



WOKINGHAM BOROUGH COUNCIL

A Meeting of the **COUNCIL** will be held in the Council Chamber - Civic Offices, Shute End, Wokingham RG40 1BN on **THURSDAY 22 JULY 2021 AT 7.30 PM**

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

Susan Parsonage
Chief Executive
Published on 14 July 2021

Note: Although members of the public are entitled to attend the meeting in person space is very limited due to the ongoing Coronavirus pandemic. You can however participate in this meeting virtually, in line with the Council's Constitution. If you wish to participate either in person or virtually via Microsoft Teams please contact Democratic Services. The meeting can also be watched live using the following link: <https://youtu.be/s8vHVIkgM6s>

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, learn, work and grow and a great place to do business

Enriching Lives

- Champion outstanding education and enable our children and young people to achieve their full potential, regardless of their background.
- Support our residents to lead happy, healthy lives and provide access to good leisure facilities to complement an active lifestyle.
- Engage and involve our communities through arts and culture and create a sense of identity which people feel part of.
- Support growth in our local economy and help to build business.

Safe, Strong, Communities

- Protect and safeguard our children, young and vulnerable people.
- Offer quality care and support, at the right time, to prevent the need for long term care.
- Nurture communities and help them to thrive.
- Ensure our borough and communities remain safe for all.

A Clean and Green Borough

- Do all we can to become carbon neutral and sustainable for the future.
- Protect our borough, keep it clean and enhance our green areas.
- Reduce our waste, improve biodiversity and increase recycling.
- Connect our parks and open spaces with green cycleways.

Right Homes, Right Places

- Offer quality, affordable, sustainable homes fit for the future.
- Build our fair share of housing with the right infrastructure to support and enable our borough to grow.
- Protect our unique places and preserve our natural environment.
- Help with your housing needs and support people to live independently in their own homes.

Keeping the Borough Moving

- Maintain and improve our roads, footpaths and cycleways.
- Tackle traffic congestion, minimise delays and disruptions.
- Enable safe and sustainable travel around the borough with good transport infrastructure.
- Promote healthy alternative travel options and support our partners to offer affordable, accessible public transport with good network links.

Changing the Way We Work for You

- Be relentlessly customer focussed.
- Work with our partners to provide efficient, effective, joined up services which are focussed around you.
- Communicate better with you, owning issues, updating on progress and responding appropriately as well as promoting what is happening in our Borough.
- Drive innovative digital ways of working that will connect our communities, businesses and customers to our services in a way that suits their needs.

To: The Members of Wokingham Borough Council

ITEM NO.	WARD	SUBJECT	PAGE NO.
16.		APOLOGIES To receive any apologies for absence	
17.		MINUTES OF PREVIOUS MEETING To confirm the Minutes of the Annual Council Meeting held on 20 May 2021.	19 - 38
18.		DECLARATIONS OF INTEREST To receive any declarations of interest	
19.		MAYOR'S ANNOUNCEMENTS To receive any announcements by the Mayor	
20.		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 Council 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	
20.1	Hillside; Maiden Erlegh	Al Neal has asked the Executive Member for Environment and Leisure the following question: Question The Laurel Park sports field in Earley, currently accommodates parking for 60 cars, but has no facilities to park bicycles. The park is poorly connected to Earley's cycling network; the main entrance is in Maresfield, and this runs into a busy main road, Rushey Way, which has no cycle lanes at that point. The Council has the following policies that encourage cycling:	

1. Climate emergency
2. Sustainable Travel
3. Air Quality Action Plan
4. Creating Physically Active Communities
5. Sustainable Environment Strategy

There is also traffic disruption and bad parking in Maresfield and surrounding roads that affects the lives of residents.

In light of the Borough's proposal to build a 3G pitch and an additional 50 car parking places at Laurel Park, can the Executive Member for Environment and Leisure commit to installing significant cycle parking at Laurel Park before any new development takes place?

20.2 None Specific

Peter Humphreys has asked the Executive Member for Highways and Transport the following question:

Question

It's somewhat bizarre that whilst WBC is basking in the reflected publicity of its partnership with TVP on the campaign to discourage drivers from passing too close to cyclists, its Highways Dept is actively encouraging motorists to overtake within a nanometre of a cyclists' life.

Take New Wokingham Road. As the Executive Member can see from the picture provided WBC have installed red tarmac overlaid with diagonal stripes to dissuade motorists from deviating from their lane to overtake cyclists, encouraging them to barge cyclists off the road as the lanes are now not wide enough for a vehicle and a cycle to pass side by side.

Numerous traffic islands make it difficult for motorists to overtake, those that do either cut in too close to cyclists or pass the wrong side of the islands to avoid slowing down.

Can I surmise the Council view accidents as an NHS problem whilst the extra paintwork is a cost issue purely for residents?

Interestingly as soon as the road crosses into Bracknell Forest, that Council has opted for a conventional single centre line to give cyclists more space.

Are the Council planning to make safe this vanity project before a cyclist is killed?

- 20.3 None Specific Daniel Hinton has asked the Executive Member for Environment and Leisure the following question:
- Question:**
Wokingham is a safe and healthy place to live. I'm convinced that the Borough's good health that has recently been reported on is in no small measure due to the sporting facilities the Council offers our residents.
- Can you please explain your plans for the sports facilities within the Borough, both already in place and in progress, stating the costs of these sports facilities?
- 20.4 None Specific Jennifer Lissaman has asked the Executive Member for Planning and Enforcement the following question:
- Question**
I chair a small group who are looking improve a local open space. We are aware the Council receives Community Infrastructure Levy (CIL) money in respect of new developments within the Borough to fund improvements to roads, transport, schools, leisure centres, open spaces etc.
- How can our group find out how much CIL money remains unallocated in our area and what is the process for bidding for this funding?
- 20.5 None Specific Helen Palmer has asked the Executive Member for Resident Services, Communications and Emissions the following question:
- Question**
Two years ago, Wokingham District Council voted unanimously to declare a climate emergency. It was a momentous occasion.
- May I thank everyone involved in this. Cutting greenhouse gas emissions to net zero by 2030 in Wokingham is a formidable task; however, the Council has committed to it.
- Next, I would like to quote from the Report and Recommendations of the Council's Overview and Scrutiny Management Committee's Climate Emergency Task and Finish Group of June 2021:
- "In light of the Government's target of achieving Net Zero by 2050, we sought views on the feasibility of*

the Council's 2030 target. It was suggested that achieving net zero by 2030 was the safest way to restrict global warming to the Paris target of 1.5 degrees. However, 2030 was only eight years away and the task facing us was enormous. Net zero by 2030 was technically feasible but was unlikely to be politically or financially feasible. Instead, we should focus on making significant progress by the mid-2030s."

My question is; Can the Council assure me of its commitment to achieving net zero by 2030?
"Significant progress by the mid 2030's" is not specific enough, not soon enough and quite simply not good enough.

20.6 None Specific

Mike Smith has asked the Executive Member for Finance and Housing the following question:

Question

Following Councillor Halsall's comments at the last Executive Meeting on 24th June, and widely reported in the press, about Earley and Wokingham Town Councils not contributing to Covid activities; as an Earley Town Councillor I consider the statement both ill-informed and offensive to the hard-working senior officers, who have been at their posts throughout.

Please could lead on Finance tell me exactly how much of the £9.35 million of additional Covid funding received by WBC was forwarded to any of the Town and Parish Councils to assist with the massive reduction in their income due to all facilities being closed down and the additional costs of operating throughout including ETC offices being in use continuously. A very short answer is all that is required thank you.

20.7 None Specific

Louise Timlin has asked the Executive Member for Neighbourhoods and Communities the following question:

Question

Berkshire Women's Aid and Kaleidoscopic, two well known, specialist, local charities recently lost the bid to provide domestic abuse services to Wokingham Borough despite a strong track record in supporting victims over many years. The organisation Cranstoun has been awarded the tender. Please could WBC detail their experience and track record of success in providing services to victims of domestic abuse?

- 21. PETITIONS**
To receive any petitions which Members or members of the public wish to present.
- 22. None Specific HOLDING OF FULL COUNCIL MEETINGS AND REMOTE ATTENDANCE 39 - 42**
To consider a proposal in relation to the holding of full Council meetings for the remainder of the calendar year and also to approve the deemed absence, for the purposes of section 85 of the Local Government Act 1972 for any Member joining the meeting by remote means.
- RECOMMENDATION** That Council:
- 1) agree that for the remainder of the calendar year, and subject to no objections being received from the Group Leaders in advance of the meetings, full Council will be held in the Council Chamber at Shute End in accordance with public health advice;
 - 2) note in the case where an objection has been received that the Mayor expects the Leader of the Council to arrange meetings with the Group Leaders to discuss matters relating to the holding of the full Council meetings related to those objections; and
 - 3) approves any deemed absence for the purposes of section 85 of the Local Government Act 1972 ('the 6 month attendance rule'), for any Member who has joined the meeting by remote means.
- 23. None Specific ARMED FORCES COVENANT 43 - 48**
To reaffirm the Council's commitment to the Armed Forces Covenant which was first adopted in 2013.
- RECOMMENDATION** That Council:
- 1) restate Wokingham Borough Council's commitment to the Armed Forces Covenant;
 - 2) commit to achieving Armed Forces Bronze Award employer status;
 - 3) agree to updates to Council on an annual basis.

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| 24. | None Specific | <p>ANNUAL PAY POLICY STATEMENT 2021
To consider the Annual Pay Policy Statement 2021 as recommended by Personnel Board at their meeting held on 28 June 2021.</p> <p>RECOMMENDATION: That Council approve the Annual Pay Policy Statement for 2021.</p> | 49 - 60 |
| 25. | None Specific | <p>MEMBER CODE OF CONDUCT
To consider and approve a revised Councillor Code of Conduct, as recommended by the Standards Committee.</p> <p>RECOMMENDATION that Council adopt for inclusion in the Constitution:</p> <ol style="list-style-type: none"> 1) The LGA’s Model Code of Conduct, as amended by the Standards Committee at its meeting of 8 March 2021 (attached at Annex A to the report); and 2) The guidance on the use of social media by Councillors attached at Annex B to the report. | 61 - 84 |
| 26. | None Specific | <p>CHANGES TO THE CONSTITUTION
To receive a report from the Monitoring Officer setting out proposed changes to the Constitution as considered by the Constitution Review Working Group.</p> <p>RECOMMENDATION: That Council agree the following changes to the Constitution, as recommended by the Monitoring Officer, via the Constitution Review Working Group:</p> <ol style="list-style-type: none"> 1) that Sections 4.2.9.5 Scope of questions [Council – Public Questions], 4.2.10.5 Scope of questions [Council – Member Questions], 5.4.29 Scope of questions [Executive – Public Questions] and 5.4.37 Scope of questions [Executive – Member Questions] be amended as set out in Paragraph 1 of the report; 2) that Section 8.2.8 Rules of Debate, be amended as set out in Paragraph 2 of the report; 3) that amendments be made to Section 4.2.1.1 r and Section 9.1.1 Composition and Membership [Standards Committee], as set out in Paragraph 3 to the report; | 85 - 90 |

- 4) that Appendix 11 Channel Panel be added to Section 10 Partnership Working, as set out in Paragraph 4 to the report.

27. None Specific CLIMATE EMERGENCY ACTION PLAN SECOND ANNUAL REPORT 91 - 232

To receive the Climate Emergency Action Plan (CEAP) Second Progress Report which outlines the progress made on the actions that were approved in July 2020 towards the target to become a net-zero carbon borough by 2030.

RECOMMENDATION: That the Council approves The Climate Emergency Action Plan (CEAP) Second Progress Report and endorses the targets and actions for carbon dioxide emissions reduction to enable Wokingham Borough Council to play as full a role as possible in achieving a net-zero carbon borough by 2030.

28. None Specific HEALTH SCRUTINY ARRANGEMENTS ACROSS BUCKINGHAMSHIRE, OXFORDSHIRE AND BERKSHIRE WEST INTEGRATED CARE SYSTEM 233 - 244

To receive a report from the Health Overview and Scrutiny Committee regarding the Health Scrutiny Arrangements across Buckinghamshire, Oxfordshire and Berkshire West Integrated Care System.

RECOMMENDATION that Council:

- 1) support the proposal for a Joint Health Overview and Scrutiny Committee to consider health issues at the NHS Integrated Care System (ICS) level across Buckinghamshire, Oxfordshire and Berkshire (BOB);
- 2) delegate scrutiny of health issues at the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care System level to the Joint Health Overview and Scrutiny Committee;
- 3) approve the terms of reference for the Joint Health Overview and Scrutiny Committee as set out in Appendix A to the report;
- 4) note that two Wokingham Members will be appointed to the Joint Health Overview and Scrutiny Committee (one Conservative and one Liberal Democrat) as advised by the relevant Group Leaders;
- 5) review the situation should the Integrated Care

System (ICS) boundaries change in the future as the situation with ICS boundaries is currently unclear, and it is far from certain that Wokingham will remain in BOB.

29. None Specific **WOKINGHAM BOROUGH WELLBEING BOARD ANNUAL REPORT 2020-2021** 245 - 264
- To receive a report from the Chairman of the Wokingham Borough Wellbeing Board on the work undertaken over the past year.
- RECOMMENDATION:** That the Wokingham Borough Wellbeing Board Annual Report 2020-2021 be noted.
30. **MEMBER QUESTION TIME**
To answer any member questions
- A period of 30 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
- 30.1 Arborfield Gary Cowan has asked the Executive Member for Planning and Enforcement the following question:
- Question**
In the recent Hall Farm housing workshop which you attended for 4500 plus houses and other infrastructure support, why did the Council Officers and their consultants disregard the impact of Bearwood Lakes dam on their assessment when the dam is a category A dam and the various flood inundation emergency maps from the Borough Council, Peter Brett Associates and the Environment Agency suggest the flooding would extend extensively into the area considered for housing, schools, shops and roads etc. with possible loss of life?
- 30.2 None Specific Sam Akhtar has asked the Executive Member for Environment and Leisure the following question:
- Question**
Having spoken to some of the residents in my ward, the issue of dog mess has become an increased problem since the start of lockdown. With a number of other Local Authorities putting a cap on the number of dogs to be walked by one person in a park, would the Council support a similar measure in Wokingham Borough (e.g. 5 dogs per person)? We have seen

examples in the Borough where some dog walkers are walking ten dogs at one time in a park and are unable to maintain control.

30.3 Winnersh

Rachelle Shepherd-DuBey has asked the Executive Member for Highways and Transport the following question:

Question

When is the construction actually going to start on the Winnersh Park and Ride double decking, it was scheduled to start last January?

30.4 None Specific

Shahid Younis has asked the Leader of the Council the following question:

Question

Could you tell residents what you are doing to entrench fairness and equality of opportunity across the Council?

30.5 None Specific

Paul Fishwick has asked the Executive Member for Highways and Transport the following question:

Question

At the Annual Council meeting on 20th May 2021, a member question was raised by Councillor Rachel Burgess (item 12.6 refers).

In response to the question, Councillor Pauline Jorgenson stated “that the planned National Cycle Network 422 was built in phases and until July 2020 the entire length of the A329 met our standards and recommended best practice”.

However, Local Transport Note 2/08 Cycle Infrastructure Design was published six years before the first phase was started, and in September 2012 LTN 1/12 was introduced.

The guidance issued in these two documents has not been introduced on the phased NCN 422 where the road space could have been reallocated to provide high quality safe cycling and walking routes.

Instead, the Borough Council has consistently delivered a sub-standard cycling and walking network and acknowledged by you in your response, and I quote “that the on / off road layout are less than ideal and unlikely to encourage new cyclists,” therefore spending £6m in the process has been poor value for money, with little change in modal shift to cycling

would you agree?

30.6 Bulmershe and Whitegates

Shirley Boyt has asked the Executive Member for Environment and Leisure the following question:

Question

I understand that the unusually wet weather has played havoc with the grass cutting schedule and I have received a number of complaints on this issue. I would like to be able to reassure residents that their road hasn't been missed, but the only information available is the weekly grass cutting schedule which will say something vague like 'we will continue cutting in Winnersh and commence cutting in Earley'. This is very frustrating.

When can members and residents expect the 'comprehensive, up to date information on grounds maintenance, routes, performance and customer feedback using new technology, as part of 21st Century Council, via the WBC website,' which was promised in November 2018?

30.7 None Specific

Sarah Kerr has asked the Executive Member for Environment and Leisure the following question:

Question

This Council, as part of its environmental commitments, needs to ensure that whilst some open spaces like play parks and some roadside verges are regularly cut, it takes the opportunity to improve biodiversity in other public areas by turning them into native wildflower meadows. To ensure that the Council's grass cutting contractor doesn't accidentally cut these areas, and to mitigate any complaints from the public regarding perceived neglect of such areas, will this Council please adopt the blue heart plaque scheme, installing these plaques in wildflower sites and issuing a series of public communications to raise awareness?

30.8 None Specific

Caroline Smith has asked the Executive Member for Children's Services the following question:

Question

In the last two years, children have left school without the usual rituals, parties, balls, and group farewells – what one might call rites of passage, and this is after a very unusual year or two of schooling. Whilst many will go on to university or college which will help support their mental health and wellbeing, my concern are those children left trying to find work in

an economy recovering from Covid - what extra help are you providing to support young adults with both job seeking and their mental health over the next year?

31. MINUTES OF COMMITTEE MEETINGS AND WARD MATTERS

A period of 20 minutes will be allowed for Members to ask questions in relation to the latest circulated volume of Minutes of Meetings and Ward Matters

32. STATEMENTS BY THE LEADER OF THE COUNCIL, EXECUTIVE MEMBERS, AND DEPUTY EXECUTIVE MEMBERS

To receive any statements by the Leader of the Council, Executive Members, and Deputy Executive Members.

In accordance with Procedure Rule 4.2.23 the total time allocated to this item shall not exceed 20 minutes, and no Member shall speak for more than 5 minutes

33. STATEMENTS FROM COUNCIL OWNED COMPANIES

To receive any statements from Directors of Council Owned Companies.

In accordance with Procedure Rule 4.2.24 the total time allocated to this item shall not exceed 10 minutes, and no Director, except with the consent of Council, shall speak for more than 3 minutes.

34. MOTIONS

To consider any motions

In accordance with Procedure Rule 4.2.11.2 a maximum period of 30 minutes will be allowed for each Motion to be moved, seconded and debated, including dealing with any amendments. At the expiry of the 30-minute period debate will cease immediately, the mover of the Motion or amendment will have the right of reply before the Motion or amendment is put to the vote

34.1 None Specific

Motion 458 submitted by Gregor Murray

Building on our commitment to planting 250,000 new trees, this Council commits to achieving 'Tree Cities of the World' status for our Borough as part of the creation of a Borough wide Tree Strategy.

This will be done by:

- 1) Maintaining clear responsibility within the Council for the care of trees across our Borough.
- 2) Agreeing a policy for the care and management of our forests and trees across the Borough. This must include standards for tree care, where and when they apply and penalties for non-compliance.
- 3) Working with external partners to create and maintain an inventory of the local tree resource so that effective long-term planning for planting, care and removal can be established.
- 4) Setting aside an annual budget for the implementation of the tree management strategy and management plan.
- 5) Holding an annual celebration of our Borough's trees and acknowledge the residents schools, charities and Council staff that contribute to our city tree programme.
- 6) Creating a 'Garden Forest' program to allow residents the opportunity to plant some of our 250,000 new tree commitment in their own gardens.
- 7) Developing a continuous education process aimed at informing residents of the importance of trees, tree planting and tree protection and how best to care for the trees in their own gardens and communities.
- 8) Committing to planting a Covid19 memorial wood within the Borough, of native trees, as a long-lasting memorial to those who have lost their lives during the 2020-21 Pandemic.

Once the above conditions are met an application for Tree Cities of the World status should be made as soon as possible.

Further information on the Tree Cities of the World status and benefits can be found at

www.treecitiesoftheworld.org

34.2 None Specific

Motion 459 submitted by Shirley Boyt

This Council aspires to a 70% recycling rate by 2030 and resolves to make it easier for every resident to recycle at every opportunity whether at home or on the move:

- 1) by replacing all litter bins in the Borough with dual litter and recycling bins commencing with those in local town centres, shopping parades and parks.
- 2) to provide dual litter and recycling bins on popular walking routes to schools in places not covered in 1 above.

34.3 None Specific

Motion 460 submitted by Clive Jones

There needs to be a fundamental change in how we generate and consume energy in all aspects of our lives. Both electricity generation and distribution are undergoing rapid evolution, in both shape and scale. The distribution grid, must now cope with power flows in both directions. In scale, electrification of heat and transport will require a quadrupling of electricity capacity. Local, community-based energy schemes can make a significant contribution to addressing both issues and encourage a sense of local empowerment to tackle climate change.

Community schemes encourage local generation and storage to match local demand, thus relieving pressure on the grid. Local schemes would be given new impetus and be able to contribute more renewable energy if local people could buy their electricity directly from local suppliers. But the disproportionate cost of meeting regulatory approvals makes it impossible to be a local energy supplier at a local scale and so, under the current system, this local energy gets sold back to the central grid.

The Local Electricity Bill is a private members' bill with cross-party support that was introduced unopposed in June 2020. If this Bill was passed in Parliament it would give the energy regulator, OFGEM, a duty to create a Right to Local Supply. This would enable local community energy groups to achieve their vision of supplying generated energy back to the local area, help us as a Council to meet our carbon reduction aspirations for the Borough, and also bring multiple benefits to the local community. It is supported by many stakeholders, local authorities,

and town Councils and currently has the backing of 208 MPs.

Council Agrees to:

1. Resolve to support the Bill.
2. Authorise the Leader to contact our MPs to discuss their support for the Bill and how they can enable its passage into law.
3. Authorise the Chief Executive to write to the Minister of State for Business Energy and Industrial Strategy, supporting the aims of the Bill and asking for these aims to be taken into account in the forthcoming Energy White Paper.

34.4 None Specific

Motion 461 submitted by Ian Shenton

This Council formally declares an ecological emergency and will:

1. Address ecological issues alongside climate emergency actions and ensure that opportunities to gain co-benefits from addressing both the climate and ecological emergencies are maximised.
2. Add ecological implications alongside those for climate in committee and Council reports.
3. Ensure the delivery of biodiversity and environmental enhancements through our planning policy and development control functions by providing guidance through a biodiversity supplementary planning document.
4. Strive to enable the development of a 20% mandatory biodiversity net gain policy for Wokingham through the new local plan.
5. Create a Developing Nature Toolkit and direct developers to use the toolkit to assist them in demonstrating a net gain in biodiversity, to be used from the very outset of planning new developments, and ideally at the time of selecting sites to acquire for development.
6. Re-establish the Wokingham Biodiversity Forum to allow the Council to collaborate effectively with partners and the wider

community.

7. Where possible, embed ecological initiatives within all council work areas, including Covid-19 recovery projects and programmes.
8. Promote woodland planting and rewilding in the right places and with the right species, peatland restoration, natural flood management, wild flower meadows, and habitat creation and restoration.
9. Work with local, county, regional and national partners to increase wildlife habitats, green infrastructure and natural capital in Wokingham Borough ensuring robust connectivity between them.
10. Manage council services, buildings and land in a biodiversity-friendly manner, including by reviewing the use of harmful chemicals, such as pesticides and taking opportunities to create new wildlife habitats and corridors.
11. Provide advice for local communities and businesses on how to incorporate biodiversity, green infrastructure and natural capital into Neighbourhood Plans and other initiatives.
12. Encourage residents to take biodiversity measures in their own homes by, for example, wildlife gardening and home composting.
13. Working collaboratively with the Berkshire Local Nature Partnership, Wokingham Biodiversity Forum, a cross party working group and other stakeholders, produce a local nature recovery strategy and associated action plan with an annual progress report to full Council.

