



WOKINGHAM BOROUGH COUNCIL

A Meeting of the **EXECUTIVE** will be held in David Hicks 1 - Civic Offices, Shute End, Wokingham, RG40 1BN on
THURSDAY 28 NOVEMBER 2019 AT 7.30 PM

Susan Parsonage
Chief Executive
Published on 20 November 2019

This meeting will 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 EXECUTIVE

John Halsall	Leader of the Council
John Kaiser	Deputy Leader and Executive Member for Finance and Housing
Parry Bath	Environment and Leisure
UllaKarin Clark	Children's Services
Charlotte Haitham Taylor	Regeneration
Pauline Jorgensen	Highways and Transport
Charles Margetts	Health, Wellbeing and Adult Services
Stuart Munro	Business and Economic Development
Gregor Murray	Climate Emergency
Wayne Smith	Planning and Enforcement

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- 50.** **APOLOGIES**
To receive any apologies for absence
- 51.** **MINUTES OF PREVIOUS MEETING** 5 - 22
To confirm the Minutes of the Executive Meeting held on 31 October 2019.
- 52.** **DECLARATION OF INTEREST**
To receive any declarations of interest
- 53.** **PUBLIC QUESTION TIME**
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 the Executive

Subject to meeting certain timescales, questions can relate to general issues concerned with the work of the Council 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 www.wokingham.gov.uk/publicquestions
- 54.** **MEMBER QUESTION TIME**
To answer any member questions

A period of 20 minutes will be allowed for Members to ask questions submitted under Notice

Any questions not dealt with within the allotted time will be dealt with in a written reply

Matters for Consideration

55.	None Specific	FEES AND CHARGES	23 - 72
56.	Arborfield; Barkham	ARBORFIELD AND BARKHAM NEIGHBOURHOOD PLAN	73 - 122
57.	Wescott	GORRICK SQUARE DEVELOPMENT	123 - 132
58.	Wescott	CARNIVAL POOL SITE, WELLINGTON RD, WOKINGHAM	133 - 150

A decision sheet will be available for inspection at the Council's offices (in Democratic Services and the General Office) and on the web site no later than two working days after the meeting.

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Agenda Item 51.

MINUTES OF A MEETING OF THE EXECUTIVE HELD ON 31 OCTOBER 2019 FROM 7.30 PM TO 8.30 PM

Committee Members Present

Councillors: John Kaiser, Parry Batth, UllaKarin Clark, Charlotte Haitham Taylor, Pauline Jorgensen, Charles Margetts, Stuart Munro and Wayne Smith

Other Councillors Present

Rachel Bishop-Firth
Laura Blumenthal
Stephen Conway
Andy Croy
Richard Dolinski
Lindsay Ferris
Michael Firmager
Paul Fishwick
Tahir Maher
Andrew Mickleburgh
Malcolm Richards
Imogen Shepherd-DuBey
Rachelle Shepherd-DuBey
Caroline Smith

42. APOLOGIES

Apologies for absence were submitted from Councillors John Halsall and Gregor Murray.

Councillor Laura Blumenthal, Deputy Executive Member for Climate Emergency, attended the meeting on behalf of Councillor Murray. In accordance with legislation Councillor Blumenthal could take part in any discussions but was not entitled to vote.

43. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Executive held on 26 September 2019 were confirmed as a correct record and signed by the Deputy Leader.

44. DECLARATION OF INTEREST

There were no declarations of interest submitted.

45. PUBLIC QUESTION TIME

In accordance with the agreed procedure the Chairman invited members of the public to submit questions to the appropriate Members.

45.1 David Davies asked the Deputy Leader of the Council the following question:

Question

There had been a commitment to install CCTV in Wokingham Town centre to deter and catch those causing the recent rise in anti-social behaviour. Please could the Leader of the Council inform when we can expect the installation of CCTV in the town centre?

Answer

I am pleased to say that it is not a question of when it can be expected, CCTV has already arrived in Peach Place and we will also be installing it at Elms Field when that part of the regeneration is further developed.

We are also working with Wokingham Town Council on its aspiration to have CCTV in the Market Place and we will be looking at other potential locations as required.

CCTV, as you probably know, is only one method with which the Council is working to tackle anti-social behaviour as we believe it is critical to address this at a root level, addressing it before it escalates into actual incidents.

We do this in a range of ways which are: working with schools and young people; working closely in the local community and on a face to face basis. We also take an active role with groups such as the local Community Safety Partnership, which brings together key representatives from across a wide range of bodies, including the Police, Probation Service and Public Health, to address the priorities and improve multi-agency working.

45.2 Philip Meadowcroft asked the Deputy Leader of the Council the following question:

Question

At the September 26 Executive meeting I expressed concern about the 300+ redactions in the Lingard Report. However, I was encouraged that, on October 10, WBC reinstated eleven redacted paragraphs “in the public interest”.

Some of these paragraphs reveal the differences of opinion between Councillors and Planning and Legal Officials with you, Councillor Halsall, questioning the wisdom and usefulness of any further legal action against HHS beyond the injunctive relief WBC had obtained. However, the hawkish approach of the Planning and Legal Officials prevailed. We now know it is the differences of opinion between Councillors and Officers which the original redactions were meant to be kept secret – not the protection of personal data which you, as the Leader of the Council, misleadingly stated at the September Executive meeting.

WBC’s approach to legal proceedings was heavily criticised by the Court of Appeal (Criminal Division) including WBC’s attitude towards POCA (Proceeds of Crime Act). As HHS now seeks to rebuild its business lawfully, it is incumbent on WBC to act, and be seen to act, fairly and justly in determining any and every HHS planning application.

What changes of staff and process does WBC believe are now necessary in order to demonstrate the openness and transparency of WBC’s operations which the Chief Executive believes are central to WBC’s work for its Council taxpayers?

Answer

Thank you for your question Mr Meadowcroft. I am, however, curious why you have asked this question given your 90 minute meeting with the Leader, Chief Executive and Monitoring Officer when the same question was covered.

For the record, I would repeat that no changes to staff are necessary – as you know, it was a key finding of the independent Lingard report that (and I quote) “the suggestions of unprofessional conduct on the part of WBC Officers in this case are unfounded”.

With regard to the process and procedures, the Planning Service has taken on board the lessons from the Lingard report as they would from any other service review.

Supplementary Question

I find some aspects of your answer somewhat patronising but I will now ask my supplementary question because in fact since that last meeting, the 90 minute meeting with the Chief Executive, Mr Moulton and Mr Halsall, we have not received any notification from them.

However my question is how are you going to demonstrate to the Borough's residents and businesses what actions you are going to take which will prove that something, anything, has been learnt from the shambles of the Hare Hatch case to ensure that fairness and justice is undoubtedly done and undoubtedly be seen to be done?

Supplementary Answer

As you know I am answering these questions in the absence of the Leader of the Council which makes it difficult for me to commit him so I would suggest that the best way is that your question is submitted to him when he returns from his vacation on Monday and he will give you a written answer.

46. MEMBER QUESTION TIME

In accordance with the agreed procedure the Chairman invited Members to submit questions to the appropriate Members

46.1 Paul Fishwick asked the Deputy Executive Member for Climate Emergency the following question:

Question

I understand that Client Earth has written to 100 English local authorities that are developing a Local Plan, including Wokingham Borough Council to explain how they intend to respond to the national target of net zero by 2050. Each authority must give a credible path to achieving net zero emissions by setting robust carbon reduction targets and integrating them throughout the Local Plan.

A deadline date to respond of 28th October 2019 has been given and any plan that fails to demonstrate consistency with robust local targets will be unlawful and at risk of legal challenge.

What has Wokingham Borough Council submitted to Client Earth?

Answer

You will remember that this Council declared a Climate Emergency in July and now we have pledged the Borough to become carbon neutral by 2030, so we are treating this extremely seriously.

We are currently developing a baseline carbon footprint and an action plan to progress towards becoming carbon neutral, including both the Council's own operations and influencing the actions of others. This baseline information and action plan will go to the Council meeting in January for consideration.

When it comes to the Local Plan we are currently reviewing it, updating policies in line with planning legislation, to ensure the Plan makes the fullest possible contribution to transition to a low carbon economy. The draft vision and objectives for strategic planning will have a strong focus on sustainability and that will go to Executive in late November, with a further update in January. This will allow us to align our carbon-reduction targets with the Local Plan's policy framework and the answer we have given to Client Earth is paraphrasing the answer I have given to you now. We have also requested feedback from Client Earth on the Local Plan when it is published in the New Year and I am happy for Officers to forward you the response that we gave to Client Earth if you think that would be helpful.

Supplementary Question

It would be very nice to receive the response and thank you for your response to my question.

It is pleasing actually to note that Wokingham Borough have responded by the deadline set by Client Earth and I understand the difficulties in providing all this information that they require whilst you are developing both plans; not only the Local Plan but also the climate change action plan as well which are still in the process of being finalised.

What steps are the Borough Council going to take to try and satisfy Client Earth in that process up to when you have got everything finalised?

Supplementary Answer

I do not have the details of that so I will have to come back to you.

46.2 Rachelle Shepherd-DuBey asked the Deputy Executive Member for Climate Emergency the following question:

Question

If we are actually acting on the climate change emergency and not just saying we are then which Council buildings are we putting solar panels on and when will they be installed?

Answer

At this moment the Council's Energy Team are undertaking a detailed assessment of our whole property portfolio in relation to energy efficiency updates and renewable energy technologies and this includes solar panels. This is so we can identify those technologies which are most appropriate. We will then prioritise to ensure that the measures and properties which can deliver the best carbon reductions are implemented first and commence a rolling programme across all the Council's properties.

As I'm sure you'll agree we are in challenging economic circumstances so it is important that we make our commitment to invest in energy saving measures as effective as possible and deliver the greatest impact. I know we want things to happen quicker than they can always do but we want a considered and evidence based response for a longer term response.

Supplementary Question

I can say that Winnersh Parish Council has put solar panels on and they are generating electricity. I have done the same thing on my own house.

Now it would seem that we would save money in the process by reducing our electric bills and also reducing carbon output so it would be very simple to put solar panels at least on

Shute End for sure because we use an awful lot of electricity here and we would reduce our bills as well. So when will that happen?

Supplementary Answer

The Council's Energy Team will inform us when they have made all their assessments and I will keep you up to date.

Councillor Kaiser responded as follows:

Just to add to that I just had it whispered in my ear that we have already started and we have put solar panels on some of the buildings in the town centre so we are starting as we mean to carry on.

46.3 Lindsay Ferris asked the Executive Member for Environment and Leisure the following question:

Question

(Councillor Ferris clarified that the figures contained in his question had been obtained from documentation issued by the Community Safety Partnership which covered figures for July 17-June 18 (741) and July 18-June 19 (1148))

There has been a significant increase in the number of fly-tipping events in the recent past. My understanding is that it now exceeds 1100 such events.

Can you advise what the cost to the Council has been associated with clearing these fly-tipping incidents?

Answer

As a responsible Council, I would like to keep our beautiful Borough looking beautiful by taking positive action to prevent and eradicate fly-tipping. But this will inevitably be at a cost and I am happy to advise the costs that we have incurred.

During 2018/19 there were 1,117 incidents of fly-tipping reported to the Council. This is an average of 93 per month.

The cost for collecting these fly-tips was £103,000, with a further £42,000 being spent on disposing of the waste. Therefore the total cost for the year was £145,000.

Within the first six months of this year, which is 2019/20, incidents of fly-tipping have reduced to an average of 71 incidents per month. Costs for this year have been £43,000 for collection and £18,000 for disposal, making a total cost of clearing fly-tipping of about £61,000.

Just to go back to your figures I have got a figure for 2016/17 of 857, which was about a 71 average per month, and 2017/18 which was 747 which was about 62 incidents per month on average. The average for this year I have already quoted to you.

Whilst I am pleased to see that our efforts this year to combat fly-tipping are already having a positive effect upon the number of incidents being reported to us, we are committed to doing more to further reduce the impact of fly-tipping on the lives of our residents.

We have a comprehensive action plan in place now, and Mark Redfearn is overseeing that one, to make improvements in how we respond to fly-tipping and more importantly how we can prevent it happening in the first place. You will have seen the recent good news about how we are checking local businesses to make sure that they have the correct waste disposal arrangements in place, and very soon we will be launching our Countryside Watch initiative to work with the local communities to deter fly-tipping in their areas.

Supplementary Question

My reason for asking the question was the concern, I am not using the Council's figures here for the increase. The exact levels does seem to be 700, 800, 900, 1000. I was also told that it was a large number in the first 3 or 4 months of this year; January to March/April was a very busy time and it has come down slightly since is the message I have received.

My concern is that we have now got, and it is not just unique to here it is across the country, we have got a significant cost and I do not know where exactly it occurs in the budget. So I think there does need to be a budget line for this because it is not going to go away unfortunately.

Do we have a handle on what is causing the change in the level of fly-tipping that has been occurring as it has certainly been going up over the years and it is higher now than it was a few years ago and I would like to understand that. One area of concern to me has been the introduction of the charges for DIY waste and I would like to understand anything within those figures whether there has been any impact of charging for residents to put their waste in because I have been told that a lot of the fly-tipping is from what would be residents. It is relatively small parts of waste but it is fly-tipped and dumped.

Supplementary Answer

I totally share your concerns and that is the real reason why we have taken action to put an action plan in place to identify the sort of things that you have been talking about recently. Fly-tipping varies from area to area and as I quoted the figures 2016/17 when we did not have those charges in place there were 71 incidents per month. 2017/18 it dropped down to 62 fly-tips and 93 2018/19 and it is a possibility that perhaps charges made. It is human nature I think to say why should I pay and in fact at night drop it somewhere in a country lane. But that is not an excuse for them to do that. We are going to be very, very active in pursuing these people that are fly-tipping and there is an action plan in place to actually monitor that.

Comments were made by the following Members:

Councillor Ferris. My Group is more than willing to help as this is quite a significant cost and problem not just in the cost terms but also the environment and disruption to residents across the Borough so we are more than happy to work together if you want to put a working group together because I think this probably does need one to be taken forward.

John Kaiser. We welcome the collaborative approach to this. It is not a PR stunt we really are concerned about it and it is a serious issue and you would be involved in that. I will speak to Parry afterwards and we will invite you to come along when it is being presented to us by the Officers.

Pauline Jorgensen. We have just arranged to do a clean up on the A329M of a very large amount of fly-tipped tyres. A lot of the fly-tipping, certainly that Highways come across, isn't domestic waste actually it is business waste that is picked up either by fly by

night operators that do not have Waste Operating Licences and are trying to do jobs on the cheap. So we have got an arrangement, that has just been approved, to do some more clean-up on the A329M on the embankments which will require a lane closure and will be done in November some time. So we are very keen to remove as much fly-tipping as we can. Certainly my view is that the more fly-tipping we get rid of the less likely people are to tip and the more people that we publicise for being caught for fly-tipping the less likely the people are to follow them and if we are really clear with residents that you need a Waste Carriers Licence in order to take waste away and they should not be giving waste to any passing person with a white van. That they are liable for their waste rather than the person who is actually tipping the more likely we are that people will not do fly-tipping.

Wayne Smith. A couple of things to add Lyndsay. I think one of the biggest areas is with skip collection. Now skip companies are getting super forensic on what is going in skips and you know you can get a six yard skip for £246 from Collards. I know that because I have got one on my drive. What you are seeing is plasterboard, paint and other areas and what we are noticing, and I think where we can all help the Borough is some of these people who are dropping waste. We have a big problem in Ruscombe in one particular lane, they are dropping waste but leaving the details of where the job was so we have just had a situation in Hurst where whoever dropped it must be stupid as they left the details of the person where the new bathroom was being installed. So that is being pursued, as you can imagine, by the appropriate channels. But I think one of the biggest issues is domestic trade waste. Not so much individuals this is companies knowing just how expensive it is to get rid of this. Most people do not realise that you cannot put plasterboard in a skip. They know about paint but things like plasterboard most of us do not realise that you cannot put it in a skip and it costs you about three times the amount if you fill a skip with plasterboard.

46.4 Caroline Smith asked the Executive Member for Regeneration the following question:

Question

With the recent closure of Denmark Street Car Park and the lack of footfall, is the Council going to implement some incentives to increase footfall to the town, especially since the near completion of regeneration and encouraging new retailers?

Answer

The Council has invested significantly in Wokingham's future and has already had phenomenal success in attracting new businesses to the town, with the regeneration flagged as a key factor in why the Sunday Times named Wokingham as one of the country's most thriving communities this month; and I hope you saw that article.

The last year has seen a fantastic range of national and independent stores open including businesses like Waterstones, GAILS, Oliver Bonas, Neon Sheep, the Blue Orchid bakery and the Leafy Elephant at Peach Place to name just a few.

Feedback from residents about the new businesses has been very positive, with new tenants also reporting positive trading conditions, demonstrating that there is footfall in the town centre and that interest continues to grow from new people coming to Wokingham and I certainly have seen that when I have been going around.

But the Council recognises that, whilst a great range of shops and businesses is an important part of increasing footfall, a town centre also needs to offer that little bit more with things to do and reasons for people to visit the town centre also.

That is why facilities such as the new cafes, the park and the play area, the Cinema, the hotel and the Carnival offer with its Clip 'n Climb, the soft play and the extended community uses, are also so absolutely vital. They are the types of experience that you simply cannot replicate online and they continue to draw people to the town centres.

This is also why we have spent a lot of time and effort in designing our new spaces at Elms Field and also Peach Place to make them the perfect location for existing and new events bringing the community together. In addition to being used for existing events like the forthcoming Winter Carnival, we are also running some trial sessions for free entertainment in Peach Place over the coming weeks to help promote the town centre and encourage new footfall to the town.

Alongside this we will continue to liaise closely with the Town Council and joint fund the 'Love Wokingham' marketing work to help promote the town centre and businesses and market Wokingham as a great destination to visit.

By regenerating the town centre we have put in place the right infrastructure to enable Wokingham to continue to thrive. And it doesn't stop there as we will continue to review and support the town, working with our residents and with our businesses, to ensure Wokingham achieves the success it deserves both now and long into the future.

Supplementary Question

These all sound very wonderful things but businesses are closing down. Should we not be undertaking better marketing?

Supplementary Answer

As I said in my answer before we are working very closely with the Town Council as well around marketing and we are working with the existing businesses as well to support them.

In terms of businesses closing down one of the businesses that is closing down at the moment is part of a very large chain who have been having major difficulties which is very, very well known but there are a lot of businesses clamouring to come to Wokingham. They see what other businesses have come here and they want to be in close proximity to those. It is really exciting the kind of people that have been approaching us and the Regeneration Team because they have seen what is going on here and I think it is very, very positive.

So I am not down-beat. I am really excited about what is going on here and I think we all should be celebrating the success of the regeneration of Wokingham.

46.5 Andrew Mickleburgh asked the Executive Member for Children's Services the following question:

Question

At the time of the Budget last February, the then Leader of the Council said that, whilst there was a predicted overspend in the Children's Services area of £1.3M for 2019/20, they were confident that the Council would be able to bring down this figure.

I note that a number of areas have been identified for investigation and action to try to reduce this overspend. Is the Executive Member for Finance also confident that the overspend will be reduced?

Answer

Budget pressures across Children's Services are being driven by increasing demand and complexity of cases. Higher than anticipated spend on expensive residential and semi-independent placements, alongside more complex legal proceedings, have been needed to keep our children and young people safe.

So just to give you an example the average cost of a residential placement made in the last quarter has been in excess of £6,000 per week. When compared to around £4,000 at the same time last year, that means an increase in costs of £100,000 for just one child placed in residential care over the course of a year.

The other issue is home to school transport where we have to ensure that children with special educational needs have access to appropriate facilities and if they cannot be provided locally we have to pay for them to go elsewhere.

A robust review of spend and budget decisions continues to be a key priority and significant work under the governance of the Continuous Improvement Programme is being driven forward to maximise opportunities to reduce and contain budget pressures.

However the level of increasing demand and complexity is such that we cannot really reduce the cost. It is a statutory service after all so unlike other departments if the costs are too high we can say we are not doing it but it is statutory and we cannot. We have a duty to these children and young people to ensure that they are safe and that they get the education and care which they are entitled to. So I cannot really give you a better answer than that.

Supplementary Question

Thank you very much for that answer because I do appreciate that this is an incredibly complex area. It is an area in which you quite rightly say that there is a lot of non-discretionary expenditure where costs can be extremely volatile and unpredictable and I appreciate all of that and the specific cases that you cited in your answer. So thank you very much for that.

I am still wondering nevertheless are there any lessons at all, and this is not meant as a criticism, but it is a learning exercise. Are there any lessons you know that have been learnt from this past year's experience that can feed into this year's budget planning process; specifically of course for Children's Services?

Supplementary Answer

It is not a question of learning any lessons we just have to try and cope with what is coming our way. What we are doing, however, is to try and reduce transport costs by having very soon, within a 6 month period, another 50 places at Addington. We are also in the process of negotiating building another Addington which will give us another 175 places.

We need to look at the interim staff we are using for example and we are planning to reduce the cost by about 6% within the next couple of months. Having said that we have

to ensure that we have properly trained social workers especially for the more serious cases and as you know from last night nobody should have more than 15 cases because it is not safe.

I just want to give you another example of how it works. This year we had 109 children in care which is an increase of 41% compared to March 2017. We cannot foresee these things so we have to work with what we have and do our very best because it is our duty to ensure that children are being kept safe.

Councillor Kaiser gave the following response:

I think the true answer is that we are building 13,000 homes in the Borough. 35% of those are affordable and they attract young families. With young families come children and of course that will give us a different profile to what we probably had in the past. But one thing you can be sure of is we will not be dropping the service. We may be coming back to you and putting the price up but we will not be dropping the service which I think is really important.

46.6 Stephen Conway has asked the Executive Member for Planning and Enforcement the following question:

Question

The Council, and therefore the local council-tax payer, is faced with a significant bill thanks to the large number of appeals that major developers are submitting when their applications are refused, as we can see from the Executive's agenda. Will the Executive support a cross-party approach to government to secure a re-balancing of the planning system to limit the ability of large developers to submit repeated appeals that they have the money to sustain but which cost the Council a great deal in legal fees?

Answer

I am sure you know my profile by now that I do have cross party engagement for the Local Plan that I am running at the moment.

I support a "*cross-party approach to government to secure a re-balancing of the planning system to limit the ability of large developers to submit repeated appeals*". I have got one that has ended today in Johnson Drive and that is three times that that has gone through the appeals process. We can add this to the substantial list of lobbying of Government undertaken over the last few years.

As you know the Council is committed to robustly defending its position at appeal with this approach but it is a costly. The immediate problem is the number of speculative appeals and I have it upon good authority that we are probably at a record level for Wokingham and I can go into more details if you want about certain areas but we have got some very big appeals going. The number of those appeals equates to about 750 homes.

But I am sure you would agree that we need to put our best foot forward and we need to engage the best and we need to get the best defence. By all means cross party I have no issue with that. If anybody wants to come and talk about any of these appeals or give us any advice or help or in any engagement they want I welcome that on all of the appeals. If you want all the appeals I can list them out tonight as I go through these on a weekly basis.

Government ministers have made it very clear to us that the way forward to prevent planning appeals is through having an up to date local plan and this is why we are preparing that document as you know and that is a cross party group that we run. While preparing this, it is important that we continue the best approach to defend unwanted development.

Supplementary Question

I welcome that response first of all. I welcome your commitment to add this to our many issues on which we are lobbying Government. I think what I am hoping we might be able to get to is a position where we have some mechanism in place which encourages, if I can put it that way, major developers to go for negotiation rather than straight to appeal. They can afford repeated appeals but this is putting an enormous cost on the Council and therefore the council tax payer.

If you are prepared, as I think you are, to go down this route of a cross party approach to Government on this could you undertake to contact all of the other political groups on the Council and invite them to join in this too because I think more clearly this is coming across as the Council's view rather than the ruling Group's view and I think that will help us a lot.

Supplementary Answer

Yes as I said I think that as you know, you now sit on the Planning Committee, and one of those that was refused by the Planning Committee is coming back to us next January and if we apply that approach there I do not know what answer we would have got different from the one that the Planning Committee delivered on that evening because, as you know, there was a lot of very interested residents. I think we would have to think through how we would do that because if the developer has gone through that approach and it has been refused by the Council or by the Planning Committee I think we need to be very careful then inviting developers in for negotiation post-decision of the Planning Committee. So I welcome it and I am sure there are certain situations where we can do that but I think we need to be very careful.

46.7 Imogen Shepherd-DuBey asked the Executive Member for Finance and Housing the following question:

Question

On page 27 of this Thursday's Executive Agenda, I can see that there are potential supplementary estimates totalling £1.1 Million due to be spent on fighting planning appeals. I cannot see this financial information being accounted for in either the table on page 24 or any of the appendices. Please can you advise why this is not being accounted for in any of the directorates?

Answer

The supplementary estimates of £1.1m is split across three financial years and is outlined on page 27 as you just pointed out. As per recommendation 4, the Executive are asked to approve this increase in the budget for this financial year, which is £630k, and note the additional pressure for the future years. The impact of future years will be considered at the budget when it comes to the Council next February.

The table on page 29, if you would like to turn to page 29, shows the current position for this financial year. It states that there is no material variances to be expected in this area of Customer and Localities, the department in which Planning is located. The note at the

bottom of this table refers to the Supplementary Estimate again. On page 31 it then goes on, if you would like to look at page 31, to include the impact of the Supplementary Estimate, if approved, on the General Fund balances. So this means there are at least four references to the Supplementary Estimate and how it is to be accounted for in 2019/2020.

This Revenue Monitoring report, as I know you will be aware, covers the financial year 2019/20 and therefore only considers the financial impact of 2019/20, which is £630k as you will see on page 27 of the Executive report, and not £1.1m. It is included in the MTFP process in the usual way this Council arrives at its approved budgets for the future.

What we are saying is £630k in this year, which is shown in this paper, and next year and the following year it is laid out very clearly on page 28 which is the final impact over the coming year.

Supplementary Question

Is there any thought about making these tables easier to read as certainly on that page you have got £0.934m in the current financial year.

Supplementary Answer

That is the total impact for the budget over that period. I try to make the budget as simple as possible and last night we had our first Overview and Scrutiny review of the budget with all Members from the different parties and I think everybody appreciated just how uncomplicated it was but there are some things you cannot simplify anymore unfortunately.

46.8 Rachel Bishop-Firth asked the Executive Member for Finance and Housing the following question:

Question

There is a prediction on page 25 that there will be additional savings on debt management costs due to delayed borrowing. As we know, the PWLB costs have increased for future loans by one percentage point (55% increased debt servicing cost). Does the recent increase in PWLB rates change this assessment of saving due to deferring borrowing?

Answer

The simple answer to that is no. Any saving due to deferred borrowing is because the Council's Treasury Team has not borrowed as soon as they originally planned; this saving is unaffected by the rate change.

With regard to the rate change, the budget for debt management costs was set around this time last year, when the rates were similar to what they are today and we are currently charging with the rate increase, so any impact is likely to be very limited. The Council's Treasury Team always consider other sources of finances as well as the Public Loans Board when drawing down borrowing. Any borrowings will be taken when they are needed and will be assessed at that time whether it is prudent, sustainable and affordable prior to any loan arrangements being entered into.

So simply we borrowed this money at a point where the rates were quite high. The rates have fallen away then the rates have come back up to just about where we borrowed the money so there is no impact on our current borrowings.

Supplementary Question

The rise in Loan Board rates is ostensibly to deter councils in investing in risky commercial property assets. Which of the following does the Council think will be the consequence of the Treasury's increase in the rates:

- a) increases in interest rates to councils from external lenders to reflect reassessment of risk in borrowing to invest in commercial property and/or;
- b) decreases in capital values of commercial property assets coupled with long term downward pressure on rents?

Supplementary Answer

If I knew that I would be a banker. I have really got no idea so cannot answer your question as I am not qualified and it would simply be a guess.

The only thing I would say is our investment portfolio is varied and we obviously are committing to building a large number of houses and if we filled commercial properties that were no longer viable we would just move into building houses because my experience is that houses do not go out of fashion. If you do not sell them you can rent them.

47. REVENUE BUDGET MONITORING REPORT FY2019/20 - QUARTER 2

The Executive considered a report setting out the Revenue Budget position for Quarter 2.

The Executive Member for Finance and Housing drew Members' attention to the pressures in Children's Services and the cost of fighting planning appeals. By way of justification for the amount of money that was being spent fighting planning appeals Councillor Kaiser sited the 47,000 responses that had been received from residents to the recent consultation relating to the number of homes being built in the Borough and the four related petitions signed by 10,000 residents.

In response to a query from Councillor Jorgensen it was confirmed that the one-off cost of £52k, in the Chief Executive's department, related to a redundancy which was part of the 21 Century project.

With regard to Councillor Jorgensen's additional query about the "£50k Retention of Counsel" shown as a special item in 2021/22 it was confirmed that the Council had not committed to paying a retainer although negotiations were taking place with a highly qualified lawyer to retain his service on a case by case basis.

RESOLVED That:

- 1) the current position of the revenue budget to date be noted;
- 2) the forecast of outturn and the projected level of balances in respect of the General Fund be noted;
- 3) the Constitution Review Working Group be asked that future spend approval of available S106 developer contributions in relation to the Council's My Journey travel programme be approved through Individual Executive Member Decision;
- 4) an in year supplementary estimate of £630k, in relation to increased pressure for legal support and additional workload from planning appeals, be approved and

additional pressures for future years of £320k in 2020/21 and £170k in 2021/22 be noted.

48. CAPITAL MONITORING 2019/20 - END OF SEPTEMBER 2019

The Executive considered a report setting out the position of the Capital budget up to the end of September 2019.

The Executive Member for Finance and Housing provided an explanation of how the capital budget was made up and drew Members' attention to Appendix B which set out the proposed budget adjustments in the capital programme for 2019/20. Councillor Kaiser confirmed that a large amount of the funds for the capital programme came from developers and some, eg for major road infrastructure projects, from Government grants.

RESOLVED that:

- 1) the quarter two position for the Capital Budget, as set out in Appendix A to the report, which shows a £2k variance forecast underspend against budget be noted;
- 2) the new budget adjustments in the Capital Programme for 2019/20, as set out in Appendix B to the report, be noted and approved.

49. PEACH PLACE REDEVELOPMENT - PAYMENT OF INFRASTRUCTURE CONTRIBUTIONS

Before the item was introduced Councillor Ferris challenged whether the information in the Part 2 sheet in the agenda was actually exempt and should therefore be in the public domain. His reasoning was that under the Local Government Act 1972 Schedule 12A Part 2 regulation 9, "*information is not exempt information if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to regulation 3 of the Town and Country Planning General Regulations 1992*". Councillor Ferris reminded the meeting that the Planning Committee had previously considered a planning application related to the Peach Place development which had been submitted by the Council.

