Valley Police..

Bracknell and Wokingham have seen a substantial increase in the recording of Hate Incidents (non-crime) and Hate Crime. This has corresponded with a concerted effort by the neighbourhood teams to roll out a number of awareness activities aimed at promoting better awareness within the community. These activities were well attended and well received and included event stands offering advice on education, prevention, support and incident reporting.

Despite the increase of reporting in Bracknell and Wokingham, the Local Policing Area continues to have the second lowest rate of recorded hate incidents per 1000 population in the Thames Valley Area.

### Performance Indicators

There are 14 performance indicators assigned to this priority.

Performance Indicator	Target 2015-16	14/15	15/16	Target Met?
Increase number of Racially or Religiously Aggravated crime reported to Thames Valley Police	Increase compared to 2014-15	34	24	Red
Increase number of racist incidents reported to Thames Valley Police - Recordable Crimes	Increase compared to 2014-15	56	42	Red

Increase number of racist incidents reported to Thames Valley Police - Non-Recordable Crimes	Increase compared to 2014-15	18	48	Green
Increase number of religious incidents reported to Thames Valley Police - Recordable Crimes	Increase compared to 2014-15	1	0	Red
Increase number of religious incidents reported to Thames Valley Police - Non-Recordable Crimes	Increase compared to 2014-15	1	4	Green
Increase number of homophobic incidents reported to Thames Valley Police - Recordable Crimes	Increase compared to 2014-15	0	4	Green
Increase number of homophobic incidents reported to Thames Valley Police - Non-Recordable Crimes	Increase compared to 2014-15	1	4	Green
Increase number of transphobic incidents reported to Thames Valley Police - Recordable Crimes	Increase compared to 2014-15	1	2	Green
Increase number of transphobic incidents reported to Thames Valley Police - Non-Recordable Crimes	Increase compared to 2014-15	0	1	Green
Increase number of disability hate incidents reported to Thames Valley Police Recordable Crimes	Increase compared to 2014-15	5	12	Green
Increase number of disability hate incidents reported to Thames Valley Police - Non-Recordable Crimes	Increase compared to 2014-15	5	1	Red
Monitor the repeat cases referred to the Anti-Social Behaviour Panel	Monitor Numbers	n/a	2	Monitoring began in April 2015
Monitor number of Community Triggers	Monitor Numbers	n/a	0	The community trigger legislation was introduced in October 2014. To date Wokingham has not had a community trigger
Monitor Child Sexual Exploitation	Monitor Numbers	n/a	216	

Delivery Group: Community Safety Impact Group (CSIG) and Anti-Social Behaviour Delivery Group (ASBG)

NB

A homophobic hate crime is:

“Any criminal offence which is perceived, by the victim or any other person, to be motivated by a hostility or prejudice based on a person’s sexual orientation or perceived sexual orientation.”

A transphobic hate crime is:

“Any criminal offence which is perceived, by the victim or any other person, to be motivated by a hostility or prejudice against a person who is transgender or perceived to be transgender.”

### Intelligence

Offences reported to Thames Valley Police	2013/14	2014/15	2015/16
Religious incidents – Recorded Crime	2	1	0
Religious incidents – Non-Crime Occurrence	1	1	4
Homophobic incidents – Recorded Crime	4	0	4

Homophobic incidents – Non-Crime Occurrence	0	1	4
Transphobic incidents – Recorded Crime	2	1	2
Transphobic incidents – Non-Crime Occurrence	0	0	1
Disability incidents – Recorded Crime	5	5	12
Disability incidents – Non-Crime Occurrence	2	5	1

### Impact

- Reporting has increased for the majority of hate crime incidents occurring in the borough and the targets have been achieved for the current year.
- The following types of hate crime have shown a decrease in reporting and hence the targets are not currently being met for these indicators:
  - 29% decrease in the number of racially or religiously aggravated crime offences within the reporting period compared to the previous year
  - 25% decrease in racist incidents (recorded crime) within the reporting period compared to the previous year
  - There were no religious incidents (recorded crime) reported in 2015/16 (compared to one report in 2014/15).
  - The number of disability incidents (non-crime occurrence) reported this year decreased from 5 in 2014/15 to 1 in 2015/16 in Wokingham.
- To date there have not been any community triggers in the borough, suggesting that the community is satisfied with the response to their complaints regarding anti-social behaviour. (A community trigger is a mechanism that allows members of the community to ask the CSP to review their response in relation to complaints of anti-social behaviour when they feel they did not get a satisfactory response)

The Community Wardens have delivered WRAP training to 424 members of WBC staff in 2015/16 (Workshop to Raise Awareness of Prevent). They also continue to work in partnership with members of CLASP and have successfully delivered 7 educational sessions promoting the understanding of disability to all year 7 and 8 pupils at St. Crispins School. It is intended that the workshops are extended to reach all schools in the Borough.

Whilst the CSP sets targets for crimes to remain low in the Borough, it aims to increase reporting where underreporting of crimes is suspected through effective partnership working.

**Priority 4: Identify and understand the issues affecting residents of all ages and to communicate the work of the partnership effectively to make them feel safer.**

### Analysis

Closer partnership working is taking place with community groups, including Neighbourhood Action Groups and Rural Crime Action Groups, to increase community resilience and to enable communities to influence the work and focus of the neighbourhood policing teams.