CONTACT OFFICER

Anne Hunter
Tel
Email
Postal Address

Democratic and Electoral Services Lead Specialist
0118 974 6051
anne.hunter@wokingham.gov.uk
Civic Offices, Shute End, Wokingham, RG40 1BN

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**MINUTES OF A MEETING OF
THE COUNCIL
HELD ON 20 MAY 2021 FROM 7.00 PM TO 9.17 PM**

Members Present

Councillors: Keith Baker (Mayor), Abdul Loyes (Deputy Mayor), Parry Batth, Prue Bray, Rachel Burgess, Lindsay Ferris, Jim Frewin, John Halsall, Graham Howe, Clive Jones, Pauline Jorgensen, John Kaiser, Sarah Kerr, Morag Malvern, Charles Margetts, Stuart Munro, Gregor Murray, Imogen Shepherd-DuBey, Caroline Smith, Wayne Smith and Bill Soane

Members in Attendance

Councillors: Sam Akhtar, Rachel Bishop-Firth, Laura Blumenthal, Chris Bowring, Shirley Boyt, Anne Chadwick, Stephen Conway, Gary Cowan, Phil Cunningham, Carl Doran, Peter Dennis, Michael Firmager, Paul Fishwick, Maria Gee, Guy Grandison, David Hare, Pauline Helliard-Symons, Norman Jorgensen, Tahir Maher, Rebecca Margetts, Adrian Mather, Andrew Mickleburgh, Barrie Patman, Jackie Rance, Angus Ross, Daniel Sargeant, Ian Shenton, Rachelle Shepherd-Dubey, Chris Smith, Alison Swaddle, Simon Weeks and Shahid Younis

1. MINUTE SILENCE

The Mayor asked Members to stand for a minute's silence to remember the victims of the Covid-19 pandemic.

2. ELECTION OF MAYOR FOR THE MUNICIPAL YEAR 2021/22

Malcolm Richards, the current Mayor, welcomed recently elected Members and thanked those Members who had left the Council. Councillor Richards thanked his daughter, who had acted as Mayoress, and the Members and Officers who had supported him throughout his year in office.

Although the number of Mayoral events had been limited due to the pandemic, Councillor Richards had enjoyed the opportunity to meet residents, community volunteers and new business leaders. The year had been extremely challenging as a result of the Covid-19 pandemic and the move to virtual meetings of the Council. However, these challenges had been met successfully.

The Mayor called for nominations for the office of Mayor for the 2021/22 Municipal Year.

It was proposed by John Halsall and seconded by John Kaiser that Keith Baker be elected as Mayor for the 2021/22 Municipal Year.

It was proposed by Lindsay Ferris and seconded by Clive Jones that Caroline Smith be elected as Mayor for the 2021/22 Municipal Year.

Upon being put to the vote, it was:

RESOLVED: That Keith Baker be elected as Mayor for the 2021/22 Municipal Year.

Keith Baker made the statutory acceptance of office pursuant to Section 83 of the Local Government Act 1972.

Councillor Baker addressed the Council as follows:

“First of all, may I thank the Council for electing me to this prestigious position. Being the “first citizen” of the Borough is an amazing honour which very few councillors actually achieve and I am extremely humbled to become one of this small group.

In many respects I am quite old fashioned in that I believe being Mayor is something you earn through your contribution to public life and not simply because it is your turn. In my 15 years since I was elected by the fantastic residents of North Woodley, I have been privileged to occupy some of the most senior roles in the Council including being the Leader, Executive Member for Highways and Planning and Chairman of the Overview and Scrutiny Management Committee.

Outside the Borough Council I have also managed to squeeze in being Leader of the Town Council, Governor at Addington School and Stage Manager for Starmaker Youth Theatre Company for over a decade. In fact, my chosen charity combines two of these activities, namely special needs children and the performing arts. “Chance to Dance” is a local community interest company which is a dance school for students and families in the disabled community.

At this point I would like to publicly thank my wife Marilyn, who will become my Mayoress, who has put up with my intense activities for such a long time. She has been absolutely fantastic and I cannot thank her too much for being there and supporting me throughout.

For the last year I have been Deputy Mayor to an amazing person, Malcolm Richards. His year in office has been absolutely unique because of the impact of the pandemic and he has coped with it magnificently. He has been a pioneer on holding virtual meetings and dealt with the technical failings that were “thrown at him” and I wish him well in his retirement.

Normally the incoming Mayor would pass on a scrapbook of his year in office together with his past Chairman’s Badge at this meeting but the pandemic has provided a final twist to his year. Due to social distancing rules these two items will be given to Malcolm outside the meeting.

I would also like to thank Malcolm’s daughter Christine for acting as his Mayoress during this period.

Finally, as I take on the role of chairing this and subsequent meetings of the Full Council can I make a few comments. I said before that I am quite old fashioned and this extends to the neutrality of the Mayor. I think this is a very important point and goes to the very core of the role. I would like to enter into an informal “contract” between all councillors and myself. I will pledge to be even handed to all parties and councillors and in return I expect all councillors, regardless of any affiliation, to behave in an appropriate manner. This includes things like keeping to the accepted time limits for speeches, questions and answers. It also includes cutting out the “side” comments by councillors who are not speaking. It includes making supplementary questions real questions based on the answer given and not a speech. It includes making sure all councillors understand how a “point of personal explanation” and “point of order” is defined in our Constitution.

Over the next three months I wish to have individual meetings with the leaders of all parties to understand their views on council meetings.

So thank you all once again and let us move onto the next item on the agenda.

3. APPOINTMENT OF DEPUTY MAYOR FOR THE MUNICIPAL YEAR 2021/22

The Mayor called for nominations for the office of Deputy Mayor for the 2021/22 Municipal Year.

It was proposed by John Halsall and seconded by John Kaiser that Abdul Loyes be appointed as Deputy Mayor for the 2021/22 Municipal Year.

It was proposed by Lindsay Ferris and seconded by Clive Jones that Caroline Smith be appointed as Deputy Mayor for the 2021/22 Municipal Year.

Upon being put to the vote it was:

RESOLVED: That Abdul Loyes be appointed as Deputy Mayor for the 2021/22 Municipal Year.

Abdul Loyes made the statutory acceptance of office pursuant to Section 83 of the Local Government Act 1972.

Abdul Loyes thanked the Council for appointing him to the office of Deputy Mayor which he regarded as a great honour.

4. APOLOGIES

Apologies for absence were submitted from Jenny Cheng.

5. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Council held on 18 March 2021 were confirmed as a correct record and signed by the Mayor.

6. DECLARATIONS OF INTEREST

The following Members declared a general personal interest relating to the proposed Housing Strategy 2020/24:

Councillor John Kaiser declared a Personal Interest on the grounds that he was a Non-Executive Director of WBC Holdings Ltd.

Councillor Lindsay Ferris declared a Personal Interest on the grounds that he was a Non-Executive Director of Loddon Homes.

Councillor Stuart Munro declared a Personal Interest on the grounds that he was a Non-Executive Director of WBC Holdings Ltd.

Councillor Wayne Smith declared a Personal Interest on the grounds that he was a Non-Executive Director of WBC Holdings Ltd.

7. PUBLIC QUESTION TIME

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

7.1 Rio Elms asked the Executive Member for Environment and Leisure the following question:

As the pandemic has split us apart so much socially, there hasn't been enough done to try and aid young people aged 11-17 in terms of places to go and things to do. The Council has not provided places for young people to commune independently. As a result, young people have been socialising in places that were not intended to have any number of people. This can be exemplified in the Woosehill underpass which has had several complaints from residents on social media about gatherings of young people before and during the pandemic. So, the question that I put to the Council today is; In light of the things that I have stated today what will you do to make a place for our young people to gather in Wokingham?

Answer

The pandemic has hit different people in different ways. For young people, the lockdowns have made gatherings particularly difficult. It has been impossible for us to provide places for them. In fact, we have been expressly tasked with preventing such gatherings. As we emerge from the pandemic, young people will be able to gather safely again and we provide many places for them to do so, including the skate park in Wokingham town centre, the MUGA in Finchampstead and our new parks across the Borough. Town and Parish Councils also provide facilities as well. We have a recently elected Member of the Youth Parliament who will help us advise as to what is needed for young people in the Borough.

In Children's Services, WBC delivers targeted one to one family interventions to teenagers through the Early Help provision. The Integrated Early Help Service are involved in the delivery of the Department of Education Explorers Extreme Programmes which offer participants the opportunity to engage in constructive and positive activities and develop key skills. The Council's Youth Offending Service works with teenagers who have committed criminal offences. Support is also offered to those at risk of offending. The service is also involved in delivering programmes aimed at reducing violent offending for larger groups of children in schools. So, Mr Mayor, we are a caring authority, providing a range of services for older and younger children within the Borough.

Supplementary Question

As the response refers to young people who are violent and disadvantaged, is enough being done to talk to the average young person? There are not many places to go when it is raining, or when the weather is slightly adverse. There are no places to go without being extremely wet, or in a bad mood, because of that. In the UK we do have terrible weather sometimes. So what is WBC doing to give young people places to go independently without having to go to community centres and places like that? The skate parks are a great start, but there is really nowhere to go if it starts raining.

Supplementary Answer

When it is raining, it is raining. There are cafes and restaurants available to come out of the weather. I have listed a number of facilities that we offer for young people. I will be sitting down with the Youth MP to consider what else we can offer.

7.2 Kate Benson asked the Executive Member for Environment and Leisure the following question:

Based on the amount of opposition from local residents following on from the Public Path

Creation Order notices in Jubilee Ave recently, and that the public consultation in summer 2020 was not widely known about, I would like to ask, please can you reconsider the routing of Greenway Route B through the middle of the land that runs alongside Jubilee Ave?

The local residents' opposition is clear that Section 26 of the Highways Act 1980, 'would add convenience or enjoyment to a large section of the public or local residents' cannot be demonstrated.

Please consider adjusting this section of the greenway, so as not to destroy the wildlife habitats within this wildlife corridor from Joel Park to Cantley Park. Please either widen the pavement on the northern side or adapt this section to be signage, like is planned for the Clifton Road section.

Answer

The consultation between July and September 2020 involved engagement with various stakeholders including ward members, Wokingham Town Council, user and interest groups, the Mid and West Berks Local Access Forum and other key stakeholders. So it was a wide consultation. Individual letters were sent directly to residents living near to the proposed route, highlighting the scheme and encouraging them to comment. The consultation was also published on the Council's website and advertised through local newspapers and the Council's own social media pages. Prior to this consultation, the Council also held an earlier consultation in February to May 2019. So that is two consultations.

We are currently in the process of considering all the comments that have been received during the recent statutory consultation for the path creation order and will be preparing a consultation response document addressing all of the comments raised. This will be sent to all those who have responded to the consultation. Following this, a decision will be made as to the next steps for the Greenway route.

We are aware that many of the concerns that residents have raised have been about the impact of the proposed scheme on wildlife. The Council has already commissioned and received an independent Preliminary Ecological Appraisal (PEA) of the area as part of the feasibility design, which did not highlight any concerns with the scheme on the local wildlife. If the route is progressed, we would also engage the ecologists to be on site at the point of construction of the route to ensure that there is no harm done to the wildlife in the area. To ensure safety of residents and users of the Greenway we will also be installing a formal crossing point at Milton Road as part of the scheme.

Supplementary Question

Thank you for the response. It is good news to hear about the crossing as that was a danger point. My supplementary question is: by creating this path I believe that you are contradicting what WBC has pledged to do in its Climate Emergency Action Plan (January 2020). In there, the Council pledges £170k to "deliver small-scale woodland planting on Council estates in existing parks and open spaces". Yet, by creating this path, surely you are destroying the habitat and doing the exact opposite. So, how can you justify going against your own Climate policy?

Supplementary Answer

As I said, we did commission a PEA through the experts and I can assure you that there will be no trees removed and we won't be destroying anything in that way. We will be very careful. The ecological report states that as well. I beg to differ – we are not going against

the Climate Emergency Policy – we are actually supporting it. It will be a small path, 2.5m wide and we will not be destroying any of the trees.

7.3 Andy Croy asked the Leader of the Council the following question:

The Government's plan to introduce a requirement for photographic identification before allowing people to exercise their right to vote will disenfranchise Wokingham Borough residents who do not have photo ID.

Depending on the forms of ID allowed, about 8% of electors do not have photo ID. I am sure no member of this Council will wish to see voter suppression on this or scale or indeed any attempt at voter suppression. Will the Leader of the Council write to the Borough's MPs to express Council's opposition to voter suppression and to urge the MPs to speak out against these measures and to vote against the Bill when it comes before Parliament?

Answer

The Government argues that every ballot matters and that photo ID will protect voters from having their votes stolen. The Government argues that vote stealing is not a victimless crime and that this is a responsible measure to protect people's votes.

A commitment to introduce voter ID for UK Parliamentary elections in England was included in the Manifesto in December 2019. The Queen's Speech of 11 May 2021 confirmed that an Electoral Integrity Bill would be introduced in the 2021/22 session of Parliament. The details of the Bill will be published in due course. We don't know what they are, but the Government has said that a broad range of documents already in use will be accepted. For example: travel passes, proof of age standards, pass cards and photo parking permits issued as a Blue Badge. In addition, expired photo ID will be accepted as long as the photo is a good enough likeness, in a written statement on 12 May 2021.

In an update on preventing electoral fraud, the Government stated that the latest commissioned research found that 96% of respondents had suitable ID with a recognisable picture.

Voters in Northern Ireland must provide photo ID before receiving a ballot paper. Voter ID requirements were introduced after the 1983 General Election following concerns about the extent of voter fraud. There has been no evidence that ID requirements in Northern Ireland have affected turnout and allegations of "personation" (the crime of pretending to be someone else when you vote) have been eliminated.

Since 2014, the Electoral Commission has recommended that photo ID should be required in the rest of the UK. Pilots were held in England in 2018 and 2019. The Government declared them a success following their own evaluation of the pilots and committed to introducing a Voter ID scheme. The Government has stated that, overwhelmingly, the majority of people were able to vote and there is no indication that a consistent demographic was adversely affected by the use of photo ID.

Of course, we will look carefully when the details of the Bill are published to ensure that no Wokingham residents who are entitled to vote are disenfranchised. However, it would not be appropriate for the Council to oppose these proposals unless and until we have received specific concerns about them, which we have yet to receive.

Supplementary Question

It is extraordinary to compare the situation in Ireland with the sectarian issues they had. It is simply not applicable to the UK. The legislation is addressing a problem, the theft of votes, which does not exist. The aim of the legislation is to make it more difficult for people to vote. That would be the theft of votes.

Do you think that political leadership involves standing up for our democratic process regardless of the party advantage that may accrue from gerrymandering it?

Supplementary Answer

That is a very prejudicial question you have just asked, because you answer your own question. Of course the Council would be against gerrymandering. However, we can't comment on a Bill we haven't seen and, as you know, I have been very willing and capable of standing up to central Government on things that the Council disagrees with and which are not good for WBC or its residents.

8. PETITIONS

No petitions were presented.

9. MAYOR'S OR HEAD OF PAID SERVICE'S ANNOUNCEMENTS

There were no announcements.

10. RETURNING OFFICER'S REPORT ON MAY 2021 ELECTIONS

The Council considered a report from the Returning Officer, set out at Agenda pages 41 to 44, which gave details of the results of the local elections held on 6 May 2021.

The report outlined the election process, the results and the turnout for each Borough ward contested.

It was proposed by John Halsall and seconded by John Kaiser that the report of the Returning Officer be noted.

Upon being put to the vote, it was:

RESOLVED: That the report of the Returning Officer be noted.

11. HOUSING STRATEGY 2020 - 24

The Council considered the proposed Housing Strategy 2020/24, set out at Agenda pages 45 to 90.

John Kaiser stated that everyone should have access to good quality housing as a home was a fundamental right. No one living in the UK should be without a place to live that was safe and warm. This was especially true in a place as affluent as Wokingham.

The report stated that the Housing Strategy contained four strategic priorities:

- Address and understand our housing needs;
- Support our vulnerable residents through a range of housing options;
- Improve the quality, sustainability and management of the Borough's homes;
- Enriching people's lives.

Prue Bray stated that the four priorities were acceptable, but there was concern that the Government was not providing the necessary support to enable the delivery of the strategy.

Shirley Boyt highlighted the need to deliver affordable, one-bedroom properties in order to meet local needs.

It was proposed by John Kaiser and seconded by John Halsall that the proposed Housing Strategy 2020/24 be approved.

RESOLVED: That the proposed Housing Strategy 2020/24 be approved.

12. STATEMENTS FROM THE LEADER OF THE COUNCIL, EXECUTIVE MEMBERS AND LEADER OF THE OPPOSITION

Statement from John Halsall, Leader of the Council

Mr Mayor, It is great to be back here, though current circumstances are a little strange.

Please accept my apologies that it is only for a few.

The elections earlier this month saw the sad departure of several colleagues – some by design, and some as a result of our sometimes-brutal system of democracy. My sympathies and thanks go out to my former Executive colleague UllaKarin, and the former Labour Leader Andy. While losing can be a tough business, I believe that both will bounce back – indeed, we have already seen that we just cannot keep Andy away!

Thank you, Charlotte, Diane, Ken, Oliver, Emma, Ian, Richard and Malcolm, particularly Malcolm, for your many years of dedicated service.

I warmly welcome the new Members of the Council, Sam, Anne, Phil, Rebecca and Jackie on the Conservative side, and to Morag, Ian, and Pete of the opposition. It is a pleasure to see Norman and Shahid return.

The local elections were a demonstration of our residents' faith in this Conservative administration. Delivered in the past! Solid in the pandemic! Great plan for the future! Stability! Experience! Professionalism!

Our majority has stayed the same, despite the Opposition's confident predictions of No Overall Control.

I imagine the flawed but persistent public criticism of our finances was to ensure that on gaining control the opposition could disingenuously claim that magically the finances had instantaneously been fixed. Good plan. Let me assure you, there is nothing to fix! Our finances are strong, transparent and in rude health.

We won a larger share of the vote than any other party and our vote share went up!

This is not, for a moment, grounds for complacency. Our position here as Community leaders is a gift from residents. It is given on the understanding that we deliver for them. Whilst I am Leader of this Council, the Executive will strive every day to make this Borough the greatest, safest and happiest place to live, work and bring up a family.

I am delighted to see that we are now not only the healthiest local authority but also the most prosperous, having for a long time been one of the most desirable places to live. This is despite being the lowest funded. A huge testament to this administration.

This is a wonderful Borough, and we have a great future. We are fortunate to have some of the finest officers and directors led by my energetic, highly professional and innovative chief executive.

We have a huge, ambitious and detailed programme to deliver for our residents.

To paraphrase I will not make age an issue. I am not going to exploit, for political purposes, my opponents' youth and inexperience.

Many of the Executive team will continue:

- John – my very valued Deputy - Finance and Housing.
- Pauline - Highways and Transport.
- Wayne - Planning and Enforcement.
- Stuart - Business and Economic Development.
- Parry - Environment and Leisure.
- Charles - Health, Wellbeing and Adult Services.
- Gregor - Resident Services, Communications and Emissions.

Graham Howe will step up from his deputy role to become Executive Member for Children's Services.

Finally, in the new portfolio for Neighbourhoods and Communities, I have asked Bill to step onto the Executive.

For the Deputy Executive Members:

Laura - Equalities, Poverty, the Arts and Climate Change.

Shahid - Insight and Change.

Michael - Environment and Communities.

Phil - Health, Wellbeing and Adult Services.

Our priority is economic and social recovery for our Borough. Earlier this year, the Executive approved the creation of the Employment Support Hub to help people get back into work. As with Shinfield Studios, we will work with our partners to attract new job opportunities to the Borough and are confident in our ability to do so.

A key part is the delivery of infrastructure and capital investment needed by our towns and villages.

A new draft of the Local Plan will be brought forward, whilst continuing to bring housing targets down to a level that is reasonable for our Borough. We were successful in convincing the Government to scrap the proposed substantial increase in our housing numbers, and we will go on making our case to get those figures down further. Rather than just complaining about it or digging our heels in, refusing to budge, we went to the Government with strong, constructive arguments that their plans did not work. They

listened. Reasonable negotiation, delivering in the residents' interest – what any good Conservative Council should do, avoiding the pitfalls experienced by Lib Dem South Oxon.

Too many young people simply cannot afford to buy here. We cannot discard their ambitions, driving out the bright and the talented because housing is out of their reach. We will get the right housing in the right places, which means addressing the urgent need for more affordable and social housing in the Borough.

We will be building on our first steps in doing our part to tackle climate change and make our environment more friendly. We will begin the work of building solar farms in the Borough, moving towards our target of making 70% of the Borough's waste recyclable, and planting 300,000 trees.

Securing the best education for our younger generation is vital to ensuring that those from less affluent homes are not left behind as we emerge from the pandemic. We will continue to provide the best opportunities for children and young people, opening a new special educational needs school in Winnersh, and start laying the groundwork for new primary schools in Matthews Green and Arborfield.

We led the way in embracing the voluntary and health sectors over the last two years. We now wish to do the same with industry, towns and parishes and the police. We want to make sure that we continue to live in a great, safe and happy Borough. Over the course of the next year, we will withdraw from the Public Protection Partnership, bringing these services back under our control and ensuring that they work in the best interests of our residents. We will be taking action to tackle fly tipping, noise, bonfires and other environmental issues which affect the quality of life for our residents.

Anti-social behaviour, low level crime and Domestic Violence are a concern across the Borough. We will work with Matthew Barber, our excellent and experienced new Police and Crime Commissioner, on creating a co-ordinated plan for how we can clamp down on these issues – whilst looking to what more we can do to help families going through difficulties and provide activities for younger people.

We now have high standard social homes, very little homelessness and practically no rough sleepers.

Being the authority with the lowest level of deprivation, we plan to use the metrics that we must identify families and individuals who need help. Hopefully, we will be able to change lives to become independent and self-sufficient. We must have coherent programmes for poverty and equality which make us an exemplar of best practice.

This year will see the rolling out of our Congestion and Intelligent traffic Schemes coupled with a very high level of road maintenance, which should keep the Borough moving whilst minimising environmental considerations.

We will make steps in our journey of giving staff a clear sense of direction and career progression, making the council a place where they are proud to work.

This is just the start of what is to come. There is much work to be done, but I know that my team and I have the energy and resolve to do it.

To quote either Seneca or Cicero, I don't know which, who said "if it was not for the elders correcting the mistakes of the young, there would be no state".

For more than a year, our lives have been very different. The pandemic has dramatically altered our world and shattered so many people's way of life.

We are now starting to see the end. Our government's courageous and ambitious vaccination programme has prevented the deaths of thousands and offers the hope to a return to normality. We must accept that there is much work to be done to help those who have suffered get back onto their feet. We will reach out to those who are struggling.

As a community, we will ingrain the spirit which saw us helping one another – delivering food parcels, volunteering with charities, checking up on an isolating neighbour.

Despite everything that we have been through, I believe that we have an exciting future to look ahead to. This is only the beginning.

But lastly please join me again in a moment's silence for those who have died during this dreadful pandemic in Wokingham, the UK, and around the world, and those who have suffered not just the effect of the virus, but the problems which have accompanied it.

Statement from Lindsay Ferris, Leader of the Opposition

The last year has been the most difficult that many of us will have encountered in our lives. I would not only like to remember our fellow citizens who have, sadly, lost their lives to Covid-19, but to those who have been impacted, and remain so, by the pandemic.

In addition, many local people have had delayed or cancelled hospital appointments and have, tragically, passed away or are still struggling with illness. They are the unseen casualties of this pandemic, whether in Adult Social Care or helping to get much-needed food and medicine to our older people.

Many local businesses have received much needed help through grants received from the Government and those staffing the finance and other departments should also be thanked for their help. Hopefully, we are nearing the end of this pandemic, but we still have to be cautious, despite so many having had their vaccines. It is only now that we can start to look to the future and what we can expect from this Council.