Councillor Ferris also brought up a similar issue that had arisen during a call-in relating to the Peach Place project which he felt fell under the same criteria and asked that that information be reviewed as well.

Advice was sought on the matter and it was agreed, by both the Executive and Councillor Ferris, that the report would be considered at the meeting as whether or not the information in the Part 2 sheets was exempt did not affect the decision the Executive was being asked to make and if the matter was deferred to a later meeting this would delay the renting of the properties which would have cost implication for the Council. In relation to Councillor Ferris's challenge it was agreed that further Legal advice would be sought outside the meeting and if it was found that the information in the Part 2 sheet was not exempt then it would be released.

The Executive considered a report relating to the payment of infrastructure contributions from the Peach Place redevelopment, which included Market Place, Peach Street, Rose Street and Rose Street car park.

The Executive Member for Regeneration reminded Members that in January 2015 it was agreed that an updated scheme viability appraisal would be brought back to the Executive

in advance of the first payment period, for approval of the release of monies to the Local Planning Authority. A re-evaluation would be undertaken before the first occupation of residential units to see if they needed to be amended with any market changes that had occurred during that period of time. So with that in mind a new viability study has been undertaken and some of that data has been included in the Part 2 sheet. It was noted that as the Council is the developer it cannot enter into a traditional S106 agreement so it had been agreed that instead it would make contributions toward offsite mitigations in line with other Council developments.

Councillor Haitham Taylor felt that the development had made a positive contribution to the town centre and also to the wider community. As well as being able to contribute mitigation payments to the provision of suitable alternative greenspace it had also contributed to the strategic assessment monitoring of Thames Basin Heath Special Protection Area.

Councillor Kaiser stated that given house prices in Wokingham were so expensive, and it was difficult to get key staff to work in the area, he was pleased to see key worker homes in the town centre. He was also pleased that a contribution was being made to green spaces as well.

[NOTE: *The Legal advice received after the meeting did not concur with Councillor Ferris's interpretation of Regulation 9 above which only comes into effect when the local planning authority (i.e. the Council) is granting itself planning permission. The item under consideration at the Executive meeting would not have resulted in the Council granting itself planning permission.*

However having reviewed the information contained in the Part 2 sheet it had been agreed that the information could not be justified as being exempt. The information has since been published on the Council's website as Appendix A.]

RESOLVED that the payment of monies from the Peach Place redevelopment to the Local Planning Authority be agreed in accordance with the viability thresholds and values identified in Appendix A to the report.

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EXECUTIVE ACTION SHEET

DATE OF MEETING	MINUTE NUMBER	QUESTIONER	SUBJECT	ACTION/RESPONSE	STATUS
31/10/19	45.2	Philip Meadowcroft	The Lingard Report	<p>As I was celebrating my seventieth with my family abroad, I am sorry that I was not able to answer your question at the October Executive. I look forward to your regular appearances at the Council's Executive and Council meetings; thank you for taking the time to express your interest.</p> <p>The planning enforcement undertaken by the Council is aimed at protection of the green belt from unauthorised development and there is a public interest in this, both in its own right and to avoid precedent. The proceeds of crime action was expedient to demonstrate to those who prosper from flouting our green belt policies that there is a further, personal risk for them to consider. You have said that the actions of the Council have been hawkish, however the doves' position is a licence to make light of our green belt. Successful or not in such action, the justice and public interest issues of this case make it one worthy of debate and scrutiny; it does not however make them unfair or ill founded. I am certain that the public will want to be assured that we have and will continue to protect the green belt in their interest.</p> <p>I do not therefore agree that this is a "shambles" (a state of disorder) or anything similar. It is the normal environment of the</p>	Completed

EXECUTIVE ACTION SHEET

				<p>planning regime. The Council is bound to enforce breaches of planning policy and indeed you have very vocally insisted the Council does so. The checks and balances on planning policy is reference to the planning inspector and the court, who both have more powers to vary policy and judgements than the Council does. This environment is not dictated by the Council but the government of the day. It is not for us to agree or disagree with it but to operate within it.</p> <p>I look forward to seeing you at the next Executive meeting.</p>	
22	31/10/19	46.1	Paul Fishwick	<p>Client Earth</p> <p>The following response was sent to Cllr Fishwick as well as a copy of the response to Client Earth:</p> <p>“We have invited ClientEarth to share their views on the Draft Local Plan Update when published in the New Year through our website link and Cllr Wayne Smith and Cllr Gregor Murray have offered to meet with ClientEarth and discuss plans once published”</p>	Completed

Agenda Item 55.

TITLE	Fees and Charges
FOR CONSIDERATION BY	The Executive on Thursday, 28 November 2019
WARD	None Specific;
LEAD OFFICER	Deputy Chief Executive - Graham Ebers
LEAD MEMBER	.Leader of the Council - John Halsall

PURPOSE OF REPORT (INC STRATEGIC OUTCOMES)

Maintaining services to the community through ensuring appropriate fees and charges for services.

RECOMMENDATION

That the Executive:

- 1) approves the schedule of fees and charges, as set out in Appendix A to the report, to be effective from the dates listed on the schedule;
- 2) approves Wokingham's discretionary fees and charges for the Public Protection Partnership, and note the statutory charges, as set out in Appendix B, effective from 1 April 2020.
- 3) notes the impact of the Public Protection Partnership unifying charges across the three partner authorities on a cost recovery basis, which will be covered in the Medium Term Financial Plan as a Special Item.

DETAILS

Members are presented with the schedule of proposed fees and charges.

Members are required to agree the fees and charges contained in this report at Appendix A, effectively from the dates shown on the schedule, of which most are enacted from 1 December 2019. Sports, cemeteries, housing and youth and community charges will alter from 1 January 2020 (sports) and 1 April 2020 respectively.

Members are also requested to agree the fees and charges for the Wokingham element of the Public Protection Partnership Service, altering from 1 April 2020, and note the statutory charges for this area.

The Council is currently projecting significant financial pressure both in the current and future financial years. Implementation of the new fees and charges during the financial year will help the Council to offset this challenge and is considered to be responsible. Executive are asked to approve the schedule of fees and charges (Appendix A). The estimated income from the approved level of fees and charges will form part of the overall 2020/21 budget figures to be submitted to Executive in February 2020.

BUSINESS CASE

The report contains proposed charges for services as set out in Appendix A.

Annual inflationary increases have in general been increased by an average 2.8% (and rounded where appropriate) in line with the Retail Price Index (RPI) as at July 2019. Some fees and charges, largely in Adults Social Services, vary according to the cost of providing the service.

Most changes are enacted from 1 December 2019. However, sports, cemeteries, housing and youth and community charges will alter from 1 January 2020 (sports) and 1 April 2020 respectively. This is in line with business requirements.

Recommendation 3

The Public Protection Partnership is currently unifying the charges across the three authorities engaged in the partnership, on a cost recovery basis. The Wokingham charges will increase by an average of 2% from 1 April 2020. However, the new methodology has resulted in a significant increase in application charges for animal boarding and taxi licensing. A Special Item to fund the phased implementation of the increased taxi licensing application fees will be included in the MTFP for 2020/21.

Please note, as in previous years that car parking charges are not included in the fees and charges and are confirmed by an Individual Executive Member decision, with budgets uplifted accordingly.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council continues to face severe financial challenges over the coming years as a result of reductions to public sector funding and growing pressures in our statutory services. It is estimated that Wokingham Borough Council will be required to make budget reductions of approximately £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)	£10,000	Yes	Revenue
Next Financial Year (Year 2)	£50,000	Yes	Revenue
Following Financial Year (Year 3)	£50,000	Yes	Revenue

Other Financial Information

The approved fees and charges income will be included in the MTFP to be submitted to Executive in February 2020.

Stakeholder Considerations and Consultation

All relevant services were contacted to review their fees and charges

Public Sector Equality Duty

All services have carried out equality impact assessments before proposing the changes to the fees and charges.

List of Background Papers

None

Contact James Sandford**Telephone** Tel: 0118 974 6577**Service** Business Services**Email** james.sandford@wokingham.gov.uk

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Corporate Services

DISCRETIONARY FEES AND CHARGES 2019/20 - 2020/21

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18	1.12.19	
				Incl VAT (if applic)	Incl VAT (if applic)	
				£	£	
Concessionary Travel:						
Replacement of lost National Bus Pass		Zero Rated	Full Cost Plus	£6.50	£6.50	No change needed
Accountancy and Procurement:						
Charge for printed copies of the MTFP or Statement of Accounts		Zero Rated	Full cost recovery	£20.00	£20.00	The council has to provide hard copy financial statements if requested, demand very low. Also, there is no specific income budget for this.
Training Course Fees:						
Fully day Course	Day	Non Business		£60.00	£60.00	fees frozen, will not effect income achievement
Half Day Course	Half day	Non Business		£31.00	£31.00	fees frozen, will not effect income achievement
Cancellation fee, (less than 7-14 days notice)	per course	Non Business		£75.00	£75.00	fees frozen, will not effect income achievement
Non attendance of course	per course	Non Business		£75.00	£75.00	fees frozen, will not effect income achievement
SPORTS ACTIVITIES:						Sports (charges from 1.1.20)
Children's Holidays Sports Activities:						
Wokingham Active Kids Full Day Course (9:30 am - 3:30pm)		Exempt		£19.00	£20.00	
Wokingham Active Kids Full Day Course (9:30 am - 3:30pm) - Weeks Charge		Exempt		£79.00	£82.00	
Wokingham Active Kids Full Day Course (8 am - 6pm)		Exempt		£28.00	£29.00	
Wokingham Active Kids Full Day Course (8 am - 6pm) - Week Charge		Exempt		£124.00	£130.00	
15 % Off Discount if you book before specified date Week (9:30 - 3:30)		Exempt		£67.00	£70.00	
15 % Off Discount if you book before specified date Day (9:30 - 3:30)		Exempt		£15.90	£16.50	
15 % Off Discount if you book before specified date Week (8 - 6)		Exempt		£106.00	£109.50	
15 % Off Discount if you book before specified date Day (8-6)		Exempt		£24.00	£25.00	
Specialised Sports Camps (Courses) Per Day		Exempt		£28.00	£28.80	
All sports 1/2 day 9 - 12pm		Exempt		£11.50	£12.00	
All Sports 1/2 day 9 - 12pm (Weeks Course Discount)		Exempt		£47.50	£50.00	
1/2 Day Special Offer Price (5 for the Price of 4)		Exempt		£42.50	£44.00	
Full Day Special Offer Price (5 for the Price of 4)		Exempt	Page 1	£72.50	£75.00	

Corporate Services

DISCRETIONARY FEES AND CHARGES 2019/20 - 2020/21

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18	1.12.19	
				£	£	
				Incl VAT (if applicable)	Incl VAT (if applicable)	
Early drop off		Exempt		£4.00	£4.20	
Late pick up after 3:30pm & before 6:00pm (£12.50 per 15 minutes)		Exempt		£12.50	£13.00	
Late pickups after 6:00pm (£25.00 per 15 minutes)		Exempt		£25.00	£26.00	
Children's Term Time Sports Activities:						
Term Time Activities (Sports) - Per session i.e. Mini Soccer		Exempt	Subsidised	£4.40	£4.50	
10% Sibling Discount		Exempt	10% discount of the above fees (Children's Term Time Sports Activities)			
20% CAN Card Holder Discount		Exempt	20% discount of the above fees (Children's Term Time Sports Activities)			
Over 60's Physical Activities (S.H.I.N.E) / Adults with Health Conditions (Disability)						
Membership Direct Debit (Monthly)		Exempt		£255.00	£263.00	
Membership Annual - one off payment		Exempt		£185.00	£191.00	
Membership Month (new)		Exempt		£35.00	£36.00	
Block of 10 Sessions		Exempt		£32.50	£34.00	
Specialist Sessions (Archery-Pilates-Yoga) Block of 10		Exempt		£65.00	£67.00	
Block of 10 Sessions for non Wokingham borough residents - NEW		Exempt			£68.00	New - this will allow non Wokingham borough residents to join in the SHINE programme, as they do not live in the borough we would ask they pay
Personal training for three (inc trainer)		Exempt		£46.00	£47.50	
New offer: 50% off promotional at various times of the year		Exempt			£70.00	
Social events		Exempt		£5.00	£5.10	
Adult Classes:						
General Class (Book 10 Weeks in advance).		Exempt		£52.00	£54.00	
Specialised Courses (Book 10 Weeks in advance)		Exempt		£68.00	£70.00	
Bronze Package 1 session/week 10 week block - NOT CURRENTLY RUNNING		Exempt		£52.00	£54.00	
Silver Packaged 2 sessions/week 10 week block - NOT CURRENTLY RUNNING		Exempt		£90.00	£93.00	
Gold Package 3 sessions/week 10 week block - NOT CURRENTLY RUNNING		Exempt		£125.00	£130.00	

Corporate Services

DISCRETIONARY FEES AND CHARGES 2019/20 - 2020/21

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18	1.12.19	
				Incl VAT (if applic)	Incl VAT (if applic)	
				£	£	
Platinum Package 4 session/week 10 week block - NOT CURRENTLY RUNNING		Exempt		£166.00	£171.00	
0-5 classes - WOKINGHAM ACTIVE TOTS						
General Class Pay as you go		Exempt		£5.50	£5.70	
General class 10 week block		Exempt		£52.00	£54.00	
Specialist classes Pay as you go		Exempt		£7.00	£7.20	
Specialist classes 10 week block		Exempt		£67.50	£70.00	
Additional sibling		Exempt		£1.00	£1.00	
Pre and post natal physical activity pay as you go		Exempt		£5.50	£6.00	
Pre and post natal physical activity 10 week block		Exempt		£52.00	£54.00	
Specialised Health Prevention Projects						
Steady Steps (based on 10weeks)		Exempt		£40.00	£37.00	Fees reduced due to benchmarking against other prevention programmes
Steady Steps (£?.00 X weeks per term(based on 10weeks) for non wokingham borough residents- NEW		Exempt			£74.00	New - this will allow non Wokingham borough residents to join in the Steady Steps programme, as they do not live in the borough we would ask they pay
Cardiac Rehab (10 Week block)		Exempt		£39.50	£37.00	
LTHC Rehab Gym incl. phase 4 cancer rehab (based on 10 sessions)		Exempt		£36.50	£37.00	Fees reduced due to benchmarking against other prevention programmes
GP referral (based on 10 sessions)		Exempt		£21.00	£37.00	Compared against the other prevention programmes, removed the £21 induction fee which will average out the increase for the membership for the 12 weeks
Rehab Gym Hire (Gym hire & Instructor) with WBC instructor. Up to 3 people		Exempt		£46.00	£48.00	
Steady Steps Drop In session (£?.00) Pay as you go		Exempt		£3.00	£3.70	
Steady Steps Drop In session (£?.00) Pay as you go non Wokingham residents - NEW		Exempt			£7.40	New - this will allow non Wokingham borough residents to join in the Steady Steps programme, as they do not live in the borough we would ask they pay
Dementia Friendly Activities						
Activity Class		Exempt		£3.00	£3.40	make comparable with SHINE over 60's
Activity Class - x10 coupon card		Exempt			£34.00	
Ageing Actively		Exempt			£3.40	

Corporate Services

DISCRETIONARY FEES AND CHARGES 2019/20 - 2020/21

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes							
				1.12.18	1.12.19								
							Incl VAT (if applic)	Incl VAT (if applic)					
							£	£					
Ageing Actively - x10 coupon card		Exempt			£34.00								
Mindful Health and Wellbeing		Exempt			£3.40								
Mindful Health and Wellbeing - x10 coupon card		Exempt			£34.00								
Social Isolation Project		Exempt			£3.40				New - Now permanent courses. Pricing comparable with SHINE				
Social isolation Project - x10 coupon card		Exempt			£34.00				New - Now permanent courses. Pricing comparable with SHINE				
Adults with Health Conditions & Additional Needs (Disability)													
General class per session off peak		Exempt		£3.00	£3.10								
Children with Health Conditions & Additional Needs (Disability)													
General Class (£4.40 per session 10 weeks)		Exempt		£44.00	£45.20								
General Class (£3.60 per session CAN Card Holders 10 weeks)		Exempt		£36.00	£37.00								
Specialised Courses		Exempt		£57.00	£58.60								
Additional Services:													
Provision of Coach / Instructor Per Hour		Exempt		£26.80	£28.00								
Provision of Specialised Coach / Instructor Per Hour		Exempt		£37.20	£39.00								
Promotional social events for WBC Sports & Leisure		Exempt		£5.00	£5.10								
Charter Standard Clubs (junior & Adults)													
Full Pitch (peak) Peak 5pm to 10pm		Standard		£92.90	£108.00								
Half Pitch (peak) Peak 5pm to 10pm		Standard		£46.45	£54.00								
Quarter Pitch (peak) Peak 5pm to 10pm		Standard		£23.20	£27.00				This is a new facility so the charges are based on the Football Foundation recommendations and not based on previous years or other sites				

Corporate Services

DISCRETIONARY FEES AND CHARGES 2019/20 - 2020/21

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18	1.12.19	
				Incl VAT (if applic)	Incl VAT (if applic)	
				£	£	
Half pitch (off peak)		Standard		£20.60	£48.00	
Full Pitch (off peak)		Standard		£41.25	£24.00	
Key Partner Club						
Full Pitch (peak)		Standard		£82.50	£80.00	
Half Pitch (peak)		Standard		£41.25	£40.00	
Quarter Pitch (peak)		Standard		£20.60	£20.00	
Full Pitch (off peak)		Standard		£41.25	£40.00	
Half Pitch (off peak)		Standard		£20.60	£20.00	
Quarter Pitch (off peak)		Standard		£10.30	£10.00	
Other Partner Hire Full Pitch Per Hour						
WEFC Senior Reserves - 4 weeks		Standard			£320.00	
WEFC Woman - 4 weeks		Standard			£320.00	New - 3G facility at Embrook (fee for WEFC Key Partner Club). Fees set by FA.
WEFC Seniors - 4 weeks		Standard			£320.00	
Ashridge Park FC (APFC) - Peak Season 6-10pm full pitch 30 weeks		Standard			£9,600.00	New - 3G facility at Embrook (fee for APFC key Partner Club (Partner Training Prices Per Hour - Full Pitch £80 Half Pitch £40 - Quarter Pitch £20 (booking for 30+ weeks)). Fees set by Football Association (FA).
Ashridge Park FC (APFC) - 3G mini soccer as and when - full pitch hourly rate		Standard			£40.00	New - 3G facility at Embrook (fee for APFC Key Partner Club (Partner Training Prices per hour - 5v5 4 games full pitch 1 hour £40, 7v7 2 games full pitch 1 hour £40, 9v9 2 games full pitch 1.5 hours £40)). Fees set by FA.
Ashridge Park FC - off peak (May - Aug) full pitch hire per 2 hrs		Standard			£40.00	New - 3G facility at Embrook - off peak rate for APFC (fee for Key Partner Club). Set by FA.

Corporate Services

DISCRETIONARY FEES AND CHARGES 2019/20 - 2020/21

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18	1.12.19	
				Incl VAT (if applic)	Incl VAT (if applic)	
				£	£	
Emmbrook						
Wokingham and Embbrook FC (WEFC)- 6-10pm for 30 weeks - Monday		Standard			£9,600.00	New - 3G facility at Embrook (fee for WEFC Key Partner Club (Partner Training Prices Per Hour - Full Pitch £80 Half Pitch £40 - Quarter Pitch £20 (booking for 30+ weeks))). Fees set by FA .
Wokingham and Embbrook FC (WEFC) - 6-10pm for 30 weeks - Tuesday		Standard			£9,600.00	New - 3G facility at Embrook (fee for WEFC Key Partner Club (Partner Training Prices Per Hour - Full Pitch £80 Half Pitch £40 - Quarter Pitch £20 (booking for 30+ weeks))). Fees set by FA.
Wokingham and Embbrook FC (WEFC)- 6-10pm for 30 weeks - Wednesday		Standard			£9,600.00	New - G facility at Embrook (fee for WEFC Key Partner Club (Partner Training Prices Per Hour - Full Pitch £80 Half Pitch £40 - Quarter Pitch £20 (booking for 30+ weeks))). Fees set up FA.
Wokingham and Embbrook FC (WEFC) - 6-10pm for 30 weeks - Thursday		Standard			£9,600.00	New - 3G facility at Embrook (fee for WEFC Key Partner Club (Partner Training Prices Per Hour - Full Pitch £80 Half Pitch £40 - Quarter Pitch £20 (booking for 30+ weeks))). Fees set by FA.
Football season match - 5v5/7v7 and 9v9 mini soccer - full pitch for 1 hour (sat 9-1pm) 30 weeks		Standard			£4,800.00	New - 3G facility at Embrook (fees - 5v5 4 games full pitch 1 hour £40, 7v7 2 games full pitch 1 hour £40, 9v9 2 games full pitch 1.5 hours £40). Fees set by FA.
Wokingham and Embbrook FC - off peak (may - Aug) full pitch hire per 2 hrs		Standard			£40.00	New - 3G facility at Embrook - off peak rate for WEFC (Key Partner Club). Set by FA.
County FA 11v11 Flexi - Summer Saturdays x 8 weeks full pitch		Standard			£100.00	New - 3G facility at Embrook
15 Berks Bucks FA Coach Ed Days to include 1) 1 st 4 sport Level 1 Award Coaching Football; 2) Level 2 Block 1,2 & 3; 3) Referee Courses - included in BBFA 15 days		Standard			£150.00	New - 3G facility at Embrook
4 x FA Safeguarding & FA Emergency First Aid - FA Day Rate		Standard			£75.00	New - 3G facility at Embrook
WEFC Summer Use - 6 hours full pitch @£40 p/hr =		Standard			£240.00	New - 3G facility at Embrook

Children's Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from 1.12.18	CHARGE from 1.12.19	Notes	
				£	£		
YOUTH & COMMUNITY SERVICE:							
Wokingham Youth & Community Centre - prices alter from 1st April 2020							
Commercial rates agreed on negotiation							
Activity	per hour	Exempt		£14.00	£14.40		
Hall	per hour	Exempt		£17.60	£18.10		
Hard Court	per hour	Exempt		£17.10	£17.60		
Kitchen	per hour	Exempt		£10.80	£11.10		
Meeting	per hour	Exempt		£14.00	£14.40		
Premises	per hour	Exempt		£65.30	£67.10		
Woodley Airfield							
Commercial Hire:							
Hall	per hour	Exempt	Covers full costs	£20.50	£21.10		
Community Hire:							
Hall	per hour	Exempt		£17.10	£17.60		
Private Hire:							
Hall	per hour	Exempt		£17.10	£17.60		

Children's Services**DISCRETIONARY FEES AND CHARGES**

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18	1.12.19	
				Incl VAT (if applic)	Incl VAT (if applic)	
				£	£	
Home To School / College Transport	All changes in charges to come into effect from the start of the school year 09/2020					
Concessionary Fare (average)	per pass	Zero Rated	Full cost recovery	£725.00	£745.00	rounded down to nearest 50p
Lost Pass replacement fee	per pass	Zero Rated	Full cost recovery	£18.00	£18.50	
Respite Care - accommodation provided under Children Act 1989						
Other parents (contribution to cost of meals)	per night	Non Business	Bespoke	£3.50	£3.50	0% increase as in previous years, it is considered we cannot increase the charge for the overnight aspect of the service whilst children without sleep difficulties use the service for free. A review of the charging policy within WBC for children is required.
Disabled Children's Saturday Clubs						
Cost to other local authorities	per visit	Non Business	Full cost recovery	£100.20	£103.00	

Adult Social Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from 1.12.18		Notes
				Incl VAT (if applic)	Incl VAT (if applic)	
				£	£	
Home Care Service & Community Support Services:						
Full cost recovery (means Tested) except where two carers required where only one will be charged (maximum charge to individual is the actual cost incurred by WBC)	Hour	Non Business		Full cost recovery	Full cost recovery	
Second carer		Non Business		Full cost recovery	Full cost recovery	
OLDER PEOPLE:						
Residential Care:						
WBC Homes for Older People						
Full Standard charge - residents - Suffolk Lodge	Week	Non Business		Full cost recovery	Full cost recovery	
Full Cost to other local authorities - Suffolk Lodge	Week	Non Business		Full cost recovery	Full cost recovery	
Independent Sector Homes for the Elderly						
Maximum charge to resident is the actual cost incurred by WBC		Non Business		Full cost recovery	Full cost recovery	
Respite Care:						
Adults - charge to resident - WBC Homes						
WBC Home - Suffolk Lodge - Maximum charge subject to a financial assessment	Week	Non Business		Full cost recovery	Full cost recovery	
Adults - charge to resident - Independent Sector						
Maximum charge to resident is the actual cost incurred by WBC		Non Business		Full cost recovery	Full cost recovery	
ADULTS AND MENTAL HEALTH:						
Day Care Service:						
Where a meal is received, flat rate charge	Day	Non Business		Full cost recovery	Full cost recovery	
Two or more meals received, minimum charge	Day	Non Business		Full cost recovery	Full cost recovery	

Adult Social Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from 1.12.18		Notes
				Incl VAT (if applic)	Incl VAT (if applic)	
£						
Day Care:						
Full cost to other local authorities	Day	Non Business		Full cost recovery	Full cost recovery	
Full cost recovery for day services subject to a maximum additional charge of £50 per week up to March 2017	Week	Non Business		Full cost recovery	Full cost recovery	
Self Funders:						
Setup charge for non-residential services	Annual	Non Business		£283.20	£291.10	
Annual Administration charge for non-residential services	Annual	Non Business		£211.40	£217.30	
Deferred Payment Agreements (DPA)						
Setup charge excluding disbursements	Annual	Non Business		£822.50	£845.50	
Setup charge including disbursements	Annual	Non Business		£653.70	£672.00	
Annual Administration excluding disbursements	Annual	Non Business		£284.40	£292.40	
Annual Administration including disbursements	Annual	Non Business		£187.40	£192.60	
Adult Social Services - Deputyship and Appointee						
W Deputyship & Appointee WBC Fees/charges						
Management of client finances under Appointeeship where savings below £3000	Annual	Exempt		£103.20	£106.10	
Additional services after death - e.g. locating executors, arranging funerals						
Estates Winding up fee - Level 1 (Deputy & Appointeeship)	One off	Exempt		£227.00	£233.40	
Estates Winding up fee - Level 2 (Deputy & Appointeeship)	One off	Exempt		£278.60	£286.40	
Estates Winding up fee - Level 3 (Deputy & Appointeeship)	One off	Exempt		£392.20	£403.20	
Additional services for clients with capacity e.g. arranging a will/funeral plan etc	One off	Exempt		£50.00	£51.40	

Customer & Locality Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applic)	Incl VAT (if applic)	
				£	£	
Housing General Fund - charges from April 2020						
Gypsy Caravan Sites:						
Carters Hill Park - Licence Fee	per week	Non Business		£58.40	£60.00	
Twyford Orchards - Licence Fee	per week	Non Business		£52.30	£53.80	
Foxwood Room 1 (new property)	per week	Non Business		£126.50	£130.00	
Foxwood Room 2 (new property)				£116.20	£119.50	
Foxwood Room 3 (new property)				£116.20	£119.50	
Foxwood Room 4 (new property)				£126.80	£130.40	
Foxwood Room 5 (new property)				£142.70	£146.70	
Oxford Road Hostel room 1	per week	Non Business		£98.20	£100.90	
Oxford Road Hostel room 2				£98.20	£100.90	
Oxford Road Hostel room 3				£120.40	£123.80	
Oxford Road Hostel room 4				£125.80	£129.30	
Oxford Road Hostel room 5				£131.40	£135.10	
Oxford Road Hostel room 6				£120.40	£123.80	
Oxford Road Hostel room 7				£131.40	£135.10	
Oxford Road Hostel room 8				£120.40	£123.80	
Oxford Road Hostel room 9				£147.90	£152.00	
Grovelands a	per week	Non Business		£96.30	£99.00	
Grovelands b				£96.30	£99.00	
Grovelands c				£96.30	£99.00	
Grovelands d				£96.30	£99.00	
Grovelands e				£96.30	£99.00	
Grovelands Park f				£96.30	£99.00	
Grovelands Park g				£96.30	£99.00	
Grovelands Park h				£96.30	£99.00	
Grovelands Park i				£96.30	£99.00	
Grovelands Park k				£96.30	£99.00	
Grovelands Park l				£96.30	£99.00	
Grovelands plot fees				£42.00	£43.20	
Groveland Garages - tenants - non-vatable x 2	room per week	Non Business	Standard	£8.40	£8.60	
Groveland Garages - non-tenants - vatable x 16				£11.90	£12.20	
Bed & Breakfast - family room				£21.80	£22.40	
Bed & Breakfast - single room	room per week	Non Business		£13.00	£13.40	

Customer & Locality Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applic)	Incl VAT (if applic)	
				£	£	
Bed & Breakfast (non HB charge)	room per week	Non Business		£160.40	£164.90	
Storage costs	per week	Non Business		£8.80	£9.00	
Building Control GF - charges from December 2019						
Building Control Residual						
Demolition notice	Each	Non business	Cost recovery & contribution towards income generation	£250.00	£250.00	
Building Control Solutions						
Research, retrieval and copy charge per property for Building Regulation Decision Notice(s) and/or Completion Certificate(s) intended for commercial re-use.						
To professionals for commercial purposes or owners/buyers	per hour	Non business		£31.00	£32.00	Adjusted to nearest £ - only to assist customers
48 hour response	per hour	Non business		£62.00	£64.00	
Research and response to enquiry per property where no documentation is supplied	per hour	Non business		£31.00	£32.00	
First issue of Completion Certificates on archive applications		Standard		£84.00	£87.00	
Provide pre-application advice (first hour free of charge)	per hour	Standard		£84.00	£87.00	
Subsequent Building Regulation Charges may be reduced accordingly to reflect this advice.						
Research, retrieval and examination of Building Regulation record						
To professionals for commercial purposes	per hour	Non business		£31.00	£32.00	Adjusted to nearest £ - only to assist customers
Letter confirming exemption		Non business		£41.00	£42.00	
Letter confirming enforcement action will not be taken		Non business		£41.00	£42.00	
Pre-application site inspections to discuss possible work e.g. view trial holes. Payment is required in advance		Standard		£85.00	£87.00	
Submission of a Demolition Application		Non business		£250.00	£250.00	
Retrieve archive file, undertake research, further inspection(s) and issue a completion certificate in respect of a project, following a period of three years since the last inspection of the work	per hour	Standard		£85.00	£87.00	Adjusted to £ only to assist customers
Scaffold licence	Each	Non business	Cost recovery & contribution towards income generation	£194.00	£199.00	