The CSP continue to support the work of KICKS who engage with young people aged 11-19. Their vision is *'to target some of the most disadvantaged areas of the country in order to create safer, stronger, more respectful communities through the development of young people's potential'*.

Proposed outcomes of the scheme include:

- reduce anti-social behaviour and fear of crime
- improve life chances for children and young people

- increase skills, employment and economic prosperity
- reduce the number of people not in education, employment or training
- reduce youth offending
- increase culture of respect and tolerance among young people
- increase local pride and aspirations
- reduce alcohol and drug misuse

In 2015/16, KICKS had contact with 517 young people (15% female). During this reporting period a total of 12 qualifications in leadership and FA level one coaching were achieved by the young people taking part in the programme.

### Performance Indicators

The KICKS project helps to contribute towards the following indicators.

Performance Indicator	Target 2015-16	14/15	15/16	Target Met?
Reduction in Burglary Offences	5% reduction	232	224	Green
Reduction in Theft From Vehicle Offences	3% reduction	293	315	Red
Reduction in Theft Of Vehicle Offences	2% reduction	90	99	Red
Reduction in Non-Dwelling Burglary Offences	2% reduction	448	368	Green
Prevent Fly-Tipping from increasing to an unacceptable level	3% increase or less = green, 3 to 9% increase = amber, 10% or more = red	662	788	Red
Reduction in Rural related Theft Offences	2% reduction	672	602	Green
Reduction in Rural related Criminal Damage	2% reduction	666	724	Red
Monitor levels of Anti-Social Behaviour	Monitor numbers	1294	1442	Red
Reduction in Deliberate Primary Fires	Set by RBFRS	20	21	Green*
Reduction in Deliberate Secondary Fires	Set by RBFRS	36	42	Green*
Reduction in Violence Against the Person With Injury	5% reduction	413	507	Red
Reduction in Violence Against the Person Without Injury	5% reduction	438	583	Red
Successful completion of drug treatment (young people)	PCC Target – increase compared to 2014-15	64%	71%	Green
Successful completion of drug treatment (adults)	PCC Target – increase compared to 2014-15PCC	16%	11%	Green
Reduce the number of First Time Entrants to the youth justice system (rate per 100,000)	PCC Target – decrease compared to 2014-15	211	279	Red

\*The target remains green despite the increase in incidents as the total numbers of incidents remain below the target set by RBFRS.

## Intelligence

The crime rates per 1,000 residents remain below comparator areas.

Incidents of Theft of Vehicle Offences and Violence Against the Person (with injury and without injury) have been higher in the current year compared to the previous year.

Conversely, there has been a reduction in the number of dwelling and non-dwelling burglary offences in the borough as well a reduction in the number of deliberate fires.

Chart 2: Theft of Vehicle Offences - crimes per 1,000 residents.

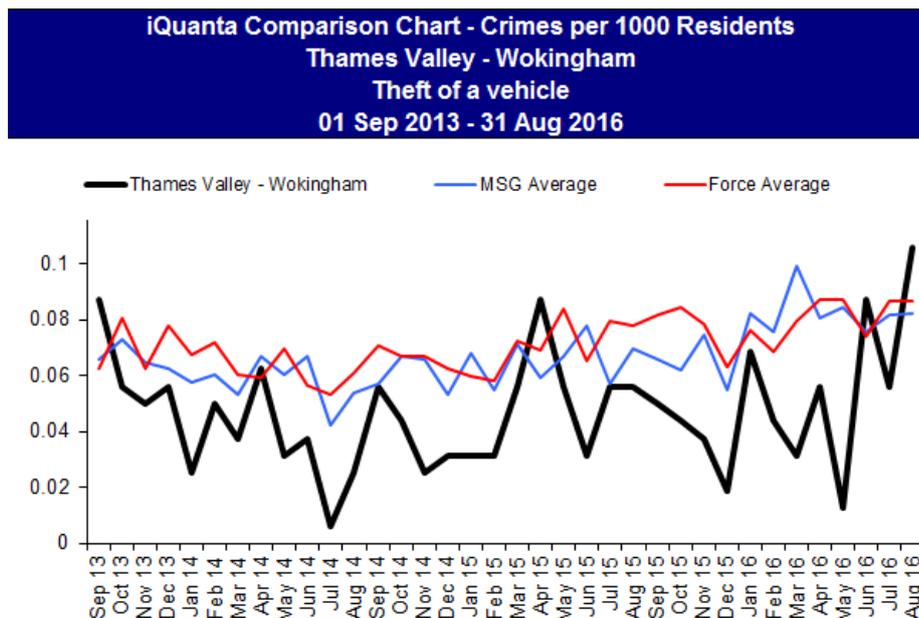


Chart 3: Theft from a Vehicle Offences - crimes per 1,000 residents.