We on the Lib Dem side believe that there is much to do. One area we would like to address is the culture which, unfortunately, exists within a number of areas within this Council. There are still, disappointingly, areas where the view is taken that they, the Council, can do no wrong. How some of our residents have been treated leaves me speechless. Throughout this year we will be pressing to change this viewpoint.

Finally, as the Leader of the only Group on the Council to have increased its representation, I would like to thank our three new Councillors. Fortunately, one, Morag Malvern, is with us in the Council Chamber, whilst Ian Shenton and Peter Dennis are on the Teams connection. I am confident that they will each make a valuable contribution to the work of the Council in the years to come.

13. MEMBER QUESTION TIME

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

13.1 Rachelle Sheperd-DuBey asked the Executive Member for Highways and Transport the following question:

What is being done about visibility problems with Reading Road residents exiting their driveways near the new relief road roundabout?

Answer

Officers have inspected the site and understand the residents' concerns with regards to the reported reduced visibility. Whilst the accesses and associated visibility splays are technically acceptable, we understand that the visibility is considered to be partially obstructed by the placement of a new lamp column. As part of the normal safety audit process, we will undertake an independent road safety audit and carry out remediation to address any identified problems.

Supplementary Question

Will you consider putting a mirror across the road from these houses like I have seen in other places with blind driveways, so they can see better around the corner, or something else that will enable them to exit safely from their driveways?

Supplementary Answer

I believe that there is a problem with mirrors, but I can assure you that we will do everything to make sure that residents can exit safely.

13.2 Tahir Maher asked the Executive Member for Highways and Transport the following question:

According to the Wokingham Borough Council Yearbook – 2020/2021, page 52 shows the Parishes/Town, Population, households subject to Council Tax and B and D equivalent tax.

Calculating the proposed Band D tax, as shown, the total Band D Council Tax paid by Earley households is 18% of the total (which is only bettered by 22% paid by the households in Wokingham).

Based on this large share of Council Tax contribution made by Earley Households, shouldn't they get better equivalence on roads that needs resurfacing for their residents, especially, for those roads that are near schools - specifically, those in Maiden Erlegh?

Answer

The Council does not select roads for maintenance based upon the proportion of council tax collected but on the condition of the road network across the Borough. The selection of roads to be included in the annual planned structural maintenance programme is based upon UK Pavement Management System (UKPMS) which includes annual Network Condition Surveys and our own internal design process (including site visits to check the condition survey scores and, where required, core sampling to establish the scale of intervention to be recommended). This is recognised by central Government and the wider industry through its code of practice as the national standard for a well-managed highway infrastructure. This approach ensures that the annual structural maintenance

programme is based on meeting the highest priority needs on the WBC network within the funding available.

The proportion of spend on structural maintenance each year fluctuates but in 2019/20 21% of the budget was spent in Earley. In addition to the planned structural maintenance, we also spend about £1million a year on reactive maintenance and, if there is something dangerous that comes up during the year, we will fix it regardless of the cost.

13.3 Stephen Conway asked the Executive Member for Highways and Transport the following question:

Would the Executive Member for Highways agree that the 40 MPH speed limit on the stretch of the A321 from the A4 roundabout to the outskirts of Wargrave village should be reduced to increase the safety of pupils walking to the school?

Answer

Members will no doubt be aware of increased concerns from all residents about excessive traffic speeds during the period of COVID lockdown. I certainly got my share of emails. Members will, therefore, be pleased to learn that, in response to this, officers undertook a review of all current speed limits on A and B roads in the Borough, including the A321 Wargrave Road and, indeed the A4 Bath Road.

This exercise showed that average vehicle speeds (upon which speed limits are determined) on the section between the A4 junction and the Piggott School are compliant with the current speed limit. That said, the Council fully acknowledges that some drivers habitually exceed the speed limit and that, police enforcement is the most appropriate intervention for this issue.

Thames Valley Police are a key stakeholder in the process of changes to speed limits and without their support any proposals are challenging to progress. In this case, the good levels of compliance and the absence of a poor safety record indicate that there is not a sufficient basis upon which to make a case for a reduced speed limit to Thames Valley Police. As a key strategic A-road the potential for further engineering measures to inhibit speeds on the A321 is limited, without also impacting upon the use of this road by traffic, rather than less suitable alternative routes.

However, as part of our emerging Intelligent Traffic Strategy, officers are now able to monitor traffic speeds across the network using satellite technology to flag consistent non-compliance and will respond to any deterioration in safety or amenity should this occur on the A321 Wargrave Road.

Supplementary Question

I have to say that, as the Council wishes to encourage walking and cycling as much as possible, I think that you would agree that reducing speed limits, in sensitive areas such as this, would help to achieve a safer environment for both pedestrians and cyclists. I hope that you will undertake to actually liaise with the police on this matter to try to persuade them to support a reduction in the speed limit in this particular area.

Supplementary Answer

I will take this up with ward Members and get their views on it as well.

13.4 Imogen Shepherd-DuBey asked the Executive Member for Environment and Leisure the following question:

While on the most part we all support Greenways, there is a lot of concern about the proposed Jubilee Ave section in Emmbrook. The concerns are about damage to the historic trees as well the undergrowth & local wildlife. The off-road greenway being put in this location will be so short that it has very little to offer cyclists or pedestrians along this already quiet road. However, it just ends at a busy roundabout junction, with no obvious benefit. I have yet to meet a resident who thinks this section along Jubilee Ave, is a good idea and good value for money, but it feels like this is just being railroaded through.

We do not feel that the consultation for the Jubilee Ave section has been done properly. Residents are confused about what is happening and are horrified by what it might mean. The first that most knew about this was when they saw notices about a small section of bridleway, but there has been nothing that shows the full plans for this area. Residents want to ask questions. Please can we have a consultation that includes displays, full detailed designs and proper bi-directional communication? If not, why not?

Answer

A similar question was asked earlier by Kate Benson. You are right. The consultations, one in 2019 and one in 2020 and a more recent statutory consultation on the bridleway creation order for a small section of the route along Jubilee Avenue was held between 30 March and 7 May this year. This element of the route was a small part of the whole route and related solely to the Order itself rather than being a wider consultation on the Greenway proposals or of the design. This is why the plans and the notices were limited to the area that the bridleway would cover. In light of the consultation works that have already taken place, we do not intend on carrying out a further consultation. However, we will be preparing a wider response document replying to all comments and queries raised during this particular statutory consultation and in conjunction with this we will be carefully considering how to proceed with this stage of the greenways programme.

We are aware that many of the concerns that residents have raised have been about the impact of the proposed scheme on wildlife. The Council has already commissioned and received an independent Preliminary Ecological Appraisal of the area as part of the feasibility design. That doesn't show any concerns for the wildlife.

To ensure safety of residents and users of the Greenway we will also be installing a formal crossing point at Milton Road as part of the scheme. So, the consultation has taken place and the notices are there.

Supplementary Question

The only consultation that I have seen was for the Greenway as a whole. This route was designated to go down Holt Lane which would have been far more acceptable than what is currently being proposed. The destruction of the woodland is unlikely to be an acceptable compromise for the residents and room for a proper cycleway on the road would be better. It is a quiet road for cycling and should be treated the same as Clifton Road with some improvements to the roundabout junction. Residents are very confused by this bridleway. Is there a better way to communicate this to the residents, such as a visual display, something that can be put up so they can ask questions?

Supplementary Answer

The visual displays are there Imogen, but I am happy that we will be producing a response document replying to all the questions that have been raised. Let's wait to see that document go out.

13.5 Sarah Kerr asked the Executive Member for Environment and Leisure the following question:

The absence of a woodland management plan for the Council owned part of Foxhill woodland in Woosehill has been raised in both public and Members questions in the past. Whilst some progress has been made regarding engagement with the community volunteer group Friends of Foxhill, who are finally able to do some conservation works in the woodland, they are not responsible for the management or the health and safety of the woodland. There needs to be a clear management plan from this Council, similar to what Reading Borough Council have with Clayfield Copse. What is the time scale for developing and publishing the woodland management plan for Foxhill woodland?

Answer

Foxhill Woods is managed by Wokingham Borough Council as a woodland. The trees are managed in accordance with the Council's agreed tree inspection policy which places trees into different risk zones with associated frequency of monitoring activity. Woodland paths/Public Rights of Way are inspected every seven years, and general woodland is monitored on a reactive basis.

The Council also maintains it as continuous cover 'forestry' whilst at the same time protecting the trees under the "Woodland Tree Preservation Order" (This category is designed to safeguard a woodland as a whole). The continuous cover forestry approach requires that there are sufficient opportunities for the next generation of new tree seedlings to become established through periodic selective felling and via reduction in rhododendron cover.

Council officers have recently met with the Friends of Foxhill Conservation Group to determine what works are required to the site and develop a working plan which will involve stakeholders. It is expected this working plan will be completed by the autumn and the good joint working between the Council and Friends of Foxhill will continue.

Supplementary Question

A working plan versus a management plan, but you also talked about it being reactive. For proper biodiversity we need to be working proactively in woodlands. There are invasive species that need to be removed to allow native species to come through. Why are we not committing, like other woodlands and other councils, to a proper management plan?

Supplementary Answer

No issue whatsoever Sarah. I have just explained that there is a management plan. I described it in my first paragraph. We continue to work with the Friends of Foxhill. Councillor Ross is also helping you along with everything you need.

13.6 Rachel Burgess asked the Executive Member for Highways and Transport the following question:

The new cycleway on London Road in Wokingham is not fully segregated and for long stretches cyclists share the road with heavy traffic moving at 40 mph with just a single white painted line between them and the passing cars, lorries and buses.

Published research has shown a statistically significant increase in risk associated with an on-road cycle lane, and that such painted lines lead to vehicles passing cyclists more

closely. Back in 2019 six cycling commissioners described them as “pointless white lines on the road” and a waste of public money.

The design does not represent best practice for cycleways and due to safety concerns, a build-up of grit from the passing traffic, or the fact that the cycleway diverts from the road to the shared path and back again, it may in fact put cyclists off.

Why hasn't the Council implemented a properly segregated cycleway on the London Road?

Answer

The LCN 422 cycle route was completed in 4 phases and dates back to 2014. Until July 2020 the layout of this entire scheme along the A329 met our existing standards and recommended best practice. We need to acknowledge that there are sections where cyclists have to share with pedestrians and change from the carriageway to footway and vice versa and these are not necessarily ideal and are less likely to encourage new cyclists. Unfortunately, we had to strike a balance between the availability of road space and need for right turn areas on some sections of the road.

The final phase of the scheme is the London Road section and this was designed in 2018, with various amendments made due to ongoing consultation with stakeholders and the need to try to establish support for the scheme whilst meeting the original project objectives. Work on site commenced in Spring 2020 and so does not comply with the standards that were released a few months later. It does however meet both our design standards and national guidance from that time. Our scheme designs are always in line with best practice where reasonably practicable and, where not possible due to special constraints, will always be compliant with safety regulation and legislation.

As you will be aware the Council has now committed to meeting LTN1/20 in future projects and so any further projects, including the forthcoming Active Travel Fund scheme and all the LCWIP recommended schemes coming in future will be segregated where appropriate. We had a really good response to the LC WIP consultation, with over 3,000 responses. I am looking forward to implementing improvements to cycleways as a result of that consultation.

Supplementary Question

Thank you for your answer and your acknowledgement that the solution we have is not ideal. It is possible to put in low cost physical segregation measures such as wands, bollards or low level “orcas”. Given that you see the importance of this, when will the Council introduce low cost physical segregation measures to improve cycling on the London Road?

Supplementary Answer

I am very happy to look at this as part of the LC WIP proposals. There are a lot of cycleways in the Borough that we could do with improving. We need to look in balance to see where we can spend the money best to deliver most benefit for cyclists.

13.7 Shirley Boyt asked the Executive Member for Children's Services the following question:

In March this year, the Guardian published a report revealing a huge disparity in school exclusions, between black and mixed-race children compared to their white peers.

Research by the Runnymede Trust has shown that exclusions have a detrimental impact on children, leaving them vulnerable to exploitation and with diminished life chances. The report revealed that in Wokingham had the largest disparity in the country at 12.8% meaning that black and mixed-race students at schools in the Borough are five times more likely to be excluded than white students.

According to the Guardian, WBC declined to comment on the report. What will the Council do to ensure black and mixed-race children are treated fairly in our schools?

Answer

To clarify the figures used by The Guardian were based on a national dataset detailing 445 White British pupils and 53 White and Black Caribbean pupils who had fixed exclusions from our schools in one year (2018/2019).

Since 2018 we have seen a reduction in the proportion of fixed exclusions from these ethnic groups, and whilst this is the case, we are in no way complacent about this and will continue to monitor the figures so we can assess the impact of the steps we are taking and take further actions as necessary.

We work closely with schools, staff and governors on racial equality issues, with specific actions and initiatives including:

- Examining potential personal and systemic racial bias with colleagues in Children's Services and our schools.
- The Council's Learning and Achievement Partnership is working with a wide range of stakeholders, including the Reading International Solidarity Centre (RISC), to develop a Racial Equality action plan with schools.
- In reducing exclusions we are rolling out a Therapeutic Approach to behaviour management in schools with significant commitment from schools in the Borough to work in this way and reducing exclusions. This is a long-term programme which will take account of equity and equality, and links with a wider Pan-Berkshire approach on being Trauma Informed.
- Our Education Welfare service follows up on exclusions and have done much positive support and prevention work with schools in recent years to support reduction overall in exclusion rates.

Supplementary Question

I am grateful to hear that we are working with schools on such a difficult subject. I understand that schools are not under any legal obligation to share information about the reasons for exclusion with the local authority. Indeed, the recording of data differs considerably between schools. There is an action in the Council's Equality Plan to "collaboratively focus on racial equality in schools". The timing for this action is to begin in January 2022. Would you agree that this is not enough and that the Council should be working with our schools as a matter of urgency to standardise the recording of the data and gain agreement for that data to be shared?

Supplementary Answer

I agree that we should be working with the schools to understand what the rules and regulations are and that they are adhered to. At this point in time I do not know the precise answer to your question. I will add that, whilst all Members are listening, that we are all responsible for Corporate Parenting, which includes this sort of activity. There is an online

training course at 5pm next Wednesday and you are all invited to attend. You all share this responsibility which is part of this issue.

14. CONTINUATION OF MEETING

At this point in the meeting, 8.31pm, in accordance with Procedure Rule 4.2.12 (m), Council considered a Motion to continue the meeting beyond 9pm, up to no later than 9.30pm, to enable further business on the Agenda to be transacted. This was proposed by the Mayor and seconded by the Deputy Mayor.

Upon being put to the meeting, the Motion was declared by the Mayor to be carried.

15. POLITICAL BALANCE OF THE COUNCIL AND ALLOCATION AND APPOINTMENT TO SEATS ON COMMITTEES AND BOARDS

The Council considered a report on the political balance of the Council and the appointment to the Council's Committees and Boards, in accordance with the wishes of the Groups.

The report set out a number of recommendations which Members were asked to consider.

Rachel Burgess requested a separate vote on recommendation 5. Councillor Burgess felt that Committee Chairs and Vice-Chairs should be selected by the Committees themselves at their first meeting.

Imogen Shepherd-Dubey raised a point of order under Section 4.2.13.13 of the Constitution. Councillor Shepherd-Dubey queried the appointment of Daniel Sergeant as Chairman of the Audit Committee whilst acting as a Non-Executive Director of Berry Brook Homes and Wokingham Housing Ltd. The Monitoring Officer confirmed that the proposal would not create a prejudicial situation. John Kaiser subsequently confirmed that Councillor Sergeant would not continue in the Non-Executive Director roles.

It was proposed by John Halsall and seconded by John Kaiser that the recommendations in the report be agreed.

Upon being put to the vote, it was:

RESOLVED: That

- 1) having reviewed the representation of the political groups on the Council, it be confirmed that it has 31 Conservative Group Members, 18 Liberal Democrat Group Members, 3 Labour Group Members, and 2 Independent Group Members;
- 2) the appointment and composition of Committees and Boards as set out in Para 2.1 be approved;
- 3) the allocation of seats on Committees and Boards be approved on the basis that, of the 91 seats (as set out in Para 3.4), 53 be allocated to the Conservative Group 30 be allocated to the Liberal Democrat Group, 5 be allocated to the Labour Group and 3 be allocated to the Independent Group;
- 4) the proposals submitted by the respective Group Leaders and that those Members be appointed to the Committees and Boards as set out in Appendix 1 be approved;

- 5) it be agreed that the second part of procedure rule 4.2.1.1r) and procedure rule 4.2.26 continue to be suspended and for the 2021/22 Municipal Year, enabling the Chairmen and Vice-Chairmen of those Council Committees etc, set out in Appendix 1A to be appointed as stated;
- 6) it be agreed that the principles of proportionality be applied when Members are appointed to Sub Committees, Panels or Working Groups;
- 7) the appointment of the Independent Persons to assist the work of the Standards Committee and the co-opted Parish/Town Council Representatives as set out in Appendix 1 be noted;
- 8) the elected Member representatives on the Wokingham Borough Wellbeing Board, as set out in Appendix 1, as nominated by the Leader of Council in accordance with Section 194 of the Health and Social Care Act 2012 be noted;
- 9) Council approves any deemed absence for the purposes of Section 85 of the Local Government Act 1972 ('the 6 month attendance rule'), for any Member who has joined the meeting by remote means.

16. APPOINTMENTS TO PANELS/WORKING GROUPS, ETC

Members were asked to refer to a list of nominations to various Panels, Working Groups, Joint Committees and various bodies, as circulated at the meeting as Appendix 2.

Where more nominations had been received than places, individual votes were taken.

Upon being put to the vote, it was:

RESOLVED: That Members be appointed to the Council's Panels, Working Groups, Joint Committees and Various Bodies, as set out in Appendix 2 to the Minutes.

17. APPOINTMENTS TO OUTSIDE BODIES

Members were asked to refer to a list of nominations to various Outside Bodies, as circulated at the meeting as Appendix 3.

Where more nominations had been received than places, individual votes were taken.

Upon being put to the vote, it was:

RESOLVED: That Members be appointed to the Outside Bodies, as set out in Appendix 3 to the Minutes.

Note:

The Mayor thanked Members for the efficient conduct of Council business.

John Halsall proposed a vote of thanks to Malcolm Richards for his work as Mayor during a very difficult year for the Borough.

The Mayor suggested that Councillor Richards be added to his Covid-19 Roll of Honour.

TITLE	Holding of Full Council Meetings and Remote Attendance
FOR CONSIDERATION BY	Council on 22 July 2021
WARD	None specific
LEAD OFFICER	Andrew Moulton, Monitoring Officer

OUTCOME / BENEFITS TO THE COMMUNITY

To provide certainty to Members, Officers, and the public on the holding of Council meetings during the remainder of the 2021 calendar year.

RECOMMENDATION

That Council:

- 1) agree that for the remainder of the calendar year, and subject to no objections being received from the Group Leaders in advance of the meetings, full Council will be held in the Council Chamber at Shute End in accordance with public health advice;
- 2) note in the case where an objection has been received that the Mayor expects the Leader of the Council to arrange meetings with the Group Leaders to discuss matters relating to the holding of the full Council meetings related to those objections; and
- 3) approves any deemed absence for the purposes of section 85 of the Local Government Act 1972 ('the 6 month attendance rule'), for any Member who has joined the meeting by remote means.

SUMMARY OF REPORT

A recent meeting was held with the Group Leaders, Chief Executive and Monitoring Officer on 12 July to agree the approach to the July Council meeting and an approach was agreed as follows. In accordance with current Covid-19 guidance 28 Members, politically balanced, can physically attend the July Council meeting with the remaining Members attending virtually via Teams. It is proposed that the deemed absence of those Members who join the meeting remotely is approved by Council for the purposes of s85 of the Local Government Act 1972 and that the 6 month period is reset and starts again for those Members

Given the changing guidance relating to the Covid-19 pandemic and the holding of meetings, the Mayor wishes Council to consider and agree how it meets after the summer providing as much certainty as possible in the circumstances.

The report proposes that for the remainder of the calendar year, Council meetings will be held in the Council Chamber at Shute End. The public health advice relating to social distancing, the Covid capacity of the Council Chamber and other health and safety measures that are relevant at the time will be taken into account before each meeting.

Background

Holding of Full Council Meetings

Since the expiry of the regulations in May 2021, which allowed Council meetings to be held virtually, there have been many discussions about how and where full Council meetings should take place including most recently on 12 July between Group Leaders, the Chief Executive and Monitoring Officer. Given the current Public Health and Government guidance relating to the pandemic and workspaces, it is not permissible for all 54 Members to attend full Council meetings in the Council Chamber.

Officers have looked at holding full Council meetings at outside venues but there have been issues finding a venue that would accommodate all Members in accordance with the relevant guidance whilst having the necessary IT and audio visual infrastructure in place that would ensure that Members and members of the public, who did not wish to attend in person, could attend remotely and also that the meeting could be webcast to an appropriate standard.

The Mayor wishes to provide some certainty over where full Council meetings should take place and is therefore proposing that for the remainder of the calendar year full Council will be held in the Council Chamber at Shute End in accordance with the public health advice that is relevant at the time, subject to there being no objections from Group Leaders. If any objection was to be raised, the Mayor expects the Leader of the Council to arrange meetings with the Group Leaders to discuss matters relating to the holding of the full Council meetings related to those objections.

Remote Attendance and the Six Month Rule

As stated previously a meeting by virtual or remote means is no longer possible due to expiry of the regulations on the 6 May 2021.

Group Leaders have agreed this meeting is conducted to balance the requirement for physical attendance in meetings against the ongoing public health risks.

This meeting will be held with 28 Members (being quorate) being in physical attendance in the Council Chamber at Shute End. The proportion of physical attendance represents the proportions across the full Council membership. Other Members are attending by remote means. Those attending remotely will be able to take part in the meeting i.e. ask questions and take part in any debate however only those in physical attendance are able to propose, second and vote on items. To overcome this, the political groups have agreed physical attendance that reflects their representation on the Council.

Section 85 of the Local Government Act 1972 is commonly referred to as the '6 month attendance rule'. This states that a Member shall cease to be a member if they are absent from attendance at meetings for a period of 6 months.

It is proposed that in respect of any Member who has joined the meeting by remote means, any deemed absence is approved by Council for the purposes of s85 and that the 6 month period is reset and starts again for those Members.

If a Member is attending via remote means (in that they are not one of the 28 Members in physical attendance), the Member must join the meeting using the Microsoft Teams meeting request sent by Democratic Services to be counted.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe funding pressures, particularly in the face of the COVID-19 crisis. It is therefore imperative that Council resources are focused on the vulnerable and on its highest priorities.

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

Other financial information relevant to the Recommendation/Decision

There are no financial implications associated with this report.

List of Background Papers

Local Government Act 1972

Contact Andrew Moulton	Service Governance
Telephone No 0774 7777298	Email Andrew.moulton@wokingham.gov.uk

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TITLE	Armed Forces Covenant
FOR CONSIDERATION BY	Council on 22 July 2021
WARD	None specific
LEAD OFFICER	Director, Communities, Insight and Change - Keeley Clements

OUTCOME / BENEFITS TO THE COMMUNITY

The purpose of the Covenant is that local authorities and the armed forces community are encouraged to work together to:

- encourage local communities to support the armed forces community in their areas and to nurture public understanding and awareness among the public of issues affecting the armed forces community.
- recognise and remember the sacrifices faced by the armed forces community.
- encourage activities which help to integrate the armed forces community into local life.
- encourage the armed forces community to help and support the wider community, whether through participation in events and joint projects, or other forms of engagement.