Customer & Locality Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applic)	Incl VAT (if applic)	
				£	£	
Scaffold licence extension	Each	Non business	Cost recovery & contribution towards income generation	£121.00	£124.00	
Building Regulations Application charges are set separately as they are required to be set as self financing						
Planning - charges from December 2019						
Application Fees						
Planning Application fee levels are set nationally and individual local planning authorities have no powers to vary them. The anticipated income is based on current fee levels.						
Pre-application Charges:						
Application Type:						
House Holder	Per application	Standard		£192.00	£192.00	No increase to encourage take up of service
Non-householder < 200m ²	Per application	Standard		£729.72	£750.20	
Non-householder > 200m ² but < 500m ²	Per application	Standard		£820.56	£843.50	
Non-householder > 500m ² but < 1000m ²	Per application	Standard		£1,033.08	£1,062.00	
Non-householder > 1000m ² but < 2000m ²	Per application	Standard		£1,276.80	£1,312.60	
Non-householder > 2000m ² but < 3000m ²	Per application	Standard		£1,489.32	£1,531.00	
Non-householder > 3000m ² but < 5000m ²	Per application	Standard		£1,793.88	£1,844.10	
Non-householder > 5000m ²	Per application	Standard		£9,117.60	£9,372.90	
New-dwellings 1 to 9 units	Per Dwelling	Standard		£248.64	£255.60	
New-dwellings 10 to 30 units	Per application	Standard		£2,473.92	£2,543.20	
New-dwellings 31 to 50 units	Per application	Standard		£4,123.68	£4,239.10	
New-dwellings > 51+ units	Per application	Standard		£8,248.68	£8,479.60	
Change to S106 agreement- minimum	Per application	Non-business		£1,000.00	£1,028.00	
Change to S106 agreement- maximum	Per application	Non-business		£2,000.00	£2,056.00	
Copying Charges:						
Copying Decision Notice	per A4 sheet	Standard	Statutory constraints / Guidance	£0.10	£0.10	
Copying T.P.O.	per A4 sheet	Standard		£0.10	£0.10	

Customer & Locality Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applicable)	Incl VAT (if applicable)	
				£	£	
General Photocopying:						
A4 additional sheets	per A4 sheet	Standard	Statutory constraints / Guidance	£0.10	£0.10	
A3 additional sheets	per A4 sheet	Standard		£0.10	£0.10	
Plan Printing:						
Reprographics service charge - single charge levied per batch of plan printing		Standard	Statutory constraints / Guidance	£3.30	£3.40	
A2		Standard		£1.00	£1.00	
A1		Standard		£2.20	£2.30	
A0		Standard		£3.30	£3.40	
Ordnance Survey (OS) extracts:						
Ordnance Survey (1:1250 Scale extracts)	Per set of O/S plans produced	Standard	Statutory constraints / Guidance	£28.90	£29.70	
Ordnance Survey (1:500 Scale extracts)	Per set of O/S plans produced	Standard		£7.70	£7.90	
High Hedges Legislation		Non Business		£914.10	£939.70	
Copy of a Tree Preservation Order		Non Business		£0.10	£0.10	
Highways Design Guide - paper copy of document		Standard	Demand Driven	£113.30	£116.50	
Transportation - charges from December 2019						
Park & Ride User		standard	Full cost recovery	£1.00	£1.00	Peak and off-peak: Car park charges to remain unchanged. Want to encourage use. A Legal TRO process would be required to change. Small increase due to inflation not practical for coin payments

Customer & Locality Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applicable)	Incl VAT (if applicable)	
				£	£	
Winnersh Station Parking						
Train User		standard	Full cost recovery	£4.00	£4.00	Peak and off-peak: Car park charges to remain unchanged. Want to encourage use. A Legal TRO process would be required to change. Small increase due to inflation not practical for coin payments
Day Parking		standard	Full cost recovery	£4.00	£4.00	
Cemeteries / Burial & Cremation - charges from April 2020						
Interment fees:						
Under 1 month		Non Business	Not applicable	FREE	FREE	
Under 1 month out of Borough				£109.10	£110.00	rounded up
1 month - 12 years				FREE	FREE	Age range changed
1 month - 12 years out of Borough				£218.10	£220.00	Age range changed, rounded up
Over 12 years*			To cover maintenance cost	£860.70	£600.00	reduced as we do not arrange for a grave digger
Cremated remains*				£359.20	£200.00	reduced as we do not arrange for a grave digger
Columbaria - ashes interment for 10 years only*				£925.90	£900.00	Benchmarked
Columbaria fee for additional ashes into the same slot (2nd and final interment only)*			To provide an additional service	£163.60	£160.00	Benchmarked
Renewal fee for the above (at end of 10 year period) per year				£45.90	£47.00	
Exclusive Rights of Burial:						
Burial*		Non Business	To cover maintenance cost	£937.70	£1,340.00	Increase in line with Reading & Bracknell
Cremated Remains*				£421.30	£446.00	Increase in line with Reading & Bracknell
Scattering of Cremated Remains on WBC land			To cover maintenance and administration cost	£70.60	£72.60	OK
Scattering of Cremated Remains within prescribed Cemetery scattering areas				£82.40	£80.00	Benchmarked
Memorial Benches						
Memorial Bench (provided by WBC) with plaque 5-10 year lease (outside Cemeteries)		Standard		POA	POA	To cover maintenance and admin costs
Renewal of lease for a further 5 years				£436.20	£448.40	OK
Installation of memorial bench on grass (without plaque/outside Cemeteries)				£267.30	£274.80	OK
Memorial Trees						
Memorial Tree for period of 10 years, includes supply, plant and plaque		Standard	To cover maintenance and administration cost	£1,026.40	£1,055.10	OK
Renewal of lease for a further 10 years				£436.20	£448.40	OK
Replacement/additional plaque				POA	POA	

Customer & Locality Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes	
				1.12.18 or 1.4.19	1.12.19 or 1.4.20		
				Incl VAT (if applicable)	Incl VAT (if applicable)		
				£	£		
Right to erect Memorials							
For the right to erect any headstone or monument on a burial grave space		Standard		£264.10	£250.00	Benchmarked	
For the right to erect a temporary marker on a grave		Standard		£27.80	£25.00	Benchmarked	
Memorial Mushroom							
Memorial Mushroom or similar for period of 10 years (with 3 disks for inscription)		Standard	To cover maintenance and administration cost	£443.70	£456.10	OK	
Renewal of lease for further 10 years		Standard		£239.50	£246.20	OK	
Other							
Additional Inscription or works (on headstone)		Standard		£84.40	£80.00	Benchmarked	
Cremation Tablet				£130.40	£130.00	Benchmarked	
Transfer of exclusive Right of Burial (not done at time of interment)				£38.50	£40.00	Benchmarked	
Family History Search of Burial Records			Full Cost	£12.80	£13.00	Benchmarked	
*Non residents are charged triple fees for the purchase of a plot and for the first interment and scattering							
Countryside Services - charges from December 2019							
Car Parking @ California Country Parks and Dinton Pastures							
Coach Parking per day		Standard	Full cost	£16.00	£16.00	Not cost effective to change meter software	
Charge per Visit -per hour off peak Mon-Friday 1st Oct - 1st March				£1.20	£1.50	All year flat rate to make charging simpler	
Charge per hr peak Sat & Sun all year, weekdays 2nd March- 30th Sept	per hr			£1.50	£1.50	All year flat rate to make charging simpler	
Charge per Visit - over 4 hours				£6.00	£6.00	Not cost effective to change meter software	
Annual Season Ticket - 6 month				£75.00	£80.00		
Annual Season Ticket - 12 month				£150.00	£150.00	Keep the same to encourage yearly tickets, rather than 6 monthly	
Annual Season Ticket - 6 month concessionary				£56.00	£56.00	No increase to OAP	
Annual Season Ticket - 12 month concessionary				£112.00	£112.00	No increase to OAP	
Out of hours car park unlocking				£88.00	£88.00	Not cost effective to change signage	
Mobility Scooter Joining Fee		Exempt		£20.00	£20.00	This is not an income source, but covers admin costs	

Customer & Locality Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applicable)	Incl VAT (if applicable)	
				£	£	
Angling						
Fishing Syndicates						
White Swan Lake				£590.00	£610.00	Over subscribed facility
White Swan winter				£235.30	£240.00	Over subscribed facility
Black Swan Lake				£590.00	£610.00	Over subscribed facility
River Loddon				£140.00	£140.00	Under subscribed facility
Longmoor Lake				£220.00	£220.00	Under subscribed facility
Gold Ticket				£1,150.00	£1,200.00	Over subscribed facility
Twyford Reserve				£230.00	£250.00	Over subscribed facility
Guest ticket				£20.00	£20.00	Left at same rate to encourage new members
Day season tickets full				£72.20	£75.00	
Day season discount				£51.60	£55.00	
Waiting list deposit non refundable , taken off first year membership				£20.00	£20.00	Maintain the same for continuity
Day ticket per rod	per rod	Standard	Full cost plus	£5.00	£5.00	Not cost effective to change meter software
CALIFORNIA COUNTRY PARK						
Paddling Pool		Exempt	Full cost	£2.50	£2.50	Not cost effective to change meter software
Public Rights of Way						
Processing statutory Declarations	per item	non business	Cost	£559.40	£575.10	
Statutory Declarations - processing of subsequent declarations			Cost	N/A	£55.00	
Extinguishment and Diversion Orders of Public Rights of Way under Section 118 and 119 Highways Act 1980	per item	non business	Full cost plus	N/A	POA	New charge. In line with neighbouring local authorities
Extinguishment and Diversion Orders of Public Rights of Way under Section 257 Town and Country Planning Act 1990			Full cost plus	N/A	POA	
Temporary Traffic Regulation Order			Full cost plus	N/A	£2,555.60	New charge. In line with Highways charges for Temporary Orders
Public rights of way information - Definitive Map extract	1st query	Standard	Demand Driven	N/A	£103.30	New charge. In line with Highways charges for ordnance survey extract
Enforcement action under Section 143 Highways Act 1980 and Schedule	Per item	non business	Full cost plus officer time	N/A	POA	New charge to cover expenses incurred by the authority in relation to enforcement action

Customer & Locality Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applicable)	Incl VAT (if applicable)	
				£	£	
Acorn Centre - charges from December 2019						
Hall (until 10pm)				£23.50	£24.20	
Hall (until 10pm) concessionary rate				£21.40	£22.00	
Hall (10pm-12am)				£42.70	£43.90	
Meeting Room1 or Meeting Room 2				£9.60	£9.90	
Meeting Room1 or Meeting Room 2 concessionary rate				£8.60	£8.80	
Meeting Rooms 1 & 2 combined				£17.10	£17.60	
Meeting Rooms 1 & 2 combined concessionary rate	1 hour	Exempt	Fees & Charges need to be flexible to respond to the demand of market forces	£16.00	£16.40	
Meeting Room 3				£11.80	£12.10	
Meeting Room 3 concessionary rate				£10.70	£11.00	
Art Room				£11.80	£12.10	
Art Room concessionary rate				£10.70	£11.00	
Sensory Room				£17.10	£17.60	
Sensory Room concessionary rate				£16.00	£16.40	
Highways - charges from December 2019						
Licence to Plant in the Highway		Non Business	Recovery of costs (Ref Highways Act S.142)	£327.10	£336.30	
Technical Approval of Highways Structures						
Cat 0		Non Business	To recover service costs	£871.90	£896.30	
Cat 1				£980.90	£1,008.40	
Cat 2				£1,688.80	£1,736.10	
Cat 3				Based on quote	Based on quote	

Customer & Locality Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applic)	Incl VAT (if applic)	
				£	£	
Street Naming & Numbering:						
Change of Property Name				£82.40	£84.70	
To alter the address if plans altered by developer				£28.40	£29.20	
Research into archives (where not part of statutory function) Per hour set as minimum.				£28.40	£29.20	
To rename a street when requested by residents				£445.80	£458.30	
Confirmation of address to solicitors, agents etc				£28.40	£29.20	
New Developments:						
First Address		Non Business		£108.60	£111.60	
Additional addresses		Non Business		£45.40	£46.70	
Street Light Column Relocation - Admin Charge. (Recovery officers time and work cost is additional to this)		Non Business		£52.30	£53.80	
NRSWA - Streetworks Licence up to 20m (over 20m to be pro-rated to max £)	Minimum			£458.00	£470.80	Approved but please can this be referred to Section 50 license going forward
NRSWA - Streetworks Licence up to 20m (over 20m to be pro-rated to max £)	Maximum			£2,285.00	£2,349.00	
Provisional Advance Authorisation	Main Roads. All 0, 1, 2 streets, Traffic Sensitive 3 & 4 streets			£84.00	£84.00	
	Minor Roads. 3 & 4 / Non Traffic Sensitive streets			£74.00	£74.00	
Major Activity over 10 days and all major works requiring a traffic regulation order	Main Roads. All 0, 1, 2 streets, Traffic Sensitive 3 & 4			£219.00	£219.00	These fees for operation of our permit scheme cannot be changed without a formal consultation with our customers in the industry – this consultation is required to be based upon a detailed cost benefit analysis rather than a change to RPI.
	Minor Roads. 3 & 4 / Non Traffic Sensitive streets			£143.00	£143.00	
Permit Variation	Main Roads. All 0, 1, 2 streets, Traffic			£45.00	£45.00	
	Minor Roads. 3 & 4 / Non Traffic			£35.00	£35.00	
Major Activity (4-10 days)	Main Roads. All 0, 1, 2 streets, Traffic Sensitive 3 & 4 streets			£127.00	£127.00	
Major Activity (up to 3 days)				£63.00	£63.00	

Customer & Locality Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applic)	Incl VAT (if applic)	
Standard Activity			To recover service costs	£127.00	£127.00	
Minor Activity				£63.00	£63.00	
Minor Activity (carried out wholly outside traffic sensitive times)				£51.00	£51.00	
Immediate Activity				£54.00	£54.00	
Immediate Activity (carried out wholly outside traffic sensitive times)				£44.00	£44.00	
Skip Licence (max 2 weeks, additional fee per week)				Recovery of costs (Ref Highways Act S.139)	£44.70	£46.00
Skip Licence (max 2 weeks, additional fee per week)	Additional fee per week		Full cost plus	Recovery of costs (Ref Highways Act S.139)	£34.90	£35.90
Rechargeable works on the highway including accident damage - charges depend on actual value of the works					Variable	Variable
TRAFFIC MANAGEMENT:						
Temporary Order			Non Business	Full cost plus	£2,486.00	£2,555.60
Temporary Notice				Full cost plus	£385.00	£395.80
Special Events				Subsidised	£1,240.00	£1,274.70
Street Parties (on Non through roads)				Subsidised	£96.50	£99.20
Street Parties - Provision of traffic signs (on Non through roads)				Full cost recovery	POA	POA
Diversion signing schedule sensitive streets				Full cost plus	£550.00	£565.40
Diversion signing schedule non-sensitive streets				Full cost plus	£435.00	£447.20
Tourist Signing - formal application				Full cost recovery	£112.30	£180.20
Tourist Signs - actual cost + admin				Full cost recovery	£257.20	£264.40
Supervision of erection of signs				Full cost recovery	£117.60	£120.90
Traffic light operations - per hour				Full cost recovery	£198.40	£204.00
Traffic light operations - off peak/bank holidays				Full cost recovery	£330.30	£339.50
Traffic Signal Switch off / on requests - initial instruction: Relates to third party request to switch off existing traffic signal installations to facilitate local roadworks (either Stats Company or Developer)				Full cost plus	£484.80	£498.40
Traffic Signal Switch off / on requests - follow up site visit as part of original request				Full cost plus	£206.30	£212.10
Access Protection Markings				Full cost plus	£139.50	£143.40

Customer & Locality Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applic)	Incl VAT (if applic)	
Developer signing application	1	Standard	Full cost recovery	£175.30	£180.20	
Accident data requests:	1 - 20		Full cost recovery	£172.10	£176.90	
	21 - 40		Full cost recovery	£216.00	£222.00	
	41 - 60		Full cost recovery	£259.20	£266.50	
	61 - 80		Full cost recovery	£302.60	£311.10	
Accident data requests (81 or more units)			Full cost recovery	POA	POA	
Permanent Traffic Regulation Orders			Full cost recovery	POA	POA	
Traffic data request-Automated Traffic Counter Site / Junction Count Data	1	Non Business	Full cost plus	£158.20	£162.60	
Diversion signing schedule sensitive streets	1		Full cost plus	£549.50	£564.90	
Diversion signing schedule non-sensitive streets	1		Full cost plus	£434.10	£446.30	
Cycle Helmets (Schools)	1	Standard	Full cost recovery	£10.00	£10.00	Helmets - do not change, As a road safety/sustainable travel initiative we are trying to encourage these and round figure more practical in collecting from parents
Cycle Helmets (Rural Schools)	1		Full cost recovery	£5.00	£5.00	
Cycling Level 1/2 Training (3 day session)	1		Full cost recovery	£20.00	£25.00	1/2 training relates to holiday period courses and we have been subsidising - so increase.
Cycling Level 3 Training (1 day session)			Full cost recovery	£10.00	£10.00	Level 3 is 1 day course so £5 more appropriate
Bikeability Learn to Ride or Adult Cycle Training			Full cost recovery	N/A	£5.00	Training has been run in previous years - charge had been missed previously
HIGHWAYS INFORMATION & TRAFFIC SCHEME INFORMATION:						
Highways information - ordnance survey extract	1st query	Standard	Demand Driven	£100.50	£103.30	
Each additional query	1		Demand Driven	£26.70	£27.40	
Traffic Scheme Information			Demand Driven	£99.40	£102.20	
Access to Wokingham Transportation Model (by negotiation @ Commercial rates)				POA	POA	
HIGHWAY DEVELOPMENT						
Combined S38/S278 works agreement - 10% of works value & a deposit of 2% or £20k whichever is the greater will be required on commissioning of WBCs services	1			POA	POA	
S38 adoption of highways - 10% of works value. A deposit of 2% or £20k whichever is the greater will be required on commissioning of WBCs services	1			POA	POA	

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CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applicable)	Incl VAT (if applicable)	
				£	£	
S278 works to existing highways - 10% of works value. Deposit of 2% or £20k whichever is the greater will be required on commissioning of WBCs services	1			POA	POA	
S38 adoption of highways where S38 agreement is completed prior to commencement of works onsite - 8% of works value. A deposit of 2% or £20k whichever is the greater will be required on commissioning of WBCs services				POA	POA	NEW FEE. This reduced 8% fee charge is intended to be an incentive for developers to complete S38 agreements quickly (compared to the standard 10% fee). Experience is that S38 agreements can often take years to progress, affecting staff / resourcing and leading to complications with works progressing onsite and new residents moving into houses without legal highway agreements in place.
48 If works associated with a S38 Agreement have not been completed within 2 years from the works start date, then an additional fee of 4.25% of the cost of the works value will be levied to cover the ongoing inspection and administration.				POA	POA	NEW FEE. The standard length of time for new adoptable highway works to be completed in a S38 agreement is 2 years. However many developers exceed this due to focus on completing houses rather than the road infrastructure serving those houses. This new fee would provide a mechanism to charge developers for non-compliance with the 2-year period and fund the additional officer time in supervising / inspecting works onsite.
Minor works agreement - works to existing highways.	1	Non Business	Demand Driven	£3,100.00	£3,186.80	
Fee for works starting on development site in advance of a S38 agreement being completed					£10,000.00	NEW FEE. A developer starting work onsite without proper technical approvals in place and completed S38 legal agreement creates risks of: abortive works, non-compliance with WBC adoptable highway standards, protracted delays with S38 legal agreement ultimately being completed, and increased liability for future residents and housing associations onsite. This fee will act as a deterrent for developers commencing works onsite without a S38 legal agreement in place.

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				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applicable)	Incl VAT (if applicable)	
				£	£	
Fee per additional S38/S278 technical review of drawings following review of developer's initial two S38/S278 technical submissions					£200.00	NEW FEE. The current S38/278 design check fee is adequate for a full initial review of a developer's submission (including liaison with technical subject experts) and a subsequent second review of amended drawings from developers. When developers don't address officers' technical advice, or continue to submit a series of poor or incomplete drawings, this additional fee will cover officer time in ongoing design reviews, and act as an incentive for developers to get their technical submissions 'right first time', thus streamlining an often protracted process.
Fee per site visit should WBC engineers visit the site to carry out inspections and are not able to do so through no fault of their own					£100.00	NEW FEE. Officers visit new development sites to carry out their duties of inspecting and supervising new highway works being carried out. On occasion, officers have been denied entry to the site, which results in abortive time to the council. This fee would cover the cost of this abortive time and act as a deterrent for developers.
COMMUTED SUMS (payable prior to issue final certificate):						
Highway Structures (per structure)	1			POA	POA	
Structural & Non Structural Retaining Walls	1			POA	POA	
Structural or Non Structural Noise Reducing Fences	1			POA	POA	
Vehicle Road Restraint Systems	1			POA	POA	
Soakaways (per soakaway)	1			£4,383.50	£4,506.20	
Catchpit (per Catchpit) (30 years)				£4,383.50	£4,506.20	
Road Gully (per Gully)	1			£534.60	£549.60	
Petrol Interceptors (per interceptor) (30 years)	1			£5,753.10	£5,914.20	
Linear Drainage Systems, Carrier Drains, Headwalls & Storm Water Grill	1			POA	POA	
Balancing Pond (per item)	1			POA	POA	
Carriageway (per m ²)	m ²			£160.40	£164.90	
Anti Skid (per m ²)	m ²			POA	POA	
Footway (per m ²)	m ²			£53.50	£55.00	
Verge (per m ²)	m ²			£53.50	£55.00	

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				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applicable)	Incl VAT (if applicable)	
				£	£	
Landscaped area within or adjacent highways (per m2)	m2			£27.80	£28.60	
Trees within or adjacent highways (per tree)	1			£213.80	£219.80	
Traffic Signal Junction	1			POA	POA	
Pedestrian Crossing (Pelican/Toucan)	1			POA	POA	
Zebra Crossing	1			POA	POA	
Street Lighting	1			£801.90	£824.40	
Illuminated Road Signs/Traffic Bollards	1			£534.60	£549.60	
Non Illuminated Traffic Bollards	1			£267.30	£274.80	
Traffic Calming (per item)	1			POA	POA	
Bus Shelters with Real Time Information	1			POA	POA	
FOOTWAY CROSSINGS:						
Application fee (includes site assessment)		Non Business	Recovery of Administration costs (recovery of works cost is additional to this)	£163.60	£176.00	Fee adjusted to reflect change in our highways contractor and higher rates charge by them/new prices list. New H&T contract awarded April 2019 Volker Highways
Site supervision fee where works undertaken by Term Contractor				£41.70	£52.80	
Site supervision fee where works undertaken by Other Contractor				£106.90	£120.90	
Charge per crossing where carried out by residents to an approved specification under council supervision			Recovery of Administration costs	POA	POA	
Charge for licensing tables and chairs on public highway			Demand Driven	£539.90	£555.00	
CIVIL PARKING ENFORCEMENT						
Parking suspensions & Dispensations	vehicle/skip per per o	Non Business	Recovery of Administration costs	£15.00	£15.40	
Libraries - charges from December 2019						
OVERDUE CHARGES:						
Adult books	per item per day min	Non Business	Fees & Charges need to be flexible to respond to the demand of market forces	£0.30	£0.30	Currently at the higher end of benchmarking - increasing charge to high could result in fewer residents paying the charge and hence lower income collected.
Adult books	maximum charge per item per day min			£12.00	£12.30	
Children's Books	per item per day min			£0.05	£0.05	
Children's Books	maximum charge			£3.25	£3.35	rounded up by £0.01 - max charge needs to be divisible by daily charge
CD's / Cassettes (No overdue charges for people with visual impairment)	per item per day min			£0.30	£0.30	

Customer & Locality Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applicable)	Incl VAT (if applicable)	
				£	£	
CD's / Cassettes (No overdue charges for people with visual impairment)	maximum charge			£11.10	£11.40	
DVD	per item per day min			£1.60	£1.65	
DVD	maximum charge			£22.40	£23.10	
AUDIO VISUAL LOAN CHARGES :						
Cassettes [1-2 tape sets] :				£1.35	£1.40	
	Concessionary Groups			£0.65	£0.70	
Cassettes [3-6 tape sets] :	Concessionary Groups			£1.65	£1.70	
Cassettes [7 or more tapes] :	Concessionary Groups	per set per 3 weeks	Non Business	£0.65	£0.70	
Compact discs [1 disc in the item]	Concessionary Groups		Fees & Charges need to be flexible to respond to the demand of market forces	£2.40	£2.45	
Compact discs [7 disc in the item]	Concessionary Groups			£1.35	£1.40	
Children's compact discs				£2.40	£2.45	
Children's cassettes				£1.35	£1.40	
Mixed Media packs [i.e. 3 or more formats in the item] :				£4.00	£4.10	
				£1.25	£1.30	
				£0.75	£0.77	
				£2.40	£2.45	
AUDIO-VISUAL LOAN CHARGES:						
DVD	per week min		Non Business	Tiered pricing system based on title popularity	£2.25	£2.30
DVD	per week max			Tiered pricing system based on title popularity	£3.95	£4.05
RESERVATIONS:						
Any item within Borough stock	per item				£0.60	£0.65
Any item not currently in Borough stock	per item	Non Business			£3.50	£3.60
Photocopies from British Library	per item				£3.50	£3.60
British Library Urgent Action Service	per item		Fees & Charges need to be flexible to respond to the demand of market forces		£8.00	£8.25
British Library charge					£8.00	£8.25
Bookclub Reservations	per annum	Non Business			£32.10	£33.00
Forget-Me-Not Service	per annum				£30.45	£31.30

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CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes	
				1.12.18 or 1.4.19	1.12.19 or 1.4.20		
				Incl VAT (if applicable)	Incl VAT (if applicable)		
				£	£		
LOST AND DAMAGED ITEMS:							
BOOKS:							
Books on loan from British Library British Library charge	per volume	Non Business	Fees & Charges need to be flexible to respond to the demand of market forces	£8.00	£8.25	+ British Library Charge	
Lost items available for re-purchase from Library stock supplier				Replacement charge + £2.00 admin fee			
Lost items not available for repurchase from Library stock supplier				Replacement charge for comparable item + £2.00 admin fee			
LOST TICKETS:							
Reader's Tickets (No charge for first replacement issued)	per ticket	Non Business	Fees & Charges need to be flexible to respond to the demand of market forces	£2.20	£2.30		
PHOTOCOPYING:							
Black & White: A4	per sheet A4	Standard		£0.20	£0.20	cost from 3rd party to reconfigure coin boxes - based upon current usage the cost of changing would be greater than the additional income received.	
A3	per sheet A3			£0.40	£0.40		
FAXES:							
Sending in UK	1st sheet	Standard	Fees & Charges need to be flexible to respond to the demand of market forces	£1.55	£1.60	rounded to nearest 5p	
	Each additional sheet thereafter			£0.65	£0.70		
Outside UK	1st sheet			£5.05	£5.20		
	Each additional sheet thereafter			£3.20	£3.30		
WITHDRAWN STOCK:							
Adult Fiction / Non-fiction	per volume	Zero Rated	Fees & Charges need to be flexible to respond to the demand of market forces	£1.55	£1.60	Min 15% of Cover price	
Children's & Paperbacks	per volume	Zero Rated		£0.65	£0.67		
Reference Books	per volume	Standard					
Cassettes	per item	Standard		£1.55	£1.60		
CD	per item	Standard		£5.05	£5.20		

Customer & Locality Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applicable)	Incl VAT (if applicable)	
				£	£	
REFERENCE LIBRARY SERVICES:						
PRINTING FROM ELECTRONIC INFORMATION SOURCES:						
Black & White / Colour	per sheet	Standard	Fees & Charges need to be flexible to respond to the demand of market forces	£0.30	£0.30	
EVENTS (WHERE CHARGED):						
Adult Events	per event min	Standard	Fees & Charges need to be flexible to respond to the demand of market forces	£2.60	£2.65	
Adult Events	per event max			£14.15	£14.55	
Children Events	per event			£1.25	£1.30	
Woodley Library Room Booking (non community & commercial)	maximum per hour			£8.00	£8.25	
Wokingham Library Room Booking (non community & commercial)				£17.75	£18.25	
Waste - charges from December 2019						
Green Waste 240L Wheelie Bin	Per annum	Non Business	Full cost	£60.00	£60.00	These items cannot make a profit so have to remain break even
Green Waste 75L Compostable Sacks	Each		Full cost	£1.00	£1.00	
Provision of extra residual waste bags in rolls of 10	Per roll		Full cost	£4.00	£4.00	
Bulky / White Goods Collection (up to 5 items) without appointment			Full cost	£33.10	£33.10	
Bulky / White Goods Collection (up to 5 items) with appointment			Full cost	£39.50	£39.50	To be discontinued from 1st January 2020 therefore no increase required - new charge comes in on 1st January
Collection of fridge / freezers (without appointment)			Full cost	£26.70	£26.70	
Collection of fridge / freezers (with appointment)			Full cost	£32.10	£32.10	
Collection of up to 5 bulky household items including a fridges / freezers	Per collection		Full cost	NA	£56.00	New single charge from 1st January 2020 when it will become an on line service with the being break even for two years.
EPA 1990, s45(1)(b) - Commercial Waste Collection			Contractor deals direct with Business			
EPA 1990, s45(1)(b) - Chargeable Household Waste Collection (excludes cost of disposal)			Contractor deals direct with Charity			

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CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applicable)	Incl VAT (if applicable)	
				£	£	
Activity Centre - charges from December 2019						
Members receive 10% discount on • Activities for Adults • Activities for Juniors • Junior and Family Clubs • Personal Tuition • Pay & Play						
Annual Boat Storage Fees - MEMBERS only						
Kayak, Canoe, Board Storage and Parking	per boat	Standard	full cost plus	£31.00	£31.00	
Small Boat Storage and Parking				£73.00	£73.00	
Large Boat Storage and Parking				£124.00	£124.00	
NON MEMBER FEES						
Annual Membership Fees:						
Adult	pp	Standard	full cost plus	£64.00	£64.00	Membership is staying the same but we are removing car parking. Members will now need to pay and display or purchase a country parks season ticket (£75 6mths / £150 1year)
Concession				£35.00	£35.00	
Family				£92.00	£92.00	
Event Course						
Activities for Adults :						
Adult Sailing Course (2 days or equivalent)	pp	Exempt	Full cost plus	£200.00	£200.00	Adult sailing course uptake is down this year so we do not want to increase the price. Powerboat courses are in high demand this year and are expensive to run so we are going to increase by 10%
Adult Powerboat Course (2 days or equivalent)				£250.00	£275.00	
Adult Paddlesports 1/2 Day Course (or equivalent)					£50.00	
Adult Paddlesports 1 Day Course (or equivalent)					£100.00	
Instructor Training:						
RYA Assistant Instructor / Paddlesports Leader Course	pp	Exempt	Full cost plus	£130.00	£130.00	Fees equal cost of providing the service
RYA Dinghy Instructor Pre-Assessment				£98.00	£98.00	
RYA Dinghy Instructor Course				£350.00	£350.00	
BCU FSRT				£70.00	£100.00	
BCAB Paddle Sports Instructor Award				£200.00	£200.00	
Archery Instructor Award				N/A	£250.00	New - Now able to offer course in-house due to increased resource.
8hr First Aid				£103.00	£103.00	
16hr First Aid				N/A	£206.00	New - Now able to offer course in-house due to increased resource.