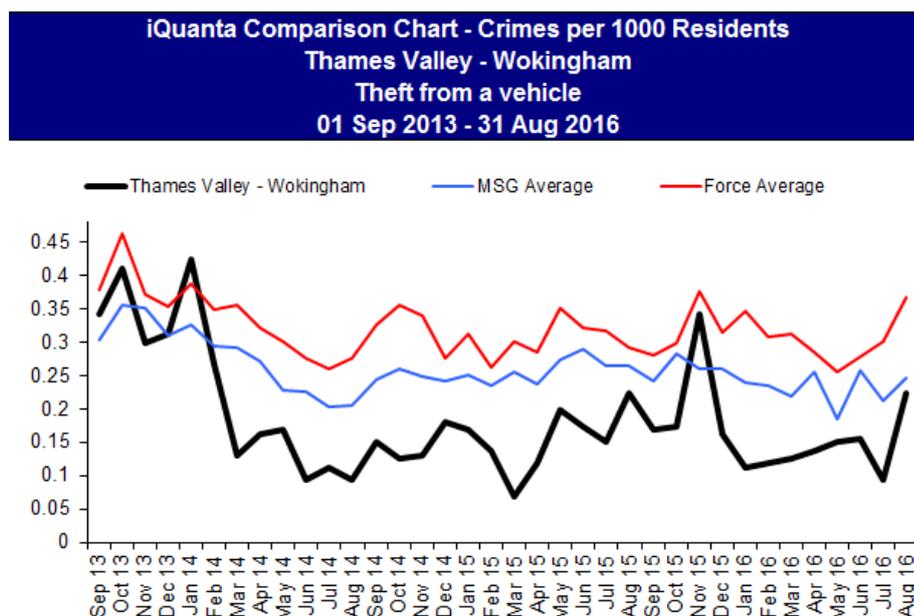
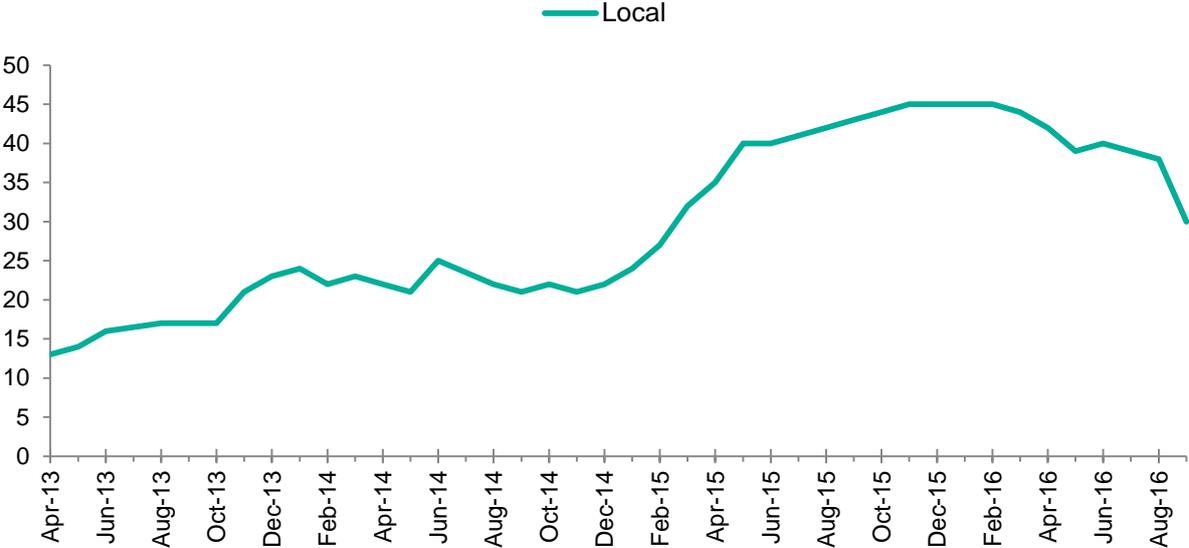


Chart 4: Number of young people in drug treatment - rolling 12 month trend



As shown in Chart 4, there was an increase in 2015 in the number of young people in drug treatment in Wokingham borough.

Impact

- Theft from vehicle and theft of vehicle offences have increased in Wokingham borough in the reporting period compared to the previous year; by 8% and 10% respectively
- Incidents of violence against the person with and without injury have increased during the reporting period, compared to the previous year, by 23% and 33% respectively. Hence the targets for these indicators have not been achieved this year
- Incidents of fly-tipping have increased by 19% this year and the target is not being achieved currently
- There continues to be a reduction in deliberate fires in the borough; both primary and secondary fires.

The CSP monitors the trends for additional crime types that affect the community. Through this monitoring process the CSP has identified road safety, including speeding and careless driving, as a concern. The CSP has been working with Neighbourhood Action Groups to identify key areas in the community where speeding is causing alarm and reviewing what actions need to be taken to address this.

A main contact point for the community is through the community wardens. The wardens undertook many activities during 2015/16 including mentoring 15 young people between the ages of 11-18 who have been referred via the Early Help Hub, Targeted Youth Service or who have self-referred. They also completed bike security marking on 218 bikes, responded to low level ASB issues, removed 182 items of graffiti and reported a further 108 items to Cleaner and Greener services.

In addition to the community warden work the Junior Warden programme continues to be a success with the Borough. The programme had 73 Junior Wardens in 2015/16, an increase from 41 in the previous year. The work of the Junior Wardens included intergenerational project work with local sheltered housing residents, visiting PCSOs and

litter picks.