RECOMMENDATION

That Council:

- 1) restate Wokingham Borough Council's commitment to the Armed Forces Covenant;
- 2) commit to achieving Armed Forces Bronze Award employer status;
- 3) agree to updates to Council on an annual basis.

SUMMARY OF REPORT

The Armed Forces Community Covenant programme was launched in May 2011 as a nationwide initiative to encourage local communities to support Armed Forces personnel living in their area. In July 2013, the Council committed to signing the covenant.

In spring of 2021 Berkshire Unitary Leaders agreed the setting up of the Royal Berkshire Civilian Military Partnership Board. The Council is represented at this board at both officer and member levels.

This partnership is an opportunity to share best practice in how the Council will work with our Armed Forces Community and provided the potential for shared bids for related funding.

This report highlights work done to date to support the covenant, the benefits of reaffirming the Councils support for the covenant, and how to pursue Bronze Award status as an armed forces friendly employer.

Background

Armed Forces Community: Within the borough we have approximately 1,000 serving personnel or veterans in the borough. This data comes from two sources, one is based upon those receiving some form of military pension or compensation payment, the other from residents who have stated their military connection when registering with their GP. A fuller picture will be available once the 2021 census data has been compiled and published. At present from the GP data, we know the age group and gender, and the geographical spread of those concerned. This is as follows:

Age	Male	Female	Total
20-29	22	<5	22
30-39	61	11	72
40-49	49	6	55
50-59	93	6	99
60-69	83	13	96
70-79	142	22	164
80-89	351	13	364
90-99	82	10	92
100+	<5	0	0
Total	883	81	964

Arborfield	54
Barkham	37
Bulmershe and Whitegates	58
Charvil	20
Coronation	32
Emmbrook	44
Evendons	35
Finchampstead North	21
Finchampstead South	35
Hawkedon	7
Hillside	17
Hurst	8
Loddon	41
Maiden Erlegh	18
Norreys	37
Remenham, Wargrave, and Ruscombe	100
Shinfield North	6
Shinfield South	123
Sonning	25
Southlake	34
Swallowfield	67
Twyford	35
Wescott	25
Winnersh	33
Wokingham Without	57

Analysis of Issues

Armed Forces Community Covenant - Progress since 2013

The Council signed the Armed Forces Community Covenant in 2013. The purpose of the Covenant is that Local authorities and the armed forces community are encouraged to work together to:-

- encourage local communities to support the armed forces community in their areas and to nurture public understanding and awareness among the public of issues affecting the armed forces community.

- recognise and remember the sacrifices faced by the armed forces community.
- encourage activities which help to integrate the armed forces community into local life.
- encourage the armed forces community to help and support the wider community, whether through participation in events and joint projects, or other forms of engagement.

In most cases there is no increased cost other than officer times required to deliver on commitments under the Covenant.

Some examples of work the Council has undertaken across the Borough as part of its commitment under the Covenant are as follows:-

- Working with Arborfield and Newland Parish Council, Arborfield Garrison and has agreed to open the Garrison Youth Club to the wider Arborfield Parish Community.
- Community 'Homefront Meetings' were held approximately every 3 months with representation from Arborfield and Newland Parish Council, Wokingham Borough Council and Thames Valley Police along with various representatives from the military community.
- Adult Community Learning courses were delivered in Arborfield including courses for army wives from Nepal that combined cultural and English language learning.
- Extensive community engagement work coordinated by Thames Valley Police and Wokingham Borough Council took place following the tragic murder of the wife of a Ghurkha soldier, in June 2013.
- Wokingham Borough Council supported the Royal Military Academy Sandhurst Business Networking Event in January 2014 which aimed to promote the benefits of employing former service men and women in local businesses.
- World War One centenary commemoration events were held through the Borough with Wokingham Town Council leading and coordinating activities including a 'Wokingham Remembers' Heritage Trail linking the memorials within the Borough and providing pop-up mobile exhibition stands that tell the stories of some of the local men who fought in the war.
- The Arborfield Garrison planning application was accompanied by a Heritage Statement to explain how the proposals take account of the significant military heritage of the site.
- Worked with partners and Royal Observer Corps memorialisation on new Arborfield By-pass
- Support for Armed Forces community embedded in Homelessness and Rough Sleeping Strategy and Housing Allocation Policy
- Became members of the newly formed Royal Berkshire Civilian Military Partnership Board (RBCMPB) in spring 2021.

Re-affirming Support for the covenant

In spring 2021 Berkshire Leaders agreed the formation of the Royal Berkshire Civilian Military Partnership Board.

The Partnership Board was established to foster closer working between all six Unitary Councils plus Royal Berkshire Fire & Rescue Service, agencies, and the military in

order to support the armed forces community in Berkshire. The Partnership board aims to act as a platform to address countywide issues pertaining to the Armed Forces Covenant and give strategic direction and advice to further strengthen links between civilian and military communities.

Moving forward the Partnership Board is liable to provide opportunities to share best practice in how we work with our armed forces communities and provide a vehicle for joint funding bids to support additional work. Wokingham Council is represented at the Partnership Board at officer and member level. Other than the time spent at quarterly meetings there is no financial commitment. The formation of the Partnership Board is an opportunity to kickstart the work supporting the Covenant, reaffirming support of the covenant would reinforce this.

Bronze Award

The Defence Employer Recognition Scheme encourages employers to support the armed forces community and inspire others to do the same. The scheme encompasses bronze, silver and gold awards for employer organisations that pledge, demonstrate or advocate support to defence and the armed forces community, and align their values with the Armed Forces Covenant. Organisations can self-nominate to achieve bronze level. In order to self-nominate organisations should:

- Pledge to support the armed forces, including existing or prospective employees who are members of the armed forces community.
- must have signed the Armed Forces Covenant
- promote being armed forces-friendly and be open to employing reservists, armed forces veterans (including the wounded, injured and sick), cadet instructors and military spouses/partners

In signing the covenant in 2013 the council has already achieved the first two requirements above. The council’s inclusive recruitment policies mean that the Council fulfils the requirements regarding employing members of the armed forces community. There is no cost attached to the council nominating itself.

Upon successfully nominating the council will receive an electronic certificate and logos to display on the website, stationery, and other collateral.

There is no direct budgetary cost involved in acquiring Bronze Award.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe funding pressures, particularly in the face of the COVID-19 crisis. It is therefore imperative that Council resources are focused on the vulnerable and on its highest priorities.

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

Following Financial Year (Year 3)	£0	N/A	N/A
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Other financial information relevant to the Recommendation/Decision
N/A

Cross-Council Implications
None

Public Sector Equality Duty
<p>This is a re-affirmation of existing policy, therefore there is no change in policy which could affect those with protected characteristics.</p> <p>The Armed Forces Covenant increases accessibility to services for the armed forces community, some of whom will have protected characteristics as a result of their service – this therefore has a positive impact.</p>

List of Background Papers
None

Contact Richard Alexander	Service Customer and Localities
Telephone No	Email richard.alexander@wokingham.gov.uk

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Agenda Item 24.

TITLE	Annual Pay Policy Statement 2021
FOR CONSIDERATION BY	Council on 22 July 2021
WARD	None Specific
LEAD OFFICER	Director, Communities, Insight and Change - Keeley Clements

OUTCOME / BENEFITS TO THE COMMUNITY

Compliance with s38 of the Localism Act 2011.

RECOMMENDATION

That Council approve the Annual Pay Policy Statement for 2021, as recommended by Personnel Board.

SUMMARY OF REPORT

Pay Policy Statement

Under sections 38 to 43 of the Localism Act 2011 we are required to prepare, approve by Full Council and publish on the Council's website a pay policy statement each financial year.

The Annual Pay Policy Statement is for your review and approval and reflects the Council's pay arrangements as at 1 April 2021.

Background

The Localism Act brings together strands of increasing accountability, transparency and fairness in the setting of local pay and requires authorities to produce a pay policy statement for each financial year.

The statement should include the:

- policy on the level and elements of remuneration for each chief officer
- policy on the remuneration of its lowest paid
- policy on the relationship between the remuneration of its chief officers and other officers
- policy on other specific aspects of chief officers' remuneration: remuneration on recruitment, increases and additions to remuneration, use of performance-related pay and bonuses, termination payments and transparency.

For 2021, we have undertaken a rebase-lining exercise to ensure that we are underpinning our pay policy statement with data that best enables a robust and accurate comparison in pay regarding the remuneration of our officers. As such, salary data throughout the pay policy statement is measured against the Full Time Equivalent Salary (FTE).

FTE Salary as salary is a unit to measure employees that makes them comparable although they may work different hours per week. For example: The FTE salary of someone who receives £15000 per annum for 22.5 hours would be £25000.

This enables a more accurate and meaningful comparison of salary data between our highest and lowest paid officers and calculation of our mean and median salary points.

For ease, the following table reflects the key data reported in the pay policy statement for 2021/22:

FTE Salary Data	2021/22
Highest Paid	£150,000
Lowest Paid	£18,562
Mean	£34,302
Median	£31,346
Ratio Highest to Lowest	8.1:1
Ratio Highest to Median	4.8:1

Mean Salary is calculating the average of all salaries by adding up all of the salaries and dividing them by the total number of salaries. Excludes Casuals, Agency, Consultant/Supplier, Kickstart placements and Students.

Median Salary is the midway point of all the salaries in the local authority. Excludes Casuals, Agency, Consultants/Supplier, Kickstart placements and Students.

The Pay Multiple is the relationship between the rate of pay for the lowest paid and senior manager post, including chief officers, and the relationship between the highest paid officer and the median (full time equivalent earnings) and is expressed as a ratio X:1

Analysis of Issues

Due to the new baselining of data used to support the pay policy statement for 2021, the comparative data to 2020/21 data would not be an accurate comparator.

However, it is clear that the gap between the highest paid officer and the lowest paid officer is narrowing due to the higher increases at the bottom end of the pay-scales as a result of National Minimum Wage increases.

Changes in the mean are as a result of:

- Recruitment and retention movement during the year
- COVID Response and Recovery requirements
- Organisational Structural Changes
- Commercial Contract Arrangements/Partnerships

The figures remain static at the point of publication as negotiations are ongoing at a national level with regard to the cost-of-living increase for 2021-2022.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe funding pressures, particularly in the face of the COVID-19 crisis. It is therefore imperative that Council resources are focused on the vulnerable and on its highest priorities.

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

Other financial information relevant to the Recommendation/Decision
None

Cross-Council Implications
None

Public Sector Equality Duty
Not required as this is a statutory report on current data.

List of Background Papers
Attachment 1 – Pay Policy Statement 2021

Contact Joelle Cooper	Service Human Resources
Telephone No Tel: 07500990751	Email joelle.cooper@wokingham.gov.uk



Pay Policy Statement 2021

Purpose

This document covers the requirements to publish a pay policy statement under s38 of the Localism Act 2011.

Full Council has approved the Pay Policy Statement - *TBC*

Version	Date	Description
1	01/04/12	Annual Review
2	01/09/15	Updated to comply with regulations.
3	01/07/16	Updated to comply with regulations.
4	01/07/17	Updated to comply with regulations.
5	01/06/18	Updated to comply with regulations
6	01/05/19	Updated to comply with regulations
7	04/05/20	Updated to comply with regulations
8	04/05/21	Updated to comply with regulations

Document Approvals	
Author:	Sarah Swindley
Approval:	Personnel Board Full Council

Contents

1. Purpose.....	3
2. Definitions used in this document.....	3
3. Pay Policy from April 2021.....	4
4. Policies on redundancy and pension enhancement.....	6
5. Pay ratios in the Council	6
6. Review	6
7. Other relevant Council documents	7

1. Purpose

- 1.1 Under sections 38 to 43 of the Localism Act 2011, we are required to prepare, approve by full Council (as a Part 1 item) and publish on our website, a pay policy statement for the financial year 2021/2022
- 1.2 We may amend this statement during the financial year in which it is effective; however any change must be approved by full Council. Any amended statement will be published on our website within 10 working days of the meeting.
- 1.3 In drawing up this statement, we have considered the guidance issued by the Ministry of Housing, Communities and Local Government (MHCLG) and the advice supplied jointly by the Local Government Association (LGA) and the Association of Local Authority Chief Executives (ALACE).
- 1.4 This statement does not include staff based in our schools as this is outside the scope of the legislation.
- 1.5 This updated statement was approved by Full Council on TBC.

2. Definitions used in this document

- 2.1 Under the current structure of the Council, the following posts are included in the definition of 'Chief Officer':

- Chief Executive
- Deputy Chief Executive and Director, Resources & Assets (S151 Officer)
- Director, Adult Social Care & Health
- Director, Children's Services
- Director, Communities, Insight & Change
- Director, Place & Growth

- 2.2 Although not falling within the definition of Chief Officer under the Localism Act, the pay policy applying to the following posts is as set out in Section 3 below for Senior Managers:

- Assistant Director, Adults Social Care
- Assistant Director, Adult Social Care Transformation & Integration
- Assistant Director, Integrated Mental Health
- Assistant Director, People Commissioning
- Assistant Director, Children Social Care
- Assistant Director, Strategic & Operational Delivery Children's Services
- Assistant Director, Learning, Achievement & Partnerships
- Assistant Director, Quality Assurance & Safeguarding Standards
- Assistant Director, Commercial Property
- Assistant Director, Delivery & Infrastructure
- Assistant Director, Neighbourhood & Communities
- Assistant Director, Digital and Change
- Assistant Director, Governance (Monitoring Officer & Returning Officer)
- Assistant Director, Finance
- Assistant Director, Place Based Services
- Assistant Director, Place Commissioning
- Assistant Director, Highways

- 2.3 Employees who are not chief officers; all other employees (including those employed on a casual basis) employed directly by the Council.

This policy does not cover the remuneration of other ‘workers’ employed by the Council, as employees of agencies or as self-employed consultants.

- 2.4 Lowest paid employee is on the first pay step of grade 2 on the Council’s pay scales (£18,562) per annum full time (37 hours per week) or £9.62 per hour.
- 2.5 Median salary is £31,346 (full-time equivalent). This is a measure of the ‘average’ salary for employees in the Council. It is defined as the ‘midpoint’ salary, such that there is an equal probability of falling above or below it.
- 2.6 Mean salary is £34,302 (full-time equivalent). This is an alternative measure of the ‘average’ salary for employees in the Council. The arithmetic mean is defined as the sum of all the salaries divided by the number of salaries.
- 2.7 Highest paid employee is the Chief Executive paid £150,000.

3. Pay Policy from April 2021

3.1 Policy on level and elements of remuneration for Chief Officers

- 3.1.1 The Council benchmarks its pay rates against relevant comparator groups. For Chief Officers the Council pays “spot salaries” (i.e. no incremental range) and seeks to position itself appropriately in the market in terms of pay.

Their salary is increased by nationally negotiated increases agreed by the:

- Joint Negotiating Committee (JNC) for Chief Executives and
- Joint Negotiating Committee (JNC) for Chief Officers

Similarly, terms and conditions agreed nationally by these bodies are also applied, with local variations as appropriate.

- 3.1.2 There is a performance related pay (‘PRP’) scheme for Chief Officers, approved by the Personnel Board and based on an assessment of performance against objectives.
- 3.1.3 Salary upon appointment will be made in line with 3.1.1
- 3.1.4 In accordance with the Accounts and Audit (England) Regulations 2011 and the Code of Recommended Practice for Local Authorities on Data Transparency, we publish annually the remuneration of our senior staff on our [website](#).

3.2 Policy on level and elements of remuneration for Senior Managers

- 3.2.1 Assistant Directors report to either a Director or the Chief Executive. There are 2 levels, evaluated using the Korn Ferry HAY Job Evaluation methodology:

SM3: £71,852 to £79,337

SM4: £80,924 to £85,515

3.2.2 Payment arrangements for the local returning officer are in line with the “Dorset Scheme” developed by Dorset County Council and updated annually in line with any pay increase agreed by the National Joint Council (NJC) for local government services.

3.2.3 All other terms and conditions are in line with all other employees and described in 3.3 onwards.

3.3 All other employees

3.3.1 The Council applies the national pay agreements reached by the:

- National Joint Council (NJC) for Local Government Services
- National Joint Council (NJC) for Youth & Community Services
- Soulbury Committee

3.3.2 Local variations are applied as appropriate.

3.3.3 All jobs below Assistant Director (excluding those covered by national Youth & Community and national teaching related Soulbury grades) are evaluated using either the Peodesy job evaluation system or Korn Ferry HAY, depending on whether they have been through the restructure programme.

3.3.4 All jobs are assigned to a grade within the Wokingham Borough Council salary structure based on the job evaluation score. The Council benchmarks its pay rates against a comparator group and will seek to position itself appropriate to the market in terms of pay.

3.4 Salary on appointment

3.4.1 Appointments will normally be made to the minimum point of the grade. Managers may consider the previous experience and skills of the employee to offer appointment above the salary minimum for the post.

3.5 Incremental progression

3.5.1 Each of the Grades has a series of incremental steps, progression within which is subject to satisfactory performance. Increments can be withheld in the event of unsatisfactory performance.

3.5.2 Progression by more than one increment, up to the maximum of the grade, can be made in acknowledgement of exceptional performance.

3.6 Additional payments – all employees

3.6.1 The Council will consider the use of market supplements to be applied to specific posts in the event of recruitment and /or retention difficulties. Where such supplements are introduced, they will be applied, reviewed and withdrawn in accordance with the Council’s policy.

3.6.2 Additional payment may be made for additional hours, overtime, undertaking higher responsibilities, and for non-standard working arrangements such as stand-by or evening work, or for exceptional working conditions.

3.6.3 All employees can claim for qualifying payments under our travel and expense policy.

4. Policies on redundancy and pension enhancement

- 4.1 Our Policies and Procedures for Organisational Change, Retirement and Employer Discretions outline how we will approach redundancy including redundancy pay.
- 4.2 We calculate redundancy pay using the individual's actual weekly salary.
- 4.3 We do not enhance the number of statutory week's redundancy pay an individual is entitled to under the Employment Rights Act 1996.
- 4.4 The Local Government Pension Scheme contains provision for employers to enhance pension payments. Employers are required to determine how they will use these discretionary provisions. We have determined generally not to use our discretion to enhance pension payments by either additional years or additional pension.
- 4.5 In certain circumstances, eligible employees may request early retirement or flexible retirement. (Flexible retirement gives access to accrued pension, whilst allowing the scheme member to continue working). In both these cases, there must be sufficient financial or other benefit to the Council for such retirements to be approved and if there is a cost associated with the request, approval sought from the Personnel Board.

5. Pay ratios in the Council

- 5.1 It is the policy of the Council to ensure that the ratio of the salary of the highest paid officer and the lowest paid officer is well below the 20:1 ratio recommended as a maximum in the terms of reference for the 2011 Hutton Review of Fair Pay in the Public Sector.
- 5.2 As of 1st April 2021, pay ratios within the Council stand as follows:
- Highest: lowest = 8.1:1
 - Highest: median = 4.8:1
- 5.3 This is based on the following salary packages:
- Highest paid (Chief Executive) = £150,000
 - Lowest paid (Grade 2 SCP) = £18,562
 - Median (average) = £31,346

6. Review

- 6.1 This policy will be reviewed at least annually and more frequently, if necessary, to respond to any changes.
- 6.2 The Personnel Board is responsible for recommending the policy statement for approval.

7. Other relevant Council documents

Policies & Procedures relating to:

- Travel Expenses
- Retirement
- Honoraria
- Market Supplements
- Overtime
- Pension's discretions
- Organisational Change

Pay Scales relating to:

- National Joint Council (NJC) for Local Government Services
- National Joint Council (NJC) for Youth & Community Services
- Soulbury Committee

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TITLE Councillor Code of Conduct

FOR CONSIDERATION BY Council on 22 July 2021

WARD None specific;

LEAD OFFICER Monitoring Officer - Andrew Moulton

PURPOSE OF REPORT

The Council is required to maintain a Councillor Code of Conduct and to publish guidance to advise residents how complaints about Members can be made under the Code. The report sets out an updated Code of Conduct, in line with the LGA's Model Code.

RECOMMENDATION

Council is recommended to adopt for inclusion in the Constitution:

- 1) the LGA's Model Code of Conduct, as amended by the Standards Committee at its meeting of 8 March 2021 (attached at Annex A to the report); and
- 2) the guidance on the use social media by Councillors attached at Annex B to the report.

EXECUTIVE SUMMARY

On 23 December 2020, the Local Government Association (LGA) published a model Councillor Code of Conduct (the Model Code).

All councils are required to adopt a local Councillor Code of Conduct and the Model Code is provided for use by councils as a template to adopt in whole and/or with local amendments should they wish to. It is the role of the Standards Committee to determine whether to recommend the Model Code, amended or otherwise, to Full Council for inclusion in the Council's Constitution.

The Standards Committee considered the Model Code at its meeting on 8 March 2021 and agreed to recommend the Code to Council, subject to the following amendments and clarifications:

- The addition as an appendix of guidance on the use of social media;
- When dealing with disrespect the obligation for councillors to "notify" rather than "report" concerns to the local authority;
- The retention of the current level of registration threshold at £25 for gifts and hospitality;
- An amendment to the section on exempt and confidential information for Councillors to seek advice from the Monitoring Officer before releasing any paper which is marked, or could reasonably be assumed to be, confidential or exempt.

The Model Code of Conduct is set at Annex A, with highlighted amendments as agreed by the Standards Committee.

BACKGROUND

1. The Localism Act requires all Councils to adopt a local Member Code of Conduct. The Council's current Code was adopted in 2012 and is largely based on the Council's Pre-Localism Act code (amended appropriately) taking into account the advice which was in circulation at that time.

New LGA Model Code

2. In its January 2020 report into Local Government Ethical Standards, the Committee for Standards in Public Life (CSPL) included a best practice recommendation for local authorities to adopt a Code of Conduct based on a model produced by the Local Government Association (LGA).
3. When researching the local Codes of Conduct, the CSPL found there was considerable variation in the length, quality and clarity of codes of conduct. They believed that this created confusion among members of the public, and among councillors who represent more than one tier of local government. This is a limited issue in Wokingham BC and for the other Berkshire unitaries. All six councils may have councillors serving on the Royal Berkshire Fire and Rescue Authority and in Wokingham Borough, we have 17 Town and Parish Councils.
4. The LGA has produced a Model Code of Conduct, which is based on the CSPL best practice recommendations and the expectation is that all councils should adopt it as a minimum, but with provision for additional local variations.
5. Discussions with Monitoring Officers from neighbouring authorities indicated a collective leaning towards adoption of the Model Code albeit with some variations.

Amendments to the Model Code agreed by WBC's Standards Committee

Social Media

6. The Council's current Code does not mention social media and while that has not prevented consideration of code of conduct complaints arising from social media activity, it is helpful that the Model Code states that application of the Code extends to, "all forms of communication and interaction, including ... in electronic and social media communication, posts, statements and comments."
7. Whilst this reference makes it clear that social media activity is covered by the Code, it does not provide any guidance specific to social media on the issue of when a councillor is acting as a councillor, claiming to act as a councillor and/or a representative of the council, giving the impression you are acting that you are acting as a councillor and/or as a representative of your council and public reference to your role as a councillor or use knowledge that you could only use in our role as a councillor.
8. As there is no further guidance in the Model Code, and in response to the Standards Committee's previous noting of an increase in complaints relating to

Councillors' use of social media, the Standards Committee has recommended to Council the inclusion of Guidance on the Use of Social Media – See Appendix B.

Gift and Hospitality Threshold

9. The monetary threshold of £50 and over for registration of gift and hospitality in the Model Code is more than the £25 threshold in the Council's current Code of Conduct. Following consideration, the Standards Committee agreed unanimously to maintain the £25 threshold as per the current Code of Conduct.

Dealing with Disrespect

10. Under the obligation of respect, the Model Code advises councillors to 'report' members of the public who are abusive, intimidating or threatening to the local authority. Given the jurisdiction of the local authority and the police, for example, the Standards Committee agreed to amend the word 'report' to 'notify'.