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from 1.12.18 or 1.4.19		CHARGE from 1.12.19 or 1.4.20		Notes	
				Incl VAT (if applic)	Incl VAT (if applic)	£	£		
Activities for Juniors (8yrs +):									
Junior / Teen Sailing Course (5 days or equivalent)	pp	Exempt	Full cost plus	£255.00	£260.00				
Multi Activity Days Ages 8+ (1 day or equivalent)				£40.00	£42.00				
Multi Activity Days Ages 6+ (1 day or equivalent)				£47.00	£50.00				
10% Discount for booking a full week of Multi Activity Days									
10% Sibling Discount for multiple bookings in the same transaction									
10% Discount for October Half Term									
Activity Clubs:									
Activity Clubs Per Session 	pp	Exempt	Full cost plus	£20.00	£20.00		Activity club uptake was down this year after a significant increase in price but parents like the flexibility to book individual sessions rather than a term so we propose to keep that price and lower the price for the block booking to give people an incentive to pre-book six sessions.		
Activity Clubs Per Six Session Booking				£108.00	£90.00				
Powerboat Club					£180.00		New - due to demand, new club run to get powerboat licence. Fee includes high overheads.		
Days Out:									
Promotional Events	pp per Adult per Junior	Exempt	Full cost plus	£3.00	£3.00				
Themed Events				£8.00	£8.00				
Themed Events				£6.00	£6.00				
Nature Events				£10.00	£11.00				
Guided Nature Paddles				£17.00	£18.00				
Guided Nature Paddles				£12.00	£13.00				
Guided Night Paddles				£19.00	£20.00				
Guided Night Paddles				£14.00	£15.00				
Themed Guided Night Paddles				£20.00	£21.00				
Themed Guided Night Paddles				£15.00	£16.00				
Personal Tuition:									
1:1 Tuition	pp 2hrs 2ppl 2hrs pp 2hrs	Exempt	Full cost plus	£68.00	£70.00				
2:1 Tuition				£54.00	£55.00				
Small Group Tuition (up to 6:1)				£47.60	£50.00				

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				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applicable)	Incl VAT (if applicable)	
				£	£	
Taster Sessions:						
Taster Sessions: 10% discount for multiple bookings	1 hr30 session	Exempt	Full cost plus	£25.00	£25.00	
School and Youth Group Activities:						
Evening Activity (min group size 20)	pp 1hr30	Exempt	Full cost plus	£17.00	£18.00	Three activity price is the two activity price plus + 50% thus paying the same price per session but adding on another session.
Half Day Activity (min group size 20, max 2 activities)	pp 3hrs	Exempt		£20.00	£22.00	
Full Day Activity (min group size 20, max 3 activities)	pp 5hrs (day)	Exempt		£26.00	£33.00	
Regular Sessions (min group size 12)	pp 2hrs	Exempt		£15.00	£16.00	
Small Group Regular Sessions (min group size 6, max 8)	pp 2hrs	Standard		N/A	£32.00	New - fee to encourage small schools groups to attend activities. charge frozen
Facility Use Season Ticket (max group size 20)	per WBC Term	Exempt		£258.00	£258.00	
Environmental Education One Activity - Self Led	pp for upto 3 hours	Exempt		£4.00	£4.00	
Environmental Education Two Activities - Self	pp upto 5 hours	Exempt		£7.00	£8.00	
Environmental Education Ranger to lead package	per Ranger /per hour	Exempt		£30.00	£30.00	
Adult Group Activities:						
Half Day Activity (min group size 10, max 2 activities)	pp 3hrs	Exempt	Full cost plus	£31.00	£27.50	25% more than the school and youth group prices. We are low on corporate bookings, so we have removed car parking and room hire from the package so the price looks better. Might encourage people to car share etc
Full Day Activity (min group size 10, max 3 activities)	pp 5hrs			£46.00	£41.25	
Corporate Conservation Task	pp up to 3hrs				£3.00	
Corporate Conservation Task	pp over 3hrs				£5.00	
Ranger to lead Conservation Task	per ranger per day				£32.00	
Exclusive Conservation Activity (includes parking, refreshments and ranger	pp up to 5hrs				£18.00	
Junior Group Activities / Childrens Parties:						
Evening Activity (for a group of 8 under 8's and 10 for over)	per 8 or 10 for 1hr30	Exempt	Full cost plus	£230.00	£240.00	New - Now able to offer activity due to increased resource.
Half Day Activity (for a group of 8 under 8's and 10 for over)	per 8 or 10 for 3hrs			£260.00	£280.00	
Full Day Activity (for a group of 8 under 8's and 10 for over)	per 8 or 10 for 5hrs			£320.00	£420.00	
Supplementary Fee for Zip Wire	for 1.5hrs			NA	£60.00	
Junior Rangers Party. Includes ranger and garden	up to 20 for 2hrs			£200.00	£210.00	
Rock Climbing Wall Private Hire:						
wall + 2 ins + equip + delivery + PL	per day	Standard	Full cost plus	£520.00	£540.00	
wall + 2 ins + equip + delivery + PL	half day / evening	Exempt		£720.00	£740.00	
Delivery Charge outside of 10 mile radius	day	Exempt		£3.50	£3.60	

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				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applicable)	Incl VAT (if applicable)	
				£	£	
Room Hire: DAC and Loddon Emmbrook rooms						
Commercial Rate Half Day / Evening	per 3 hours	Exempt	Full cost plus	£72.00	£72.00	keep the room hire charges the same until the investment in the new building has been made, then we can re-structure this set of fees.
Commercial Rate Full Day	per 7 hours			£167.00	£167.00	
Commercial Rate per hour	per hour			£26.00	£26.00	
Youth/Education/WBC Rate per hour	per hour			£22.00	£22.00	
Commercial Block Booking Rate (min 6 consecutive weeks)	per hour			£22.00	£22.00	
Youth Block Booking Rate (min 6 consecutive weeks)	per hour			£19.00	£19.00	
Late lock up fee (after 6pm)	one off charge			£54.00	£60.00	
BBQ Hire	per day			£65.00	£65.00	
Pay & Play:						
Single Handed Dinghy	1 hour	Standard	Full cost plus	£17.00	£20.00	Increase dinghy hire due to staff time involved. Reduced the day ticket fee due to price matching and introduced an afternoon rate for those who turn up from 1pm onwards. Kept boat hire the same as we had a significant pricing re-structure of this last year.
Double Handed Dinghy	1 hour			£24.00	£30.00	
Day Ticket (launch your own boat)	per boat, per day			£16.00	£10.00	
Afternoon Ticket (launch your own boat)	per boat 1pm-5pm			£16.00	£6.00	
Boat Hire (canoe, kayak, pedalo etc)	pp per half hour			£7.00	£7.00	
Boat Hire (canoe, kayak, pedalo etc) Under 8's	pp per half hour			£5.00	£5.00	
Disc Hire (driver and midrange disc set)	pp per day			£5.00	£6.00	
Lost Disc Fee	per disc			£10.00	£10.00	
Staff Resources:						
Senior Instructor	per hour	Exempt	Full cost plus	£40.00	£45.00	
Lead Instructor	per hour			£27.00	£30.00	
Instructor	per hour			£22.00	£25.00	
Activity Equipment Hire:						
PPE (harness, helmet, wetsuit, life jackets)	per day	Standard	Full cost plus	£4.00	£4.00	
Land Hire						
Commercial up to 5 acre	per day	Standard	Full cost plus	£210.00	£216.00	We have changed the 10 acre price to 20 acres at a cost of half that to hire the full 40 acres. We notice that this is a more frequent request for area rather than 10
Commercial up to 20 acre	per day			£539.50	£1,079.00	
Commercial up to 40 acre or use of lakeside trails	per day			£1,050.00	£165.00	
Non-Commercial up to 5 acre	per day			£160.00	£432.00	
Non-Commercial up to 20 acre	per day			£840.00	£864.00	
Non-Commercial up to 40 acre	per day			£130.00	£134.00	
WBC, Charity, Sch, Youth up to 5 acre	per day			£345.50	£672.00	
WBC, Charity, Sch, Youth up to 20 acre	per day			£691.00	£650.00	
WBC, Charity, Sch, Youth up to 40 acre	per day			£650.00	£650.00	
Use of park land for filming	per day					

Customer & Locality Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applicable)	Incl VAT (if applicable)	
				£	£	
Charge for removing bin liner bag of event litter				£3.00	£3.00	acres.
Charge for removing 1100L bin of event litter				£20.00	£20.00	
Charge for provision of water for event				£75.00	£78.00	
Charge for water use for event				£15.00	£20.00	
Additional grass cutting required for event				£80.00	£85.00	
All of the above 20% discount for low season Oct-end Mar				£10.00	£10.00	
Camping Pitch, Grass no electric per 2 man tent	per day					
All Land hire is at Budget Manager discretion to amend to meet commercial aspirations						
Parks - charges from April 2020						
SPORTS PITCH HIRE:						
Artificial Pitch, Cantley Park, Wokingham - these charges will alter from 1st April 2020 due to VAT Regulations						
Full Pitch - Peak per hr (Peak - Weekdays after 7pm & all day Saturday)	Per hour	Standard	Demand Driven. Also to recover service cost	£84.40	£86.80	
Half Pitch - Peak per hr (Peak - Weekdays after 7pm & all day Saturday)	Per hour	Standard		£55.60	£57.20	
Full Pitch - Off Peak per hr (Off Peak - Weekdays before 7pm & all day Sunday, off peak rate for WBC teams)	Per hour	Standard		£51.30	£52.70	
Half Pitch - Off Peak per hr (Off Peak - Weekdays before 7pm & all day Sunday, off peak rate for WBC teams)	Per hour	Standard		£23.50	£24.20	
Artificial Five a Side Pitch various locations						
Peak per hr (Peak - Weekdays after 7pm & all day Saturday)	Per hour	Standard	Cost plus	£48.10	£49.40	
Off peak per hr (Off peak - Weekdays before 7pm & all day Sunday)	Per hour	Standard	Cost plus	£23.50	£24.20	
Multi Use Games Area (MUGA) Off peak per hr (Off peak - Weekdays before 7pm & all day Sunday)	Per hour	Standard	Cost plus	£20.60	£21.20	
Multi Use Games Area (MUGA) Peak per hr (Peak - Weekdays after 7pm & all day Saturday)	Per hour	Standard	Cost plus	£41.30	£42.50	

Customer & Locality Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applicable)	Incl VAT (if applicable)	
				£	£	
Grass Pitch All sites:						
Senior Pitch (90 x 60 & above) per game	Per game	Standard	Demand Driven. Also to recover service cost	£49.20	£50.60	
Junior Pitch (80 x 50 & smaller) per game	Per game	Standard		£23.50	£24.20	
SPORTS PAVILION HIRE:						
Ashridge room inc kitchen, & upstairs toilets only, Cantley:						
Hire per hr - Off peak (before 6pm weekdays & Sundays inc WBC users)	Per hire	Standard	To cover service cost plus overheads	£13.90	£14.30	
Hire per hr - Peak times (Weekdays after 6 pm & all day Saturday)	Per hire	Standard		£17.10	£17.60	
Standard overrun charge per booking based on 50% of hourly rate	Per hire min	Standard		£7.50	£7.70	
Standard overrun charge per booking based on 50% of hourly rate	Per hire max	Standard		£8.10	£8.30	
HIRE OF CHANGING ROOMS / SHOWER FACILITIES:						
Cantley - per game		Standard		£29.90	£30.70	
Netball						
EVENTS *rates negotiable with WBC Service Managers consent. Labour rates & extras upon request and negotiable.	Deposit of 10% required					
Hire of field/open space for event - Small (family gathering up to 30 with minimal impact on other users)	Maximum	Standard		£166.80	£171.50	
Hire of field/open space for event - Medium (Community event with between 30 and 70 attendees with medium impact on other users)	Maximum	Standard		£436.20	£448.40	
Hire of field/open space for event - Extra Large (Any event above 120 restricting use of facility for others)		Standard		£817.90	£840.80	
MISCELLANEOUS GROUNDS MAINTENANCE FEES:						
Refundable deposit for all keys to Pavilions & Secure Sites (per set)		Exempt	N/A	£32.10	£33.00	

Customer & Locality Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes	
				1.12.18 or 1.4.19	1.12.19 or 1.4.20		
				Incl VAT (if applic)	Incl VAT (if applic)		
				£	£		
Local Land Charges							
Part 1 enquiry		Standard	Service costs are fully covered	£103.80	£106.70		
Certificate of search for Part 1 enquiry		Exempt		£34.20	£35.20		
Each optional question on part two of the enquiry form		Standard		£22.90	£23.50		
Each additional question not covered by parts one and two		Standard		£36.90	£37.90		
Local Land Charges: Commercial / Land							
Part 1 enquiry		Standard	Service costs are fully covered		£137.80	New - Benchmarking against other local authorities the majority charge a higher rate for commercial and land searches due to the additional work involved and time taken to complete.	
Certificate of search for Part 1 enquiry		Exempt			£54.20		
Each optional question on part two of the enquiry form		Standard			£23.50		
Each additional question not covered by parts one and two		Standard			£37.90		
Expedited Search Fee		Standard			£50.00	New - Fast track same day service (majority of LA's charge) – similar model other companies use Post Office /Amazon Prime etc	
Registration of Births, Marriages and Deaths							
Licence Fees for Approved Premises:							
Initial and Renewal of licences for Approved Premises (valid for 3 years)		Non Business	per ceremony	£2,062.00	£2,062.00	Highest fee in South East Registrars Board (SERB) area is £2286.	
Licence Fees for Civil Partnerships in Religious Buildings		Non Business		£878.00	£903.00		
Licence Amendment Fee		Non Business		£250.00	£150.00	Fee is high compared to others, some places do not charge.	
Marriage Fees / Civil Partnership Fees:							
Attendance of Superintendent Registrar and Registrar at a marriage or Civil Partnership at approved premise			Non Business			Fees below rounded to nearest £	
Monday - Thursday				£436.00	£448.00		
Late Weddings 6-8pm				£516.00	£530.00		
Friday - Saturday				£502.00	£516.00		
Late Weddings 6-8pm				£582.00	£598.00		
Sunday and Bank Holidays				£571.00	£587.00		
Late Weddings 6-8pm				£734.00	£755.00		
Ceremony Room							
Monday to Thursday			per ceremony	£158.00	£162.00		
Late Weddings 4.30-8pm				£281.00	£289.00		
Friday				£275.00	£283.00		
Saturday or Sunday				£315.00	£324.00		
Bank Holidays				£445.00	£457.00		

Customer & Locality Services

DISCRETIONARY FEES AND CHARGES

CHARGE	UNIT	VAT Type	SERVICE POLICY	CHARGE from	CHARGE from	Notes
				1.12.18 or 1.4.19	1.12.19 or 1.4.20	
				Incl VAT (if applic)	Incl VAT (if applic)	
				£	£	
Naming / Renewal of Vows:						
Naming / Renewal of Vows in Ceremony Room:						
Monday to Thursday				£149.00	£153.00	
Friday or Saturday				£305.00	£314.00	
Sunday and Bank Holidays				£400.00	£411.00	
Naming / Renewal of Vows in an Approved Premises:						
Monday to Thursday				£323.00	£332.00	
Friday or Saturday				£376.00	£387.00	
Sunday and Bank Holidays				£438.00	£450.00	
Naming / Renewal of Vows in Private Premises						
Monday to Thursday				£345.00	£355.00	
Friday or Saturday				£418.00	£430.00	
Sunday or Bank Holidays				£480.00	£493.00	
Private Citizenship Ceremony						
Citizenship Ceremony Fees in Ceremony Room	Mon-Fri		Non Business	£130.00	£134.00	
Saturday		per ceremony	Non Business	£305.00	£314.00	
Miscellaneous:						
All other charges will be made at either cost price or a reasonable charge.			Full cost and be competitive with other LA's			

NOTES:

- (1) Service Policy could be to cover full costs (incl. overheads) or for some other service objective whether local, social or environmental. This could be to discourage an activity, to provide concessions or where the activity is demand driven (e.g. tackle congestion/support vulnerable people etc).
- (2) Charges will be increased by the rate of inflation (**RPI currently 2.8%**) and rounded appropriately (to nearest 10p), unless otherwise approved by Executive (e.g. car parking charges, school meals etc.) Charges to be inclusive of VAT where appropriate.
- (3) In 'Relevant Comments' include the likely impact of any changes (up or down) and any material variances to budget in 2014/15 (favourable or adverse).
- (4) Within schedule include fees & charges that WBC do not yet currently charge for but could in the future, including for discretionary services (2003 Trading Powers).

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Description	Units	Wokingham 2019/20 (Excluding VAT) £	Wokingham 2020/21 (Excluding VAT) £	Notes
Environmental Protection				
Prevention of Damage by Pests				
Pest Site survey		N/A		Hourly rate and / or cost recovery where WID
Rat treatment		N/A		Hourly rate and / or cost recovery where WID
Any other Pest treatment		N/A		Hourly rate and / or cost recovery where WID
Dog Warden Services				
Stray Dogs - Not taken to Kennel		£72.00	£73.00	Amalgamate. Vet fees separate as applicable
Stray Dogs - Taken to Kennel		Full recovery cost	Full recovery cost	Fees based on charges & cost recovery. Vet fees separate as applicable
Dog Fouling fixed penalty charge		£75.00	£75.00	Set in FPN policy
Misc stray dog activities ie taxi, relocating, microchipping etc		£56.00	£57.00	Plus cost recovery on charges.
Abandoned Vehicles				
Removal (prescribed fee)	Less than 3.5 tonnes	£150.00	£150.00	Set by statute
Daily Storage (prescribed fee)	Less than 3.5 tonnes	£20.00	£20.00	Set by statute
Enforcement disposal costs (prescribed fee)	Less than 3.5 tonnes	£75.00	£75.00	Set by statute
Fixed penalty notice	Reduced to £120 if paid within 7 days	£200.00	£200.00	Set by statute
Enforcement invoice costs		£77.00	£77.00	Set by statute
Trading Standards				
Weights and Measures Fees (per hour)		£63.00	£64.00	Discretionary
Explosives Licenses / Registrations - set by statute				Set by statute
Varying the name of licensee or address of site				Set by statute
Petroleum Licensing Fees - set by statute				Set by statute
Primary Authority				
Primary Authority Work hourly chargeable rate		£56.00	£57.00	
Annual charge - previous year usage 10 hours or less		£513.00	£523.00	
Annual charge - previous year usage 20 hours		£1,025.00	£1,046.00	
Anything likely to be in excess of 20 hours		Full recovery cost	Full recovery cost	Individually assessed
Support with Confidence				
Application fee	1-5 employees	£59.00	£60.00	All disbursements charged at cost
	6-20 employees	£119.00	£121.00	As above except fee reduced to £50 if registered with confidence
	21+ employees	£298.00	£304.00	As above except fee reduced to £50 if registered with confidence
Buy with Confidence				
Members from 2017/18 Application Fee	1-5 employees	£125.00	£128.00	Nationally agreed with 'Buy with Confidence' scheme holder as varied from time to time
	6-20 employees	£167.00	£170.00	Nationally agreed with 'Buy with Confidence' scheme holder
	21+ employees	£208.00	£212.00	Nationally agreed with 'Buy with Confidence' scheme holder
Annual Fee	1-5 employees	£250.00	£255.00	Nationally agreed with 'Buy with Confidence' scheme holder
	6-20 employees	£375.00	£383.00	Nationally agreed with 'Buy with Confidence' scheme holder

Description	Units	Wokingham 2019/20 (Excluding VAT) £	Wokingham 2020/21 (Excluding VAT) £	Notes
Members before 2017/18 Application /Annual Fee	21+ employees 1-5 employees 6-20 employees 21+ employees	£500.00 £123.00 £185.00 £247.00	£510.00 £125.00 £189.00 £252.00	Nationally agreed with 'Buy with Confidence' scheme holder Applicable only to legacy Bracknell members Applicable only to legacy Bracknell members Applicable only to legacy Bracknell members
Commercial				
Food Export Certificates		£56.00	£57.00	Full cost recovery based on officer hourly rate
Anti-Social Behaviour Act:				
High Hedges Fee (Class A – Fee Discretionary)		£1,175.00	£1,199.00	Cost recovery for consultant
Licences, Registrations and Similar Consents				
<i>Licensing Act 2003:</i>				
Premises Licence – "one off" fees set by statute based upon rateable value (RV) of premises (Class B – Statutory Fee)				
Band A – RV up to 4300		£100.00	£100.00	Statutory -no increase.
Band B – RV 4300 to 33000		£190.00	£190.00	Statutory -no increase.
Band C – RV 33001 to 87000		£315.00	£315.00	Statutory -no increase.
Band D – RV 87001 to 125000		£450.00	£450.00	Statutory -no increase.
Band E – RV 125001 and above		£635.00	£635.00	Statutory -no increase.
Pre-Application Advice, Hourly charge	Min 1 Hr	£56.00	£57.00	
Premises Licence – Annual Fee (Class B – Statutory Fee)				
Band A		£70.00	£70.00	Statutory -no increase.
Band B		£180.00	£180.00	Statutory -no increase.
Band C		£295.00	£295.00	Statutory -no increase.
Band D		£320.00	£320.00	Statutory -no increase.
Band E		£350.00	£350.00	Statutory -no increase.
Personal Licence - (Class B – Statutory Fee)		£37.00	£37.00	Statutory -no increase.
Temporary Event Notices (TEN's) - (Class B – Statutory Fee)		£21.00	£21.00	Statutory -no increase.
Application for copy licence, change address or club rules		£10.50	£10.50	Statutory -no increase.
Application to vary DPS/transfer licence/interim notice		£23.00	£23.00	Statutory -no increase.
Application for making a provisional statement		£315.00	£315.00	Statutory -no increase.
Minor variation		£89.00	£89.00	Statutory -no increase.
Application to disapply mandatory DPS condition		£23.00	£23.00	Statutory -no increase.
Pre-Application Advice, hrly charge	Min 1 Hr	£56.00	£57.00	
Gambling Licenses				
Casinos (regional)	New Application	£15,000.00	£15,000.00	100% of Statutory Maximum
	Provisional Statement	£15,000.00	£15,000.00	100% of Statutory Maximum
	Application with Prov Statement	£8,000.00	£8,000.00	100% of Statutory Maximum
	Variation	£7,500.00	£7,500.00	100% of Statutory Maximum
	Transfer/Reinstatement	£6,500.00	£6,500.00	100% of Statutory Maximum
	Annual Fee	£15,000.00	£15,000.00	100% of Statutory Maximum

Description	Units	Wokingham 2019/20 (Excluding VAT) £	Wokingham 2020/21 (Excluding VAT) £	Notes	
Casinos (large)	New Application	£10,000.00	£10,000.00	100% of Statutory Maximum	
	Provisional Statement	£10,000.00	£10,000.00	100% of Statutory Maximum	
	Application with Prov Statement	£5,000.00	£5,000.00	100% of Statutory Maximum	
	Variation	£5,000.00	£5,000.00	100% of Statutory Maximum	
	Transfer/Reinstatement	£2,150.00	£2,150.00	100% of Statutory Maximum	
	Annual Fee	£10,000.00	£10,000.00	100% of Statutory Maximum	
Casinos (small)	New Application	£8,000.00	£8,000.00	100% of Statutory Maximum	
	Provisional Statement	£8,000.00	£8,000.00	100% of Statutory Maximum	
	Application with Prov Statement	£3,000.00	£3,000.00	100% of Statutory Maximum	
	Variation	£4,000.00	£4,000.00	100% of Statutory Maximum	
	Transfer/Reinstatement	£1,800.00	£1,800.00	100% of Statutory Maximum	
	Annual Fee	£5,000.00	£5,000.00	100% of Statutory Maximum	
Bingo Clubs	New Application	£3,500.00	£3,500.00	100% of Statutory Maximum	
	Provisional Statement	£3,500.00	£3,500.00	100% of Statutory Maximum	
	Application with Prov Statement	£1,200.00	£1,200.00	100% of Statutory Maximum	
	Variation	£1,750.00	£1,750.00	100% of Statutory Maximum	
	Transfer/Reinstatement	£1,200.00	£1,200.00	100% of Statutory Maximum	
	Annual Fee	£1,000.00	£1,000.00	100% of Statutory Maximum	
Betting Premises	New Application	£3,000.00	£3,000.00	100% of Statutory Maximum	
	Provisional Statement	£3,000.00	£3,000.00	100% of Statutory Maximum	
	Application with Prov Statement	£1,200.00	£1,200.00	100% of Statutory Maximum	
	Variation	£1,500.00	£1,500.00	100% of Statutory Maximum	
	Transfer/Reinstatement	£1,200.00	£1,200.00	100% of Statutory Maximum	
	Annual Fee	£600.00	£600.00	100% of Statutory Maximum	
Tracks	New Application	£2,500.00	£2,500.00	100% of Statutory Maximum	
	Provisional Statement	£2,500.00	£2,500.00	100% of Statutory Maximum	
	Application with Prov Statement	£950.00	£950.00	100% of Statutory Maximum	
	Variation	£1,250.00	£1,250.00	100% of Statutory Maximum	
	Transfer/Reinstatement	£950.00	£950.00	100% of Statutory Maximum	
	Annual Fee	£1,000.00	£1,000.00	100% of Statutory Maximum	
Family Entertainment Centres	New Application	£2,000.00	£2,000.00	100% of Statutory Maximum	
	Provisional Statement	£2,000.00	£2,000.00	100% of Statutory Maximum	
	Application with Prov Statement	£950.00	£950.00	100% of Statutory Maximum	
	Variation	£1,000.00	£1,000.00	100% of Statutory Maximum	
	Transfer/Reinstatement	£950.00	£950.00	100% of Statutory Maximum	
	Annual Fee	£750.00	£750.00	100% of Statutory Maximum	
Adult Gaming Centres	New Application	£2,000.00	£2,000.00	100% of Statutory Maximum	
	Provisional Statement	£2,000.00	£2,000.00	100% of Statutory Maximum	
	Application with Prov Statement	£1,200.00	£1,200.00	100% of Statutory Maximum	
	Variation	£1,000.00	£1,000.00	100% of Statutory Maximum	
	Transfer/Reinstatement	£1,200.00	£1,200.00	100% of Statutory Maximum	
	Annual Fee	£1,000.00	£1,000.00	100% of Statutory Maximum	
Lotteries and Amusements	New Application	£40.00	£40.00	Statutory -no increase.	
	Annual Fee	£20.00	£20.00	Statutory -no increase.	

Description	Units	Wokingham 2019/20 (Excluding VAT) £	Wokingham 2020/21 (Excluding VAT) £	Notes
All Licences	Notification of change	£50.00	£50.00	100% of Statutory Maximum
	Copy of Licence	£25.00	£25.00	100% of Statutory Maximum
Pre-Application Advice, hrly charge	Min 1 Hr	£56.00	£57.00	
Club Gaming Machines				
Club Gaming or Machine Permit	New Application	£200.00	£200.00	Statutory-no increase
Club Gaming or Machine Permit	Existing holder	£100.00	£100.00	Statutory-no increase
Club Gaming or Machine Permit(holds a Club Premises Certificate under Licensing Act 2003)	New Application	£100.00	£100.00	Statutory-no increase
Club Gaming or Machine Permit	Renewal	£200.00	£200.00	Statutory-no increase
Club Gaming or Machine Permit(holds a Club Premises Certificate under Licensing Act 2003)	Renewal	£100.00	£100.00	Statutory-no increase
Club Gaming or Machine Permit	Annual Fee	£50.00	£50.00	Statutory-no increase
Club Gaming or Machine Permit	Variation	£100.00	£100.00	Statutory-no increase
Club Gaming or Machine Permit	Copy of Licence	£15.00	£15.00	Statutory-no increase
Licensed Premises Notifications				
To make available up to 2 gaming machines on premises which hold on-premises alcohol licence	notification of intention	£50.00	£50.00	Statutory-no increase
Gaming Machine Permit (more than 2 machines) on premises which hold on-premises alcohol licence	Application (existing holder)	£100.00	£100.00	Statutory-no increase
Gaming Machine Permit (more than 2 machines) on premises which hold on-premises alcohol licence	New Application	£150.00	£150.00	Statutory-no increase
Gaming Machine Permit (more than 2 machines) on premises which hold on-premises alcohol licence	Annual Fee	£50.00	£50.00	Statutory-no increase
Gaming Machine Permit (more than 2 machines) on premises which hold on-premises alcohol licence	Variation	£100.00	£100.00	Statutory-no increase
Gaming Machine Permit (more than 2 machines) on premises which hold on-premises alcohol licence	Transfer	£25.00	£25.00	Statutory-no increase
Gaming Machine Permit (more than 2 machines) on premises which hold on-premises alcohol licence	Change of Name	£25.00	£25.00	Statutory-no increase
Gaming Machine Permit (more than 2 machines) on premises which hold on-premises alcohol licence	Copy of Permit	£15.00	£15.00	Statutory-no increase
Pre-Application Advice, hrly charge	Min 1Hr	£56.00	£57.00	
Sex Establishments – (Class A – Fee Discretionary)				
Cinema		min £3,100 to max £5150	min £3,100 to max £5150	No change
Shop		min £3,100 to max £5150	min £3,100 to max £5150	No change
Entertainment Venue		min £3,100 to max £5150	min £3,100 to max £5150	No change
Premises - new		£2,617.00	£2,617.00	
Premises - renewal		£1,389.00	£1,389.00	
Pre-Application Advice, hrly charge	Min 1 Hr	£56.00	£57.00	

Description	Units	Wokingham 2019/20 (Excluding VAT) £	Wokingham 2020/21 (Excluding VAT) £	Notes
Street Trading Consents – (Class A – Fee Discretionary)				Leave the fees as per individual authorities to be reviewed 2020 with a view to unifying 2021/22
Application / Renewal	Monthly Rate	£223.00	£227.00	WB & W only
	6 months	£784.00	£800.00	WB & W only
	Annual Fee	£1,343.00	£1,370.00	WB & W only
Ice Cream Van (per van) application / renewal				
Ice Cream Van 6 months (per van) application / renewal				
Variation fee		£88.00	£90.00	
Community Events			£0.00	50% reduction of appropriate fee for non profit making events
Refund for Street Traders	If application withdrawn	£113.00	£115.00	WB & W only
Pre-Application Advice, hrly charge	Min 1 Hr	£56.00	£57.00	
Skin Piercing Registrations (one off registration) – (Class A – Fee Discretionary)				
Individual		£179.00	£183.00	Cost recovery
Premises		£280.00	£286.00	Cost recovery
Joint Application		£448.00	£457.00	Cost recovery
Pre-Application Advice, hrly charge	Min 1 Hr	£56.00	£57.00	
		NEW or RENEWAL		
Animal Licences – (Class A – Fee Discretionary) * +vet fee where applicable		Application Fee	Total fee Payable	
Animal Boarding Establishment - combined (dogs and cats)		£285.00	£684.00	12hrs. Grant fee £397.00
Animal Boarding Establishment - single species (dogs or cats))		£228.00	£570.00	10 hrs. grant fee £342.00
Home boarder		£228.00	£570.00	10 hrs. grant fee £342.00
Home Boarder - Franchisee arrangers licence (excludes inspection fee per host)		£171.00	£228.00	4 hrs. grant fee £57.00
Home Boarder - Assessment of hobby host as part of a franchisee licence	N/A	£112.00	£112.00	2 hrs. grant fee £112.00
Dog Day Care				2019/20 rate to apply +2%
Dog Breeding Establishment (excluding vet fee)		£285.00	£684.00	12 hrs. grant fee £397.00
Dog Breeding Establishment (in domestic dwelling)		£228.00	£570.00	10 hrs. grant fee £342.00
Pet Vending / Sale of pets		£228.00	£570.00	10 hrs. grant fee £342.00
Animal for Exhibition		£285.00	£684.00	12 hrs. grant fee £397.00
Main inspection fee, plus fee per horse		£228.00	£570.00	8 hrs. grant fee £342.00
Fee per horse, for the first 10 horses		£15.00	£15.00	
Fee per horse, for next 11-50 horses		£10.00	£10.00	
Fee per horse, for every horse 51 & over		£8.00	£8.00	

* Inspections are carried out annually, regardless of the star rating or length of licence, by a vet and officer. Vets fees will be recharged separately.