## **Further additional priority areas**

### Domestic Homicide Reviews

Domestic Homicide Reviews (DHRs) are part of the Domestic Violence, Crime and Victims Act 2004 and became law as of the 13<sup>th</sup> of April 2011. They do not replace but are in addition to an inquest or any other form of inquiry.

DHRs are one way to improve responses to domestic violence and aim to prevent the avoidable death of a member of the community. The review helps to ensure that public bodies including health, local authorities, police and other community based organisations understand the factors surrounding the death and identify where responses to the situation could have been improved. From this, the agencies involved are in a stronger position to learn appropriate lessons, including those involving joint working. A DHR does not seek to lay blame but to consider what happened and what could have been done differently. It also recommends actions to improve responses to domestic violence situations in the future.

DHRs are commissioned by the CSP where a death of a resident has occurred in accordance with the criteria set out in the Home Office Multi Agency guidance;

*‘Domestic homicide review means a review of the circumstances in which the death of a person aged 16 or over has, or appears to have, resulted from violence, abuse or neglect by:*

- (a) a person to whom he was related or with whom he was or had been in an intimate personal relationship, or*
- (b) a member of the same household as himself, held with a view to identifying the lessons to be learnt from the death.’*

Updated DHR guidance was published in December 2016 and the DHR process is also now available to cover historic victims of domestic abuse who have taken their own life and where circumstances gave cause for concern.

## **Real Time Current Issues**

The Community Safety Partnership monitors performance data and takes action to address emerging trends and issues. Within Priority 4, the latest data report in December 2016 shows some deterioration in issues affecting the community. The most recent issues highlighted include dwelling burglary, fly-tipping, levels of ASB and violence against a person with and without injury.

The partnership has been taking the following actions to address these issues:

- Dwelling and non-dwelling burglary offence – non-dwelling burglaries are mainly targeted at garden sheds and the theft of tools etc. Thames Valley Police has made a number of arrests and is working closely with Maidenhead as it is felt thieves are travelling into the Borough. TVP are also working with trades people to help raise their awareness and encouraging tool printing to help identify stolen tools if they are recovered.
- Fly-tipping – investigation is underway to understand if there is a link between the new charging system and an increase in fly-tipping.
- Violence against a person with and without injury – whilst there is an increase in the Borough, Wokingham is ranked lowest and second lowest in Thames Valley.

The increase seen in this Borough is also reflected in the other LPAs (Local Police Areas) across Thames Valley. This can be attributed, in part, to better compliance with NCRS (National Crime Recording standards).

- Levels of ASB – ASB has increased by 148 incidents over the last 12 months although this should be seen in the context of Wokingham continuing to have comparatively very low levels of ASB graded as high risk. Data is reported quarterly at the ASB Prevention Group and a full analysis of the type of ASB is identified i.e. Personal, Community or Environmental; incidents are also broken down by location and time of day/night. This allows appropriate responses by WBC who work in partnership with TVP, Fire Service and Housing Providers to tackle any hotspot areas. The CSP has also established a CSP Partnership Problem Solving Group to develop a more joined up multi-agency approach to reducing long term persistent ASB. In addition to this the local Police Neighbourhood Teams, with a focus on demand reduction and problem solving at repeat locations, will seek to reduce repeat incidents at key locations in partnership with community wardens etc. It should be noted that ASB incident data also includes neighbour nuisance such as noise.

### Financial Implications

The CSP is subsidised through the Police and Crime Commissioner Grant which has been reduced by 10% for 2017/18. This will therefore have an impact on the allocation of funding by the CS, the priorities and associated outcomes.

### Future Priorities

The current four priorities are in place until 31 March 2017. Members of the CSP have commissioned a Strategic Assessment to inform future priorities and establish new performance indicators to be implemented from 1 April 2017 to 31 March 2019.

### FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

***The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.***

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	0		
Next Financial Year (Year 2)	Grant funding to be decided		
Following Financial Year (Year 3)	Grant funding to be decided		

### Other financial information relevant to the Recommendation/Decision

N/A

**Cross-Council Implications** (how does this decision impact on other Council services, including properties and priorities?)

Any relevant information is contained within the body of the report.

<b>List of Background Papers</b>
None

<b>Contact</b> Joanne Castro	<b>Service</b> Community Safety Partnership (Strategic Commissioning)
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<b>Date</b> 13 March 2017	<b>Version No.</b> 1

<b>TITLE</b>	<b>Commuter Parking Task and Finish Group – Update</b>
<b>FOR CONSIDERATION BY</b>	Community and Corporate Overview and Scrutiny Committee – 13 March 2017
<b>WARD</b>	None specific
<b>REPORT BY</b>	Andrew Moulton, Head of Governance and Improvement Services Councillor David Sleight, Chairman of the Commuter Parking Task and Finish Group

## **OUTCOME / BENEFITS TO THE COMMUNITY**

Tackling the problem of commuter parking on residential roads; improving the accessibility of railway stations and encouraging sustainable and active travel modes in accordance with the current Local Transport Plan.