Exempt Information

11. When explaining the obligation in relation to 'Confidentiality and access to information' the Model Code refers to information that would be contained in what is known as 'Part 2 papers' locally at the Council. This is information that, in accordance with Schedule 12A of the Local Government Act 1972 and the Council's Access to Information Procedure Rules has been deemed to be exempt information and were historically presented on pink paper to councillors in advance of a meeting.
12. In the context of these constitutional Rules and the law, 'confidential' has a restricted meaning: 'information furnished to the Council by a Government Department upon terms which forbid the disclosure of the information to the public and information the disclosure of which to the public is prohibited by law or order of the Court'.
13. In practice, there is limited confidential information whereas exempt information, on the other hand, is in practice the majority of what is contained in pink papers. Exempt information is defined by seven categories which include legal professional privilege and information relating to the financial and business affairs of the Council.
14. The operation of this clause is quite complicated, and it contrasts with the plain English adopted throughout the rest of the document. Following consideration, the Standards Committee agreed to propose to Council to adopt a more straightforward obligation on Councillors when dealing with Exempt and Confidential information, namely to seek advice from the Monitoring Officer before releasing any paper which is marked, or could reasonably be assumed to be, confidential or exempt.

TIMETABLE FOR IMPLEMENTATION

15. If the Council adopts this new Code of Conduct, it will be used as the basis for training for new and existing Councillors during the 2021/22 Municipal Year.

OTHER IMPLICATIONS (COMMUNICATION)

16. Town and Parish Councils currently have a choice to adopt the Council's Code of Conduct or a model code produced by the National Association of Local Councils (NALC). The model code will apply to all levels of local government and when available, Towns and Parishes will need to decide how to proceed locally. The Monitoring Officer will continue to liaise with Town and Parish Clerks to provide advice on this matter as appropriate.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe funding pressures, particularly in the face of the COVID-19 crisis. It is therefore imperative that Council resources are focused on the vulnerable and on its highest priorities.

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

Other financial information relevant to the Recommendation/Decision
None

Cross-Council Implications
Members are expected to observe the requirements of the Code of Conduct in dealing with internal and external services, stakeholders and customers.

Public Sector Equality Duty
<p>Under the Equality Act 2010, Section 149, a public authority must, in the exercise of its functions, have due regard to the need to:</p> <ul style="list-style-type: none"> • eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act; • advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; • foster good relations between persons who share a relevant protected characteristic and persons who do not share it. <p>These principles have been considered in the drafting of this report.</p>

List of Background Papers
LGA Model Member Code of Conduct: Consultation response analysis, November 2020

Contact Andrew Moulton	Service Governance
Telephone No Tel: 07747 777298	Email andrew.moulton@wokingham.gov.uk

Local Government Association

Model Councillor Code of Conduct 2020

Joint statement

The role of councillor across all tiers of local government is a vital part of our country's system of democracy. It is important that as councillors we can be held accountable and all adopt the behaviours and responsibilities associated with the role. Our conduct as an individual councillor affects the reputation of all councillors. We want the role of councillor to be one that people aspire to. We also want individuals from a range of backgrounds and circumstances to be putting themselves forward to become councillors.

As councillors, we represent local residents, work to develop better services and deliver local change. The public have high expectations of us and entrust us to represent our local area; taking decisions fairly, openly, and transparently. We have both an individual and collective responsibility to meet these expectations by maintaining high standards and demonstrating good conduct, and by challenging behaviour which falls below expectations.

Importantly, we should be able to undertake our role as a councillor without being intimidated, abused, bullied or threatened by anyone, including the general public.

This Code has been designed to protect our democratic role, encourage good conduct and safeguard the public's trust in local government.

Introduction

The Local Government Association (LGA) has developed this Model Councillor Code of Conduct, in association with key partners and after extensive consultation with the sector, as part of its work on supporting all tiers of local government to continue to aspire to high standards of leadership and performance. It is a template for councils to adopt in whole and/or with local amendments.

All councils are required to have a local Councillor Code of Conduct.

The LGA will undertake an annual review of this Code to ensure it continues to be fit- for purpose, incorporating advances in technology, social media and changes in legislation. The LGA can also offer support, training and mediation to councils and councillors on the application of the Code and the National Association of Local Councils (NALC) and the county associations of local councils can offer advice and support to town and parish councils.

Definitions

For the purposes of this Code of Conduct, a “councillor” means a member or co-opted member of a local authority or a directly elected mayor. A “co-opted member” is defined in the Localism Act 2011 Section 27(4) as “a person who is not a member of the authority but who

- a) is a member of any committee or sub-committee of the authority, or;
- b) is a member of, and represents the authority on, any joint committee or joint subcommittee of the authority;

and who is entitled to vote on any question that falls to be decided at any meeting of that committee or sub-committee”.

For the purposes of this Code of Conduct, “local authority” includes county councils, district councils, London borough councils, parish councils, town councils, fire and rescue authorities, police authorities, joint authorities, economic prosperity boards, combined authorities and National Park authorities.

Purpose of the Code of Conduct

The purpose of this Code of Conduct is to assist you, as a councillor, in modelling the behaviour that is expected of you, to provide a personal check and balance, and to set out the type of conduct that could lead to action being taken against you. It is also to protect you, the public, fellow councillors, local authority officers and the reputation of local government. It sets out general principles of conduct expected of all councillors and your specific obligations in relation to standards of conduct. The LGA encourages the use of support, training and mediation prior to action being taken using the Code. The fundamental aim of the Code is to create and maintain public confidence in the role of councillor and local government.

General principles of councillor conduct

Everyone in public office at all levels; all who serve the public or deliver public services, including ministers, civil servants, councillors and local authority officers; should uphold the [Seven Principles of Public Life](#), also known as the Nolan Principles.

Building on these principles, the following general principles have been developed specifically for the role of councillor.

In accordance with the public trust placed in me, on all occasions:

- I act with integrity and honesty
- I act lawfully
- I treat all persons fairly and with respect; and
- I lead by example and act in a way that secures public confidence in the role of councillor.

In undertaking my role:

- I impartially exercise my responsibilities in the interests of the local community
- I do not improperly seek to confer an advantage, or disadvantage, on any person
- I avoid conflicts of interest
- I exercise reasonable care and diligence; and
- I ensure that public resources are used prudently in accordance with my local authority's requirements and in the public interest.

Application of the Code of Conduct

This Code of Conduct applies to you as soon as you sign your declaration of acceptance of the office of councillor or attend your first meeting as a co-opted member and continues to apply to you until you cease to be a councillor.

This Code of Conduct applies to you when you are acting in your capacity as a councillor which may include when:

- you misuse your position as a councillor
- Your actions would give the impression to a reasonable member of the public with knowledge of all the facts that you are acting as a councillor;

The Code applies to all forms of communication and interaction, including:

- at face-to-face meetings
- at online or telephone meetings
- in written communication
- in verbal communication
- in non-verbal communication
- in electronic and social media communication, posts, statements and comments.

You are also expected to uphold high standards of conduct and show leadership at all times when acting as a councillor.

Your Monitoring Officer has statutory responsibility for the implementation of the Code of Conduct, and you are encouraged to seek advice from your Monitoring Officer on any matters that may relate to the Code of Conduct. Town and parish councillors are encouraged to seek advice from their Clerk, who may refer matters to the Monitoring Officer.

Standards of councillor conduct

This section sets out your obligations, which are the minimum standards of conduct required of you as a councillor. Should your conduct fall short of these standards, a complaint may be made against you, which may result in action being taken.

Guidance is included to help explain the reasons for the obligations and how they should be followed.

General Conduct

1. Respect

As a councillor:

1.1 I treat other councillors and members of the public with respect.

1.2 I treat local authority employees, employees and representatives of partner organisations and those volunteering for the local authority with respect and respect the role they play.

Respect means politeness and courtesy in behaviour, speech, and in the written word. Debate and having different views are all part of a healthy democracy. As a councillor, you can express, challenge, criticise and disagree with views, ideas, opinions and policies in a robust but civil manner. You should not, however, subject individuals, groups of people or organisations to personal attack.

In your contact with the public, you should treat them politely and courteously. Rude and offensive behaviour lowers the public's expectations and confidence in councillors.

In return, you have a right to expect respectful behaviour from the public. If members of the public are being abusive, intimidatory or threatening you are entitled to stop any conversation or interaction in person or online and ***notify*** the local authority, the relevant social media provider or the police. This also applies to fellow councillors, where action could then be taken under the Councillor Code of Conduct, and local authority employees, where concerns should be raised in line with the local authority's councillor-officer protocol.

2. Bullying, harassment and discrimination

As a councillor:

2.1 I do not bully any person.

2.2 I do not harass any person.

2.3 I promote equalities and do not discriminate unlawfully against any person.

The Advisory, Conciliation and Arbitration Service (ACAS) characterises bullying as offensive, intimidating, malicious or insulting behaviour, an abuse or misuse of power

through means that undermine, humiliate, denigrate or injure the recipient. Bullying might be a regular pattern of behaviour or a one-off incident, happen face-to-face, on social media, in emails or phone calls, happen in the workplace or at work social events and may not always be obvious or noticed by others.

The Protection from Harassment Act 1997 defines harassment as conduct that causes alarm or distress or puts people in fear of violence and must involve such conduct on at least two occasions. It can include repeated attempts to impose unwanted communications and contact upon a person in a manner that could be expected to cause distress or fear in any reasonable person.

Unlawful discrimination is where someone is treated unfairly because of a protected characteristic. Protected characteristics are specific aspects of a person's identity defined by the Equality Act 2010. They are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

The Equality Act 2010 places specific duties on local authorities. Councillors have a central role to play in ensuring that equality issues are integral to the local authority's performance and strategic aims, and that there is a strong vision and public commitment to equality across public services.

3. Impartiality of officers of the council

As a councillor:

3.1 I do not compromise, or attempt to compromise, the impartiality of anyone who works for, or on behalf of, the local authority.

Officers work for the local authority as a whole and must be politically neutral (unless they are political assistants). They should not be coerced or persuaded to act in a way that would undermine their neutrality. You can question officers in order to understand, for example, their reasons for proposing to act in a particular way, or the content of a report that they have written. However, you must not try and force them to act differently, change their advice, or alter the content of that report, if doing so would prejudice their professional integrity.

4. Confidentiality and access to information

As a councillor:

4.1 I do not disclose information:

- a. given to me in confidence by anyone**
- b. acquired by me which I believe, or ought reasonably to be aware, is of a confidential nature, unless**
 - i. I have received the consent of a person authorised to give it;**
 - ii. I am required by law to do so;**
 - iii. the disclosure is made to a third party for the purpose of obtaining professional legal advice provided that the third party agrees not to disclose the information to any other person; or**

iv. the disclosure is:

- 1. reasonable and in the public interest; and**
- 2. made in good faith and in compliance with the reasonable requirements of the local authority; and**
- 3. I have consulted the Monitoring Officer prior to its release.**

4.2 I undertake to seek advice from the Monitoring Officer before releasing any paper which is marked, or could reasonably be assumed to be, “confidential” or “exempt”.

4.3 I do not improperly use knowledge gained solely as a result of my role as a councillor for the advancement of myself, my friends, my family members, my employer or my business interests.

4.4 I do not prevent anyone from getting information that they are entitled to by law.

Local authorities must work openly and transparently, and their proceedings and printed materials are open to the public, except in certain legally defined circumstances. You should work on this basis, but there will be times when it is required by law that discussions, documents and other information relating to or held by the local authority must be treated in a confidential manner. Examples include personal data relating to individuals or information relating to ongoing negotiations.

5. Disrepute

As a councillor:

5.1 I do not bring my role or local authority into disrepute.

As a Councillor, you are trusted to make decisions on behalf of your community and your actions and behaviour are subject to greater scrutiny than that of ordinary members of the public. You should be aware that your actions might have an adverse impact on you, other councillors and/or your local authority and may lower the public's confidence in your or your local authority's ability to discharge your/it's functions. For example, behaviour that is considered dishonest and/or deceitful can bring your local authority into disrepute.

You are able to hold the local authority and fellow councillors to account and are able to constructively challenge and express concern about decisions and processes undertaken by the council whilst continuing to adhere to other aspects of this Code of Conduct.

6. Use of position

As a councillor:

6.1 I do not use, or attempt to use, my position improperly to the advantage or disadvantage of myself or anyone else.

Your position as a member of the local authority provides you with certain opportunities, responsibilities and privileges, and you make choices all the time that will impact others.

However, you should not take advantage of these opportunities to further your own or others' private interests or to disadvantage anyone unfairly.

7. Use of local authority resources and facilities

As a councillor:

7.1 I do not misuse council resources.

7.2 I will, when using the resources of the local or authorising their use by others:

- a. act in accordance with the local authority's requirements; and**
- b. ensure that such resources are not used for political purposes unless that use could reasonably be regarded as likely to facilitate, or be conducive to, the discharge of the functions of the local authority or of the office to which I have been elected or appointed.**

You may be provided with resources and facilities by the local authority to assist you in carrying out your duties as a councillor.

Examples include:

- office support
- stationery
- equipment such as phones, and computers
- transport
- access and use of local authority buildings and rooms.

These are given to you to help you carry out your role as a councillor more effectively and are not to be used for business or personal gain. They should be used in accordance with the purpose for which they have been provided and the local authority's own policies regarding their use.

8. Complying with the Code of Conduct

As a Councillor:

8.1 I undertake Code of Conduct training provided by my local authority.

8.2 I cooperate with any Code of Conduct investigation and/or determination.

8.3 I do not intimidate or attempt to intimidate any person who is likely to be involved with the administration of any investigation or proceedings.

8.4 I comply with any sanction imposed on me following a finding that I have breached the Code of Conduct.

It is extremely important for you as a councillor to demonstrate high standards, for you to have your actions open to scrutiny and for you not to undermine public trust in the local authority or its governance. If you do not understand or are concerned about the local

authority's processes in handling a complaint you should raise this with your Monitoring Officer.

Protecting your reputation and the reputation of the local authority

9. Interests

As a councillor:

9.1 I register and disclose my interests.

Section 29 of the Localism Act 2011 requires the Monitoring Officer to establish and maintain a register of interests of members of the authority.

You need to register your interests so that the public, local authority employees and fellow councillors know which of your interests might give rise to a conflict of interest. The register is a public document that can be consulted when (or before) an issue arises. The register also protects you by allowing you to demonstrate openness and a willingness to be held accountable. You are personally responsible for deciding whether or not you should disclose an interest in a meeting, but it can be helpful for you to know early on if others think that a potential conflict might arise. It is also important that the public know about any interest that might have to be disclosed by you or other councillors when making or taking part in decisions, so that decision making is seen by the public as open and honest. This helps to ensure that public confidence in the integrity of local governance is maintained.

You should note that failure to register or disclose a disclosable pecuniary interest as set out in Table 1, is a criminal offence under the Localism Act 2011.

Appendix B sets out the detailed provisions on registering and disclosing interests. If in doubt, you should always seek advice from your Monitoring Officer.

10. Gifts and hospitality

As a councillor:

10.1 I do not accept gifts or hospitality, irrespective of estimated value, which could give rise to real or substantive personal gain or a reasonable suspicion of influence on my part to show favour from persons seeking to acquire, develop or do business with the local authority or from persons who may apply to the local authority for any permission, licence or other significant advantage.

10.2 I register with the Monitoring Officer any gift or hospitality with an estimated value of at least £25 within 28 days of its receipt.

10.3 I register with the Monitoring Officer any significant gift or hospitality that I have been offered but have refused to accept.

In order to protect your position and the reputation of the local authority, you should exercise caution in accepting any gifts or hospitality which are (or which you reasonably believe to be) offered to you because you are a councillor. The presumption should always be not to accept significant gifts or hospitality. However, there may be times when such a refusal may be difficult if it is seen as rudeness in which case you could accept it but must ensure it is publicly registered. However, you do not need to register gifts and hospitality

which are not related to your role as a councillor, such as Christmas gifts from your friends and family. It is also important to note that it is appropriate to accept normal expenses and hospitality associated with your duties as a councillor. If you are unsure, do contact your Monitoring Officer for guidance.

Appendices

Appendix A – The Seven Principles of Public Life

The principles are:

Selflessness

Holders of public office should act solely in terms of the public interest.

Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must disclose and resolve any interests and relationships.

Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

Honesty

Holders of public office should be truthful.

Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

Appendix B Registering interests

Within 28 days of becoming a member or your re-election or re-appointment to office you must register with the Monitoring Officer the interests which fall within the categories set out in **Table 1 (Disclosable Pecuniary Interests)** which are as described in "The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012". You should also register **details** of your other personal interests which fall within the categories set out in **Table 2 (Other Registerable Interests)**.

"**Disclosable pecuniary interest**" means an interest of yourself, or of your partner if you are aware of your partner's interest, within the descriptions set out in Table 1 below.

"**Partner**" means a spouse or civil partner, or a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners.

1. You must ensure that your register of interests is kept up-to-date and within 28 days of becoming aware of any new interest, or of any change to a registered interest, notify the Monitoring Officer.
2. A 'sensitive interest' is as an interest which, if disclosed, could lead to the councillor, or a person connected with the councillor, being subject to violence or intimidation.
3. Where you have a 'sensitive interest' you must notify the Monitoring Officer with the reasons why you believe it is a sensitive interest. If the Monitoring Officer agrees they will withhold the interest from the public register.

Non participation in case of disclosable pecuniary interest

4. Where a matter arises at a meeting which directly relates to one of your Disclosable Pecuniary Interests as set out in **Table 1**, you must disclose the interest, not participate in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest, just that you have an interest. Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.
5. Where you have a disclosable pecuniary interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it

Disclosure of Other Registerable Interests

6. Where a matter arises at a meeting which **directly relates** to one of your other Registerable Interests (as set out in Table 2), you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

Disclosure of Non-Registerable Interests

7. Where a matter arises at a meeting which **directly relates** to your financial interest or well-being (and is not a Disclosable Pecuniary Interest set out in Table 1) or a financial interest or well-being of a relative or close associate, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

8. Where a matter arises at a meeting which **affects** –
- a. your own financial interest or well-being;
 - b. a financial interest or well-being of a friend, relative, close associate; or
 - c. a body included in those you need to disclose under Disclosable Pecuniary Interests as set out in **Table 1**

you must disclose the interest. In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied

9. Where a matter **affects** your financial interest or well-being:
- a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
 - b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest

You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

10. Where you have a personal interest in any business of your authority and you have made an executive decision in relation to that business, you must make sure that any written statement of that decision records the existence and nature of your interest.

Table 1: Disclosable Pecuniary Interests

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the [Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012](#).

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain. [Any unpaid directorship.]
Sponsorship	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the

	<p>councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council —</p> <p>(a) under which goods or services are to be provided or works are to be executed; and</p> <p>(b) which has not been fully discharged.</p>
Land and Property	<p>Any beneficial interest in land which is within the area of the council.</p> <p>'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (alone or jointly with another) a right to occupy or to receive income.</p>
Licenses	<p>Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer</p>
Corporate tenancies	<p>Any tenancy where (to the councillor's knowledge)—</p> <p>(a) the landlord is the council; and</p> <p>(b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.</p>

Securities	<p>Any beneficial interest in securities* of a body where—</p> <p>(a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and</p> <p>(b) either—</p> <p>(i)) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or</p> <p>(ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners has a beneficial interest exceeds one hundredth of the total issued share capital of that class.</p>
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* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registerable Interests

<p>You have a personal interest in any business of your authority where it relates to or is likely to affect:</p> <p>a) any body of which you are in general control or management and to which you are nominated or appointed by your authority</p> <p>b) any body</p> <p>(i) exercising functions of a public nature</p> <p>(ii) any body directed to charitable purposes or</p> <p>(iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union)</p>

Appendix C – the Committee on Standards in Public Life

The LGA has undertaken this review whilst the Government continues to consider the recommendations made by the Committee on Standards in Public Life in their report on [Local Government Ethical Standards](#). If the Government chooses to implement any of the recommendations, this could require a change to this Code.

The recommendations cover:

- Recommendations for changes to the Localism Act 2011 to clarify in law when the Code of Conduct applies;
- The introduction of sanctions
- An appeals process through the Local Government Ombudsman;
- Changes to the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012;
- Updates to the Local Government Transparency Code;
- Changes to the role and responsibilities of the Independent Person;
- That the criminal offences in the Localism Act 2011 relating to Disclosable Pecuniary Interests should be abolished.

The Local Government Ethical Standards report also includes Best Practice recommendations. These are:

Best practice 1: Local authorities should include prohibitions on bullying and harassment in codes of conduct. These should include a definition of bullying and harassment, supplemented with a list of examples of the sort of behaviour covered by such a definition.

Best practice 2: Councils should include provisions in their code of conduct requiring councillors to comply with any formal standards investigation and prohibiting trivial or malicious allegations by councillors.

Best practice 3: Principal authorities should review their code of conduct each year and regularly seek, where possible, the views of the public, community organisations and neighbouring authorities.

Best practice 4: An authority's code should be readily accessible to both councillors and the public, in a prominent position on a council's website and available in council premises.

Best practice 5: Local authorities should update their gifts and hospitality register at least once per quarter, and publish it in an accessible format, such as CSV.

Best practice 6: Councils should publish a clear and straightforward public interest test against which allegations are filtered.

Best practice 7: Local authorities should have access to at least two Independent Persons.

Best practice 8: An Independent Person should be consulted as to whether to undertake a formal investigation on an allegation, and should be given the option to review and comment on allegations which the responsible officer is minded to dismiss as being without merit, vexatious, or trivial.

Best practice 9: Where a local authority makes a decision on an allegation of misconduct following a formal investigation, a decision notice should be published as soon as possible on its website, including a brief statement of facts, the provisions of the code engaged by the allegations, the view of the Independent Person, the reasoning of the decision-maker, and any sanction applied.

Best practice 10: A local authority should have straightforward and accessible guidance on its website on how to make a complaint under the code of conduct, the process for handling complaints, and estimated timescales for investigations and outcomes.

Best practice 11: Formal standards complaints about the conduct of a parish councillor towards a clerk should be made by the chair or by the parish council, rather than the clerk in all but exceptional circumstances.

Best practice 12: Monitoring Officers' roles should include providing advice, support and management of investigations and adjudications on alleged breaches to parish councils within the remit of the principal authority. They should be provided with adequate training, corporate support and resources to undertake this work.

Best practice 13: A local authority should have procedures in place to address any conflicts of interest when undertaking a standards investigation. Possible steps should include asking the Monitoring Officer from a different authority to undertake the investigation.

Best practice 14: Councils should report on separate bodies they have set up or which they own as part of their annual governance statement and give a full picture of their relationship with those bodies. Separate bodies created by local authorities should abide by the Nolan principle of openness and publish their board agendas and minutes and annual reports in an accessible place.

Best practice 15: Senior officers should meet regularly with political group leaders or group whips to discuss standards issues.

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LGA Guidance for Councillors on the Use of Social Media

<https://www.local.gov.uk/our-support/guidance-and-resources/comms-hub-communications-support/digital-communications/social-1>

Be a Person In the words of Digital Specialist **Euan Semple**, "Organisations don't tweet, people do". You are likely to be more effective if your social media profile is you (with a picture of you) rather than an organisation with a logo.

Don't worry about reaching everyone in your ward Social media will be more effective in some wards than others. University towns, urban areas with good broadband and mobile connections, and a working age population tend to work best. Wards with an older population and poor internet connectivity tend not to be so effective at reaching your ward. However don't let this stop you as connections are getting continuously improving as we move towards a higher level of **digital inclusion**.

Don't let it replace your traditional work To be an effective councillor you won't stop meeting people and posting leaflets simply because you are posting online. The traditional work of a councillor still has to be done. You will know your residents best—consider which channel works best for them to connect with you, online and offline.