Description	Units	Wokingham 2019/20 (Excluding VAT) £	Wokingham 2020/21 (Excluding VAT) £	Notes
Environmental Permitting (E&W) Regulations 2016				
Scheduled Processes - (Class B – Statutory Fee)				
Standard Process			£1,650.00	Statutory-no increase
Service Stations (PVI &PVII			£257.00	Statutory-no increase
Dry Cleaners			£155.00	Statutory-no increase
Vehicle Refinishers			£362.00	Statutory-no increase
Mobile screening & crushing plant			£1,650.00	Statutory-no increase
for the third to seventh applications			£985.00	Statutory-no increase
for the eighth and subsequent applications			£498.00	Statutory-no increase
				Statutory-no increase
Substantial Changes				Statutory-no increase
Standard Process			£1,050.00	Statutory-no increase
Reduced Activities			£102.00	Statutory-no increase
				Statutory-no increase
Annual Subsistence Charge				Statutory-no increase
Standard Process	LOW		£772.00	Statutory-no increase
	MEDIUM		£1,161.00	Statutory-no increase
	HIGH		£1,747.00	Statutory-no increase
Service Stations PVR2	LOW		£113.00	Statutory-no increase
	MEDIUM		£226.00	Statutory-no increase
	HIGH		£341.00	Statutory-no increase
VRs and other reduced fees	LOW		£228.00	Statutory-no increase
	MEDIUM		£365.00	Statutory-no increase
	HIGH		£548.00	Statutory-no increase
Dry Cleaners /PVR1	LOW		£79.00	Statutory-no increase
	MEDIUM		£158.00	Statutory-no increase
	HIGH		£237.00	Statutory-no increase
Mobile Screening & Crushing Plant	LOW		£646.00	Statutory-no increase
	MEDIUM		£1,034.00	Statutory-no increase
	HIGH		£1,506.00	Statutory-no increase
For the second permit	LOW		£646.00	Statutory-no increase
	MEDIUM		£1,034.00	Statutory-no increase
	HIGH		£1,506.00	Statutory-no increase
For the third to seventh permit	LOW		£385.00	Statutory-no increase
	MEDIUM		£617.00	Statutory-no increase
	HIGH		£924.00	Statutory-no increase
For the eighth & subsequent applications	LOW		£198.00	Statutory-no increase
	MEDIUM		£316.00	Statutory-no increase
	HIGH		£473.00	Statutory-no increase
Late payment charge	When invoice issued & not paid in 8 weeks		£52.00	Statutory-no increase
				Statutory-no increase

Description	Units	Wokingham 2019/20 (Excluding VAT) £	Wokingham 2020/21 (Excluding VAT) £	Notes
Transfer & Surrender				
Transfer			£169.00	Statutory-no increase
Partial Transfer			£497.00	Statutory-no increase
Surrender			£0.00	Statutory-no increase
Transfer Reduced fees			£0.00	Statutory-no increase
Partial Transfer Reduced fees			£47.00	Statutory-no increase
Private Sector Housing				
Inspection of Housing Premises for Immigration purposes (Class A – Fee Discretionary)		£392.00	£400.00	
Enforcement Notices served under Housing Act 2004		£113.00	£115.00	Activities as prescribed
HMO Licence NEW - assisted application		£1,174.00	£1,197.00	Fees aligned June 2018
HMO Licence RENEWAL		£784.00	£800.00	
Civil Penalties housing offences				Up to £30,000.00
Caravan Site Licence annual Licence (Option 2 of DCLG Guide for Charging				
Site licence new		£428.00	£437.00	Amalgamate across all areas
New licence per pitch		£16.00	£16.00	Amalgamate across all areas
Transfer of licence		£181.00	£185.00	Amalgamate across all areas
Alteration of conditions		£332.00	£339.00	Amalgamate across all areas
Annual fee per pitch		£14.00	£14.00	Amalgamate across all areas
Enforcement action -per hour		£56.00	£57.00	Hourly rate as for activity as prescribed. Amalgamate across all areas
Deposit, vary or deleting site rules		£114.00	£116.00	Amalgamate across all areas
Variation of licence		£113.00	£115.00	Amalgamate across all areas
Other Fees for Information				Hourly rate applies minimum for 2 hours
Environmental Info Individual, Non Commercial		£113.00	£115.00	Cost recovery
Commercial and Government		£113.00	£115.00	Cost recovery
Civil Actions (Class A – Fee Discretionary)		£113.00	£115.00	Cost recovery
Safety Certification and administration	Minimum 2 hours	£113.00	£115.00	Cost recovery
Pre-Application Advice, hourly charge		£56.00	£57.00	
Resident and Business Advice				Hourly rate applies
General Business Advice (non-primary authority) hourly rate	Per hour - free for first 30 minutes	£56.00	£57.00	New cost recovery model - refer to officer guidance
Request for Advice hourly rate		£56.00	£57.00	New cost recovery model - refer to officer guidance
Primary Authority Advice hourly rate		£56.00	£57.00	New cost recovery model - refer to officer guidance
Hackney Carriage / Private Hire Licensing				
Vehicle Licences				Consideration 2020 for new environmental standard vehicles eg electric, low emission taxis
Hackney Carriage Vehicle New / Renewal		£282.00	£248.00	cost recovery - £40 reduction included phasing of fee 2nd year of three
Private Hire Vehicle New / Renewal		£282.00	£248.00	cost recovery - £40 reduction included phasing of fee 2nd year of three

Description	Units	Wokingham 2019/20 (Excluding VAT) £	Wokingham 2020/21 (Excluding VAT) £	Notes
Private Hire Vehicle with Dispensation		£328.00	£228.00	Included in operator fees - £60 reduction included phased fee. This figure has also been reduced as the dispensation fee has been removed into the private hire operators licence below
Temporary Vehicle licence	Issue up to 3 months maximum	£226.00	£231.00	cost recovery
Private Hire Operators				
NEW 2020/21 LICENCE FEE SCHEDULE BASED ON PER VEHICLE 5 YEAR: New 4hr incl 1st vehicle +15 min per additional vehicle/Renewal 2 hours incl 1st veh + 15 min per additional vehicle. This is capped at 20 vehicles		£57.00	£57.00	NEW 2020/21 LICENCE FEE SCHEDULE BASED ON PER VEHICLE 5 YEAR: New 4hr incl 1st vehicle +15 min per additional vehicle/Renewal 2 hours incl 1st veh + 15 min per additional vehicle. (VAT Exempt) . This is capped at 20 vehicles.
Variation to licence hourly rate			£57.00	to include reissue of licence with additional vehicle registration added plus extra fees for these for length of licence
Driver Licences				
Driver – New / Renewal	3 years	£264.00	£269.00	
Conversion of driver licence to another type		£78.00	£80.00	
Other Charges				
Transfer of vehicle to new owner		£112.00	£114.00	2 hours
Change of vehicle		£73.00	£74.00	
Replacement licence		£40.00	£41.00	
Replacement badge		£40.00	£41.00	
Replacement Vehicle licence Plate		£56.00	£57.00	
Meter test - retest after failure		£31.00	£32.00	
Knowledge Test		£73.00	£74.00	
Missed Appointments		£36.00	£37.00	
Disclosure and Barring Service Check (DBS)				Capita cost + half an hour at hourly charge
Advertising on a Hackney Carriage Initial		£46.00	£47.00	Not West Berks
Change of Address (PH & HC)		£14.00	£14.00	
Backing Plate		£25.00	£26.00	
Medical Exemption from carrying assistant dog		£22.00	£22.00	
Refund processing fee		£56.00	£57.00	
Change of vehicle registration		£56.00	£57.00	
Pre-Application Advice, hourly charge	Min 1 Hr	£56.00	£57.00	Refer to officer guidance
Age of vehicle inspection initial/reinspection		£56.00	£57.00	
Disability Awareness Training Course				
Safeguarding Training				Cost to be agreed with PPP Management Board at cost recovery (internal / external provider being investigated)
First Aid training for drivers				
Pre-Application Advice, hourly charge	Min 1 Hr	£56.00	£57.00	

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Agenda Item 56.

TITLE	Arborfield and Barkham Neighbourhood Plan
FOR CONSIDERATION BY	The Executive on Thursday, 28 November 2019
WARD	Arborfield; Barkham;
LEAD OFFICER	Director of Locality and Customer Services - Sarah Hollamby
LEAD MEMBER	Executive Member for Planning and Enforcement - Wayne Smith

PURPOSE OF REPORT (INC STRATEGIC OUTCOMES)

This report seeks to continue to support Arborfield and Barkham Parish Councils in their efforts to help shape how development is managed in their area. The approval of Executive is sought to accept the changes recommended by the Independent Examiner and to progress the plan to a public vote through a referendum.

RECOMMENDATION

That the Executive:

- 1) accepts the report of the Independent Examination into the Arborfield and Barkham Neighbourhood Plan and that the modifications recommended by the Independent Examiner are made to the plan prior to a local referendum being held; and
- 2) agrees that the referendum version of the Arborfield and Barkham Neighbourhood Plan, as modified in accordance with the recommendations following Independent Examination, meets the basic conditions and complies with the provisions of Paragraph 8 (1) (a) (2) of Schedule 4B to the Town and Country Planning Act 1990 (inserted by the Localism Act 2011). A statement to that effect will be published on the Council's website as well as the 'Referendum Version' of the Plan; and
- 3) agrees that a local referendum be organised and conducted on 6 February 2020 in the Arborfield and Barkham Neighbourhood area. This will allow all eligible persons that are registered on the electoral roll within the two parishes, to vote on whether the Arborfield and Barkham Neighbourhood Plan should be used by Wokingham Borough Council to help it determine planning applications in the Neighbourhood Area.

EXECUTIVE SUMMARY

Arborfield and Newland and Barkham Parishes have produced a draft Neighbourhood Plan to help shape how development is managed in their area. The Plan contains a number of policies on housing; the natural and historic environment; community facilities; business and commercial development; open space; transport; and flooding. The Plan does not include any site allocations.

In accordance with the Neighbourhood Planning (General) Regulations 2012 (as amended), the Council carried out a six-week consultation on the draft Plan between 8 July and 19 August 2019 to invite comments on the plan's content. A total of 68 responses were received from various stakeholders. In accordance with the Executive decision of 26 June 2019, following this consultation the council appointed an Independent Examiner in September 2019, and shared with them all relevant documents – which included the full set of representations received on the draft plan – in order for them to carry out the necessary examination.

The Council received the Examination Report in October 2019. The Examiner concludes that, subject to making a number of recommended modifications, the Plan meets the basic conditions set out in the legislation and should proceed to a Neighbourhood Planning referendum. It also concludes that the boundary for the purposes of the referendum on the Plan should be the boundary of the designated Neighbourhood Area for the Plan.

Process dictates that the Council must now formally decide what action to take based on the Examiner's recommendations. The council, in collaboration with the Arborfield and Barkham Neighbourhood Plan steering group, has considered the Examiner's recommendations. It is considered that, subject to the proposed modifications being made in full, the Plan does meet the basic conditions set out in legislation and it is recommended that the modified plan proceed to referendum.

If the referendum is successful, Full Council approval will be needed to formally 'make' (adopt) the plan. Once made, the Plan will form part of the statutory development plan for the borough and thereby carry significant weight in the determination of planning applications and appeals in or affecting Arborfield & Newland and Barkham Parishes. At this time, the parish councils will benefit from receipt of 25% of the revenues from the Community Infrastructure Levy arising from the development that takes place in their area. This reflects a 10% increase on the 15% available to parish councils where there is no neighbourhood plan in place.

BACKGROUND

Neighbourhood Planning

Under the Localism Act 2011 and associated regulations, communities may produce Neighbourhood Development Plans (often referred to as Neighbourhood Plans) to help manage development.

The broad stages in producing a neighbourhood plan are as follows:

- 1) Designating a neighbourhood area
- 2) Preparing a draft neighbourhood plan
- 3) Pre-submission publicity & consultation
- 4) Submission of a neighbourhood plan to the local planning authority
- 5) Submission draft plan consultation
- 6) Independent examination
- 7) Referendum
- 8) Bringing the neighbourhood plan into force

Arborfield and Barkham Parish councils took the decision to produce a neighbourhood plan in 2014. Since then, stages 1-6 have been completed. This report seeks approval to undertake stage 7.

Arborfield and Barkham Neighbourhood Plan Examination

Following the decision of Executive on 27 June a 6 week consultation, organised by the council, was carried out between 8 July and 19 August on the submission version of the Arborfield and Barkham Neighbourhood Plan (hereafter referred to as the Plan). All of the comments submitted to the council during the consultation period, as well as all the plan documents, were sent to an Independent Examiner for their consideration.

The appointment of an examiner was made by the council, with the involvement and endorsement of Arborfield and Barkham Parish councils, from a shortlist provided by the Neighbourhood Planning Independent Examiner Referral Service (NPIERS). The Examination took place in September and early October 2019 through written representations. The examiner made an unaccompanied site visit to Arborfield and Barkham to familiarise herself with the area and visit relevant sites and areas affected by the Plan's policies.

The final report of this examination was received on 10 October 2019. The report considers whether the plan meets the 'basic conditions', which are that the Plan must:

- Be appropriate to make the plan, having regard to national policies and advice;
- Contribute to the achievement of sustainable development;
- Be in general conformity with the strategic policies of the development plan; and
- Not breach, and be otherwise compatible with, European Union and European Convention on Human Rights obligations.

Analysis of Issues

In their report the Examiner confirms that the plan meets legal requirements and, that subject to a number of recommended modifications, the Plan meets the ‘basic conditions’ and may proceed to referendum. Further details are set out below.

68 named representations were received during the consultation on the submission version of the Plan¹, 44 from individuals, of which 28 were in support of the Plan. Three anonymous respondents objected to the plan via an online response. Nine organisations and statutory bodies had no specific comments to make on this Plan but often offered general guidance, five organisations offered support for the Plan. Other responses raised objections to the plan and where these were pertinent to the consideration of whether the plan meets the Basic Conditions, they are addressed in the Examination Report.

Addressing the matters raised during the consultation, the Examiner sets out in her report coherent justification for the amendments considered to be necessary for the plan to satisfy the ‘basic conditions’ (recommendations set out in full at Appendix B). The Examiner recommends that modifications be made to 11 of the 15 policies within the Plan. In most cases, this involves changes to wording for additional clarity which does not impact on the policy’s overall intention. The more significant changes proposed are:

- Removal of reference in policy *IRS2: ‘Recognise, respect and preserve identify and rural setting of settlements’* to the 30 ‘significant views’ identified as it is considered these have not been appropriately evidenced for protection
- Strengthened requirement for net biodiversity gain in policy *IRS3: ‘Protection and enhancement of the natural environment and green spaces’*
- Removal of the local connection criteria for affordable home occupancy from policy *AD2: ‘Prioritise housing for local needs’*
- Deletion of policy *AD3 ‘New housing outside development limits’* due to lack of compliance with strategic approach to SANG and open space provision.

Having regard to the Examiner’s justifications, and the need to ensure that the plan meets the ‘basic conditions’, the council must decide whether it agrees the proposed changes should be made.

Next steps

The Examiners recommendations are not binding on the council, and should the council have an alternative view about the recommended modifications in the context of meeting the basic conditions, it may consider further changes to the policies in the plan. However, such action should only be taken where the council has clear and convincing evidence to support an alternative approach. Should this be the case, additional consultation would be required to seek views on any further changes.

Officers have engaged with representatives from the parish councils on the Examiner’s findings. Having considered the recommendations and justification set out by the Examiner, it is recommended to Executive that the Examiner’s recommendations are accepted in full.

¹ Regulation 16 of the [Neighbourhood Planning \(General\) Regulations 2012 \(as amended\)](#)

The Plan, as modified, needs to be approved for publicity by the Council prior to a referendum being arranged. The Council's decision to proceed with a modified Plan towards referendum must be published in a 'Decision Statement'². A draft 'Decision Statement' is attached to this report for approval (Appendix B).

Referendum

It is recommended that the Council agrees that the Plan may proceed to referendum to be held on 6 February 2020 and that the referendum area should not extend beyond the Parish area. If agreed, a Project Group will be set up by Electoral Services, which will include representation from Arborfield and Barkham Parishes.

Should more than half of those voting do so in favour of the Plan, the Council must adopt it through a resolution of Council.

BUSINESS CASE

Need for the decision

In accordance with the Neighbourhood Planning (General) Regulations 2012 (as amended), the council must make changes to the plan necessary for it to meet the basic conditions and must arrange for a referendum to take place. The recommendation of this report facilitates the council in carrying out its legal duties.

Alternative options

The council could have considered additional changes to those recommended by the Examiner. However, it is not considered that there is sufficient justification for making alternative changes. Alternative modifications would need to be agreed the parish councils, who also have the option to withdraw the plan. Both Arborfield and Barkham Parishes accept the Examiner's recommendations.

Risks

Progressing the plan to referendum will give the public the chance to decide whether or not the plan should be adopted. It is a potential risk that the public votes that the plan should not be adopted, i.e. less than 50% vote in favour of the plan being adopted. This is the democratic right of residents. The positive engagement and consideration of the views of respondents that has taken place over a number of years in producing a plan helps to mitigate the risk.

Expected outcome

The outcome of recommendation to Executive is that a referendum is arranged which allows the residents of Arborfield and Barkham parishes to decide whether or not the Plan be adopted to be used to determine planning applications in their area.

² Required through Regulation 18 of the Neighbourhood Planning (General) Regulations 2012

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council continues to face severe financial challenges over the coming years as a result of reductions to public sector funding and growing pressures in our statutory services. It is estimated that Wokingham Borough Council will be required to make budget reductions of approximately £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)	Cost of referendum, based on the referendum for the Shinfield Neighbourhood Plan, is expected to be around £10-15k	Yes, covered within the Council's Budget. The Council will be able to claim back £20k from government once the date for a referendum is set.	Revenue
Next Financial Year (Year 2)	No additional cost	Yes	Revenue
Following Financial Year (Year 3)	No additional cost	Yes	Revenue

Other Financial Information

The Council will be required to fund the referendum up front. However, once a referendum is successfully arranged the Council can obtain grant funding from government of £20,000 to assist in covering the costs.

Once a neighbourhood plan is made (adopted), the parish councils will benefit from receipt of 25% of the revenues from the Community Infrastructure Levy arising from the development that takes place in their area. This reflects a 10% increase on the 15% available to parish councils where there is no neighbourhood plan in place.

Stakeholder Considerations and Consultation

N/A

Public Sector Equality Duty

Equalities Assessment completed

List of Background Papers

Appendix A: Examination Report

Appendix B: Draft Decision Statement

A copy of the 'Arborfield and Barkham Neighbourhood Plan Referendum Version' is available on request

Contact James McCabe	Service Place Commissioning
Telephone Tel: 0118 908 8333	Email james.mccabe@wokingham.gov.uk

Arborfield and Barkham Neighbourhood Plan

Submission Version 2019 – 2036

Report of Examination October 2019

**Undertaken for Wokingham Borough Council, with the support
of Arborfield and Newland Parish Council and Barkham Parish
Council, on the submission version of the plan.**



Independent Examiner:

Liz Beth BA (Hons) MA Dip Design in the Built Environment MRTPI

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Acknowledgements: Many thanks to Local Authority staff and The Qualifying Body and Steering Group for their assistance with this examination. My compliments to the local community volunteers and Arborfield and Newland, and Barkham Parish Councils, who have produced a nicely presented Plan, tailored well to their planning requirements.

Summary

- I have undertaken the examination of the Arborfield and Barkham Neighbourhood Plan during September and October 2019 and detail the results of that examination in this report.
- The Steering Group and Qualifying Body have undertaken extensive consultation on this Plan, and it complies with legislative requirements. The Plan does not allocate sites, but the neighbourhood area includes a new Garden Village of 3,500 homes, half of which will be within the neighbourhood area. Policies are concerned with design issues, protecting the countryside setting of villages and settlements, promoting sustainable transport and designating areas of public open space. The development plan includes the Wokingham Core Strategy and a more recent Managing Development Delivery Local Plan adopted in 2014. There is a comprehensive strategic policy framework.
- I have considered the comments made at the Regulation 16 Publicity Stage, and where relevant these have to an extent informed some of the recommended modifications.
- Subject to the modifications recommended, the Plan meets the basic conditions and may proceed to referendum.
- I recommend the referendum boundary is the designated neighbourhood plan area.

Abbreviations used in the text of this report:

The Arborfield and Barkham Neighbourhood Plan is referred to as ‘the Plan’ or ‘ABNP’.

The Arborfield and Newland Parish Council and Barkham Parish Council are referred to as the ‘Qualifying Body’, and the parish councils are abbreviated to ‘Arborfield PC’ and ‘Barkham PC’.

Wokingham Borough Council is abbreviated to ‘Wokingham BC’ or Local Planning Authority ‘LPA’.

The National Planning Policy Framework is abbreviated to ‘NPPF’.

The National Planning Practice Guidance is abbreviated to ‘NPPG’.

The Wokingham BC Core Strategy 2010 is abbreviated to ‘Core Strategy’

The Wokingham BC Managing Development Delivery Local Plan 2014 is abbreviated to ‘MDD2014’.

Regulations 14 and 16 are abbreviated to ‘Reg14’ and ‘Reg16’ respectively.

A Habitat Special Protection Area is abbreviated to ‘SPA’.

1. Introduction and Background

1.1 Neighbourhood Development Plans

1.1.1 The Localism Act 2011 empowered local communities to develop planning policy for their area by drawing up neighbourhood plans. For the first time, a community-led plan that is successful at referendum becomes part of the statutory development plan for their planning authority.

1.1.2 Giving communities greater control over planning policy in this way is intended to encourage positive planning for sustainable development. The National Planning Policy Framework (NPPF para 29) states that:

“neighbourhood planning gives communities the power to develop a shared vision for their area. Neighbourhood Plans can ... help to deliver sustainable development”.

Further advice on the preparation of neighbourhood plans is contained in the Government’s Planning Practice Guidance website:

<http://planningguidance.planningportal.gov.uk/blog/guidance/neighbourhood-planning/>

1.1.3 Neighbourhood plans can only be prepared by a ‘qualifying body’, and in the defined neighbourhood area of ‘Arborfield and Barkham’ that is the Arborfield and Newland Parish Council and Barkham Parish Council. Drawing up the Neighbourhood Plan was undertaken by a Steering Group working to the Parish Councils.

1.2 Independent Examination

1.2.1 Once the Qualifying Body had prepared their neighbourhood plan and consulted on it, they submitted it to Wokingham BC. After publicising the plan with a further opportunity for comment, Wokingham BC were required to appoint an Independent Examiner, with the agreement of the Qualifying Body, the Parish Councils, to that appointment.

1.2.2 I have been appointed to be the Independent Examiner for this plan. I am a chartered Town Planner with over thirty years of local authority and voluntary sector planning experience in development management, planning policy and project management. I have been working with communities for many years, and have recently concentrated on supporting groups producing neighbourhood plans. I have been appointed through the Neighbourhood Plan Independent Examiners Referral Service (NPIERS). I am independent of any local connections to the neighbourhood area and Wokingham BC, and have no conflict of interest that would exclude me from examining this plan.

1.2.3 As the Independent Examiner I am required to produce this report and recommend either:

- (a) That the neighbourhood plan is submitted to a referendum without changes; or
- (b) That modifications are made and that the modified neighbourhood plan is submitted to a referendum; or
- (c) That the neighbourhood plan does not proceed to a referendum on the basis that it does not meet the necessary legal requirements.

1.2.4 The legal requirements are firstly that the Plan meets the 'Basic Conditions', which I consider in sections 3 and 4 below. The Plan also needs to meet the following requirements under Paragraph 8(1) of Schedule 4B to the Town and Country Planning Act 1990:

- It has been prepared and submitted for examination by a qualifying body;
- It has been prepared for an area that has been properly designated by the Local Planning Authority;
- It specifies the period during which it has effect;
- It does not include provisions and policies for excluded development;
- It does not relate to land outside the designated neighbourhood area.

The Arborfield and Barkham Neighbourhood Plan (ABNP) complies with the requirements of Paragraph 8(1). The Neighbourhood Area was designated on 1st August 2014 by Wokingham BC. The plan does not relate to land outside the designated Neighbourhood Area. It specifies the period during which it has effect as 2019 – 2036 and has been submitted and prepared by a qualifying body and people working to that qualifying body. It does not include policies about excluded development; effectively mineral and waste development or strategic infrastructure.

1.2.5 I made an unaccompanied site visit to Arborfield and Barkham to familiarise myself with the area and visit relevant sites and areas affected by the policies. This examination has been dealt with by written representations, as I did not consider a hearing necessary.

1.2.6 I am also required to consider whether the referendum boundary should be extended beyond the designated area, should the Plan proceed to a referendum. I make my recommendation on this in section 5 at the end of this report.

1.3 Planning Policy Context

1.3.1 The Development Plan for the neighbourhood area, not including documents relating to excluded mineral and waste development, is the Wokingham BC Core Strategy 2010 ('Core Strategy') and the Managing Development Delivery Local Plan 2014 ('MDD2014'), together with saved Policy NRM6 from the revoked South East Regional Plan. The latter deals with protection of the Thames Basin Heaths SPA so is relevant for this neighbourhood area and is a strategic policy. The Core Strategy policies are all strategic, and most of the policies of the MDD2014. The LPA advises the following policies in the MDD2014 are not strategic: CC06; TB02; TB06; TB12; TB18-20; and TB26.

1.3.2 The National Planning Policy Framework (NPPF) sets out government planning policy for England, and the National Planning Practice Guidance (NPPG) website offers guidance on how this policy should be implemented. The NPPF has been revised recently, and as the ABNP was submitted in May 2019, it is the revised 2019 version of the NPPF that applies to the ABNP.

1.3.3 During my examination of the ABNP I have considered the following documents:

- National Planning Policy Framework (NPPF) 2019
- National Planning Practice Guidance 2014 and as updated
- Natural England SANG Guidance
- Town and Country Planning Act 1990 (as amended)
- Planning and Compulsory Purchase Act 2004
- The Localism Act 2011
- The Neighbourhood Planning Regulations 2012 (as amended)
- Submission version of the Arborfield and Barkham Neighbourhood Plan (ABNP) and Annexes
- The Basic Conditions Statement submitted with the ABNP
- The Consultation Statement submitted with the ABNP
- The SEA and HRA Determination Statement for the ABNP April 2019
- Wokingham BC Core Strategy 2010 and saved policy NRM6 from SE Regional Plan
- Wokingham BC MDD Local Plan Adopted Feb 2014
- Thames Basin Heaths SPA Delivery Framework – Joint Strategic Partnership Board 2009
- Wokingham BC Assessment Form for SPA Protection requirements – current.
- Representations received during the publicity period (reg16 consultation)

2. Plan Preparation and Consultation

2.1 Pre-submission Process and Consultation

2.1.1 Barkham and Arborfield are parishes in the borough of Wokingham. A strategic new Garden Village of 3,500 homes is under construction on the site of the former Arborfield Garrison and adjacent land, about a half of the new homes will be within the neighbourhood area. Wokingham town centre is about 3.5 miles east of Arborfield Cross, and 2 miles to the north the M4 bounds the suburbs of Reading. It is an area of considerable development pressure. The River Loddon, a tributary of the Thames, is on the western boundary of the neighbourhood area and the area is within the impact zone for the Thames Basin Heaths SPA. Within the Parishes, the countryside is agricultural and wooded, well-served with public rights of way.

2.1.2 A Steering Group, made up of Parish Councillors and volunteers led work on the Plan, and met regularly. They organised several public events at key stages in the development of the Plan, and from 2016 a website was developed and used to publicise their work and progress. Monitoring of the website showed 250 visits to it in one week during the Reg14 Consultation.