## **RECOMMENDATION**

That the Committee:

- 1) notes progress relating to the implementation of the Commuter Parking Task and Finish Group's recommendations;
- 2) considers the priority order of the outstanding recommendations;
- 3) considers recent developments which will impact on the provision of commuter parking across the Borough;
- 4) agrees any further recommendations based on the evidence included in the report.

## **SUMMARY OF REPORT**

In 2015 the Community and Corporate Overview and Scrutiny Committee established a Task and Finish Group to examine the problem of commuter parking on residential streets.

The recommendations from the Task and Finish Group were subsequently considered by the Executive at its meeting on 31 March 2016. The recommendations and the Officer responses submitted to the Executive are set out in Annex A.

Since the publication of the Task and Finish Group report a number of developments have taken place which impact on the provision of commuter parking and/or open new opportunities for consideration by Members. These include significant progress relating to the implementation of the Crossrail project.

The report outlines recent developments and asks Members to prioritise any outstanding Task and Finish Group recommendations and consider further recommendations as necessary.

## **Background**

At its meeting in December 2015 the Committee received the report of the Commuter Parking Task and Finish Group. The Task and Finish Group had been set up to examine the problems caused by commuter parking on residential streets, with the following Terms of Reference:

- To consider the desirability of car parking keeping pace with the demand for rail travel and how that might be provided.
- To consider the balance of parking restrictions and their enforcement when weighed against encouraging modal shift from cars.
- To consider feeder buses to railways stations and, in particular, orbital bus services as suggested in Wokingham Borough Council's adopted Park and Ride Strategy.
- To enquire on progress towards the targets for active transport in LTP3.
- To consider and understand the effect of commuter parking on residents near railway stations.

The original suggestion for the scrutiny review was submitted by Councillor Lindsay Ferris, primarily to consider the problems near Twyford Station where commuter parking has been an issue for a number of years. It was agreed that the scope of the review would be widened to consider commuter parking at all six railways stations in the Borough as well as Crowthorne Station, which lies just outside the Borough boundary, but where the parking issues occur within Wokingham Borough.

The Task and Finish Group's report was submitted to the Executive at its meeting on 31 March 2016. A linked report to the Executive contained the 22 recommendations with comments on each recommendation from Highways Officers. The Task and Finish Group recommendations and Officer comments are set out at Annex A.

The Executive accepted the Task and Finish Group's recommendations but requested that the Committee prioritise the recommendations as any plans for future work would need to concentrate on the high priority items first.

## **Progress**

This report outlines progress over the past year and highlights new issues which will impact on commuter parking, including the implementation of Crossrail. These issues are summarised below:

- Wokingham Station had a second storey added to the main car park adding 170 spaces and bringing the capacity up to 584 spaces.
- The Reading Buses Lion service (No 4 and No X4) now diverts to serve Wokingham Station in both directions.
- Wokingham Station now has 12 car platforms in preparation for the operation of 10 car trains during 2017.
- The Office of Rail and Road published its annual estimates of station usage for 2015/16 showing a continuing rise in demand for rail travel from Borough stations. Twyford recorded only a small increase indicating a suppressed demand.
- Greater clarity of the Great Western electrification with electrification of the Henley branch deferred but with electric trains expected to operate to serve Twyford (Reading – Paddington) in December 2017.
- Twyford Parish Council has established a sub-committee to examine car parking near Twyford Station but their conclusions to date are not known.

- A meeting has been held with Bracknell Forest Borough Council to discuss, inter alia, the car park at the entrance to the Wellington Business Park in Crowthorne and connecting buses from Binfield to Twyford.
- Wellington College has submitted Derby Field as part of Bracknell Forest Council's call for sites exercise. This is the sports field to the west of the railway station which, potentially, could offer additional car parking for the station.

As outlined above, the Task and Finish Group report made 22 recommendations. However, there was degree of repetition as a set of recommendations was made for all seven railway stations and, consequently, the recommendation to provide more cycle storage at all stations except Wargrave formed six of the recommendations.

There were two potentially contentious recommendations. One was that the Council considers some form of metered parking on selected roads which are used for commuter parking. The other was that charges in the Winnersh Triangle Park and Ride car park (which is alongside the station) should be equalised for bus and train passengers. Subsequent investigation highlighted that the parking charges for bus Park and Ride passengers form part of an agreement with Reading Borough Council.

### **Prioritisation of Recommendations**

Whilst it would be possible to arrange the 22 recommendations in a batting order for prioritisation, another option is to suggest which railway station or stations need priority measures and to prioritise those measures that could be achieved fairly quickly and where funding appears possible. Taking the latter approach would suggest that Twyford (see below in the section on Crossrail) should be the station requiring priority measures with Earley as the second priority with the remaining five stations on a par.

The measures that could be introduced reasonably quickly relate to cycle storage provision. Two recommendations are, perhaps, uncontentious. These are support for Civil Parking Enforcement (CPE) which is expected to be introduced in late 2017 and that only a watching brief should be maintained on Smart Cards.

The Committee may wish to recommend that examination of some form of metered parking and parking charges at Winnersh Triangle station should be considered by the newly established Parking Policy Working Group.