Think about the platform you'll use If people in your ward are keen Facebook users then think seriously about Facebook. Twitter is popular among politicians because it's easy to use and connects people really well. Whichever one you choose, learn one at a time before even thinking of trying something else. You will know your residents better than anyone else so ask them which channel works best for them.

See how other councillors use it Watch and learn from other councillors who are using social media. Have a chat to them. You'll very often find they will be happy to talk. Even to those from different parties.

Don't be a slogan machine There is a really important decision to be taken over how political to be. You may have been elected on a party political ticket. But you are also a rounded human being. Social media is a chance for you to show your human side. Just posting party political content is likely to switch many people off and you may be talking only to the party faithful.

Have a conversation Social media works best as a two-way conversation connecting people and sharing information. Good councillors do this everyday face-to-face with residents—social media should be no different to this.

Don't wait for people to come to you You've got your Facebook profile or your Twitter profile. People won't just come flocking to you. Run a search on your chosen

profile for the name of your ward or an issue. Make a connection. Join a Facebook group set-up by residents. Comment on a blog, a website or a video clip.

Think about times when you won't post From experience, many elected members say that Friday and Saturday nights are not always the best time to post overtly political messages. You won't always get the most rounded debates. Many councillors post sparingly on religious holidays.

To post in meetings or not? Some authorities frown on posting from social media in meetings. Check the situation where you are. Residents, residents groups, journalists and bloggers are being encouraged to use social media from meetings. So adding your voice to the conversation may be a good thing as part of democracy. If you can post an update from a meeting and it doesn't hamper your role in that meeting then it's something to think about.

Don't have a row Robust debate is fine from time-to-time and it is part of the cut and thrust of local politics. Most people can accept that. But remember how this debate is playing out to passers-by who are not interested in the detail of the issue. They are likely to be switched off. Take the row offline with a phone call or an email.

Don't be abusive An absolute 'no no' is abusing people online. It doesn't work. It will make you look awful and is a sure-fire way to land you in trouble with your electorate, the party and the council. Be professional. Don't say anything you wouldn't be happy saying in a public meeting with the Press there.

Don't discuss case work detail Case work can be reported to you on social media. Everything from uncollected rubbish and a cracked paving slab to concerns about child protection. As a good rule of thumb, ask residents to tell you the detail of an issue offline. Social media platforms usually have an easy-to-use way to talk one-to-one. Email and telephone can come into play too.

Pictures work People respond really well to pictures. They don't have to be print quality. They don't have to be posed. If you are on a ward walk post some pictures. Include the people you are with if they are happy with that. Post pictures that show your human side too. That sunrise you just noticed. Your dog. Things that make you human.

Enjoy it It's not meant to be scary. It's not meant to be hard work. Relax. Be yourself. Be a responsible elected member. Enjoy it.

TITLE	Changes to the Constitution
FOR CONSIDERATION BY	Council on 22 July 2021
WARD	None Specific
LEAD OFFICER	Andrew Moulton, Assistant Director, Governance

OUTCOME / BENEFITS TO THE COMMUNITY

Reviewing the Council's Constitution on a regular basis ensures that it is relevant and fit for purpose.

RECOMMENDATION

That Council agree the following changes to the Constitution, as recommended by the Monitoring Officer via the Constitution Review Working Group:

- 1) that Sections 4.2.9.5 Scope of questions [Council – Public Questions], 4.2.10.5 Scope of questions [Council – Member Questions], 5.4.29 Scope of questions [Executive – Public Questions] and 5.4.37 Scope of questions [Executive – Member Questions] be amended as set out in Paragraph 1 of the report;
- 2) that Section 8.2.8 Rules of Debate, be amended as set out in Paragraph 2 of the report;
- 3) that amendments be made to Section 4.2.1.1 r and Section 9.1.1 Composition and Membership [Standards Committee], as set out in Paragraph 3 to the report;
- 4) that Appendix 11 Channel Panel be added to Section 10 Partnership Working, as set out in Paragraph 4 to the report.

SUMMARY OF REPORT

Chapter 1.1.4 of the Council's Constitution states that the Monitoring Officer will monitor and review the operation of the Constitution to ensure that its aims and principles are given full effect.

The report contains revisions to a number of areas in the Constitution which were discussed by the Constitution Review Working Group (CRWG) at their meeting on 21 June 2021.

Background

Scope of Questions

1. Previously a member of the public had missed the question deadline for a Council meeting and had asked that it be submitted to the following Council meeting. In the interim another member of the public had submitted a very similar question to a meeting of the Executive which had been due to take place prior to the second Council meeting. The Working Group considered and agreed a proposal from Officers, that it should be clarified that questions could not be asked if they had already been submitted or asked at another Committee, to Council or to the Executive, in the past 6 months. The following amendments are therefore proposed (**bold italics**).

4.2.9.5 Scope of questions [Council – Public Questions]

The Chief Executive and/or Mayor/Chairman may reject a question if it:

c) *is substantially the same as a question which has already been put at **or submitted to** the meeting or at a meeting of the Council **or Executive or any other Committee**, in the past six months;*

4.2.10.5 Scope of questions [Council – Member Questions]

The Chief Executive and/or Mayor/Chairman may reject a question if it:

c) *is substantially the same as a question which has been put at **or submitted to** the meeting or at a meeting of the Council **or Executive or any other Committee** in the past six months; or*

5.4.29 Scope of questions [Executive – Public Questions]

The Chief Executive and/or the Leader may reject a question if it:

c) *is substantially the same as a question which has already been put at **or submitted to** the meeting or at a previous meeting of the Council or Executive **or any other Committee** in the past six months;*

5.4.37 Scope of questions [Executive – Member Questions]

The Chief Executive and/or Leader may reject a question if it:

c) *is substantially the same as a question which has been put at **or submitted to** a meeting of the Council **or Executive or any other Committee** in the past six months;*

SECTION 8 REGULATORY COMMITTEES

8.2.8 Rules of Debate [Planning Committee]

2. The Working Group considered a proposal to clarify the voting process during Planning Committee meetings. The following amendment is proposed (**bold italics or struck through**).

8.2.8 Rules of Debate

Debates at the Planning Committee shall take place as follows:

- a) *The Officer will put forward his/her recommendation prior to the application being debated. Following debate any proposal (Motion) **which is different to or negates the officer recommendation** must be moved and seconded before ~~it~~ **the recommendation** is voted upon. **Should no alternative proposal be proposed and seconded, the Committee will proceed straight to the vote on the officer recommendation. Any amendments to the decision, for example to remove a refusal reason, to remove or vary conditions, or to add an additional informative, should be voted upon prior to the close of the debate;***
- b) *If a Member wishes to put forward a different recommendation to that contained in the report, then this may be formally proposed and seconded as a Motion ~~at that point. If the Officer's Recommendation has already been proposed, extra conditions or refusal reasons may be proposed as an amendment.~~ If the amendment is carried, it becomes the substantive Motion; if lost, a vote is taken on the original recommendation;*
- c) *If a Member wishes to make a proposal to negate the Officer's recommendation, they may formally propose a Motion if nothing has yet been moved. If proposing the refusal or approval of an application against **the officer** recommendation, clear planning reasons for the proposal must be given in order for it to be acceptable. This applies equally to proposals to defer the application for a site visit. If such a Motion is passed it becomes the Committee decision. If defeated, then another Member may propose the Officer's recommendation;*

SECTION 9 ETHICS AND CORPORATE GOVERNANCE

3. The Working Group considered the following proposal to correct an anomaly between the Standards Committee terms of reference and Section 4.2.1.1 r). Annual Meeting of the Council [Timing and Order of Business]

Section 4.2.1.1 r) states:

- r) *to appoint at least one Scrutiny Committee, a Standards Committee and such other Committees and Boards as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are Executive functions. [The Chairman and Vice Chairmen of these Committees and Boards will be appointed for the following Municipal Year at extraordinary meetings of each Committee/Board which will be held immediately after Annual Council];*

The following amendment had therefore been proposed.

9.1.1 Composition and Membership [Standards Committee]

- a) *six elected Members of Wokingham Borough Council. The composition of which will be subject to the rules of Political Balance and only one of those elected can be a Member of the Executive. The Leader of the Council is not entitled to be a Member of the Standards Committee. ~~One of these Members will be elected as Chairman at Annual Council.~~*

The Working Group proposed the following alternative amendments.

4.2.1.1

- r) *to appoint at least one Scrutiny Committee, a Standards Committee and such other Committees and Boards as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are Executive functions. ~~[The Chairman and Vice Chairmen of these Committees and Boards will be appointed for the following Municipal Year at extraordinary meetings of each Committee/Board which will be held immediately after Annual Council];~~*

9.1.1 Composition and Membership [Standards Committee]

- a) *six elected Members of Wokingham Borough Council. The composition of which will be subject to the rules of Political Balance. ~~and only one of those elected can be a Member of the Executive. The Leader of the Council is not entitled to be a Member of the Standards Committee.~~ One of these Members will be elected as Chairman at Annual Council.*

SECTION 10 PARTNERSHIP WORKING

Prevent Duty and Channel Programme

4. The Counter Terrorism and Security Act in 2015 contains powers to help the UK to respond to the threat of terrorism. Local authorities, alongside other public bodies, are subject to a duty under section 26 of the Counter-Terrorism and Security Act 2015, in the exercise of their functions, to have “due regard to the need to prevent people from being drawn into terrorism”. This duty is known as the Prevent Duty.

The key aim of Prevent is to reduce the threat to the UK from terrorism by stopping people becoming terrorists or supporting terrorism. Local authorities and their partners have a role to play in countering terrorism at a local level and helping to safeguard individuals at risk of radicalisation. Sections 36 to 41 of the Counter-Terrorism and Security Act 2015 (CTSA 2015) sets out a specific duty on local authorities and partners to provide support for people vulnerable to being drawn into terrorism via a programme called Channel. The programme requires the local authority to set up and chair a multi-agency Channel Panel which should draw on existing collaboration across police and partners.

The aim of the panel is to protect vulnerable people, from radicalisation and extremism and to provide support at an early stage to people who are identified as being vulnerable to being drawn into terrorism. This support could include ideological mentoring funded by the Home Office alongside other mainstream support such as social care or mental health services.

Statutory Guidance for Channel Panels is issued by the government to support delivery of the Channel process. The most recent update to this guidance as published in November 2020¹. This included a new requirement for Channel to be reflected in local policy, guidance, and the local authority’s constitution.

¹https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/964567/6.6271_HO_HMG_Channel_Duty_Guidance_v14_Web.pdf

With due regard for the requirements of the statutory guidance, the Council's constitution is proposed to be updated to reflect the local authority duty to deliver Channel. The proposed addition to the Constitution is detailed below:

Appendix 11 Section 10:

Channel Panel

Channel forms part of the Prevent Duty 2015 for local authorities to protect people vulnerable to being drawn into terrorism. Channel offers support to individuals identified as vulnerable via a multi-agency panel which comes together to agree a support package for each case depending on need. Channel, as a local authority statutory function (Section 36 of the Counter Terrorism and Security Act (CTSA) 2015), is required to be referred to within the local authority's constitution.

In compliance with the statutory requirements set out under sections 36-41 of the Counter Terrorism and Security Act 2015, Wokingham Borough Council has a Channel Panel in place for the area, has regard to the Channel Duty Guidance 2020 and is committed to complying with the requirements within it'

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe funding pressures, particularly in the face of the COVID-19 crisis. It is therefore imperative that Council resources are focused on the vulnerable and on its highest priorities.

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

Other financial information relevant to the Recommendation/Decision
There are no financial implications associated with this report.

Cross-Council Implications
None

Public Sector Equality Duty
This report has had due regard to the public sector equality duty and where applicable and available has included information relating to impacts upon people with protected characteristics and inequality.

List of Background Papers
Council's Constitution

Contact Madeleine Shopland	Service Democratic Services
Telephone No Tel: 0118 974 6319	Email madeleine.shopland@wokingham.gov.uk

TITLE	Climate Emergency Action Plan Second Annual Report
FOR CONSIDERATION BY	Council on 22 July 2021
WARD	None specific
LEAD OFFICER	Deputy Chief Executive - Graham Ebers

OUTCOME / BENEFITS TO THE COMMUNITY

The Climate Emergency Action Plan (CEAP) Second Progress Report outlines the progress made on the actions that were approved in July 2020 towards the target to become a net-zero carbon borough by 2030.

The setting of targets within the plan will support further action to place Wokingham at the forefront of addressing climate change, whilst improving the quality of life for all residents.

RECOMMENDATION

That the Council approves The Climate Emergency Action Plan (CEAP) Second Progress Report and endorses the targets and actions for carbon dioxide emissions reduction to enable Wokingham Borough Council to play as full a role as possible in achieving a net-zero carbon borough by 2030.

SUMMARY OF REPORT

The Climate Emergency Action Plan (CEAP) Second Progress Report presents an updated costed action plan, with reviewed carbon saving targets against individual projects where possible. The report summarises the Borough's carbon footprint, the performance for the last year, the plans for the years ahead and identifies the benefits of becoming net-zero carbon.

The Climate Emergency Action Plan sets out targets to achieve carbon dioxide reductions in the identified key priority areas. The report contains an overview of each key priority area, outlining the associated carbon savings and key achievements for the year, the timelines for delivery and associated milestones.

Some of the key achievements and progress made over the last twelve months include: achieving over £2 million of external funding to support the projects identified in the CEAP; reviewed all-new corporate development and applied significant interventions to reduce their carbon emissions, as a result, Dinton Activity Centre is the first net-zero carbon building in the Borough; we made progress in delivering greenways and engaging with residents to support the development of more cycling and walking infrastructure; completed the studies for the first solar farm which is now in planning application, introduced the GHG and ECO schemes to help residents retrofit their homes; introduced the Wokingham Community Energy scheme to give residents an opportunity to invest in renewable energy projects; engaged schools in the first Youth Climate Conference; and businesses through the Climate Conversations online event; amongst others.

Most of the actions to be delivered over the first few years set in motion the groundwork and foundations for new strategies and policies that will influence our way of life locally over the medium and long term. The biggest gains (in terms of carbon savings) are

expected to come towards the end of the decade after most of the actions have come to fruition.

Wokingham Borough's carbon footprint for June 2020 is 573 ktCO₂e (BEIS 2018). Carbon emissions reduced by 7.9 ktCO₂ from those reported on the previous year (580.9 KtCO₂e BEIS 2017).

It is predicted that after all the actions in the plan are implemented, the Borough will still fall short of its net-zero carbon target by approximately 67.1 ktCO₂. It is now two years since the council declared a carbon emergency. Although much progress has been made, we recognise that to close the gap we must continue to be agile and adapt to new, and as yet unidentified, opportunities. Furthermore, there are changes to national policy influenced by the new decarbonisation commitments and the effects of the COVID pandemic. These factors will have an impact on our future carbon emissions and will be closely monitored.

This action plan is a working document and planning tool that allows us to understand where we are heading and to implement new actions accordingly. Without this tool, we would not have a clear path on what the scale of additional action should be relative to ongoing performance. It is expected that this plan will change significantly over time as many of the actions will develop, and new information emerges.

The Council has committed to continually revisit targets, to adjust or even entirely re-evaluate them in line with actual progress, new policies, and global events that might affect the climate emergency agenda. The updated action plan will be published in July each year. The annual reporting process will enable continuous assessment of performance against the 2030 target, predicted future progress and further actions that might be required.

Background

Wokingham Borough Council declared a climate emergency on 18th July 2019. In doing so, the council committed to playing as full a role as possible in achieving a net zero carbon Wokingham Borough by 2030.

On the 23rd of January 2020, the Climate Emergency Action Plan (CEAP) was approved at full council. The plan set out the borough's baseline emissions along with a breakdown of carbon emissions by sector. This information was used to identify areas of priority where the most carbon savings could be made. In July 2020, a detailed Climate Emergency Action Plan Progress Report was published. The report set clear targets along with a fully costed action plan, with carbon saving targets against individual projects.

Wokingham Borough Council committed to return to council with an annual progress report in July every year to summarise the borough's achievements and demonstrate the benefits of becoming net-zero carbon.

Analysis of Issues

Wokingham Borough's carbon footprint for June 2020 is 573 ktCO₂. This is based on Government data from the Department for Business, Energy & Industrial Strategy (BEIS 2018). Emissions are expressed in kilotons of carbon dioxide or ktCO₂. Total emissions are broken down into three sectors, commercial and industrial 148.6 ktCO₂ (24%), domestic 258.2 ktCO₂ (43%) and transport 182 ktCO₂ (30%). These are scope 1 and 2 emissions. The carbon footprint figure excludes sectors that are completely beyond the council's scope of influence, namely the emissions from major transport links (M4) (172.8 ktCO₂ in 2018) as well as diesel rail transport (12.8 ktCO₂ in 2018), which are managed by Highways England and national rail companies, respectively.

Carbon sequestration in the Borough accounts for 15.9 ktCO₂ a year through forestry and natural land use (LULUCF), which is around 2.8% of the Borough's carbon footprint.

Overall carbon emissions reduced by of 7.9 ktCO₂ in June 2020 from the reported 580.9 KtCO₂e in June 2019 (BEIS 2017). Emissions are reported two years in arrears, this figure follows the predicted business as usual trajectory from government targets at a national level. CO₂ reductions from interventions led by the council (e.g. retrofitting public buildings and domestic properties, renewable energy generation projects, etc.) are expected to manifest from years 2022-2023 (based on figures published 2021 by BEIS) when projects are been implemented.

The per capita carbon emissions for 2020 were 3.4tCO₂ (BEIS 2018), a decreased of 0.1 tCO₂ from the 3.5tCO₂ reported in 2019 (BEIS 2017). These are monitored to demonstrate the behaviour of emissions in the context of a growing population.

Assuming that the current levels of local carbon reduction activity are maintained due to national policy, that includes the decarbonisation of the electricity grid and transport, then the projected local carbon emissions reduction target for 2030 will be approximately 274.45 ktCO₂. This has been calculated following an extrapolation of the

data provided by BEIS, our projections take no account of the unknown medium and long-term impacts of the COVID-19 pandemic on future emissions.

It is predicted that when all the actions in the plan are implemented, the Borough will still fall short of its net-zero carbon target by approximately 67.1 ktCO₂. It is anticipated that new, and as yet undefined, opportunities, actions and initiatives will be introduced over the coming years which will help to close this gap. In the current environment, rapid changes to the national policy are taking place. These have been influenced by the new decarbonisation commitments and the effects of the COVID pandemic and will have an impact on our future carbon emissions. New government commitments and policies are closely monitored to inform the CEAP, our targets and emissions trajectories.

Wokingham Borough Council as a corporate organisation has a total carbon footprint of 11,156 tCO₂, which accounts for 1.45% of the total Borough's footprint. The council aims to continue to reduce these emissions by improving renewable generating infrastructure and energy efficiency to become a net-zero carbon organisation by 2030. Furthermore, changes to our way of working for the last year as a result of the pandemic reduced the carbon footprint of Wokingham Borough Council by 56% according to a recent assessment. This was mostly due to a huge decrease in emissions from commuting.

Overall, more than half of the emission reductions needed rely on residents and businesses taking up low-carbon solutions. However, the council recognises that the targets are ambitious and that to achieve them we need to increase collaboration with our residents, local businesses and organisations, neighbouring authorities and to continually align our efforts to emerging national policy and targets. Many of these decisions depend on having supporting infrastructure and systems in place. Wokingham Borough Council has powers or influence over roughly a third of emissions in the Borough.

The council's role as an influencer and convenor is vital for the successful delivery of this plan. However, local government has seen a significant impact on its finances as a result of additional costs and lost income throughout the COVID-19 pandemic. There is a risk that, despite our commitment to climate goals, projects may be delayed because of resource constraints and the need to fulfil our statutory responsibilities. The Recovery Strategy looks at the opportunities presented by COVID such as encouraging the growth of green industries, maximising the short-term environmental benefits of lockdown restrictions based on data and insights (e.g. air quality, active travel), reflecting the green agenda in all council policies.

Because the action plan forecasts ten years in advance, the targets in the action plan are the best estimates based on the information currently available. This means that in some cases it has not been possible to calculate the carbon savings for projects, as some of the information is not yet available. We will be able to define information more accurately on carbon savings against individual actions as projects develop.

The methodology for calculating the carbon savings has been set out in the Carbon Accounting and Assumptions document attached (Appendix B).

The Council's Key Priorities for Reducing Carbon Dioxide Emissions to Net Zero by 2030

The analysis above has helped the council to identify eight key priority areas to focus on reducing carbon dioxide emissions. A summary of each area and progress made over the last year is given below.

1. Reduce Carbon Dioxide Emissions from Transport

Being one of the key sectors which contributes towards emissions in the borough, transport targets remain a priority for the council. Despite the difficulties presented by COVID-19 lockdowns, projects such as the green ways, park & ride schemes and cycling training were successfully delivered over the last year. Furthermore, as a result of the government ban on non-essential travel and resulting rise in home working, there was a 31% decrease in car-use, leading to potential carbon savings of 44,930.85 tCO₂ over the year.

2. Reduce Carbon Dioxide Emissions from Domestic and Business Property

There are around 72,000 dwellings in the Borough, of which an estimated 85% use fossil-fuel based natural gas. The council set up the Energy Company Obligation (ECO) and Green Homes Grant schemes to support residents to reduce their energy usage and carbon emissions and increase the uptake of green energy technologies. Households who install energy saving measures will see significant savings in their energy bills and carbon emissions. Many of the households benefiting will be low-income or vulnerable households on benefits, whose homes currently have poor energy efficiency ratings. Over the last twelve months, at least 500 properties have benefited from the ECO and GHG schemes achieving potential carbon savings of 209 tCO₂ per year.

3. Generate more Renewable Energy in the Borough

The council plans to develop five largescale solar PV farms throughout the Borough over the next five years and to deliver schemes to support residents and businesses to instal renewable energy technologies. This will not only increase the production of renewable energy but has the potential to generate an income which will then be reinvested into delivering other carbon reduction projects. Over the last year, the feasibility assessment for the first solar farm was completed and is currently under planning application process. This will likely generate 32MWh's a year and has the potential to save around 6,325 tCO₂ per year when compared to using traditional fossil fuels. Additionally, the Wokingham Community Energy scheme was approved by Executive in January 2021. The scheme will encourage sustainable energy projects, allow residents and local organisation to invest in green energy and help tackle the climate emergency. The council has also delivered the installation of renewable energy systems in public buildings and is planning to continue on this trajectory

4. Create a Local Plan that Specifies Net Zero Construction and Infrastructure

All major residential and commercial developments will be expected to deliver high sustainable construction standards. Policies to enable this will be embedded in the upcoming Local Plan Update (LPU). The programme for the LPU is in the process of being finalised, consultation on an alternative strategy to meet our overall housing targets and the revised Local Plan is anticipated in Autumn 2021. Council owned development has been assessed and measures to improve energy efficiency, reduce carbon emissions, and where possible, make new buildings net-zero carbon have been introduced. As a result, Dinton Activity Centre is the first carbon-

positive building built in the Borough. The new building will generate all of its own power (using solar panels and heat pumps), and, because of all the other energy efficiency measures that will be installed, it will generate more green energy than it uses.

5. Increase the Levels of Carbon Sequestration the Borough Through Greening the Environment

The council committed to plant 250,000 new trees over the next five years. As well as increasing the capacity for carbon offsetting, afforestation will also improve our local air quality, protect and enhance important habitats and safeguard our local biodiversity. Over the last year we have focused on doing the groundwork that will ensure the long-term sustainability of this project. In February 2021 the council created a partnership with the Woodland Trust to support the delivery of our tree planting and secured £300,000 through the Emergency Tree Fund.