2.1.3 The Consultation Statement sets out the nature and form of consultation prior to the formal Reg14 six week consultation. Publicity was effected via a website, email updates, social media, the Parish Newsletter and leaflets. Public drop-in events were held to explain and get feedback on topics. Two surveys were carried out and Focus Groups were convened to consider issues of Sustainability, Greenways and Transport. Other issues explored were ‘Identities and Rural Setting’ and ‘Housing’.

2.1.4 As required by regulation 14 of the Neighbourhood Planning Regulations 2012, the formal consultation for six weeks on the pre-submission ABNP ran from the 22nd June to the 3rd August 2018. The consultation was publicised in two local publications delivered to all residents and businesses in the neighbourhood area. Statutory consultees and other organisations were notified by email, and social media for the local area was also used for publicity of the consultation. A public exhibition with a sheet for comments was held early in the process, and the same sheet was available online for comments to be made electronically. The Plan and consultation documentation was available from the Neighbourhood Plan website from the 17th June 2018.

2.1.5 Representations were received from 124 residents, of whom a majority supported the Plan. An appendix details comments received, including from statutory consultees and landowner

representatives. One comment had been missed, as noted in para 2.2.1 below. The appendix also details the qualifying body's response to comments received, and several amendments have been made to the Plan as a result of comments made during the Reg14 consultation.

2.1.6 I am satisfied that due process has been followed during the consultation undertaken on the Plan. The Consultation Statement details all consultation activities, and the record of comments and objections received during the Reg14 consultation shows that these were properly considered, and where appropriate resulted in amendments to the plan to accommodate points raised.

2.1.8 As required, the amended plan, together with a Basic Conditions Statement, a Consultation Statement, the Screening Opinion and a plan showing the neighbourhood area was submitted to Wokingham BC, the LPA, in May 2019.

2.2 Regulation 16 Consultation Responses

2.2.1 Wokingham BC undertook the Reg 16 consultation and publicity on the ABNP for six weeks, from the 8th July to the 19th August 2019. 68 named representations were received during this consultation, 44 from individuals, of which 28 were in support of the Plan. Three anonymous respondents objected to the plan via an online response. Nine organisations and statutory bodies had no specific comments to make on this Plan but often offered general guidance, five organisations offered support for the Plan. Other responses have been considered, and where they have raised issues that are pertinent to my consideration of whether the Plan meets the basic conditions, they are reported in sections 3 and 4 of this report below. One respondent identified that his response at Reg14 had not been listed in the Consultation Statement. The Qualifying Body has confirmed that it was received, and amendments made as a result of it. I can see this has happened in part, and am content that this is a recording oversight that can be corrected in a final version of the Consultation Statement.

2.2.2 I am specifically limited by legislation to correcting with recommended modifications the Plan's compliance with the Basic Conditions and other legal requirements. Comments in the Reg16 responses suggesting significant additions, such as new sites, are not something this examination is authorised to consider. I have allowed one exception to this: an area of Public Open Space owned by the Qualifying Body that was missed from the list identified in the Plan. I accept that in this case

the owner of the land, the Arborfield and Newland Parish Council, would have been fully aware of the Plan and effectively consulted on it. They asked for the inclusion during the Reg16 consultation, and it can therefore be inferred that its previous exclusion was an oversight.

2.2.3 Notification of minor corrections needed to the text are very useful, but again cannot be the subject of any modifications I recommend. The LPA will be aware however that it is authorised to correct minor errors that may have been missed so far [Town and Country Planning Act 1990 Schedule 4B section 12(6)]. There will also need to be minor corrections within the text and the justification for policies, to allow for the Plan to be consistent with modifications recommended to policies.

3. Compliance with the Basic Conditions Part 1

3.1 General legislative requirements of the 1990 Town and Country Planning Act (TCPA) other than the Basic Conditions are set out in paragraph 1.2.4 above. The same section of this report considers that the ABNP has complied with these requirements. What this examination must now consider is whether the Plan complies with the Basic Conditions, which state it must:

- Have regard to national policies and advice contained in guidance issued by the Secretary of State;
- Contribute to the achievement of sustainable development;
- Be in general conformity with the strategic policies of the development plan for the area; and
- Be compatible with and not breach European Union (EU) obligations including the habitats basic condition (2017 as amended) and comply with human rights law.

3.2 The Plan's vision includes a commitment to a 'sustainable future', and the Basic Conditions Statement discusses how the Plan delivers the sustainability objectives of the NPPF, which uses the section headings of that document as objectives. The Basic Conditions Statement then goes on to consider how the policies of the Plan promote the social, economic and environmental goals of sustainable development. The Plan has been criticised during the Reg16 consultation as being too restrictive of sustainable development, and I have agreed with this assessment in regard to some policy wording. However with the modifications to policy recommended below, I accept that the Plan does contribute to sustainable development in line with the Basic Conditions.

3.3 A screening opinion has been issued in April 2019 by Wokingham BC which considers whether Strategic Environmental Assessment (SEA) and/or Habitat Regulations Assessment (HRA) are required for the Submission Version of the ABNP. These environmental requirements in EU law are the main EU Directives that neighbourhood plans need to comply with. The Screening opinion states in its Conclusion (page 15) that:

- SEA is not required as the plan in its current form is not likely to have significant environmental impacts.
- An Appropriate Assessment under the Habitats Regulations 2017 is not required because The Plan is unlikely to have a significant effect upon Special Areas of Conservation or Special Protection Areas.

3.4 The ABNP in my view complies with Human Rights Legislation. It has not been challenged with regard to this, and the consultation statement showed that the need to consult with a wide cross-section of the community was appreciated. An Equalities Impact Assessment has been undertaken for the Policies of the Plan to check that there are no unacceptable potential impacts on groups with protected characteristics.

4. Compliance with the Basic Conditions Part 2: National Policy and the Development Plan

4.1 The final and most complex aspect of the Basic Conditions to consider is whether the ABNP meets the requirements as regards national policy and the development plan. This means firstly that the Plan must have regard to national policy and guidance, which for this neighbourhood plan is primarily the NPPF and the NPPG. Secondly the Plan must be in general conformity with the strategic policies of the development plan. The phrase 'general conformity' allows for some flexibility. If I determine that the Plan as submitted does not comply with the Basic Conditions, I may recommend modifications that would rectify the non-compliance.

4.2 The Plan and its policies are considered below in terms of whether they comply with the Basic Conditions as regards national policy and the development plan. If not, then modifications required to bring the plan into conformity are recommended.

Modifications are boxed in this report, with text to *remain in italics*, new text **highlighted in Bold** and text to be deleted ~~shown but struck through~~. Instructions for alterations are underlined.

4.3 The presentation and layout of the Plan is good with policies clearly distinguished. A separate projects section at the end of the Plan is separated as required from the main document. Evidence studies for the Plan are comprehensive and often offer sound support for the Plan. A hyperlink in the Plan gives access to the evidence documents and they are clearly listed at the bottom of the Contents page. Maps are similarly linked electronically but, as noted in Modifications 1 and 3, in some instances for clarity of Policy I am recommending that maps are reproduced within the Plan.

4.4 POLICY IRS1: PRESERVATION OF SEPARATION OF SETTLEMENTS The policy refers to development boundaries, the details of which were determined in the adopted MDD2014 – although that document refers to 'development limits', and for consistency that term should be used in the ABNP as well. It is not immediately clear in this Plan where they are, in fact they relate to Barkham Hill and Arborfield Cross. Within the Neighbourhood Area, land not included within these two settlements is defined as countryside, and covered by policy CP11 in the Core Strategy. Para 4.5 of the Plan refers to seven separate settlements, most of these being settlements without development boundaries, but covered by (washed over with) the countryside designation in the development plan. I recommend for the clarity of policy required in the development plan (NPPF

para 16) the policy should reference the development limits being set in the MDD2014, use the term ‘limits’ not ‘boundaries’, and be shown on a map included in the text of the ABNP.

4.4.1 Policy CP11 of the Core Strategy, and the key spatial issues (summary and para 2.68) specifically refers to the need to protect the separate identity of settlements on land designated countryside and outside Development Limits. The development guidelines for the strategic site of the Arborfield Garrison refer to the need to avoid coalescence with neighbouring village (Core Strategy para A7.5) and I accept that the intent of Policy IRS1 to avoid settlement coalescence and maintain separation is in general conformity with strategic policy in the development plan. Objections to development boundaries at Reg16 are not for me to consider in this examination. They are defined in the adopted development plan, and the ABNP has accepted them unaltered.

4.4.2 Policy IRS1 has been objected to in submissions received during the Reg16 consultation on several grounds. It is suggested that the Plan in order to comply with the Basic Conditions needs to have regard to the emerging Local Plan and its housing allocation in order that it is not overridden by the emerging Local Plan. It is further implied that the Plan needs to meet an agreed housing figure in order not to prevent sustainable development. Neither of these assertions are correct. A neighbourhood plan does not have to allocate housing, the qualifying body is free to choose which topics it wishes its plan to engage with (ID 41-040-20160211). The ABNP has chosen not to allocate housing, although the Neighbourhood Area will be accommodating a significant proportion of the Arborfield Garrison new Garden Village – a strategic housing allocation.

4.4.3 Policy IRS1 has also been objected to at Reg16 for being a duplication of policy in the development plan, and being too restrictive. I consider that Policy IRS1 is introducing a new emphasis on character and visual separation and perceived coalescence of existing settlements. Village Design Statements provide evidence for what this character is. However I agree that the policy as worded is too restrictive and is contrary to the Basic Conditions with the general presumption against all development outside of the development limits. Core Strategy Policy CP11 has exceptions to the general presumption against development, and as currently worded Policy IRS1 would indicate this strategic policy is over-ridden, contrary to the Basic Conditions.

4.4.4 In order that Policy IRS1 is clear, does not restrict sustainable development, and is in general conformity with strategic policy in the development plan I recommend it is amended as shown in Modification 1 in order that it complies with the Basic Conditions.

Modification 1: Policy IRS1 to be altered as follows:

"In order to protect the separation of settlements, development outside development boundaries will generally not be acceptable. Development proposals outside of the development boundaries limits designated in the Managing Development Delivery Local Plan 2014 will be required to comply with Policy CP11 of the Core Strategy and:

- a) Preserve the character and appearance of the countryside; and*
- b) Not lead to the physical, visual or perceived coalescence of existing settlements."*

A map showing the development limits from the MDD2014 to be inserted into the text of the Arborfield and Barkham Neighbourhood Plan and text to use the term 'development limits'.

4.5 POLICY IRS2: RECOGNISE, RESPECT AND PRESERVE IDENTITY AND RURAL SETTING OF SETTLEMENTS The Policy sets out in bullet 1 a series of criteria for development to meet in order that the rural setting and identity of settlements is preserved. The policy has been criticised as a brake on innovation and change, although I do not accept that it directly does this. Innovative design can be respectful of context, and the promotion of innovation in the NPPF will also be applicable (NPPF para 131). As for Policy IRS1, there is strategic policy in the development plan that supports the aims of the policy.

4.5.1 The last criteria and specifically the views identified have been criticised as often having little merit. I spent some time visiting the identified 'important views', of which there are rather more than would be expected if exceptional views only had been selected. I found the quality of views variable and often not seeming to conform to a selection process based on visual merit. It is not my role to undertake an alternative landscape and views analysis, but I do need to consider if this evidence base is robust enough to support a policy protection of particular views and complies with the NPPG in regard to the evidence base being 'adequate' (ID 41-041-20140306).

4.5.2 The evidence base for Policy IRS2 is Annex V. This document describes in detail the landscape types in the neighbourhood area, using data from a landscape study undertaken by the LPA in 2004. Annex VI also has relevant evidence. The views were selected from local resident suggestions, and were requested to be based on several criteria which included 'emphasising the importance of maintaining settlement separation'. This criteria in particular is not relevant for selecting 'important

'views'; a view is primarily a visual experience. The process of selecting views in Annex V is not an adequate evidence base for protecting the selected views in a policy. It lacks the necessary visual appraisal, and the resulting work is uneven and includes too many 'views' that lack the necessary middle and far distance panoramas to be considered a true view. Although an evidence base for 'outstanding views' is incomplete and lacking, I am recommending that this phrase be added to Policy IRS2 to substitute for criteria f). Supporting text in the document could usefully be amended to include a definition of an 'outstanding view' on the following lines: "presenting an exceptional panorama of the landscape and including middle and distant features". The relevance can be part of the assessment of any future development proposal. Finally, although it is not a Basic Conditions issue, complaints in Reg16 comments are correct: bullet 2 on page 6 of Annex V is incorrectly implying that Green Belt status indicates high landscape quality, and this should be corrected.

4.5.3 There is a varied landscape in the neighbourhood area, and it is well evidenced. There are significant views to be had from certain vantage points, but in order to comply with the Basic Conditions, the policy cannot directly refer to the evidence of Annex V. Bullet 2 needs greater clarity as to the Village Design Statements referred to, as required by the NPPG and NPPF (para 16). In order that Policy IRS2 complies with the Basic Conditions, I recommend that it is amended as shown in Modification 2.

Modification 2: Policy IRS2 to be altered to read as follows:

"1. *Development proposals must recognise, respect and preserve the identity and rural setting of settlements, with regard to:*

- a) *Scale and form of the development;*
- b) *Density of the development;*
- c) *Materials used in the development to reflect local character;*
- d) *Tree and hedgerow planting that reinforces and reflects local biodiversity in the parishes and*
- e) *The distinctive character of the varied landscapes of the area and outstanding views.*
- f) ~~Landscape and Important Views identified (refer Annex V)~~

2. *Applications should demonstrate how the design of new development complies with the guidance set out in the ~~most recently adopted~~ Village Design Statements for Arborfield and Barkham (Annexes I and II) or any document adopted by the LPA that updates them. (refer Annexes I and II)"*

4.6 POLICY IRS3: PROTECTION AND ENHANCEMENT OF THE NATURAL ENVIRONMENT AND GREEN SPACES The phrase ‘Green Spaces’ in the policy has sometimes been taken to mean ‘Local Green Space’ as defined by the NPPF (paras 99- 100) in Reg16 comments. However the LPA and Qualifying Body have confirmed this is not correct and the Plan is not looking to designate Local Green Spaces. The policy does designate ‘Public Open Space’, and I have required further details on these sites, along with confirmation that they have public access of right, which has been provided. I also accept that the inadvertent omission of a site owned by the Qualifying Body should be included. This detail needs to be incorporated into the policy for clarity as required in the NPPF and NPPG (ID 41-041-20140306). The policy is currently worded so that no development is possible on these sites. This excludes potential enhancement of the space, and is beyond the protection of open space from development set out in the NPPF (para 97), where some exceptions are listed. Policy TB08 in the MDD2014 makes reference to the earlier version of this policy in the NPPF2012, and for reasons of accuracy and to not unduly restrict sustainable development and comply with the Basic Conditions I recommend the first sentence of point 2 is amended as shown in Modification 3 below.

4.6.1 Policy IRS3 at point 1 is protecting the natural environment and green spaces, but given the strengthened requirement for net gain in Biodiversity in the revised NPPF (para 170), the policy should be amended to reflect this increased protection in order to comply with the Basic Conditions. The policy will have local relevance, as the revised NPPF has introduced the requirement to increase biodiversity after the development plan for Wokingham was adopted. I agree that the extra phrase proposed at Reg16 for criteria c) of point 1 in the policy will improve clarity, and in order that the Plan complies with the Basic Conditions with regard to clarity, it should be included.

4.6.2 The final point 3 of the policy has designated locally valued natural assets, but as the LPA points out, the policy does not state what the implications of the designation are. There is a protection of them required, but the NPPF (para 171) also requires that protection should distinguish between differing levels of designation, and local designations cannot be afforded the same protection as national and international designations. Modification 3 adds a phrase indicating an acceptable level of protection of these sites given the requirements of national planning policy.

4.6.3 I recommend that Policy IRS3 is amended as shown in Modification 3 in order that it complies with the Basic Conditions with regard to clarity of policy, compliance with national policy and the promotion of sustainable development. An amended Plan L is to be inserted into the text, showing Pounds Copse and not referring to any open space beyond the neighbourhood area.

Modification 3: Policy IRS3 to be amended as follow:

"1. Development proposals should conserve and enhance the natural environment and green spaces of the area, specifically:

- a) *Ensure that there is minimum no loss of biodiversity and normally where possible to provide a net gain. Where there is likely to be a loss of biodiversity, development will only acceptable if mitigation measures can be put in place to ensure there is no net loss of biodiversity, through the creation of like-for-like habitats.*
- b) *Take any opportunities to protect, enhance and extend wildlife corridors between existing open spaces and habitats as a means of mitigating the impacts of development on biodiversity.*
- c) *Conserve the environment for nocturnal species, through the avoidance of lighting and mitigating the impact of external lighting likely to increase night time human presence.*
- d) *Contain measures that will help to mitigate the impacts of, and promote adaption to, climate change.*

2. Development on ~~designated~~ Public Open Spaces (see Map L) should enhance the use of the site for public open space or be consistent with paragraph 97 of the National Planning Policy Framework if loss of the space is proposed. ~~will not be permitted~~. The following sites are designated as Public Open Space and shown on Map L: currently available for recreational purposes include:

- a) Arborfield Park
- b) Junipers Field
- c) ~~All SANGS~~ Rooks Nest Wood
- d) Hazelbrouck Meadows
- e) Pounds Copse
- f) *The cricket and rugby pitches within the Arborfield Garrison Strategic Development Location*

3. Locally valued natural assets have been identified within the plan as follows (see Map K) and development proposals should conserve and where possible enhance them:

- a) *The Coombes woodland and adjacent areas*
- b) *The Holt woodland*
- c) *Rhododendron avenue along Bearwood Road"*

Map L is to be amended to show Public Open Space and included within the text of the Arborfield and Barkham Neighbourhood Plan (ABNP).

4.7 POLICY IRS4: PROTECTION AND ENHANCEMENT OF THE HISTORIC CHARACTER OF THE AREA

It has been suggested in comments at Reg16 that the policy should only deal with local assets. Given that point 1 is not directly assuming equal protection for national and local designations, I am content that the policy lists all heritage assets. Point 2, as for Policy IRS3, requires for clarity and accuracy that the policy states what the implications of the designation are. The Chestnut Avenue designation at point 2a) also needs improvement for clarity. Detail about the old church being a scheduled monument is not required and could be confusing, and the inclusion of ‘some early buildings at Hall Farm’ is too vague to be listed in a policy.

4.7.1 The LPA has a local list, but this policy is correctly not directly adding to that, but setting up another category of local heritage – ‘Locally valued heritage assets’. A formal Local List can only be added to by the LPA on the submission of appropriate evidence. Local assets cannot have the same protection as national designations, and the wording recommended in Modification 4 reflects this.

4.7.1 In order that Policy IRS4 complies with the Basic Conditions with regard to policy clarity, I recommend that it is amended as shown in Modification 4:

Modification 4: The first sentence of point 2 to be amended as follows:

*“2. Locally valued heritage assets have been identified in the plan as follows (see Map K) and development proposals should protect and enhance them where possible:
a) The historic chestnut avenue in Arborfield, linking The Old Rectory to the remains of the old church. ~~which is a scheduled monument, and some early buildings at Hall farm”~~*

4.8 POLICY TC1: RETENTION OF EXISTING VALUED COMMUNITY FACILITIES The policy does not indicate the actual community facilities covered, but the text does – although the list states it is not comprehensive. Insertion of further assets without consultation would not be appropriate, and is not a modification this examination can make. The clarity of Policy TC1 together with its justification is adequate, and the policy meets the Basic Conditions.

4.9 POLICY TC2: PROPERLY PLANNED AND DESIGNED NEW FACILITIES Complies with the Basic Conditions.

4.10 POLICY TC3: CONDITIONAL SUPPORT FOR BUSINESSES IN THE COUNTRYSIDE AND AGRICULTURE Point 2 of Policy TC3 has been criticised as repetition of the NPPF para 170, and thus needing to be removed from the policy. The warning about repetition of policy in the NPPF [para 16 f)] actually refers to ‘avoiding unnecessary duplication of policies’. In this case I do not consider the reference to ‘best and most versatile agriculture land’ is unnecessary duplication. It is making it clear that it will be a factor in the assessment of any proposal in the neighbourhood area, along with a range of other considerations clearly stated in the policy, and the policy complies with the Basic Conditions. Although not a Basic Condition issue, the use of capitals for the whole phrase ‘Best and Most Versatile Agricultural Land’ in point 2 is not correct.

4.11 POLICY AD1: NEW DEVELOPMENT WITHIN DEVELOPMENT LIMITS The policy sets out requirements for development within development limits set in the MDD2014 and encourages pre-application consultation. Reg16 comment has included a view that it is not a legitimate land-use consideration to favour applications that have undertaken pre-application engagement with the community. The Qualifying Body have responded that this is a statement in the NPPF (para 128), which it is, in the context of design considerations. The NPPF (para 40) also states that pre-application consultation cannot be a requirement, and a policy that looks unfavourably on an application that has not engaged in pre-application consultation effectively does this. I do not consider the phrase from para 128 of the NPPF is properly transposed into a policy that refers to all aspects of a development proposal, particularly not in a role where it is being used as a penalty on development contrary to other policy in the NPPF.

4.11.1 The policy requirement that any application should have a Statement of Community Consultation is also contrary to the NPPF (para 40), in that it is requiring consultation on even the most minor of planning applications. In order that the policy meets the Basic Conditions and has due regard to national policy and guidance, I recommend it is amended as shown in Modification 5.

Modification 5: Point 2 of Policy AD1 is to be altered as follows:

"2. Applicants should ~~tions that can~~ demonstrate early, proactive and effective engagement with the community particularly with regard to design issues and ~~should be looked on more favourably than those which cannot.~~ Applicants are encouraged to:

- a) Engage in early discussion with the local community and Wokingham Borough Council to clarify design expectations;*
- b) Incorporate, as appropriate, the views of the community in the design of proposals; **and***
- c) Incorporate a Statement of Community Consultation ~~with~~ into any an application where appropriate."*

4.12 POLICY AD2: PRIORITISE HOUSING FOR LOCAL NEEDS The first point of this policy is concerned with the mix of dwelling types in any development and is based on an appropriate evidence base and supported by strategic policy in the development plan. The second point and its criteria has been objected to by the LPA and other respondents at Reg16 on the grounds that the evidence provided does not support the requirements for key worker and local occupancy.

4.12.1 Wokingham BC's Housing Strategy 2015-18 has evidence on the unaffordability of local housing, which is well above the national average: £307,756 in June 2014. Annex XI of the ABP [Housing Needs Analysis March 2019] gives an average price for a home in a postcode approximation to the neighbourhood area at the same time as about £375,000 – data here are not directly comparable. There is a significant need for affordable homes in the borough, around 2,500 people with some variation over time. The numbers seeking affordable housing currently living in the neighbourhood area, deduced from the LPA's same housing list is a total of 33. Annex XI Housing Needs Analysis March 2019 for the neighbourhood area gives the population of the neighbourhood area as 4.2% of the borough population, which would indicate that demand for affordable homes from people already resident in the neighbourhood area is about a third of the general demand in the borough as a whole. While this is likely to be due to the even higher housing costs of renting or buying in the neighbourhood area, there is not a significant demand for affordable housing within the neighbourhood area that could justify a local lettings policy. Additionally I find the criteria defining local occupancy of 'people who have lived continuously in the Plan Area for any ten year period' to be arbitrary and unsubstantiated, and not related to being in housing need. It does not

meet the requirement in government guidance for a policy to be supported by an adequate evidence base.

4.12.2 The unaffordability of local housing for people working in key service areas has certainly been demonstrated. There is no evidence of a shortage of teachers and medical staff locally provided, but requiring a wage of around £61,000 to purchase an average-priced home, or £43,000 to purchase a one bedrooned flat indicates significant difficulties for most key workers wishing to purchase (figures based on 2014 in WBC Housing Strategy). Rental levels are generally more affordable than purchase in the borough (same source), which suggests that the help key workers need is with intermediate housing for purchase rather than social rented housing – which would be allocated from the housing list.

4.12.3 There are local lettings policies in neighbourhood plans for affordable homes, and I find a case has been made for key workers wishing to purchase. This would address the need to cater for people working in the borough, something the LPA points out in their Reg16 is missing in the definition of a local connection proposed. However the policy is not backed by an evidence base or policy support in the Local Plan that allows the current level of compulsion in the wording of the policy. What is meant by 'local' is also not defined, contrary to the requirement for clarity in policy. In order that Policy AD2 has regard to government policy and guidance and complies with the Basic Conditions, I recommend it is amended as shown in Modification 6.

Modification 6: The second bullet point of Policy AD2 to be amended as follows:

"2. In all new housing developments providing affordable housing, the purchase of occupancy of all affordable homes for sale is encouraged to be will be prioritised for households with a local connection with the Parishes of Arborfield and Barkham and for key workers locally in the first instance, with the local connection proposed to be within the neighbourhood area firstly and then within the borough of Wokingham.

a) 'Local connection' refers to people who have lived continuously in the Plan Area for any ten year period.

b) 'Key workers' refers to school teachers and medical staff employed locally."

4.13 POLICY AD3: NEW HOUSING OUTSIDE DEVELOPMENT LIMITS The policy is anticipating residential development outside current development limits occurring contrary to Policy CP11 of the Core Strategy, and criteria 1 adds nothing to policy CP11 of the Core Strategy. If the other criteria can be justified then the policy as a whole is adding local detail to the strategic policy. However if the other criteria are not complying with the Basic Conditions, then criteria 1 on its own is unnecessary repetition of policy and contrary to national policy (NPPF para 16).

4.13.1 The other criteria have been criticised in Reg16 comment as not being justified by evidence or complying with existing guidance from both Natural England and the LPA concerning when SANG (Suitable Alternative Natural Greenspace), or contributions towards creating SANG, will be required with regard to the local Thames Basin Heaths SPA (Special Protection Area). I propose therefore to consider each of the other criteria in Policy AD3 to assess whether or not the policy complies with the Basic Conditions and has anything to add to the existing Policy CP11.

4.13.2 I also need to assess the policy criteria 2-4 with regard to other policy in the development plan, including the saved policy on the SPA from the South East Regional Plan, Policy NRM6 which sets out a 5km mitigation zone, a 400m exclusion zone and other criteria for mitigation including adherence to guidance agreed with Natural England. Policy CP8 of the Core Strategy states that adequate measures for mitigation of any adverse impact on the SPA will be required, and the justification quotes from Natural England's guidance on what this will be. Policy SAL05 in the MDD2014 protects designated SANG allocations, and again references Natural England's guidance in support of the policy and approach to any changes to the SANG designations.

4.13.3 Criteria 2 is looking for provision of open space of 50% on any residential development outside development limits that is not an exception site or a replacement dwelling. This would apply to any new market housing however insignificant, resulting in very small areas of open space, that may not meet the definition of 'suitable natural greenspace' and would be contrary to the Framework guidance from the Joint Strategic Partnership Board which stipulates that a SANG should normally be at least 2ha in size. Criteria 2 is not responsive to individual site circumstances and is thus overly prescriptive and contrary to the requirements of positive planning (NPPF para 11). There is no mention of alternative financial contributions to fund more viable SANG provision from several sites, or consideration of the site distance from the SPA boundary. The absence of these alternatives is contrary to guidance used by the LPA and agreed with Natural England the statutory body charged with protecting the SPA. Justification for the requirement in the text is that 50% is the approximate

amount of SANG provided in the strategic Arborfield Green site and its Garden Village principles, and that these principles should be generally applied. There is no evidence provided as to why all residential development should provide actual open space however limited in size, and criteria 2 would seem to contradict criteria 4, where there is an indirect implication that sites smaller than 0.4ha could have SANG provision on a site away from the development. The criteria is contrary to the Basic Conditions in that it does not promote positive planning, is not in general conformity with strategic policy and related guidance in the development plan, is internally contradictory and therefore not clear with regard to other parts of the policy and does not have adequate evidence supporting it.

4.13.4 Criteria 3 states that development within the 7km zone of the Thames Basin Heaths SPA should be treated the same as development within the 5km zone, but offers no evidence for this requirement beyond reference to the neighbourhood area being 'a rural area with considerable biodiversity'. In the absence of any evidence, extending the requirements for mitigation without the responsiveness to individual site circumstances required in guidance agreed with Natural England is overly prescriptive and contrary to the requirements of positive planning (NPPF para 11) as well as not being supported by adequate evidence (NPPF para 31).

4.13.5 Criteria 4 requires that for development sites greater than 0.4ha the open space or SANG (Suitable Alternative Natural Greenspace) should be nearby. Criteria 4 is contrary to existing guidance on the provision of SANG, where a minimum size of 2ha is generally required. It is also not responsive to individual site circumstances and flexible regarding the nature, location and size of SANG that will be most effective in those circumstances. For smaller sites a contribution will normally be sought in order to jointly provide effective recreational mitigation, for a key purpose of a SANG is to attract recreational visits that may otherwise be made to the SPA with adverse impact on the SPA. Criteria 4 is contrary to the Basic Conditions due to being overly prescriptive and not in general conformity with strategic policy in the development plan and accompanying guidance agreed with Natural England.

Modification 7: I recommend that Policy AD3 is deleted in order that the ABNP meets the Basic Conditions with regard to having due regard to national policy on positive planning, policy clarity, non-repetition of policy and an adequate evidence base. Additionally Policy AD3 does not meet the Basic Condition requirement that it be in general conformity with the development plan.

4.14 POLICY AD4: HIGH QUALITY DEVELOPMENT WITH GENEROUS OPEN SPACE, PROPERLY LANDSCAPED The policy has been criticised as being too prescriptive, and restrictive of innovation. I do not accept that a requirement to ‘reflect rural character’ necessarily restricts innovation in design, and in any case the promotion of outstanding and innovative design in the NPPF (para 131) protects this aspect of potential future development. I do consider that criteria d) is too prescriptive however, and not a reasonable requirement of all homes of 3 or more bedrooms. It is not prescription tailored to circumstances, as required by the NPPF (para 126), and is therefore not complying with the Basic Conditions in that it does not have due regard to national policy. The evidence of 20% of the population being over 65 by 2036 is given as justification, but this is below the average prediction for the UK population of about 24% by 2038, and not therefore evidence that would support policy being this prescriptive for all new homes of 3 bedrooms or more.

4.14.1 Policy TB05 of the MDD2014 has a requirement that a proportion of all dwellings must be build to Lifetime Homes Standards, which will go some way to meeting this requirement with an acceptable level of prescription. I therefore consider the issue has already been addressed in existing development plan policy in a proportionate way. In order that Policy AD4 meets the Basic Conditions and has due regard to government policy I recommend it is amended as shown in Modification 8.