### **Crossrail**

Crossrail (the Elizabeth line) will run from Reading and Heathrow T4 in the west on the existing GW lines to Royal Oak (just west of Paddington) where the line enters new bored tunnels to Whitechapel where the line divides with one branch going via Canary Wharf and Woolwich to Abbey Wood. The other line resurfaces at Pudding Mill Lane (to the west of Stratford) where it uses existing GE lines to Shenfield. There will be new underground stations at Paddington, Bond Street, Tottenham Court Road, Farringdon, Liverpool Street, Whitechapel, Canary Wharf and Woolwich Arsenal (all with platform edge doors).

Planned services are 24 trains per hour (tph) in peaks although, currently, only 10 of these services will run west from Paddington. Crossrail services have been let as a concession by TfL to MTR Crossrail and will open in stages, most notably from Paddington High Level to Heathrow T4 in May 2018 (replacing Heathrow Connect), from Paddington to Abbey Wood in December 2018 (when it will be officially retitled

Elizabeth Line) and finally throughout to Shenfield and Reading in December 2019. The service to Reading is expected to consist of two tph, replacing two GWR services.

The trains will be nine cars long each of 23m with three sets of doors per side. They will be air conditioned, high performance trains with a top speed of 90 mph and will accelerate at twice the rate of the existing diesel Turbo fleet. However, their design is optimised for inner London Metro service: there will only be 450 seats in a nine car train (a six car diesel Turbo has about 540 seats), all but a few seats are longitudinal and there will, literally, be more straps hanging from the ceiling than there will be seats. Quite simply, the service is not designed for outer suburban services in Berkshire – and there will be no toilets on the trains.

Crossrail will make it easier to travel and do business in London and the South East. It will reduce congestion on the region's transport network and link London's major commercial and business districts more effectively than ever before. When fully open in 2019 it will add 10% capacity to the central London rail network, bringing an extra 1.5 million people to within 45 minutes of central London.

### **Twyford Station**

Twyford Station will be the Borough's gateway to Crossrail (and other services such as the Western Rail Link to Heathrow and access to Old Oak Common for HS2). Twyford, Maidenhead and Slough will remain GWR operated stations while other stations such as Burnham and West Drayton will be operated by MTR Crossrail. TfL, through its subsidiary London Rail, is carrying out station rebuilds at West Drayton, Hayes and Harlington, Ealing Broadway and Acton Main line.

Page 27 of the Task and Finish Group's report listed a number of problems relating to Twyford station. Apart from platform extensions to existing platforms 1, 2 and 3, no enhancements have yet been agreed for Twyford. Car parking at the station has been insufficient for the past 20 years (leading to the subject being offered as a scrutiny suggestion) and is recognised as being the fundamental reason why commuter parking spills over into residential roads and demand for travel from Twyford is suppressed. It is a problem that needs to be addressed if rail travel from Twyford Station is to achieve its maximum potential. This is recognised by the MP for Maidenhead, Theresa May (now the Prime Minister) who wrote in her letter to the Group "Improving car parking at Twyford is vital and I am pleased to support your efforts to make progress".

### **Areas to Explore**

- The potential economic growth in the Borough as a result of the Crossrail services and the connectivity enhancements;
- The provision of car parking at Twyford Station and improved access to train services.

Essentially these are one and the same. Improved access to Twyford station, particularly the provision of additional car parking could help drive economic growth and maximising the potential of Crossrail depends on providing additional car parking and access. Where could additional parking be provided? The choice is remotely using either feeder buses or a 'Park and Ride and Ride' service; on the north side of the station on the existing railway land; or on the immediate south side of the station.

- Remotely located parking. As the Task and Finish Group report stated, the Group was unaware of any successful 'Park and Ride and Ride' service operating anywhere in the UK, but any such service and any feeder bus services would require a turning and waiting area at Twyford Station and these cannot be located in the narrow, congested Station Road which lies in a Conservation Area.
- Railway Land. Existing car parking is provided alongside Station Road, in Car Park 1 for car park season ticket holders and in Car Park 2 located in the triangular area between the GWML, the Henley Branch and the River Loddon. It is accessed from Station Road via Gas Lane, a narrow winding lane with an awkward junction from the Hurst Road access. The car park is some distance from the station, is not all surfaced, is poorly laid out with narrow bays and the pedestrian access to the station is via the 'barrow crossing' to the end of Platform 4/5. While it would be possible to deck this car park, the work would require closure for an extended period while the work was carried out, but access would still be via Station Road leading to a greater degree of congestion and further degradation of the Conservation Area.
- The South/Hurst Road. The south side of the station could be the preferred location for a whole range of enhancements including improved station facilities, a cycle hub, bus waiting and turning areas, car drop off and greeting areas and finally car parking. This could permit the pedestrianisation of the existing station forecourt and other enhancements in Station Road and the Conservation Area. It is important to note that the Borough Council does not own any land to facilitate such changes.

### **Demand for Additional Car Parking**

Research carried out by the Task and Finish Group and that carried out by GWR suggests that about 1,000 car spaces could be required in total to meet additional demand relating to Twyford station, meaning that an enhancement of some 700 spaces would be required. Twyford Parish Council owns the allotment land adjacent to the station and the recreation ground between Waltham road and Stanlake Lane (which is Green Belt). The Parish Council set up a sub-committee of three Councillors to examine options for the provision of additional car parking.