6. Engage with Young People and Support Sustainable Schools

The council wants to support to schools to become more sustainable. The programme aims to promote behavioural change amongst young people by engaging with schools to work with children to encourage the adoption of new 'climate-friendly' behaviours that will in turn influence their families and communities. The first Youth Climate Conference took place in October 2020, this was the first event delivered online. The video series received a total of 5,600+ views across all social media platforms. In addition, retrofitting projects were undertaken at schools delivering LED lighting and heat pump installations, and six schools are taking part in an air quality project and have diffusion tubes at their schools to monitor levels of pollutants.

7. Reduce Waste Sent to Landfill

The council is committed to achieving zero waste to landfill by 2050 and 70% recycling by 2030. Already the 2020 target to recycle 50% of waste produced in the borough has been met and this step-change has been achieved by encouraging people in the borough to change their behaviour as well as introducing the new food waste collection system, which has been a great success borough-wide.

15,502.79tCO₂ were saved (221.47kgCO₂ per household) due to recycling 35,634 tonnes of waste which is a significant achievement. This was achieved thanks to a number of initiatives such as improving the quality of waste to reduce the loss of recyclable material and several campaigns to increase awareness. There remains great scope for future waste management opportunities and improvements i.e glass recycling and increasing the range of plastics that can be recycled. Although recycling is a key area to manage our waste the focus will now include waste minimisation and reuse to reduce the amount of waste produced.

8. Encouraging Behaviour Change

As a community leader, the council is committed to set an example and set high standards in becoming a net-zero carbon organisation. This includes its own estate but also its policies, service delivery and investment decisions.

Over the last year the council delivered the Youth Climate Conference; Climate Drop-in Sessions with towns and parish councils; Climate Conversations Event with businesses; consultations on greenways, walking and cycling infrastructure; and electric vehicles off-street charging points, amongst others. The council has also increased external communication around climate emergency and progress on projects within the CEAP.

Internal engagement with council staff about sustainability in the workplace has increased significantly with over ten campaigns delivered in the last twelve months.

Behavioural change offers the opportunity to significantly impact the carbon savings to be achieved through this action plan such as increased use of public transport and energy efficiency, as well as reducing out of scope emissions from purchases of goods and services. The council is committed to engage its stakeholders at all levels in the delivery of this plan and to continually encourage the adoption of new behaviours.

Finance

The council will seek funding wherever possible to support the delivery of the actions in the Climate Emergency Action Plan as this cannot be delivered without additional resources. This will include bidding for funds but also some of the activities in the action plan will themselves generate income or make savings. This income will be ring-fenced to be reinvested in other projects in the Climate Emergency Action Plan.

In its 2021/22 budget Wokingham Borough Council committed £71million over the next three years to implement actions in the plan. These include developing solar farms to create a renewable energy infrastructure and energy reduction projects at existing properties to make them energy efficient. The budget also supports managing congestion by improving traffic flow and reducing incidents which cause delays (including using CCTV cameras).

Additionally, more than £2 million of external funding was secured over the last twelve months to support the implementation of tree planting, air quality monitoring, retrofitting council owned buildings and domestic properties, supporting active and sustainable travel, and building Dinton Activity Centre as the first carbon positive building in the Borough.

However, additional funding streams will be required to support the delivery of the plan into the future.

Scrutiny and Review

The Climate Emergency Task and Finish Group was set up in May 2020 by the Overview and Scrutiny Committee. The Task and Finish Group focussed on scrutinising the emerging targets and key performance indicators underpinning the Action Plan. The Group has made 13 recommendations to the Executive on ways to help to strengthen the Action Plan, making it more robust, transparent and evidence based. The Council has taken on board the recommendations as the basis for further work.

Additionally, external review and direction to the action plan is given by The Climate Emergency Advisory Board, which is made up of representatives from industry, academia and charities. The advisory board acts as a 'critical friend' and utilises the expertise and experience from its members to provide a level of scrutiny, give advice and guidance at both the strategic and project level.

Next steps

The Climate Emergency Action Plan (CEAP) is a ten-year plan, some actions will be delivered sooner than others. Delivery timelines are provided for each action. Short term actions will be delivered within two or three years (2020-2023), medium term actions are designed to take several years to reach fulfilment (2024 to 2028), and longer-term actions will take many years to come to fruition (2028 to 2030).

Each action will be closely monitor with a traffic light rating system (Red/Amber/Green) to provide a visual overview of progress. Additionally, targets will be reviewed, adjust or even entirely re-evaluate them in line with actual progress, new policies, and global events that might affect the climate emergency agenda.

The updated action plan will be published in July each year as part of an annual climate emergency progress report and will incorporate new evidence, policy development and methodology improvements. The annual reporting process will therefore enable continuous assessment of performance against the 2030 target, predicted future progress and further actions that might be required.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe funding pressures, particularly in the face of the COVID-19 crisis. It is therefore imperative that Council resources are focused on the vulnerable and on its highest priorities.

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	£16,060,000	Yes – subject to approval at Council	Capital
Next Financial Year (Year 2)	£15,595,000	Yes – subject to approval at Council	Capital
Following Financial Year (Year 3)	£18,830,000	Yes – subject to approval at Council	Capital

Other financial information relevant to the Recommendation/Decision

If implemented, the council may need to support the development of further strategies and projects that will result in carbon dioxide reductions. This may lead to additional resource implications to support the transition to net-zero carbon by 2030.

Cross-Council Implications

The Climate Emergency Action Plan is a council-wide project that requires all council services, investments and delivery projects to review and prioritise reducing carbon dioxide emissions where possible.

Public Sector Equality Duty

Equalities assessment has been completed. Appendix C

List of Background Papers

Appendix A. Wokingham Borough Council Climate Emergency Action Plan Second Progress Report
Appendix B. Carbon Accounting Methodology and Assumptions

Appendix C. EqIA

Contact Diana Tovar	Service Place
Telephone No	Email diana.tovar@wokingham.gov.uk

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July 2021

Wokingham Borough Council Climate Emergency Action Plan

Second Progress Report

Contents

Foreword
Introduction
The Changing Landscape
Overview and Scrutiny
A Year in Numbers
Current Emissions Profile
Targets and Estimated Carbon Savings
Wokingham Borough Council's Carbon Footprint as
an Organisation
Climate Emergency Action Plan
Appendix 1. Data Sources
Appendix 2. Glossary
Appendix 3. Sustainable Development Goals
Appendix 4. Carbon Accounting Methodology &
Assumptions

102



Foreword

The climate emergency we are facing is not just of our own making, it is the effect of all human created emissions throughout history. Today, we are at 1.2 degrees of warming and already witnessing unprecedented climate extremes and volatility in every region and on every continent. We are headed for a dramatic temperature rise of 3 to 5 degrees Celsius this century^[1].

This global warming trend stretches back many decades. The signs of an acceleration in warming are clear, 2020 was the hottest year on record so far, bookending the hottest decade worldwide^[2].

Our horizon for meaningful action is shrinking. Our climate and ecological emergencies are accelerating faster than expected, threatening humanity and the world's natural ecosystems. We are seeing an increased frequency and magnitude for extreme weather events from droughts, heatwaves, flooding, winter storms, hurricanes, and wildfires^[3].

Our future response must exceed the totality of our collective emissions. In October 2018, the Intergovernmental Panel on Climate Change (IPCC) report set out the dire consequences if humanity fails to limit warming to 1.5°C – on our health, economy and our lives. Effectively, the IPCC report said that the world had just 12 years to get a grip of the problem or face irreparable damage.

In response to this, The UK adopted The Paris Agreement in November 2016, and has committed to reduce greenhouse gas emissions by 100% by 2050. In April 2021, the government announced a new climate change commitment which will set the UK on course to cut carbon emissions by 78% by 2035. Today, over 300 District, County, Unitary & Metropolitan Councils have declared a Climate Emergency accounting for 74% of authorities in the UK^[4].

The COVID-19 pandemic global lockdowns have temporarily reduced emissions and pollution. But carbon dioxide levels are still at record high – and rising. In 2019, carbon dioxide levels reached 148 per cent of pre-industrial levels. In 2020, this upward trend has continued despite the pandemic, making the next decade critically important. As we overcome the pandemic, there is an opportunity to

reshape the world economy, transforming it into a mechanism for a sustainable future.

Over the last year, the UK Government has introduced more ambitious strategies to support the decarbonisation targets; while growing the economy and creating new, long-term green jobs. The Industrial Decarbonisation Strategy, The North Sea Transition Deal, The 10 Point Plan for a green industrial revolution, and The Energy White Paper aim to help the UK's trajectory towards meeting the new sixth Carbon Budget. At the same time UK Government has also announced its objective to end the sale of new petrol and diesel cars in the UK by 2030; and we are expecting to see the Transport Decarbonisation Plan and the Heating and Building Strategy over the next few months.

The strengthening of national climate policies over the last 12 months is a welcome development, however, there is still much more needed for the UK to successfully reach its target of net-zero emissions by 2050. The scale of the challenge is colossal, and everyone needs to play a role in tackling climate change, bringing together businesses, organisations and the public is vital to reach the climate change goals. The world as we know it is changing significantly, and we all have a responsibility to meet the challenge.

The cost of climate change action is outweighed by the significant benefits which will result from our actions, policies and investment. By taking action we will reduce pollution, generate fuel savings, enhance biodiversity, and support economic growth. Reaching net-zero will create jobs and trade but that transition to a green economy requires a workforce with the right skills - and that is also a problem we face.

[1] State of the Planet speech, United Nations Secretary General Antonio Guterres. December 2020

[2] [World Meteorological Organisation](#)

[3] [Facts about the Climate Emergency. UN Environment Programme](#)

[4] <https://www.climateemergency.uk/blog/list-of-councils/>

Introduction

In response to the rising concern over the urgent need for action, in July 2019, Wokingham Borough Council members unanimously declared a climate emergency. The declaration set out the commitment to play as full a role as possible, leading by example as well as by exhortation, in achieving a carbon neutral Wokingham Borough by 2030. Subsequently, in January 2020, the council published its first Climate Emergency Action Plan, establishing the eight key priority areas to focus on for reducing CO₂.

In July 2020, an annual report was presented to Council which detailed targets and actions that needed to be undertaken to reach the 2030 net-zero carbon target. In order to quantify the magnitude of the challenge and the level of commitment needed, we used trajectories and best estimates to quantify the carbon savings generated by the delivery of the actions and achieving the proposed targets. A short fall of 67.18 ktCO₂e was identified, which provides a clear picture for the scale of the approach that is needed.

This Climate Emergency Action Plan Second Progress Report presents a costed-up action plan with carbon saving targets against individual projects, where possible. The report summarises the Borough's plans for the years ahead and demonstrates the benefits of becoming net zero. These actions will be delivered over the next ten years; however, some actions will be delivered sooner than others, and carbon savings will be achieved following the implementation of each target and in some cases further down the line.

Most of the actions to be delivered over the first few years set in motion the groundwork and foundations for new strategies and policies that will influence our way of life locally. The biggest gains are expected to come towards the end of the decade after most of the actions have come to fruition. Short term actions can be achieved within two or three years (2020-2023), medium term actions are designed to take several years to reach fulfilment (2024 to 2028), and longer-term actions will take many years to come to fruition (2028 to 2030).

Despite the Council's best efforts, the achievement of the targets established by this action plan relies on the engagement and support of our residents, communities, local towns and parish councils, and local businesses. These partners will not only help us to deliver but will take the responsibility for achieving targets to help close the gap.

We need to be agile to a dynamic landscape and anticipate that new actions and initiatives will be introduced over the coming years, which will enable us to close the shortfall identified. Targets and actions within this plan will change and develop over time. It is equally possible that expectations may have to be revised downwards. Therefore, the Council has committed to continually revisit targets, to tweak, adjust or even entirely re-evaluate them in line with actual progress, new policies, and global events that might affect the climate emergency agenda.

Furthermore, the council recognises the importance of the United Nations' SDGs and aligned the key areas of action within the Climate Emergency Action Plan to the SDG framework. In doing so, the council hopes to ensure that its actions contribute to global level action and lead to a socially just response to tackling climate change.

To ensure we are on track to reach these goals and that each project is working effectively, they will each be closely monitored, with a RAG rating system in place to provide clarity. Here each target has been assigned a colour based on the standard RAG system, where green represents being on track to being achieved, yellow indicates currently being slightly delayed or being depending on delivery of previous milestones, red indicates being delayed or cancelled and grey means it has not yet been started.

The annual climate emergency progress report will be published each year in July.

The Changing Landscape

The last twelve months have been volatile, and although we have seen much disruption it has brought opportunities for change. It has sped up innovation in working practices and it has created greater focus on technology and the financial systems that underpin society. We have been compelled to adopt new behaviours, which have influenced the way we see the future and what is possible. A summary of these events and how they affect the climate emergency response is outlined below:

Coronavirus - COVID 19 Global Pandemic

The pandemic has caused global social and economic disruption, dramatic loss to human life worldwide, unprecedented challenges to public health, food systems and the world of work in addition to the largest global recession since the Great Depression, according to the International Monetary Fund (IMF). However, one rare positive to emerge from the periods of lockdown in 2020 and 2021 has been a drop in global greenhouse gas emissions and improvements to air quality, primarily because of a significant reduction in transport. The pandemic is the biggest shock to the global energy system, with annual predicted decline in carbon emissions of almost 8%.

In Wokingham, changes to the way we work, and travel will pose challenges and opportunities as we transition to net zero. More home working will mean lower emissions from road transport, but higher emissions from our homes, as we heat and cool many different working spaces over the summer and winter months. Increased walking and cycling will bring many benefits to the environment and public health, but the shift from public transport to private cars can have a negative medium-term impact.

The pandemic's long-term effect on individual behaviours, economic activity and energy use around the world are unclear. However, one thing that is certain is that more large-scale actions are essential to avoid the worst impacts of climate change.

Green Economy

The recovery from the coronavirus has been framed as a green recovery by the UK government which has committed £11 billion of subsidies. The green recovery focuses on policies which will benefit the economy as well as the planet and will require reforms in several sectors. The UK public overwhelmingly supports a green recovery with nearly 75% saying that this is a once-in-a-lifetime opportunity to tackle climate change.

In July 2020, Mr Johnson announced that UK industry would receive around £350 million to cut down carbon emissions under new plans to step up efforts to tackle climate change.^[1] The package of funding is targeted at the heavy industry, construction, space and transport sectors by helping businesses to decarbonise across these sectors and secure the UK's place at the forefront of green innovation.

Ten Point Plan for a Green Industrial Revolution

With the key objectives of Building Back Better, supporting green jobs and accelerating the UK's path to net zero, the Government's 10-point plan committed to mobilise £12 billion of government spending and up to £42 billion in private sector investment to create 250,000 green jobs. The plan introduced several upcoming policy documents such as the Energy White Paper, the National Bus Strategy and the England Tree Strategy. The ten points cover plans to advance renewable energy production, invest in more sustainable transport options, retrofitting buildings, investing in carbon capture, usage, and storage (CCUS) as well as protecting our natural environment.

The Ban on the Sale of New Petrol and Diesel Vehicles

In November 2020, the Government announced the end of the sale of new petrol and diesel cars in the UK by 2030. The 2-phased approach will see the phase-out date for the sale of new petrol and diesel cars and vans brought forward to 2030 and a target for all new cars and vans to be fully zero emission at the tailpipe from 2035.

Between 2030 and 2035, new cars and vans can be sold if they have the capability to drive a significant distance with zero emissions (for example, plug-in hybrids or full hybrids), and this will be defined through consultation.

The Sixth Carbon Budget Report

On the 9th of December 2020, the UK Climate Change Committee released its Sixth Carbon Budget report which included several subset reports and recommendations. The report identifies how local authorities can support the implementation of the Sixth Carbon Budget through the following core areas of delivery: Buildings, Transport, Waste, Electricity Generation, Land use, Land-use change and Forestry and Agriculture.

Local authorities have a range of existing levers that can be used to deliver local action that reduces emissions and prepares local areas to a changing climate. However, these levers alone are unlikely to be sufficient to deliver local authorities' Net Zero ambitions, due to gaps in powers, policy and funding barriers, and a lack of capacity and skills at a local level.

The Climate Change Committee (CCC) published an accompanying report on the role of local authorities in delivering the UK's Net Zero ambition. The report aims to provide a framework for aligning climate action at the local level with the CCC's pathways for the UK, as well as recommendations for local, regional and national Governments aiming to remove barriers to delivering local climate action in the UK.

Future Homes Standards

The Government responded to a consultation on the Future Home Standards to ensure the ability for Local Plans, the document which sets out a council's planning policy, to set higher energy performance standards for all new homes. The government has set out plans to radically improve the energy performance of new homes, with low carbon heating and be zero carbon ready by 2025.

These homes are expected to produce 75-80% lower carbon emissions compared to current levels. To ensure industry is ready to meet the new standards by 2025, new homes will be expected to produce 31% lower carbon emissions from 2021. Existing homes will also be subject to higher standards – with a significant improvement on the standard for extensions, making homes warmer and reducing bills.

Environment Bill

Most of the UK's environmental laws are derived from the EU environmental framework which is renowned as one of the strongest in the world. The

Environment Bill, currently going through Parliament, will bring new environmental legislation aimed at filling the governance gap created by Brexit.

The Environment Bill brings about urgent and meaningful action to combat the environmental and climate crises we are facing and acts as a key vehicle for delivering the bold vision set out in the 25 Year Environment Plan. It will support the country's desire to build back better after Covid-19 with measures that support both economic growth and the government's manifesto.

The Energy White Paper

In December 2020, The Government published The Energy White Paper that sets the wider stage for the net-zero target and marks the start of a critical period that will see the government launch numerous consultations and strategies ahead of hosting the COP26 climate summit later this year.

The paper sets out the changes which will be required to transform our energy system, promoting high-skilled jobs and clean, resilient economic growth as the UK delivers net-zero emissions by 2050. We will reduce emissions through shifting from gas to electricity to heat our homes and by better insulating the buildings in which we live and work.

Our experiences as energy consumers will be very different. Smart technologies are revolutionising how we can engage the market. Smart meters and a range of smart appliances, backed by new smart tariffs, will give us control about how we use energy and help us manage our bills – running the washing machine or charging the electric vehicle when demand is low and electricity is cheap, even selling surplus power back to the grid at a profit.

Bus Back Better

The National Bus Strategy for England was published in March 2021, this established the importance to shift back from private vehicle to bus quickly following the COVID 19 Pandemic recovery. The strategy commits to provide funding to support improvements to the quantity and quality of the service and establishes the need for partnerships between local councils and bus operators to deliver The Local Bus Service Improvement Plans.

The 26th UN Climate Change Conference of the Parties (COP 26)

The UK will host the COP26 in Glasgow in November 2021. The summit will bring parties together to accelerate action towards the goals of the Paris Agreement and the UN Framework Convention on Climate Change. The aims of the negotiations are to accelerate action to reduce emissions, strengthen adaptation and resilience to climate impacts and scale up finance and support.

Oversight and Scrutiny

Task & Finish Group for Climate Emergency

In order to scrutinise the Action Plan, the Overview and Scrutiny Management Committee established the Task and Finish Group at its meeting in February 2020. The Task and Finish Group focused on scrutinising the emerging targets and key performance indicators underpinning the Action Plan. The Group has made 14 recommendations to the Council on ways to help to strengthen the Action Plan, making it more robust, transparent and evidence based.

The Council used this extensive input as the basis for further work focused in particular on our approach to enable the engagement of residents and key stakeholders across the Borough, as well as to clarify the impact of specific schemes and ensure that they were supported by SMART targets.

The Council published response to the Scrutiny Review to set out our underlying thinking about our current vision and strategy, outline what we intend to do and explain how the group's recommendations further our vision.

The Overview and Scrutiny Management Committee: Climate Emergency Task and Finish Group Report and Recommendations paper (September 2020) can be found [here](#). The Council Commentary and Response to Recommendations (October 2020) can be found [here](#).

Auditing and Reporting

The council is constantly seeking to ensure the accuracy and quality of the information in the action plan, and that our response to climate change is as robust as it can be. To this end, we are exploring internal audit as well as different assessment and reporting frameworks to allow us to benchmark with other organisations.

^[1] <https://www.gov.uk/government/news/pm-commits-350-million-to-fuel-green-recovery>

A YEAR IN NUMBERS



TRANSPORT

As a result of the government ban on non-essential travel and rise in home working

31%

Decrease in car use

408,930.85 tonnes of CO₂ saved this year

Nitrogen Dioxide emissions reduction

in Peach Street and at Twyford crossroads compared to the year before

56% reduction

Of the council's carbon footprint resulted from changes to our way of working.



PARK AND RIDE PROJECTS

Constructions started for Winnersh Triangle and Coppid Beach in March this year

Greenways and Public Rights of Way schemes

Route B

Section one (Cantley Park) completed

Section C & D, Loddon

in discussion with landowners

California Way

extra linking paths completed



CYCLING TRAINING

325

residents received cycle training

238

Residents took part in Cycle September –

41,261

during Cycle September

5

Adults received cycling training

74

bikes serviced by Dr Bike



ELECTRIC VEHICLES

New charging points installed at

- Matthews Green School
- Arborfield School
- Bulmershe Leisure Centre
- Elms Field



WALKING AND CYCLING

Trails were introduced throughout the borough using posters and QR trails at Hunt for Hound activities at California Country Park, Buckhurst Meadows, Wokingham Without and Arborfield Croft Gardens at Shinfield



RENEWABLE ENERGY

First Solar Farm

In planning application will generate 32MWh's a year and has the potential to save around 6,325 t CO₂ per year when compared to using traditional fossil fuels



WOKINGHAM COMMUNITY ENERGY

The scheme will encourage sustainable energy projects, allow residents and local organisations to invest in green energy and help tackle the climate emergency

A YEAR IN NUMBERS



RETROFITTING BUILDINGS

500

buildings retrofitted

109
280 tonnes of CO²

potential annual savings

Through the Energy Company Obligation (ECO) and Green Homes Grant Scheme

9 Retrofit projects in schools

LED lighting, heating replacement and loft insulation

Woodley Library & Household

Are two pilot projects to improve energy efficiency. This will inform future works



CARBON SEQUESTRATION

250,000 trees

to be planted

£300,000

secured through the emergency tree fund



NEW DEVELOPMENT

Dinton Activity Centre is the first net zero carbon building in the borough

The Local Plan Update (LPU) will introduce net zero carbon policies



WASTE & RECYCLING

5,634 tonnes

recycled over the last year

15,502 tCO²

saved as a result

This equates to
221.4 kgCO²
per household



SUSTAINABLE SCHOOLS

5,600+ views

The video series of the Youth Climate Conference was delivered online in October

6 Schools

are part of an air quality project and installed diffusion tubes to monitor pollution levels



BEHAVIOURAL CHANGE

First virtual event with businesses. 'Climate Conversations' focussed on the road to decarbonisation
Working in collaboration with our town and parish councils to identify and deliver carbon reduction projects



Current Emissions Profile

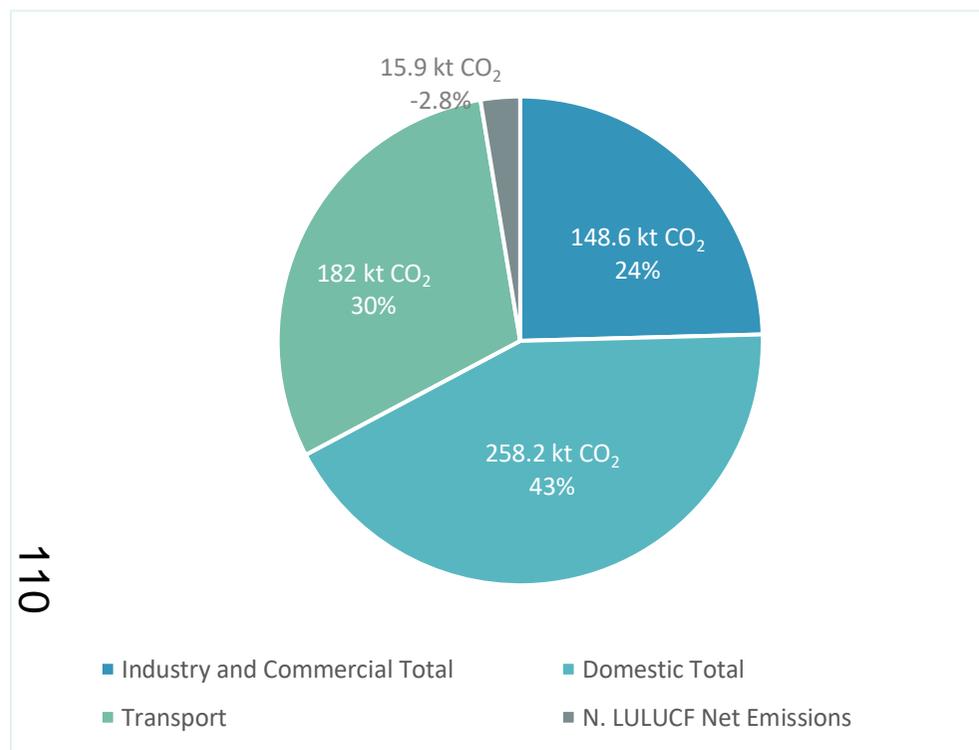


Figure 1. Wokingham Borough Carbon Footprint 2018 (ktCO₂)

Wokingham Borough's carbon footprint is **573 ktCO₂** as seen in Figure 1. This is based on government data and reported two years in arrears (BEIS 2019)¹. This is comprised of transport emissions (31.8%), emissions from the industrial and commercial sector (25.9%), and domestic sector emissions (43%).