Modification 8: Criteria d) of Policy AD4 to be deleted. Policy to be renumbered as required.

4.15 POLICY AD5: ADDRESS LOCAL FLOOD RISK MANAGEMENT Criteria a) of the policy has been criticised for not being in conformity with the development plan, and on the grounds that it is unreasonable to require all details to be provided and considered at outline planning stage. The relevant policy in the development plan is Policy CC10 of the MDD2014, and while I consider that Policy AD5 is in general conformity with it, there is an issue of design and constructions details not being too prescriptive and all-encompassing. The NPPF (para 126) requires prescription to be tailored to circumstances, and so in order that Policy AD5 meets the Basic Conditions and has due regard to government policy, I recommend that it is amended as shown in Modification 9.

Modification 9: The first sentence of criteria a) of Policy AD5 to be amended as follows:

“a) ~~All elements~~ **The principles of flood risk management, including SuDS are fully addressed at the outline planning stage and, ideally, in pre-application discussions.”**

4.16 POLICY GA1: MINIMISE ADDITIONAL TRAFFIC ON UNSUITABLE ROADS The policy has been criticised in Reg16 comment for adding nothing to the NPPF and the phrase ‘unsuitable roads’ not having the clarity required of policy. Paragraph 108 of the NPPF does deal with the transport implications of development, and as the ABNP points out, Paragraph 102 emphasises the contribution streets and patterns of movement make to high quality places. Policy GA1 adds local detail in the reference to ‘frontage land-use’ and its sensitivity to traffic, and I am satisfied that it is not just repetition of existing planning policy. The phrase ‘unsuitable roads’ does however need greater clarity in order that Policy GA1 had paid due regard to government policy (NPPF para 16). I recommend that in order that Policy GA1 meets the Basic Conditions, it is modified as shown in Modification 10.

Modification 10: Criteria 2 of Policy GA1 to be amended as follows:

“2. Proposals should recognise and respond as appropriate to the fact that there are many narrow country lanes with no footway in the neighbourhood area, already under pressure from current traffic levels.”

4.17 POLICY GA2: IMPLEMENT LOCAL NETWORK OF GREEN ROUTES FOR NON-MOTORISED USERS

Complies with the Basic Conditions.

4.18 POLICY GA3: PUBLIC TRANSPORT IMPROVEMENTS WITH LONG TERM VIABILITY The policy is supporting improvements to public transport, which is a land-use issue. Criteria 2 however is dealing with highway design, which is not a land-use issue, and therefore cannot form part of this policy. Government guidance in the NPPG requires neighbourhood plans to deal with land-use issues (ID 41 004-20190509) and in order that Policy GA3 meets the Basic Conditions and pays due regard to government guidance I recommend that it is amended as shown in Modification 11.

Modification 11: Criteria 2 of Policy GS3 to be deleted.

5. The Referendum Boundary

5.1 The Arborfield and Barkham Neighbourhood Plan has no policy or proposals that have a significant enough impact beyond the designated Neighbourhood Plan Boundary that would require the referendum boundary to extend beyond the Plan boundary. Therefore I recommend that the boundary for the purposes of any future referendum on the Arborfield and Barkham Neighbourhood Plan 2019 – 2036 shall be the boundary of the designated Neighbourhood Area for the Plan.

Wokingham Borough Council

Arborfield and Barkham Neighbourhood Development Plan Decision Statement

1. Summary

- 1.1 Following an independent examination, Wokingham Borough Council now confirms that the Arborfield and Barkham Neighbourhood Development Plan will proceed to a Neighbourhood Planning referendum.

2. Background

- 2.1 On 1 August 2014, Wokingham Borough Council designated the area of Arborfield & Newland Parish and Barkham Parish for the purpose of preparing a Neighbourhood Plan in accordance with Part Two of the Town and Country Planning (England), Neighbourhood Planning (General) Regulations 2012.
- 2.2 Following the submission of the Arborfield and Barkham Neighbourhood Development Plan to the Council, the plan was publicised and representations were invited for a 6 week period in accordance with the regulations. The publicity period ended on Monday 19 August 2019.
- 2.3 Wokingham Borough Council appointed an independent examiner, Ms Liz Beth, in September 2019 to review whether the Plan meets the Basic Conditions and to make recommendations regarding whether the plan should proceed to referendum.
- 2.4 The Examiner's Report concludes that, subject to making the modifications recommended therein, the Plan meets the basic conditions set out in the legislation and should proceed to a Neighbourhood Planning referendum. It concludes that the boundary for the purposes of the referendum on the Plan should be the boundary of the designated Neighbourhood Area for the Plan.
- 2.5 The Executive of Wokingham Borough Council agreed on 28 November 2019 that the Arborfield and Barkham Neighbourhood Development Plan should proceed through referendum to take place on 6th February 2020.
- 2.6 Having considered each of the recommendations made by the Examiner in their Report, and the reasons for them, the Council has decided to make the modifications to the draft plan set out in Table 1 below, to ensure that the draft plan meets the basic conditions set out in legislation.
- 2.7 In addition to the modifications recommended by the Examiner, the Local Planning Authority is also authorised to correct minor errors that may have been missed so far [Town and Country Planning Act 1990 Schedule 4B section 12(6)]. Minor typographical corrections are set out in Table 2.

3. Decision and Reasons

- 3.1 The Council has made the modifications, proposed by the examiner, to secure that the draft plan meets the basic conditions, for the reasons given. These are set out in Table 1 below.

Bold, and underline has been used to show added text and ~~strikethrough~~ to show removed text.

Table 1 – Examiner's recommended modifications to the plan

No.	Examiner Recommendation	Reason	Action Taken
1	<p>That Policy IRS1 be amended as follows:</p> <p><i>'In order to protect the separation of settlements, development outside development boundaries will generally not be acceptable. Development proposals outside of the development boundaries limits designated in the Managing Development Delivery Local Plan 2014 will be required to comply with Policy CP11 of the Core Strategy and:</i></p> <ul style="list-style-type: none"> a) <i>Preserve the character and appearance of the countryside; and</i> b) <i>Not lead to the physical, visual or perceived coalescence of existing settlements."</i> <p>That a map detailing the development limits set in the MDD2014 be included in the text of the ABNP in relation to policy IRS1. That references to 'development boundaries' in the plan text be altered to 'development limits'.</p>	<p>Core Strategy Policy CP11 has exceptions to the general presumption against development, and as currently worded Policy IRS1 would indicate this strategic policy is over-ridden contrary to the Basic Conditions. Revisions necessary so that IRS1 does not restrict sustainable development and is in general conformity with strategic development plan policy.</p> <p>For greater clarity for users of the plan and for consistency with wording used in the MDD.</p>	<p>Changes made to Policy IRS1 as suggested</p> <p>Map included at paragraph 4.5 of the ABNP with the added text of "The development limits are defined by policy CCo2 of the MDD. The development limits are show in Figure 2 below:"</p> <p>All references to 'development boundaries' altered to 'development limits'</p>
2	<p>That Policy IRS2 be amended as follows:</p> <p><i>"1. Development proposals must recognise, respect and preserve the identity and rural setting of settlements, with regard to:</i></p> <ul style="list-style-type: none"> a) <i>Scale and form of the development;</i> b) <i>Density of the development;</i> c) <i>Materials used in the development to reflect local character;</i> 	<p>The process for selecting the protected views is not adequate and particularly the selection criteria of 'emphasising the importance of maintaining a settlement separation' is not relevant for selecting</p>	<p>Changes made to Policy IRS2 as suggested</p>

	<p><i>d) Tree and hedgerow planting that reinforces and reflects local biodiversity in the parishes and</i></p> <p><i>e) The distinctive character of the varied landscapes of the area and outstanding views.</i></p> <p><i>f) Landscape and Important Views identified (refer Annex V)</i></p> <p><i>2. Applications should demonstrate how the design of new development complies with the guidance set out in the most recently adopted Village Design Statements for Arborfield and Barkham (Annexes I and II) or any document adopted by the LPA that updates them. (refer Annexes I and II).</i>"</p> <p>Supporting text in the document could usefully be amended to include a definition of an 'outstanding view' on the following lines: "presenting an exceptional panorama of the landscape and including middle and distant features".</p>	<p>important views. The Policy cannot refer to Annex V in order to meet the Basic Conditions</p>	<p>Paragraph 4.16 amended to state: "For the purposes of this policy, outstanding views are those considered as presenting an exceptional panorama of the landscape and including middle and distant features." The views shown in Appendix III of Annex V have been selected to reflect the diversity of this landscape, to illustrate how this countryside can rival any that has been afforded 'Green Belt' status elsewhere and to emphasise the importance of maintaining settlement separation. They can all be viewed from public vantage points.</p>
3	<p>That Policy IRS3 be amended as follows:</p> <p><i>"1. Development proposals should conserve and enhance the natural environment and green spaces of the area, specifically:</i></p> <p><i>a) Ensure that there is minimum no loss of biodiversity and normally where possible to provide a net gain. Where there is likely to be a loss of biodiversity, development will only</i></p>	<p>To provide additional clarity that the policy does not seek to designate Local Green Space (as defined by NPPF paras 99-100); in order that the policy does not preclude development that would</p>	<p>Changes made to Policy IRS3 as suggested. <i>NB Hazelbrouck has been changed to Hazebrouck to correct this typo.</i></p>

<p>acceptable if mitigation measures can be put in place to ensure there is no net loss of biodiversity, through the creation of like-for-like habitats.</p> <p>b) Take any opportunities to protect, enhance and extend wildlife corridors between existing open spaces and habitats as a means of mitigating the impacts of development on biodiversity.</p> <p>c) Conserve the environment for nocturnal species, through the avoidance of lighting and mitigating the impact of external lighting likely to increase night time human presence.</p> <p>d) Contain measures that will help to mitigate the impacts of, and promote adaption to, climate change.</p> <p>2. Development on designated Public Open Spaces (see Map L) should enhance the use of the site for public open space or be consistent with paragraph 97 of the National Planning Policy Framework if loss of the space is proposed. will not be permitted. The following sites are designated as Public Open Space and shown on Map L: currently available for recreational purposes include:</p> <p>a) Arborfield Park</p> <p>b) Junipers Field</p> <p>c) All SANGS Rooks Nest Wood</p> <p>d) Hazelbrouck Meadows</p> <p>e) Pound Copse</p> <p>f) The cricket and rugby pitches within the Arborfield Garrison Strategic Development Location</p> <p>3. Locally valued natural assets have been identified within the plan as follows (see Map K) and development proposals should conserve and where possible enhance them:</p> <p>a) The Coombes woodland and adjacent areas</p> <p>b) The Holt woodland</p> <p>c) Rhododendron avenue along Bearwood Road"</p>	<p>enhance the spaces contrary to national policy; to reflect the strengthened requirement in the NPPF for net gain in biodiversity.</p>	
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	Map L to be amended to show Public Open Space and be included within the text of the plan	For additional clarity	Map included at paragraph 4.22 of the ABNP with the additional subheading and text: Public open space The areas of Public Open Space referred to in policy IRS3 are shown on Map L which is reproduced below:
4	That the first sentence of point 2 of Policy IRS4 be amended as follows: <i>"2. Locally valued heritage assets have been identified in the plan as follows (see Map K) and development proposals should protect and enhance them where possible: a) The historic chestnut avenue in Arborfield, linking The Old Rectory to the remains of the old church, which is a scheduled monument, and some early buildings at Hall farm"</i>	So that the policy states what the implications of the designation are, for clarity and accuracy; additional detail needed regarding designation 2a) for clarity; the removal of vague and potentially confusing detail from policy wording.	Changes made to Policy IRS4 as suggested
5	That point 2 of Policy AD1 is amended as follows: <i>"2. Applicants should tions that can demonstrate early, proactive and effective engagement with the community particularly with regard to design issues and should be looked on more favourably than those which cannot. Applicants are encouraged to: a) Engage in early discussion with the local community and Wokingham Borough Council to clarify design expectations; b) Incorporate, as appropriate, the views of the community in the design of proposals; and c) Incorporate a Statement of Community Consultation with</i>	To avoid conflict with the NPPF.	Changes made to Policy AD1 as suggested

	<i>into any an application where appropriate."</i>		
6	<p>That Policy AD2 be amended as follows:</p> <p><i>"2. In all new housing developments providing affordable housing, the purchase of occupancy of all affordable homes for sale is encouraged to be will be prioritised for households with a local connection with the Parishes of Arborfield and Barkham and for key workers locally in the first instance, with the local connection proposed to be within the neighbourhood area firstly and then within the borough of Wokingham.</i></p> <p><i>a) 'Local connection' refers to people who have lived continuously in the Plan Area for any ten year period.</i></p> <p><i>b) 'Key workers' refers to school teachers and medical staff employed locally."</i></p>	<p>In order to have regard to government policy and guidance and comply with the Basic Conditions.</p>	<p>Changes made to Policy AD2 as suggested</p>
7	That Policy AD3 is deleted.	<p>In order that the AMNP meets the Basic Conditions with regard to having due regard to national policy on positive planning, policy clarity, non-repetition of policy and an adequate evidence base. Additionally Policy AD3 does not meet the Basic Condition requirement that it is in general conformity with the development plan.</p>	<p>Policy AD3 removed accordingly and all supporting text.</p>
8	That Criteria d) of Policy AD4 is deleted and Policy AD4 to be renumbered as required.	<p>Criteria d) is not appropriately evidence and is too prescriptive and therefore contrary to the Basic Conditions.</p>	<p>Changes made to Policy AD4 as suggested and supporting text altered as follows:</p> <p>Given the increasing proportion of older people, as identified in the Housing Needs Analysis, it would</p>

			<p>be desirable if the needs of elderly and disabled people were considered in house design there is a clear need to consider the requirement for lifetime homes. By 2036 the over-65 age group will represent over 20% of the population in the Plan Area, having more than doubled since 2011 (refer para 6.13 and Figure 5 above). This requirement was also supported in the Residents Survey with 91% of respondents agreeing or strongly agreeing (Annex III Q18). As an interim step, developers are encouraged to ensure that houses of 3 bedrooms or more can easily be adapted for ground floor living. In practice this would mean ensuring that doors are wide enough for wheelchairs, that there is a separate room that could be used as a bedroom and that downstairs cloakrooms can be adapted to accommodate a shower.</p>
9	<p>That first sentence of criteria a) of Policy AD5 be amended as follows:</p> <p><i>"a) All elements The principles of flood risk management, including SuDS are fully addressed at the outline planning stage and, ideally, in pre-application discussions."</i></p>	<p>Design and construction details too prescriptive and contrary to Basic Conditions.</p>	Changes made to Policy AD5 as suggested
10	<p>That criteria 2 of Policy GA1 be amended as follows:</p> <p><i>"2. Proposals should recognise and respond as appropriate to the fact that there are many narrow country lanes with no footway in the neighbourhood area, already under pressure from current traffic levels."</i></p>	<p>To improve clarity of the policy</p>	Changes made to Policy GA1 as suggested
11	<p>That criteria 2 of Policy GA3 be deleted:</p> <p><i>2. Proposals for new roads which are expected to accommodate</i></p>	<p>To ensure policy does not cover non-land use issues.</p>	Changes made to Policy GA3 as suggested

	bus routes should be tracked for larger vehicles, acknowledging the likelihood of parked vehicles		
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Table 2 – Examiner’s recommended changes to supporting documentation

No.	Examiner Recommendation	Reason	Action Taken
1	That an updated, final version of the Consultation Statement be produced.	To correct the recording oversight that omitted an individual’s Reg 14 response.	Summary of individual’s response added to Appendix 5 of Consultation Statement
2	Bullet 2 on page 6 of Annex V should be corrected.	For clarity given it currently incorrectly implies that Green Belt status indicates high landscape quality, and this should be corrected.	Correction made

Table 3 – Minor modifications

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Change proposed	Paragraph / section	Reason for change
Addition of policy AD4 to contents list	Contents page	To correct an omission
1. Proposals for new community facilities should ensure that: a) Incorporate sufficient flexibility to allow for present needs and future planned growth to be accommodated on the one site...	Policy TC2	To correct syntax
Best and most versatile Agricultural Land'	Policy TC3	Incorrect capitalisation
Nine Mile Ride	Para 1.8	To correct an omission
In the longer term should it is an aspiration The aim is for these to receive formal protection within Wokingham’s Local Plan.	Para 4.22	For improved clarity

- 3.2 The Council has considered whether to extend the area in which the referendum is to take place. Like the examiner, the Council has decided that there is no reason to extend the Neighbourhood Plan area for the purpose of holding the referendum.
- 3.3 The examiner has concluded that with the modifications made the Plan meets the basic conditions and other relevant legal requirements. The Council concurs with this view.
- 3.4 Therefore, to meet the requirements of the Localism Act 2011 a referendum which poses the question 'Do you want Wokingham Borough Council to use the neighbourhood plan for Arborfield & Newland and Barkham parishes to help it decide planning applications in the neighbourhood area?' will be held in the parishes of Arborfield & Newland and Barkham.
- 3.5 The date on which the referendum will take place is agreed as 6th February 2020.

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Equality Impact Assessment (EqIA) form: Initial impact assessment

If an officer is undertaking a project, policy change or service change, then an initial impact assessment must be completed and attached alongside the Project initiation document.

EqIA Titular information:

Date:	24/10/2019
Service:	Strategy and Commissioning
Project, policy or service EqIA relates to:	Arborfield and Barkham Neighbourhood Plan
Completed by:	Ian Bellinger
Has the EqIA been discussed at services team meeting:	No
Signed off by:	Nigel Bailey
Sign off date:	24/10/2019

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1. Policy, Project or service information:

This section should be used to identify the main purpose of the project, policy or service change, the method of delivery, including who key stakeholders are, main beneficiaries and any associated aims.

What is the purpose of the project, policy change or service change , its expected outcomes and how does it relate to your services corporate plan:

Arborfield & Newland and Barkham Parish Councils have produced a draft Neighbourhood Plan to help shape how development is managed in their area. The Plan contains a number of policies on housing; the natural and historic environment; community facilities; business and commercial development; open space; transport; and flooding. The Plan does not include any site allocations.

This report seeks approval to hold a referendum on whether the Plan should be used by Wokingham Borough Council for determining planning applications. Holding a referendum is required by Regulations governing the neighbourhood plan process. The referendum will be undertaken in line with Regulations governing that process.

Should more than half of those voting do so in favour of using the Plan, the Wokingham Borough Council must make the Plan (adopt it) through a resolution of Council. Once made, the Plan will form part of the statutory development plan alongside Local Plans and thereby carry significant weight in the determination of planning applications and appeals in or affecting Arborfield & Newland and Barkham Parishes.

Outline how you are delivering your project, policy change or service change. What governance arrangements are in place, which internal stakeholders (Service managers, Assistant Directors, Members etc.) have/will be consulted and informed about the project or changes:

The consultation framework for the preparation of the Plan has been undertaken in accordance with the council's adopted Statement of Community Involvement for planning consultations. This will involve sending emails/letters to a number of individuals, organisations, councillors, and internal officers. Advertising and further information will be placed on the council's website and publicised through social media. Publicity was also undertaken by the parishes.

Stakeholders include all Directors have been engaged through the Corporate Leadership Team, and Lead Specialists from Strategy and Commissioning and Locality and Customer Services involved in advising Arborfield and Barkham Parish Councils throughout the Plans preparation.

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Outline who are the main beneficiaries of the Project, policy change or service change?

The Plan has been produced by Arborfield & Newland and Barkham Parish Councils, with the input of their communities. With the purpose of neighbourhood planning being allowing communities to help shape how development is managed in their area, the main beneficiaries are residents and local businesses within Arborfield and Barkham Parishes.

The Plan, once made, will be used by Wokingham Borough Council along side Local Plans to help determine the suitability of planning applications within the area, and to help defend any appeals against the refusal to grant permission.

Outline any associated aims attached to the project, policy change or service change:

The purpose of neighbourhood plan are to allow communities to help shape how development is managed in their area.

2. Protected characteristics:

There are 9 protected characteristics as defined by the legislation:

- Race
- Gender
- Disability
- Gender re-assignment
- Age
- Religious belief
- Sexual orientation
- Pregnancy/Maternity
- Marriage and civil partnership:

To find out more about the protected groups, please consult the EQIA guidance.

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3. Initial Impact review:

In the table below, please indicate whether your project, Policy change or service change will have a positive or negative impact on one of the protected characteristics. To assess the level of impact, please assign each group a Positive, No, Low or High impact score:

For information on how to define No, low or high impact, please consult the EQIA guidance document.

If your project is to have a positive impact on one of the protected groups, please outline this in the table below.

For details on what constitutes a positive impact, please consult the EQIA guidance.

Protected characteristics	Impact score	Please detail what impact will be felt by the protected group:
Race:	None	Based on the scope of this project, no negative or positive outcomes have been identified. All stakeholders were be consulted in the preparation of the plan. Arrangements for the referendum will ensure fair access for the stakeholders who are being engaged.

Gender:	None	Based on the scope of this project, no negative or positive outcomes have been identified. All stakeholders were be consulted in the preparation of the plan. Arrangements for the referendum will ensure fair access for the stakeholders who are being engaged.
Disabilities:	None	<i>As the Plan is partly reliant on map-based information, this may disadvantage people with visual impairments. Arrangements for the referendum will ensure fair access for people with visual and other disabilities.</i>
Age:	None	Based on the scope of this project, no negative or positive outcomes have been identified. All stakeholders were be consulted in the preparation of the plan. Arrangements for the referendum will ensure fair access for the stakeholders who are being engaged.
Sexual orientation:	None	Based on the scope of this project, no negative or positive outcomes have been identified. All stakeholders were be consulted in the preparation of the plan. Arrangements for the referendum will ensure fair access for the stakeholders who are being engaged.
Religion/belief:	None	Based on the scope of this project, no negative or positive outcomes have been identified. All stakeholders were be consulted in the preparation of the plan. Arrangements for the referendum will ensure fair access for the stakeholders who are being engaged.
Gender re-assignment:	None	Based on the scope of this project, no negative or positive outcomes have been identified. All stakeholders were be consulted in the preparation of the plan. Arrangements for the referendum will ensure fair access for the stakeholders who are being engaged.
Pregnancy and Maternity:	None	Based on the scope of this project, no negative or positive outcomes have been identified. All stakeholders were be consulted in the preparation of the plan. Arrangements for the referendum will ensure fair access for the stakeholders who are being engaged.
Marriage and civil partnership:	None	Based on the scope of this project, no negative or positive outcomes have been identified. All stakeholders were be consulted in the preparation of the plan. Arrangements for the referendum will ensure fair access for the stakeholders who are being engaged.

Based on your findings from your initial impact assessment, you must complete a full impact assessment for any groups you have identified as having a low or high negative impact. If No impact, or a positive impact has been identified, you do not need to complete a full assessment. However, you must report on this initial assessment and it must receive formal approval from the Assistant Director responsible for the project, policy or service change.

Initial impact assessment approved by NIGEL BAILEY

Date: 24/10/2019

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Agenda Item 57.

TITLE	Gorrick Square Development
FOR CONSIDERATION BY	The Executive on Thursday, 28 November 2019
WARD	Wescott;
LEAD OFFICER	Deputy Chief Executive - Graham Ebers
LEAD MEMBER	Executive Member for Finance and Housing - John Kaiser

PURPOSE OF REPORT (INC STRATEGIC OUTCOMES)

To obtain Executive approval for a revised funding model to develop a 3 bedroom bespoke bungalow on land between 24 and 25 Gorrick Square to meet the specialist housing needs of 3 individuals with learning/physical difficulties.

RECOMMENDATION

That the Executive approve the revised funding model for the proposed revised development totalling £815,000 including confirming the allocation of up to £349,000 of Section 106 receipts and approving a long term loan to Loddon Homes of £231,000.

EXECUTIVE SUMMARY

The Executive agreed at its meeting on 29th September 2016 that the Housing Revenue Account (HRA) land between 24 & 25 Gorrick Square be transferred to Wokingham Housing Limited (WHL) or its subsidiary (Loddon Homes) to be developed out for an affordable home.

The proposal at the time was to develop a single detached 3 or 4 bed bungalow on the site that would be allocated to a family requiring a wheelchair accessible home. At the time it was estimated that the total cost of the development would be £348,962 and Executive approved the funding of this from Section 106 receipts received for the provision of affordable housing.

Prior to a planning application being submitted the Council's Adult Social Care Team identified a more appropriate need for the site and asked that the scheme be completely redesigned to provide a bespoke bungalow for three individuals with learning/physical difficulties.

As a result the scheme has changed significantly from the 2016 proposals and plans now include 3 en-suite bedrooms, staff office, shared kitchen and living rooms – totalling 155sqm rather than the previous estimated maximum 100sqm. The property will also contain additional items required by the residents, including specialist bathroom equipment and allowances in the structure for future hoists etc. The proposed bungalow now has planning permission and the works tendered with the successful contractor approved by Loddon Homes Board and WBC (Holdings) Ltd.

All 3 prospective residents for the bungalow have been identified.

The changes in requirements coupled with additional unforeseen costs associated with investigative and other site works and 3 years build cost inflation from 2016, has resulted in final estimated scheme costs of £815,000.

It is proposed that this will be funded by:

£349,000 - Section 106 receipts (as previously agreed)

£135,000 – Grant from Homes England

£100,000 – Disabled Facilities Grant

£231,000 – Loan from WBC to Loddon Homes

£815,000 - TOTAL

If this revised funding model is approved the lease transferring the land to Loddon Homes would be completed and work would start on site immediately after.

BACKGROUND

A report was tabled to The Executive 29th September 2016 titled '*Wokingham Housing Limited (WHL) Development Opportunities – Housing Revenue Account (HRA) sites*'.

That report identified 5 HRA sites as potential affordable housing projects and asked for approval to transfer the sites to WHL and allocate sufficient Section 106 receipts (earmarked for the provision of affordable housing) to fund the estimated total scheme costs. One of those sites was land between 24 & 25 Gorrick Square where it was proposed to build a wheelchair accessible 3-4 bedroom family bungalow at an estimate total scheme cost of £349,000 – based on tender build costs at the time for other schemes in the Borough.

The recommendations were approved by Executive and, commissioned by WBC, WHL began some initial investigative and design works in consultation with colleagues in Adult Social Care. However in late 2016 Adult Social Care identified a greater need for the proposed property and requested that the property be redesigned to provide a bespoke bungalow for 3 individuals with physical/learning difficulties.

The proposed property was redesigned based on the brief provided by Adult Social Care and planning approval obtained in March 2018. The proposed property now contains 3 en-suite bedrooms, staff office, shared kitchen and living rooms – totalling 155sqm rather than the previous estimated maximum 100sqm. The property will also contain additional items required by the residents, including specialist bathroom equipment and allowances in the structure for future hoists etc.

The scheme was then tendered later in 2018 and the appointment of the successful contractor approved by Loddon Homes Board and WBC (Holdings) Ltd in April 2019.

Since then WHL have been working to discharge the planning conditions and to safely remove slow worms from the site. There remains an outstanding drainage issue that is currently being resolved to allow start on site at the end of November 2019 subject to the revised funding model being approved.

All 3 prospective residents for the bungalow have been identified.

The original estimated scheme cost of £349,000 was based on a significantly different and smaller property and based on other tender build costs being received at the time.

The changes in design and requirements coupled with additional unforeseen costs associated with investigative and other site works and 3 years build cost inflation from 2016, has resulted in final estimated scheme costs of £815,000.

However Loddon Homes have secured £135,000 of Homes England grant to support the project along with £100,000 Disabled Facilities Grant to help fund some of the additional requirements of the prospective residents.

As a result there is a current funding shortfall of £231,000:

Total scheme cost:	£815,000
Less Section 106 receipts (previously approved):	£349,000
Less Homes England Grant:	£135,000
Less Disabled Facilities Grant:	£100,000

Funding Shortfall:	£231,000
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The recommendation is for WBC to provide Loddon Homes with a long term loan of £231,000 under the standard terms and conditions. Loddon Homes Board have confirmed that repayment of this loan is affordable and could be paid back in 19 years.

If this revised funding model is approved the lease transferring the land to Loddon Homes would be completed and work would start on site immediately after.

BUSINESS CASE

Total Cost to Council: £231,000

(Total scheme cost of £815,000 less total Grants and Section 106 receipts of £584,000)

Rental Income: £23,100 per annum

Rate of Return: 10%

Savings in Care Costs: £22,000 per annum

(estimated based on economies of scale from living in shared accommodation)

Total Income & Savings: £55,100 per annum

Overall rate of Return to Council (including Loddon Homes): 24%

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council continues to face severe financial challenges over the coming years as a result of reductions to public sector funding and growing pressures in our statutory services. It is estimated that Wokingham Borough Council will be required to make budget reductions of approximately £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)	£329,500	Yes	Capital
Next Financial Year (Year 2)	£250,500	Yes	Capital
Following Financial Year (Year 3)	Nil	Yes	

Other Financial Information

The £580,000 of funding highlighted in the table above is made up of £349,000 of Section 106 receipts and £231,000 of loan finance.

Stakeholder Considerations and Consultation

The proposed scheme has been developed in consultation between Housing & Place Commissioning, Adult Social Care, WHL and Loddon Homes.

Public Sector Equality Duty

Completed.

List of Background Papers

None

Contact Nigel Bailey	Service Place Commissioning
Telephone 0118 974 6779	Email nigel.bailey@wokingham.gov.uk

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Equality Impact Assessment (EqIA) form: Initial impact assessment.

EqIA Titular information:

Date:	November 2019.
Service:	Housing & Place Commissioning.
Project, policy or service EqIA relates to:	Gorrick Square Housing Development
Completed by:	Nigel Bailey
Has the EqIA been discussed at services team meeting:	Yes
Signed off by:	Nigel Bailey – Assistant Director Housing & Place Commissioning.
Sign off date:	1.11.2019.

1. Policy, Project or service information:

What is the purpose of the project, policy change or service change , its expected outcomes and how does it relate to your services corporate plan:
The proposed new housing project has been developed in consultation with colleagues in Adult Social Care to meet a specific identified housing and support need. The project will provide a bespoke 3 bed roomed bungalow for 3 individuals, aged under 30, with physical/learning difficulties. The brief was provided by Adult Social Care and planning approval obtained in March 2018. The proposed property contains 3 en-suite bedrooms, staff office, shared kitchen and living rooms. The property will also contain additional items required by the residents, including specialist bathroom equipment and allowances in the structure for future hoists etc.

Outline how you are delivering your project, policy change or service change. What governance arrangements are in place, which internal stakeholders (Service managers, Assistant Directors, Members etc) have/will be consulted and informed about the project or changes:
The new shared bungalow has been designed in consultation with Adult Social Care to meet the requirements of the specific client group. The project is overseen by a cross-Directorate Project Board including colleagues from Housing Commissioning, Adult Social Care and Wokingham Housing. All 3 prospective residents for the bungalow have been identified to ensure any specific equipment required can be installed prior to occupation.