The sub-committee held a public meeting, on 19<sup>th</sup> October 2016, which was attended by some 15 allotment holders. The meeting heard a presentation by GWR that included the potential for using part of the allotments for a Multi Storey Car Park.

The Overview and Scrutiny Committee may conclude that further exploration of the potential for enhanced car park provision should be explored as part of wider discussions on issues such as traffic movements, air pollution, funding options and partnership working with key stakeholders including Twyford Parish Council.

### **FINANCIAL IMPLICATIONS OF THE RECOMMENDATION**

***The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.***

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial	N/A	N/A	N/A

Year (Year 1)			
Next Financial Year (Year 2)	N/A	N/A	N/A
Following Financial Year (Year 3)	N/A	N/A	N/A

**Other financial information relevant to the Recommendation/Decision**

Recommendations agreed by the Executive will be progressed as resources become available within existing budgets. Where additional resources are required to progress any of the proposals or particular priorities are identified then a further report will be submitted to the Executive.

**Cross-Council Implications**

Tackling the problems relating to commuter parking will enhance access to railway stations, reduce congestion and improve the quality of life for residents living in these locations.

**List of Background Papers**

Report of the Commuter Parking Task and Finish

<b>Contact</b> Neil Carr	<b>Service</b> Governance and Improvement Services
<b>Telephone No</b> 0118 974 6058	<b>Email</b> neil.carr@wokingham.gov.uk
<b>Date</b> 1 March 2017	<b>Version No.</b> 1

Recommendations made by the Commuter Parking Task and Finish Group with management responses, as submitted to the Executive on 31 March 2016.

Recommendations (Paragraph)	Officer response
<p><b>1 Pricing of Council operated car parks (7.5)</b> Council run car parks near railway stations primarily required to service local needs should have a time restriction or a pricing mechanism to discourage their use by commuters.</p>	<p>The Council's existing pricing policy is based on having a consistent charging regime across the Borough and is not determined from demand. If the Council wishes to consider the suggested approach this would require a review of this existing pricing regime.</p>
<p><b>2. Parking Provision (8.6)</b> We support the decision to seek to implement CPE.</p>	<p>The CPE implementation project has been established and is on programme to implement CPE in 2017.</p>
<p><b>3.</b> That the Council considers some form of metered parking in selected roads near railway stations which are used for commuter parking where road safety issues allow.</p>	<p>On street car parking charges are not currently proposed. Controlling on street parking through the use of charges could give greater control of parking. If the Council wished to consider such an approach in selected areas it is recommended that the proposals are progressed in consultation with local town and parish councils and local residents and businesses</p>
<p><b>4. Active Transport (9.5)</b> That the Council should continue to work with the TOCs to increase and improve cycle storage at all stations.</p>	<p>The principle of improving facilities to encourage sustainable and active travel modes is set out in the current Local Transport Plan.</p>
<p><b>5.</b> That the suggested cycle routes from Woodley and Charvil to Twyford Station should be progressed.</p>	<p>These routes would make a considerable contribution to improving the cycle network in the Borough but are, at present, unfunded</p>
<p><b>6. Ticketing (10.7)</b> The Council should maintain a watching brief on Smart Card development.</p>	<p>Agreed</p>
<p><b>7. Crowthorne Station (11.9)</b> That the Council requests that Bracknell Forest Council considers removing the 2 hour time limit on 16 spaces in the car park on Dukes Ride at the entrance to Wellington Business Park.</p>	<p>This matter can be taken up with Bracknell Forest Council</p>
<p><b>8.</b> That GWR explores with Wellington</p>	<p>This is a matter between 2 private</p>

College the possible availability of a small part of Derby Field to expand the station car park at Crowthorne.	companies but the issue can be raised with them to progress
<b>9.</b> That Bracknell Forest Council is asked to work with GWR to enhance the provision of cycle storage at Crowthorne Station.	This matter can be taken up with Bracknell Forest Council
<b>10. Wokingham Station (11.13)</b> That SWT is asked to ensure that the design for partial decking in the Wokingham station car park allows further expansion.	This matter can be raised with SWT but it is understood that the design for the deck has been completed and so it is unlikely any changes t that design will be made prior to construction in April 2017.
<b>11.</b> That the Council considers, in conjunction with the bus operators, the viability and reliability of through bus services from Arborfield to Twyford Station via Wokingham.	We will continue to work with bus operators to deliver viable commercial services that improve transport options for residents across the Borough.
<b>12.</b> That the Council works with SWT to enhance the provision of cycle storage at Wokingham Station.	The principle of improving facilities to encourage sustainable and active travel modes is set out in the current local transport plan
<b>13. Winnersh Station (11.16)</b> That the Council explores the possibility of a joint use car park for Forest School and the station and, were that possible, how parking would be managed.	Whilst the idea is welcomed this is not a current scheme in the work programme and as such there is no resource available to explore this concept.
<b>14.</b> That the Council works with SWT to enhance the provision of cycle storage at Winnersh Station.	The principle of improving facilities to encourage sustainable and active travel modes is set out in the current local transport plan
<b>15. Winnersh Triangle Station (11.22)</b> That the Council equalises charges for the car park at Winnersh Triangle for both bus and train users.	The Council's current policy is to normalise car parking charges across the Borough and also to ensure that park and ride is self-funding. The current charging regime for bus users is commensurate with other park and ride schemes in the UK. These policies would need to be reviewed if the proposal is accepted
<b>16.</b> That the Council works with SWT to enhance the provision of cycle storage at Winnersh Triangle Station.	The principle of improving facilities to encourage sustainable and active travel modes is set out in the current local transport plan
<b>17. Earley Station (11.27)</b> That the Council works with Earley and	Whilst the idea is welcomed this is not a current scheme in the work programme

Woodley town councils to identify options to increase the availability of car parking near Earley Station including some form of metered parking on selected roads.	and as such there is no resource available to explore this concept. See comment under 8.6 above re on street car parking charges.
<b>18.</b> That the Council works with SWT to enhance the provision of cycle storage at Earley Station.	The principle of improving facilities to encourage sustainable and active travel modes is set out in the current local transport plan.
<b>19. Wargrave Station (11.32)</b> That the Council, with Wargrave Parish Council, examines the option of removing the double yellow lines on Station Road between the station parking area and the public parking.	Whilst the idea is welcomed this is not a current scheme in the work programme and as such there is no resource available to explore this concept.
<b>20. Twyford Station (11.41)</b> That all parties including the Council, GWR and Twyford Parish Council work together to ensure that residents of the Borough are able to access rail services at Twyford.	The Council is continuing to explore options for improving access to Twyford station.
<b>21.</b> That the Council seeks professional consultancy advice on the practicality of Park & Ride services and connecting buses to serve Twyford.	Whilst the idea is welcomed this is not a current scheme in the work programme and as such there is no resource available to explore this concept.
<b>22.</b> That Bracknell Forest Council is asked what plans, if any, they have for connecting buses from their new housing in the Binfield area.	This matter can be taken up with Bracknell Forest Council.

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**COMMUNITY AND CORPORATE OVERVIEW AND SCRUTINY COMMITTEE**  
**Work Programme from March 2017**

**Please note that the work programme is a 'live' document and subject to change at short notice.  
The information in this work programme is subject to approval at the Committee meeting scheduled for  
13 March 2017**

*The order in which items are listed at this stage may not reflect the order they subsequently appear on the agenda / are dealt with  
at the scrutiny meeting.*

**All Meetings start at 7.00pm in the Civic Offices, Shute End, Wokingham, unless otherwise stated.**

## COMMUNITY AND CORPORATE OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2016/17

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
19 June 2017	<b>Flood Risk Update Report</b>	To consider a report of local flooding issues arising during the winter of 2016/17	Statutory requirement	Francesca Hobson
	<b>Car Park Pricing</b>	To consider the pricing of parking in Wokingham, how it has been formulated and the possible impact on town centre users, including Carnival Park	Requested by the Chairman Jan 2017	Alison Dray
	<b>Review of the Voluntary Sector</b>	To consider an update on the Review and what is being proposed in regard to moving forward against Council priorities.	Requested at the meeting in March 2016	Paul Feven
	<b>Work Programme</b>	To consider the work programme for the committee for 2017/18 so that the resources of the committee can be used as effectively as possible.	Standing Item	Democratic Services

<b>DATE OF MEETING</b>	<b>ITEM</b>	<b>PURPOSE OF REPORT</b>	<b>REASON FOR CONSIDERATION</b>	<b>RESPONSIBLE OFFICER / CONTACT OFFICER</b>
<b>4 Sept 2017</b>	<b>Cycling Lanes</b>	To consider the impact of new cycle lanes across the Borough and cycling safety issues including an update on the extension of new cycle lanes after the completion of Phase 4	Requested by the Chairman and Vice-Chairman at Jan 9 2017 meeting	Alex Deans/David Wilby
	<b>Work Programme</b>	To consider the work programme for the committee for 2017/2018 so that the resources of the committee can be used as effectively as possible.	Standing Item	Democratic Services

51

<b>DATE OF MEETING</b>	<b>ITEM</b>	<b>PURPOSE OF REPORT</b>	<b>REASON FOR CONSIDERATION</b>	<b>RESPONSIBLE OFFICER / CONTACT OFFICER</b>
<b>9 Nov 2017</b>	<b>21<sup>st</sup> Century Council</b>	To consider an update presentation/report on the 21 <sup>st</sup> Century Council Change Programme	Requested by the Committee on 9 Jan 2017	Andy Couldrick/ Heather Thwaites
	<b>Unauthorised encampments</b>	To consider an update on Unauthorised Encampments in the Borough in 2017 and the response to the ideas and feedback from Members. A comparison to the previous year with explanation for differences	Requested by the Committee 21 November 2016	Jude Whyte

	<b>Highway maintenance</b>	Update on repairs in 2017, progress on the Distribution Roads and update on the Sound Proof Barriers along the M4	Requested by the Committee 21 November 2016	Alex Deans
	<b>Work Programme</b>	To consider the work programme for the committee for 2016/2017 so that the resources of the committee can be used as effectively as possible.	Standing Item	Democratic Services