Outline who are the main beneficiaries of the Project, policy change or service change?

The 3 prospective residents for the bungalow have physical/learning difficulties and have been identified by Adult Social Care as benefitting from living in the property.

Outline any associated aims attached to the project, policy change or service change:

The bungalow will provide the opportunity for the young residents to live more independently

2. Protected characteristics:

There are 9 protected characteristics as defined by the legislation:

- Race
- Gender
- Disability
- Gender re-assignment
- Age
- Religious belief
- Sexual orientation
- Pregnancy/Maternity
- Marriage and civil partnership:

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3. Initial Impact review:

In the table below, please indicate whether your project, Policy change or service change will have a positive or negative impact on one of the protected characteristics. To assess the level of impact, please assign each group a Positive, No, Low or High impact score:

Protected characteristics	Impact score	Please detail what impact will be felt by the protected group:
Race:	No	
Gender:	No	
Disabilities:	Positive	The new home has been designed to meet the specific needs of clients with physical/learning difficulties – enabling them to live more independently

Age:	No	Although the initial group of proposed residents are all aged under 30 the property would be suitable for any age group
Sexual orientation:	No	
Religion/belief:	No	
Gender re-assignment:	No	.
Pregnancy and Maternity:	No	
Marriage and civil partnership:	No	

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Based on your findings from your initial impact assessment, you must complete a full impact assessment for any groups you have identified as having a low or high negative impact. If No impact, or a positive impact has been identified, you do not need to complete a full assessment. However, you must report on this initial assessment and it must receive formal approval from the Assistant Director responsible for the project, policy or service change.

Initial impact assessment approved by.... Nigel Bailey – Assistant Director Housing & Place Commissioning.

Date:.... 1.11.2019

Agenda Item 58.

TITLE	Carnival Pool Site, Wellington Rd, Wokingham
FOR CONSIDERATION BY	The Executive on Thursday, 28 November 2019
WARD	Wescott;
LEAD OFFICER	Deputy Chief Executive - Graham Ebers
LEAD MEMBER	Executive Member for Regeneration - Charlotte Haitham Taylor

PURPOSE OF REPORT (INC STRATEGIC OUTCOMES)

To confirm the appropriation of land at the Carnival Pool site which is held by the Council to enable delivery of the final phase of town centre regeneration in accordance with detailed planning consent (ref. 170212) granted February 2018

RECOMMENDATION

That the Executive:

- 1) notes that the Council no longer needs to proceed with a compulsory purchase order ("CPO") in respect of land to the south of Wellington Road Wokingham known as Carnival Pool shown indicatively edged red on the plan at Appendix 1 of this report ("the Site") pursuant to section 226(1)(a) of the Town and Country Planning Act 1990 (as amended) (the "1990 Act") because all outstanding freehold interests in the Site have been acquired by agreement.
- 2) authorises, to the extent that it is not already held for such purposes, that the land held by the Council and comprising the Site shown coloured red and blue on the plan at Appendix 2 of this report, be appropriated for planning purposes in accordance with section 122 of the local Government Act 1972 from the date this resolution is made, such land being no longer required for the purpose for which it was previously held.

EXECUTIVE SUMMARY

The regeneration of the Site has been a corporate and planning objective of the Council for many years. The Council originally referred to the potential use of compulsory purchase powers to assemble the land interests in the Site in the Wokingham Core Strategy 2010. The Council has subsequently demonstrated its intent to deliver regeneration of the Site by acquiring various land holdings by private treaty and by resolving to make a compulsory purchase order ("CPO") on 25th July 2019. The final land interests have now been acquired by negotiation without the need to utilise CPO powers and the Council now owns or controls all of the freehold interests in the Site necessary to deliver regeneration of the Site.

The purpose of this report is to:

- provide an update on the acquisition of land within the Site by agreement without the need to utilise CPO powers; and

- to confirm the appropriation of the Site for planning purposes to complete the final phase of the regeneration of the Site.

BACKGROUND

This report is submitted as required by [Decision 136 (3) of the Executive dated 30th March 2017].

The Executive resolved on 25th July 2019 to authorise the making of a Compulsory Purchase Order (“CPO”) to acquire all outstanding parcels of land not owned by the Council that comprised part of the land south of Wellington Road Wokingham known as Carnival Pool shown indicatively edged red on the plan at Appendix 1 of this report (the “Site”). At the same time the Executive also resolved to appropriate for planning purposes much of the same land subject to the confirmation of the CPO.

The decision was made because the Executive considered that the acquisition would facilitate the carrying out of the development, re-development or improvement of land and contribute to the achievement of any one or more of the promotion or improvement of the economic, social and environmental well-being of Wokingham.

Since the Executive authorised the making of the CPO, all remaining freehold interests in the Site have been acquired by agreement. As a result the Council no longer needs to exercise its CPO powers under section 226 of the 1990 Act. But the land still needs to be appropriated for planning purposes. In consequence of this, the previous resolution of the Executive to appropriate land subject to the confirmation of a CPO needs to be updated and extended to all the land within the Site.

BUSINESS CASE

This further report is brought to the Executive to confirm that the Council now owns all of the freehold land comprising the Site and to invite the Executive to (insofar as it is not already held for such purposes) appropriate the Site for planning purposes. The part of the Site previously held by the Council and which the Executive approved for appropriation subject to confirmation of a CPO is shown coloured blue on the plan at Appendix 2. The recently acquired land which the Executive is also asked to (insofar as it is not already held for such purposes) approve the appropriation of for planning purposes is shown coloured red on the plan at Appendix 2.

The Site is being developed in two phases. Phase I was completed in July 2017 and comprises a new 500+ space multi-storey car park and replacement Superbowl and Laserquest leisure attraction accessed off the Carnival roundabout on Wellington Road. The layout of Phase I anticipates the approved design of Phase II and depends upon its delivery to make full and best use of the Site. The two Phases of this Site and indeed the layout of the Elms Field regeneration scheme immediately to the north are interdependent.

The Phase II of the Site currently includes the Council’s swimming pool with ancillary leisure facility, the site of the previous and now demolished superbowl ten pin bowling facility, an office building (constructed 2001) with ancillary parking and a public right of way on the western edge of the Site. The office building was until its recent acquisition by the Council owned and occupied by BJP Insurance Brokers Ltd.

The buildings on the Site have a poor relationship with the surrounding area; being inward facing from the highway and pedestrian routes; and having a negative impact on the public realm and environmental quality of the area. The buildings are poor quality

and disparate in their design, having been constructed at different times and they do not relate to each other or the surrounding environment. Securing the regeneration of the Site has been a long held aspiration of the Council.

As early as 2010, the Core Strategy for Wokingham identified one of the aspirations and spatial issues that needed to be addressed by the Council as the "*renaissance of Wokingham and other town centres*" (paragraph 2.68). More particularly at paragraph 2.84 it stated "*[Wokingham] town centre is the largest retail centre in the borough and its range of facilities and services is recognised in both LPS2 and appendix 3 [of the Core Strategy]. The sustainability of the town may be undermined unless schemes are developed which support its vitality and viability, particularly so it can retain trade that might otherwise leak to the centres of Reading or an improved Bracknell. During the plan period there are likely to be opportunities for a number of significant developments within the town centre. The Council recognises that development around Wokingham could help reduce traffic flows through the town and would support the vitality and viability of the centre through increasing its population*".

Core Policy 14 expressly deals with the growth and renaissance of Wokingham Town Centre:

"Wokingham, as a major town centre in Berkshire is considered suitable for growth. Proposals should retain and enhance the historic market town character of Wokingham and maintain its position in the Berkshire retail hierarchy by:

1. *Strengthening shopping in the retail core to reduce leakage of expenditure;*
2. *Conserving and enhancing historic quality and interest;*
3. *Improving existing public space;*
4. *Ensuring development cumulatively provides and maintains:*
 - a) *A wide range of services, learning opportunities, community facilities and tourist facilities that complement existing provision;*
 - b) *Housing;*
 - c) *Office accommodation;*
 - d) *Public open space providing for a range of activities;*
 - e) *Leisure and entertainment;*
 - f) *Improved pedestrian links between the station and the shopping streets;*
 - g) *Improved pedestrian and cycle links between the centre and other parts of the town;*
 - h) *Appropriate car parking to facilitate a viable and sustainable town centre;*
 - i) *Enhanced environmental and design quality.*

The use of compulsory purchase powers to facilitate site assembly and the delivery of renewal and regeneration schemes".

Paragraph 4.69 of the Core Strategy explains that "*Improving the centre means that it can better meet the needs of residents and prevent decline associated with loss of expenditure following expansion in nearby larger centres. The Retail Study indicates proposals within the town centre should contribute towards lengthening the time visitors stay (including into the evenings), as this will contribute towards the vitality and viability of the centre. The Retail Study (see table 4.1 earlier) indicates that there is scope for additional comparison floorspace in the centre to help reduce the current leakage....*".

Also, in 2010, the Wokingham Town Centre Masterplan was adopted by the Council. It describes the Council's key objective for the Site as "*The town centre leisure offer and evening economy will be enhanced through the redevelopment of the Carnival Pool area to provide a mixed leisure quarter, with sports and cinema uses integrated to improve and extend the existing swimming pool at Carnival Pool*".

In addition the Masterplan identified the area adjacent to the Site for "*Enhanced provision of at least 300 car parking spaces, supplementing provision around the leisure quarter, contributing to capturing principal routes into the town centre.*" This enhanced car parking provision was completed in July 2017.

In February 2014, the Managing Development Delivery Local Plan was adopted by the Council which sets out how the vision in the Core Strategy will be delivered. Policy SAL08 allocates the Site and the area adjacent to the Site as suitable for mixed use redevelopment: "*Land at Carnival Pool, Wokingham, for the delivery of D1 (community uses), D2 (leisure uses) flexibility for A3 (restaurants & cafes), A4 (drinking establishments) and C3 (residential) development*".

The regeneration of the Site is further in accordance with national planning policy. The National Planning Policy Framework ("NPPF") confirms that the development plan continues to be the starting point for determining the acceptability of development. There is a presumption in favour of sustainable development which the NPPF identifies as having three "dimensions", namely an economic, social and environmental role. It is clear that the regeneration of the Site will contribute to sustainable development in accordance with the NPPF. The regeneration will contribute towards planning for prosperity (an economic role), planning for people through job creation (a social role) and planning for the environment by remediating the land (an environmental role).

The Council has and continues to remain committed to securing regeneration of the Site in accordance with the above policy. The vision for the town centre sees Wokingham as:

- The number one place for people to live in the UK.
- A town centre that is home to a thriving retail and business economy with a diverse leisure and recreation offer, and which provides high quality living at the heart of the Borough.
- A town centre that not only builds on the existing strengths and unique character of the Town, but also forms the heart of the surrounding community with a high quality and active public realm that attracts and promotes the well-being of its residents, working population and visitors alike.

The Council further considers that the Site represents a significant opportunity to improve the leisure facilities in Wokingham. Regeneration of the Site will further deliver significant environmental improvements by replacing tired poorly designed buildings with high quality well designed buildings which are complementary and in keeping with the surrounding townscape.

THE SCHEME

In July 2017 a full planning application (reference 172012) was submitted for the Site as follows:

"Full planning application for the redevelopment of the Carnival Pool site to create leisure led development as part of the regeneration of Wokingham town centre. The proposals include the demolition of all existing buildings on site and the construction of: a leisure centre (use class D2); library (use class D1); restaurant (use class A3); commercial unit for non-residential institution or assembly and leisure use (use classes D1 or D2); 55 dwellings (use class C3); pedestrian and vehicular access including a pedestrian boulevard and realignment of Wellington Road; car parking; hard and soft landscaping; realignment of an existing footpath; drainage" ("the Scheme").

Planning permission pursuant to the application was granted on 2 February 2018.

The development authorised by the planning permission is in line with the planning policy for the Site as set out above. It is further in accordance with national planning policy and guidance. The Council considers that the planning permission of the Site will deliver regenerative benefits to the town centre of Wokingham and will make a significant contribution to the improvement of the economic, social and environmental well-being of the town. These benefits include:

- New and enhanced leisure facilities on the Site, which will form part of the new leisure operating contract for Council facilities across the Borough and attract other new operators into the town centre. New facilities and operators will add to the vitality and economic performance of the centre in line with approved planning policy. In turn, this will assist in increasing footfall and dwell-time to the benefit of the town.
- Creation of new jobs and valuable investment into the local area. It is predicted to create in the region of 60 (net) new jobs, with a further circa 110 jobs per annum during the construction phase in gross value added (GVA) terms, once the new facilities are operational.
- More efficient use of prime town centre land and significantly improved public realm within the town centre. It will provide a high-quality environment both within the Site but also along a key pedestrian desire line from the new multi-storey car park in the southern part of the Site north across Wellington Road into the new Elms Field development and on into the heart of the town centre and vice versa. The Elms Field development has been designed in parallel with the Carnival Scheme to ensure good pedestrian connectivity and the provision of a high quality public realm.
- Improve the visibility of the Site which currently has a poor frontage relationship along Wellington Road and the Carnival Pool roundabout (Wellington Road, Denmark Street, Finchampstead Road junction) with the existing buildings either presenting their rear frontage to Wellington Road or hidden behind poor quality landscaping.
- Meet appropriate sustainability objectives in line with recently approved planning policies and will thereby ensure that climate change considerations are secured.
- Enhance the leisure offer to better cater for the needs of existing and future residents. The proposed leisure facilities will form part of the wider Council strategy for leisure provision across the Borough. Town centres are increasingly becoming places to meet and socialise, as well as to shop and access services. Improved leisure facilities in this location will provide additional opportunities for residents and visitors to increase their dwell time.

- The proposed residential provision and mix of units will also add to the stock of housing in a highly sustainable location and help meet wider planning objectives in terms of housing land supply.

The scheme forms phase II of the redevelopment of the Carnival Pool site. The first phase comprised the 529 space Multi-Storey Car Park and the delivery of the new Superbowl leisure facility which was completed in July 2017. Following the opening of the new bowling centre the Council demolished the old bowling complex (immediately to the north of the new one) and the site is currently in use as a temporary contractors compound supporting the related regeneration of Elms Field.

EXTENT OF THE LAND TO BE APPROPRIATED FOR PLANNING PURPOSES.

The Site is already in the freehold ownership of the Council subject to a small number of leasehold interests that are under the Council's control and fully aligned with the delivery of the Scheme. The final part of the Site that the Council has now acquired is the office building known as Southgate House situated on Wellington Road, shown coloured red on the plan at Appendix 2. The land shown coloured blue on the plan at Appendix 2 is also in the freehold ownership of the Council and was subject to the earlier Executive resolution to appropriate that land for planning purposes subject to the confirmation of a CPO. To the extent that the land is not already held for planning purposes this report recommends the appropriation of the entirety of the Site, shown coloured red and blue on the plan at Appendix 2, for planning purposes.

APPROPRIATION OF LAND

A local authority may hold property and land for a variety of statutory purposes in order to perform its functions. The Council is authorised, by virtue of section 122 of the Local Government Act 1972 ("the 1972 Act") to appropriate land within its ownership for any purpose for which it is authorised to acquire land by agreement, where it is no longer required for the purpose for which it is held immediately before the appropriation.

The three elements to that test are all satisfied in this instance. Here the land comprising the Site is in the freehold ownership of the Council, satisfying the first element of the test.

The purpose for which the Council is appropriating the land must be authorised by statute. It is proposed that the land is held for planning purposes. This is a purpose which is authorised by statute. Section 227 of the 1990 Act provides that a council may acquire land by agreement for any purposes for which it is authorised to acquire land compulsorily by section 226 of the 1990 Act.

The purposes for which the Council can acquire land pursuant to section 226 of the 1990 Act include "if the authority think that the acquisition will facilitate the carrying out of development, re-development or improvement on or in relation to the land" where that is likely to contribute to "the promotion or improvement of the economic, social well-being or environmental well-being of their area". The second element of the test is therefore met.

Finally, in order to appropriate the Site for planning purposes, the Council must be satisfied that it is no longer required for the statutory purposes for which it was held before the appropriation. This enables the Council to consider and prioritise the different

needs for use of the land. In considering this requirement, the Council must consider the current use of the land as measured against the proposed use of the land and what the Scheme can deliver on that land. This might include consideration of such matters as whether the buildings make sufficient use of the land and the need to secure an enhanced form of redevelopment.

As already noted, the Site is currently held for part leisure and employment use. However, the Council considers, for the reasons set out earlier in this report, that such use fails to make the best use of the land. Instead it has long been the Council's aspiration to secure the comprehensive regeneration of the land to enhance its overall use. Regeneration of the Site in accordance with the Masterplan will replace historic uses and built form with new buildings and uses, which will deliver benefits to the town centre of Wokingham and will make a significant contribution to the improvement of the economic, social and environmental well-being of the town.

For this reason, the Council is satisfied that the current use of the Site is surplus to requirement and the appropriation of the Site for planning purposes will facilitate regeneration of the Site to optimise and enhance its use.

The final element of the test is therefore satisfied.

Where land has been acquired or appropriated by the Council for planning purposes then section 203 of the Housing and Planning Act 2016 (the "2016 Act") provides the Council with the power to override easements and other rights in order to facilitate the delivery of a planning permission. Specifically, the carrying out of building or maintenance work by the Council is authorised if it is done in accordance with planning permission, on land acquired or appropriated by the Council, where the Council could have acquired the land compulsorily and the building work is for the purposes related to which the land was acquired or vested; even where such work would interfere with certain private rights such as easements. Planning Permission was granted on 2 February 2018 and this report confirms that subject to the Council appropriating the Site for planning purposes all elements of this test are satisfied.

The effect of triggering section 203 of the 2016 Act is that private rights are effectively overridden and converted into a claim for compensation. Section 204 of the 2016 Act confirms that the level of compensation for interference with rights is assessed in the same way as a claim under the Compulsory Purchase Act 1965 with disputes capable of being referred to the Lands Chamber Upper Tribunal. The conversion of rights into a claim for compensation prevents the beneficiary of the right being entitled to obtain an injunction to restrain the development from proceeding.

HUMAN RIGHTS IMPLICATIONS

The Human Rights Act 1998 incorporated into domestic law the European Convention on Human Rights ("ECHR"). The ECHR includes provisions in the form of the Articles, which aim to protect the rights of the individual. Section 6 of the Human Rights Act 1998 prohibits public authorities from acting in a way which is incompatible with rights protected by the ECHR.

The Council has considered the impact of appropriating land which will enable private rights to be overridden and converted into a claim for compensation. In this instance the law under the 2016 Act expressly permits rights to be overridden because the public

benefit in doing so outweighs the private interests of the relevant rights holders. In that context the Council considers that the appropriation of the Site for planning purposes is in accordance with the law, is in the public interest, and that the use of such powers is proportionate to the ends being pursued. In particular, the Council has had regard to the provisions of Article 1 of the First Protocol and Articles 6 and 8 to the ECHR.

Article 1 of the First Protocol of the ECHR states that “*every natural or legal person is entitled to peaceful enjoyment of his possessions*” and that “*no one shall be deprived of his possessions except in the public interest and subject to the conditions provided for by the law and by the general principles of international law....*”. The beneficiaries of private rights over the Site will be compensated fully in accordance with the law.

Article 6 of the ECHR further provides that: “*in determining his civil rights and obligationseveryone is entitled to a fair and public hearing within a reasonable time by an independent and impartial tribunal established by law*”. The Article 6 rights will be met by the procedures for compensation and the determination of disputes in the Lands Chamber Upper Tribunal where agreement cannot be reached in relation to the level of compensation payable.

In addition, in making this decision, the Council must be mindful of its public sector equality duty (section 149 of the Equality Act 2010), which requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities. In particular, the Council will need to consider its equality duty in its decision making and endeavour to understand how different people with protected characteristics will be affected by its activities.

CONCLUSIONS

The Council is satisfied that following the acquisition of the last freehold interests in the Site it no longer needs to make the CPO.

The Council as the freehold owner of the Site is further satisfied that, to the extent that it is not already held for such purposes, the land held by the Council and comprising the Site shown coloured red and blue on the plan at Appendix 2 of this report, should be appropriated for planning purposes in accordance with the section 122 of the 1972 Act.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council continues to face severe financial challenges over the coming years as a result of reductions to public sector funding and growing pressures in our statutory services. It is estimated that Wokingham Borough Council will be required to make budget reductions of approximately £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)	‘nil’ already in existing budget	Yes	Capital
Next Financial Year (Year 2)	As above	Yes	Capital

Following Financial Year (Year 3)	nil	nil	
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Other Financial Information

Funding for this process is already included within the WTCR budget currently approved and all land has now been acquired.

Stakeholder Considerations and Consultation

The project is in line with the Council vision and forms one of the top priorities. Engagement with all affected land owners will continue.

Public Sector Equality Duty

Due regard has been given to the Public Sector Equality Duty. The scheme has been designed to deliver a fully accessible scheme for all our residents and an Equalities Impact Assessment has been undertaken to support and inform this design process. The project is in line with the Council vision and forms one of the top priorities. Engagement with any affected land owners will continue.

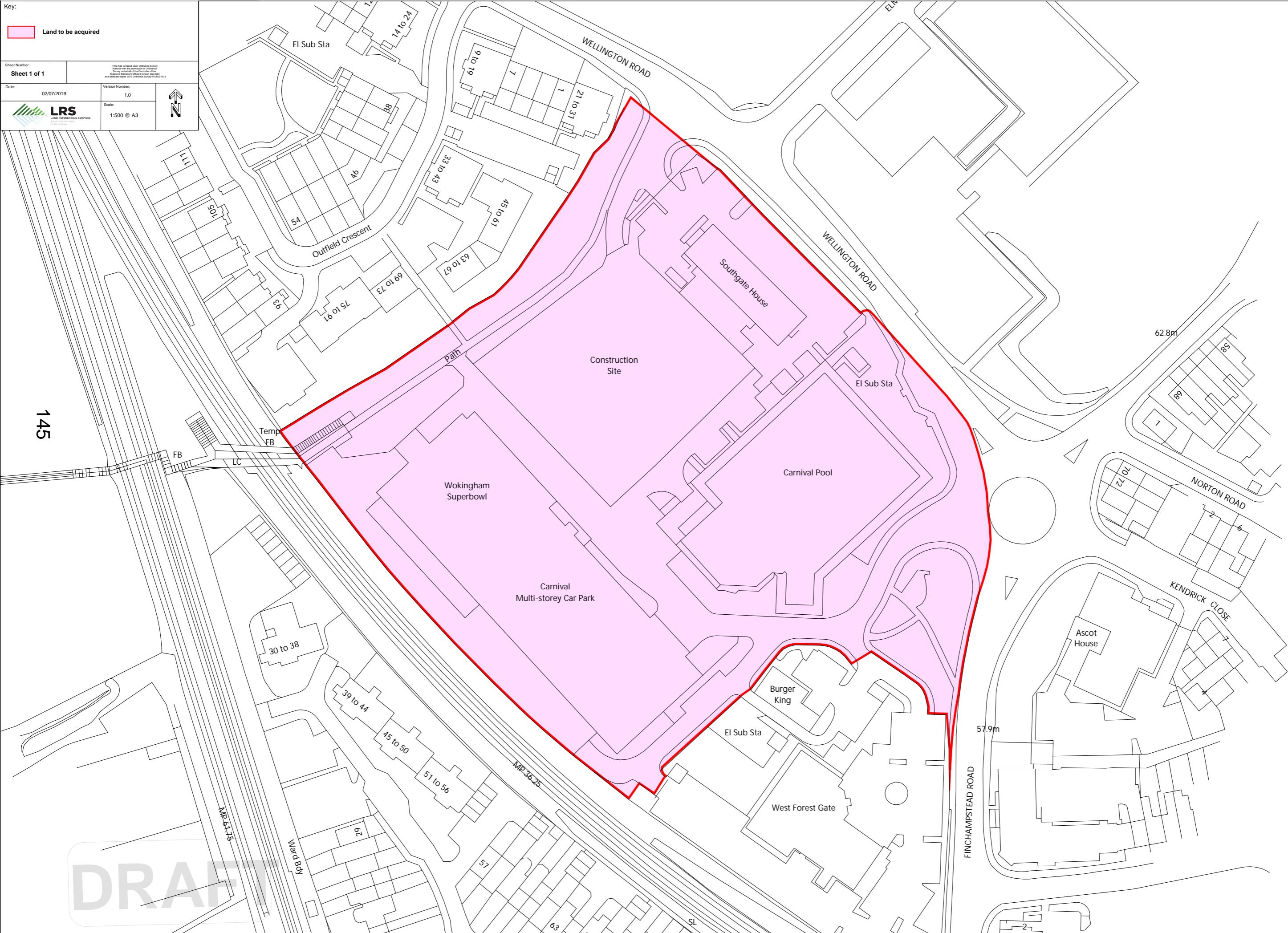
List of Background Papers

None

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MAP REFERRED TO IN THE WOKINGHAM BOROUGH COUNCIL (WELLINGTON ROAD, WOKINGHAM) COMPULSORY PURCHASE ORDER 2019



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Wokingham Borough Council

Equality Impact Assessment Update

Name of Project	Carnival Phase II Development	Executive meeting date <i>If applicable</i>	N/A
Service area responsible	Corporate Property		
Name of completing officer	David Smith	Date Original EqIA created	30/10/2017
↓		Date of Update	13/09/2019

The Equality Act 2010 places a '**General Duty**' on all public bodies to have '**due regard**' to:

- **Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act**
- **Advancing equality of opportunity between those with 'protected characteristics' and those without them**
- **Fostering good relations between those with 'protected characteristics' and those without them.**

In addition the Council complies with the Marriage (same sex couples) Act 2013.

Wokingham Borough Council also has a '**Specific Duty**' to publish information about people affected by our policies and practices.

This Equality Impact Assessment provides evidence for meeting the Council's commitment to equality and the responsibilities outlined above, for more information about the Council's commitment to equality; please visit the Council's website.

Description of proposal including the relevance of the proposal to the general equality duties and protected groups. Also carry out your preliminary screening

The redevelopment of the Carnival leisure centre, superbowl building and Southgate house to provide a leisure led development as part of WBC's Town Centre Masterplan. The scheme includes the delivery of a new improved and enlarged leisure centre (with a sports hall designed to also accommodate performances), a space to relocate the existing library (from Denmark Street), commercial units and 55 new residential flats; all set within a new public realm designed and orientated to link the existing multi-storey car to/from the Elmsfield development proposals and beyond to/from Wokingham town centre.

Inclusivity and accessibility have been key considerations for the duration of the design process, which commenced with the site masterplanning back in 2014 and which resulted in the iteration of the scheme that was presented to and approved at Planning Committee in November 2017. Further refinement to the scheme proposals have occurred through detailed design work.

The scheme was subject to an EqIA in October 2017. This document represents an up-date to that EqIA to capture changes that have occurred during the detailed design process. This document should be read in conjunction with the original EqIA document.

The new Leisure Centre and library building has been designed with inclusivity and accessibility as an integral component. It has been designed in accordance with Approved Document M and includes accessible changing rooms, accessible WC's, pool access pods and a dedicated changing places room. Specialist group change facilities are also included for school and sensitive user groups use. The leisure centre includes generous corridor and lobby spaces and proposes two vertical circulation lifts. A dedicated "Live Well" gym is also provided for specialist needs, to compliment the primary fitness suite. The scheme now also includes a Splash Pad, a facility that was not previously included at planning.

  The facility does not include its own dedicated parking, but will predominantly make use of the Phase 1 Multi-Storey Car Park where accessible spaces are provided at ground floor level adjacent to the main entrance, exiting direct onto a new pedestrianised public realm. In addition, since planning was granted, space has been identified for 4 disabled parking spaces to be located to the immediate south of the building within 50m travel distance to the leisure centre/library entrance. The routes to and from the buildings will be level and provided with seating in accordance with BS recommendations.

The decision to relocate the library from the current Denmark Street location was subject to its own separate EqIA.

What impact will this proposal have on the following groups in terms of impact on residents and service delivery: Positive and negative impacts identified will need to form part of your action plan.				
	Positive	Negative	Details	None – why?
Sex	The development would provide more accessible, improved and enlarged facilities for all	The 2 year closure of the leisure centre on this site during the construction period will limit access to leisure activites in the short term, with residents needing to look elsewhere.		
Gender Reassignment				
Age			Since planning, the scheme has introduced a splash pad; which will increase the appeal to younger users.	
Disability			Since planning, the design team have introduced 4 blue badge parking bays to the south of the library building. This is in direct responser to a number of consultation responses received at the time of the planning application.	
Race & Ethnicity				
Sexual Orientation				
Religion or Belief (or No Belief)				
Pregnancy & Maternity				
Marriage and Civil Partnership (note this only applies in relation to eliminating unlawful discrimination (limb 1))				

Consultation and follow up

At the time of planning, the scheme did not include any external disabled parking spaces nor a splash pad. The lack of these facilities received criticism from local residents in response to the public consultation. Notwithstanding, the application was approved without them.

Following on from the appointment of Places for People as the Leisure Centre operator the design team has taken the opportunity to re-introduce the splash pad. In addition, the landscape designers have been able to accommodate the blue badge parking spaces as close as practicable to the entrance to the buildings. These are both positive aspects of the scheme in terms of access and inclusivity.

The design team has also been provided with the post completion design/safety review undertaken on the market place refurbishment works with an instruction to incorporate any lessons learned from that project.

Final impact analysis

The October 2017 EqIA concluded that “subject to the provisions set out in the planning submissions, which shall need to be worked up through detailed design and thereafter delivered under the requirements of the planning permission, the development has made all reasonable steps to optimise inclusivity and accessibility”. That further detailed design has facilitated the provision of both 4 disabled parking spaces immediately to the south of the building and to the provision of a splash pool – both aspects that were requested in the consultation responses received from residents to the planning application. In all other regards the accessible and inclusivity credentials remain as were identified in the original EqIA. It follows therefore that again it may be concluded that the design of the scheme has taken all reasonable steps to optimise inclusivity and accessibility.

The 2 year closure of the leisure centre on this site during the construction period will limit access to leisure activities in the borough in the short term, with residents needing to look elsewhere. This is an inevitable consequence of the development and will be outweighed by the longer term benefits of providing a modern leisure centre fit for the expanding population. Notwithstanding, the development has been programmed so that it will not commence until Bulmershe has completed and opened; so that the Borough does not have two of its leisure centres out of action at the same time.