Residential Buildings emissions are the greatest single contributor to Wokingham's carbon footprint accounting for 258.2 ktCO₂. Of these, 71.47 ktCO₂

account for domestic electricity, 177.23 ktCO₂ for domestic gas usage and 10.17 ktCO₂ for usage of other fuels.

Transport emissions contribute to 182 ktCO₂. A roads account 84.6 ktCO₂, minor roads 88.7 ktCO₂, other transport modes 8.7 ktCO₂.

This figure excludes sectors that are completely beyond the council's scope of influence. For example, the emissions from major transport links (M4) (172.8 ktCO₂) as well as diesel rail transport (12.8 ktCO₂), which are managed by Highways England and national rail companies, respectively.

Industrial and commercial Buildings and Operations - Emissions from energy and fuel use in industrial and commercial buildings contributes to 148.6 ktCO₂ per year as follows: electricity 86.8 ktCO₂, gas 40.7 ktCO₂, large industrial installations 0.01 ktCO₂, agriculture 4.1 ktCO₂, and other fuels 17.1 ktCO₂.

Carbon sequestration in the Borough accounts for 15.9 ktCO₂ a year through forestry and natural land use (LULUCF), which is around 2.8% of the Borough's carbon footprint.

How we measure carbon emissions:

The Greenhouse Gas Protocol provides a global standardised framework to measure and manage emissions. To distinguish between emissions occurring inside and outside the borough's boundary resulting from activities within Wokingham, emissions are divided into three categories: scope 1, 2 and 3.

Scope 1: Emissions associated with combustion of fuels directly by a consumer. Within Wokingham this mainly refers to gas use for heating, cooking and hot water, and petrol/diesel used by vehicles whilst they are on the Borough's roads.

Scope 2: Energy which is purchased from elsewhere but used by a consumer. Within Wokingham this means the electricity used in the borough. The emissions are created at power stations located outside of Wokingham, but the electricity is used within the borough supplied via the electricity grid.

¹ UK local authority and regional carbon dioxide emissions national statistics: 2005-2017

Scope 3: Emissions resulting from the behaviour and activity of a consumer but occurring from sources outside of their control. Within Wokingham these are the emissions from the food we eat, products we buy, our travel outside the borough, etc. Measuring these emissions is particularly complex as they are often a combination of scope 1 and 2 emissions in other locations. These emissions are out of the scope of the Borough’s carbon footprint. However, the council will support behavioural change through the actions in this plan.

Carbon Trajectory for Wokingham

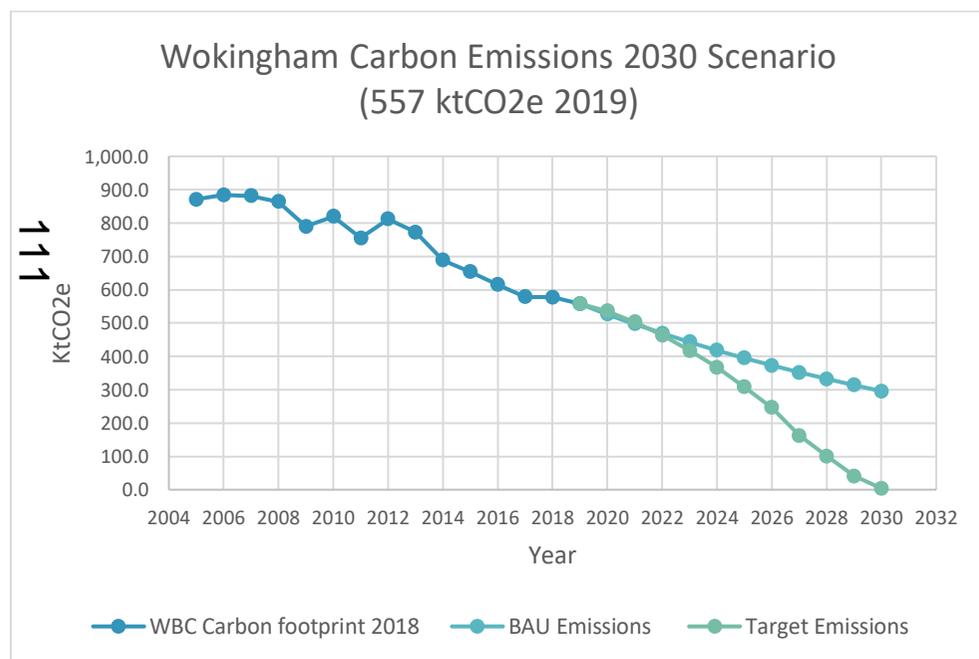


Figure 2. Projection of current rate reduction of carbon dioxide emissions to 2030 in Wokingham Borough

The trajectory of carbon emissions for Wokingham Borough have been steadily decreasing since 2012. This is partly due to Central Government targets to increase the renewable energy infrastructure nationally resulting in a higher proportion of

renewable energy feeding into the electricity supply, and technological advances leading to greater energy efficiency.

Assuming that there is minimal action beyond current, national policy and nationally led decarbonisation of the electricity grid and transport through electric vehicles, the estimated carbon emissions by 2030 will be approximately **291.16ktCO₂**. This figure excludes the carbon sequestration levels for the Borough that could potentially increase by -16.71ktCO₂, providing a predicted carbon footprint of **274.45 ktCO₂**.

The projected carbon emissions by 2030 have been calculated following an extrapolation of the data provided by BEIS. The method used was an extension of the behaviour of the carbon dioxide emissions recorded from 2007 up to 2017 for Wokingham Borough (data is published two years on arrears).

The overall picture is needed to help us understand the extent of the response required, however, this is classified as experimental statistics because of inherent uncertainties in the estimation of CO₂ emissions. We used available tools to local authorities such as the Tyndall report and the Scatter Tool to build scenarios that help to understand the uncertainties and key elements that will affect emissions in the future. The methodology is subject to ongoing review and refinement.

The CCC report does not recommend that local authorities are set binding carbon budgets due to the range of factors affecting local emissions that are beyond their direct control. However, it does recommend that local authorities consider Net Zero action plans for their own emissions and that they work in partnership to reduce area wide emissions².

The latest government policies introduce new commitments which may influence the BAU scenario should they be successfully implemented, for example, the increase of renewable energy generation from offshore windfarms. The trajectory of carbon emissions will be reviewed once full details over expected savings are made available.

² Local Authorities and the sixth carbon budget. Climate Change Committee. December 2020

Targets and Estimated Carbon Savings

This action plan establishes targets to achieve carbon dioxide reductions in the identified priority areas. These focus on tackling emissions from transport, energy and gas usage in domestic properties, generating renewable energy, planting more trees and other green foliage, encourage more recycling and encouraging behavioural change.

The carbon savings outlined by each target are the cumulative savings for all the action in that target for the next ten years. Some of these targets will not directly represent carbon savings but are essential to the delivery of the other targets; these are identified as 'Neutral' in the carbon saving column.

TR	Transport	tCO ₂ e
1	Deliver a greenway network of over 37 Km across the Borough by 2030 with the ambition to deliver 60 Km by 2036	4.34
2	Double public transport use by 2030 from 2019 baseline	3879.86
3	20% reduction in total distance travelled in private vehicles per individual per year by 2030.	29302.50
4	The use of all cars, vans and motorbikes as a mode of transport decreases from 74% (current national/borough average) total miles to 56% in 2030	26372.56
5	Leading by example - Reduce by 70% CO ₂ emissions produced by council related travel by 2030	680.18
6	Continue research and innovation programmes for the reduction of CO ₂	2898.77
EV	Electric Vehicles	tCO ₂ e
7	50% Electric Vehicles (EVs) registered in the Borough by 2030.	45,000
8	Council's car fleet becomes entirely ultra-low emission by 2028.	45.2
9	100% new buildings are EV ready from 2022	Neutral
AQ	Air Quality	tCO ₂

10	Reduce NO ₂ concentration by 50% against 2019 baseline in the three AQ management areas by 2025	Neutral
11	Educate the public on how they can actively improve air quality whilst reducing carbon emissions	Neutral
Estimated Total Carbon Savings		103,623.37

The above figures are best estimates.

RE	Renewable Energy Generation in Council's owned assets	tCO ₂
12	Increase the generation of renewable energy through investment in solar farms to power the equivalent of 25,000 homes within the Borough by 2030.	25,560
13	Increased renewable energy generation to generate equivalent to 1550 kWh per household in 2030	27,333.46
Estimated Total Carbon Savings		-52,893.46

The -52,893.46 tCO₂e carbon savings from renewable energy generation are expressed as negative emissions.

RT	Retrofitting existing and council development	tCO ₂
14	By 2028 All council buildings to be retrofitted to carbon neutral standards	6,612.30
15	By 2029 all local schools to be retrofitted	5,034.08
RH	Retrofitting Households	tCO ₂
16	By 2030, 20% of all houses in the borough to be retrofitted	35,446.0
Estimated Total Carbon Savings		47,092.38

CS	Carbon Sequestration	tCO ₂
17	Plant 250,000 trees throughout the Borough by 2025 saving 3.5 ktCO ₂ per annum	3,500
18	Carbon sequestration by design - improving carbon sequestration rates in future land management decisions, approximately 0.5 ktCO ₂ e savings	620
19	Transition to low intensity (high carbon sequestration) land management approximately 0.05 ktCO ₂ e savings per annum	224

20	Implement a programme of carbon sequestration opportunities	Neutral
	Estimated Total Carbon Savings	-4,344

The -4,344 tCO₂e carbon savings from carbon sequestration targets are expressed as negative emissions because they generate carbon dioxide removal.

SY	Schools and Young People	tCO ₂ e
21	Encourage and support school children in the Borough to take an active role in reducing carbon emissions	153.06
22	Celebrate schools' achievements in climate emergency initiatives and inspire the future generations	0.34
	Estimated Total Carbon Savings	153.4

Estimated CO₂ savings from engagement targets with schools have been reduced on last year's estimates by 79%. This is to be in line with the consumption-based UK carbon footprint which states that only 21% of all greenhouse gas emissions are from direct sources and therefore within our scope of influence. Only direct emissions can be categorised as savings against Wokingham Borough's carbon footprint, as defined above. This also ensures less risk of double counting of carbon savings from other sections of the action plan whilst recognising that behaviour change encouraged through engagement may result in an accelerated shift reach other targets within this plan.

WR	Waste & Recycling	tCO ₂ e
23	Recover 80% recycling in the form of wet paper by October 2021	5,188.67
24	Achieve 70% recycling target by 2030	9,618.23
25	Zero waste going to landfill by 2030	8,944.74
	Estimated Total Carbon Savings	23,751.64

Waste generation & recycling related carbon emissions are not included in the BEIS datasets and are out of scopes 1 and 2. Hence, the savings are not included in the overall totals, but demonstrate the potential savings from such measures and their continued importance overall.

ND	New Development	tCO ₂
26	Towards the end of 2023, major residential development to be designed and built to achieve carbon neutrality	Neutral
27	From 2023, major non-residential development to be designed and built to achieve the BREEAM excellent standard	Neutral
28	Establish a spatial strategy and design framework which promotes active and sustainable travel, sustainable design and construction and enables biodiversity gain	Neutral
29	Support low carbon and renewable energy generation	Neutral
30	From 2023, all new residential and non-residential buildings to be designed and built to be EV ready	Neutral
31	From 2021 100% council new development is built to carbon neutral standards	Neutral
	Estimated Total Carbon Savings	Neutral

It is imperative that new homes in the council must be built to be low-carbon, energy and water efficient and climate resilient. Building new homes to net-zero carbon standards will not generate carbon savings: however, it will stop new carbon dioxide emissions being generated. New development targets are therefore preventative targets.

	Procurement	tCO ₂
32	By 2022, achieve sustainable procurement practice throughout the Council as part of Corporate Procurement Strategy	Neutral
33	By 2023, the Council will consider social value in all its procurement cycles	Neutral
	Estimated Total Carbon Savings	Neutral

It is essential that the council procurement and decision-making policies and procedures establish requirements for a low-carbon economy. Addressing the carbon emissions from our decision-making process and the supplier chain would contribute to the reduction of carbon emissions embedded in the council

operations, as this will stop new carbon dioxide from being generated. Procurement targets are therefore preventative targets.

C&E	Engagement and Behavioural Change	tCO ₂
34	Raise awareness in the community about the climate emergency agenda	Neutral
	Estimated Total Carbon Savings	Neutral

Engagement and behavioural change targets support the delivery of the climate emergency action plan. There is great need for significant changes to our consumption and behaviour patterns. Through active engagement programmes we plan to encourage our residents to be part of this change; their buy-in to this plan is crucial in achieving a net-zero Borough by 2030.

Balancing the carbon savings

It is predicted that when all the actions in the plan have been implemented, the Borough will still fall short of its carbon zero target by 2030 by **67.18 ktCO₂**. This figure has been balanced by accounting for renewable energy generation estimate of **-52.8 ktCO₂** and the increase of carbon sequestration estimated to be **-4.5 ktCO₂**.

We anticipate that new actions and initiatives will be introduced over the coming years, which will enable us to close the shortfall identified.

Because we are working ten years in advance, these targets are best estimates with the information we currently have. There is also an assumption that national policy will reduce carbon emissions to **274.45 ktCO₂**. There is always a risk that these policies do not take place as anticipated.

Considerations for the Delivery of the Action Plan

As more information becomes available, we will continually update the targets and actions within this action plan. The council is committed to play as full a role as possible, leading by example as well as by exhortation, in achieving a carbon neutral Wokingham Borough by 2030.

Not all carbon savings for all the projects listed in this plan have been calculated, as some of the information is not available yet. As projects develop, we will be able to give more information on carbon savings per individual actions.

This action plan is a predictive tool that allows us to understand generally, where we are heading and to implement new actions accordingly. Without this tool, we would not have a clear path on what the scale of the approach should be.

In an uncertain world, this plan has the potential to be affected by major global, national and local events. There is an appreciation that the council must be agile in how it responds to the climate emergency in order to fulfil its ambition of zero carbon Borough by 2030.

Wokingham Borough Council Control and Influence

While Wokingham Borough Council has already established a strong track record for delivery on actions to address climate change, the Council's influence is varied and complex across the different activities that occur within their own operations and also within the Borough.

Wokingham Borough Council itself is only a small emitter in terms of the borough's emissions as a whole. In 2019/20 the Council emitted an estimated 11,156 tonnes of CO₂. That represents around 1.45% of the approximately tonnes of CO₂e from the Borough as a whole.

The Council's statutory powers and responsibilities are important levers to reduce emissions in the Borough. But these powers are limited when considering how to reach net zero across buildings, transport, and industry, meaning that partnership and collaboration – and the Council's role as an influencer and convenor – will be vital for the successful delivery of this plan.

More than half of the emissions cuts needed rely on people and businesses taking up low-carbon solutions - decisions that are made at a local and individual level. Many of these decisions depend on having supporting infrastructure and systems in place. Local authorities have powers or influence over roughly a third of emissions in their local areas.

Consumption Based Emissions

These are emissions that extend beyond the Borough's boundary, whereby demand (and supply) of goods and services will be driving emissions in supply chains around the world. Research suggests that imports from abroad could represent a further 45% of GHG emissions (relative to the UK produced emissions totals).

We - the community - need to recognise the damage we cause through the goods we consume. Between 2017 and 2018, the UK's carbon footprint is estimated to have risen by 1 per cent. This slight increase reflects some increase in household heating and an increase in goods imported. However, not everything is bad news. In 2018, emissions relating to the consumption of goods and services produced in the UK were 37 per cent lower than in 1997.³

The Committee on Climate Change (CCC) is set to broaden its reporting to include all of the UK's emissions from 2033, incorporating those caused internationally by the country in the production and transportation of goods and services.

Challenges & Opportunities

Availability of resources, financial and otherwise, to meet the climate crisis.

Local government has seen a very significant impact on its finances as a result of additional costs and lost income throughout the COVID-19 pandemic.

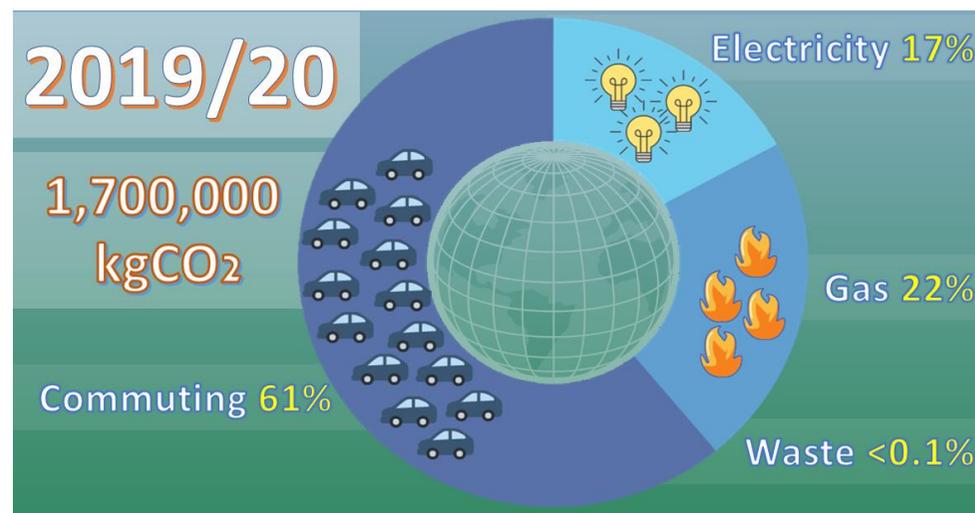
There is a risk that, despite our commitment to climate goals, projects may be delayed in favour of delivering core statutory duties. Local authorities require sufficient funding to increase their skills and capacity to deliver the project pipeline for Net Zero.

Nevertheless, there is an opportunity to ensure that all of our investments – to enable an inclusive economy, support thriving communities and deliver more, affordable housing – will deliver environmental co-benefits and support the transition to a net-zero carbon Borough.

³ UK's Carbon Footprint 1997 – 2018, DEFRA

The Council itself seeks to benefit from sustainable and low carbon revenue streams and there will be new opportunities to work with the Government and private sector on pilot projects, crowdfunding, grants and loans or joint projects.

Wokingham Borough Council's Carbon Footprint as an Organisation



Wokingham Borough Council is working to meet our priority to provide a clean and green borough for our residents. This includes making improvements and changes to the way we work on a journey to becoming a net zero carbon organisation.

Since 2019, officers from across Wokingham Borough Council who are interested in driving sustainable shifts in the council as a workplace, have created the Green Team. In March 2021, the Green Team completed a report which estimated the council's carbon footprint as an organisation, from energy used and waste

produced at office buildings as well as from staff commuting and how this has changed since the shift to majority home working since March 2020.

It was estimated that the 2019/20 carbon footprint was 1,700,000 KgCO₂ (1.7 ktCO₂). The main contributor was CO₂ emission from commuting to and from work (61%) followed by gas consumption (22%), electricity consumption (17%) and finally emission from waste produced (0.1%).

Data was also gathered from the 2020/21 year, and this showed that changes to our way of working has reduced the Wokingham Borough Council carbon footprint by an estimated 56%. This was mostly due to a huge decrease in emissions from commuting which decreased by 87%, making gas emissions the largest emitting sector of our new and current carbon footprint.

The above is an estimation and is subject to change with improved data collection in years to come. Going forward, this annual report will help to set the tone for any discussion of the WBC estate and facilities, especially as colleagues return to work and adapt to a new way of working once again.

→
For this comparison report, information for energy consumption and waste tonnage was based on the most up to date information from the council's two biggest office sites which house the majority of staff. Please note that total energy consumption from all corporate sites produces 7,098 tCO₂ per annum from electricity and a further 4,058 tCO₂ per annum from Gas. This total carbon footprint (11,156 tCO₂) accounts for 1.45% of the total Borough's footprint. The council aims to continue to reduce these emissions by improving energy efficiency and increasing renewable energy generation to become a net zero carbon organisation by 2030.

The targets specifically aimed at reducing council owned CO₂ emissions from operating as a workplace are:

Transport

The council wants to lead by example when reducing carbon emissions from transport, target 5 aims at reducing 70% of CO₂ emissions produced by council

related travel by 2030 by promoting home working, remote working and reducing miles produced by council staff. Target 8 aims to transition the council's vehicle fleet to ultra-low emission by 2028.

Buildings & Energy

The council is delivering a retrofitting programme and aims to retrofit all council buildings to improve their energy performance and achieve carbon neutral standards, where possible, by 2028 (target 14). Additionally, the council aims at installing renewable energy installations in its buildings when feasible.

Procurement

The council is committed to achieve sustainable procurement practice throughout our operations and, as part of Corporate Procurement Strategy, to consider social value in all its procurement cycles. This is reflected in targets 32 and 33 and related actions.

Engagement and Behavioural Change

Target 34.6 establishes the council's commitment to support changes in work practices and behavioural change amongst council staff.



Climate Emergency Action Plan

Transport

Carbon savings:

Being one of the key sectors which contributes towards emissions in the borough, transport targets remain a priority for the council, with significant progress being made in a number of areas. However, the delivery of many projects has been massively affected and temporarily delayed in many cases, due to the impact of the Covid-19 pandemic.

Indeed, planned infrastructure work, changes and delivering training has been difficult during the past year, while policy changes to discourage public transport use and limit users in this period has led to sharp decline in numbers using these services. While these have begun to recover as restrictions are eased, they remain very uncertain along many other projects. Overall, this means much of the progress is temporarily halted (unless otherwise stated) while the potential implications of Covid-19 are assessed, to ensure the correct direction is taken following the scale of changes to working and transport patterns on the whole. Fortunately, despite these difficulties many programs were still able to be run successfully, and as a result of the government ban on non-essential travel and resulting rise in home working, there was a 31% decrease in car-use, leading savings of 44,930.85 tCO₂e being achieved this year.

Key achievements

- The two Park and Ride projects for Winnersh Triangle and Coppid Beach have planning permission and work started in March 2021.
- Great progress made in the delivery of our green ways and PRoW schemes, 75% of **Route B** has been agreed. **Route C** started its first trench of construction and **Route D** of The Loddon Distance is moving forward following very positive response from landowners.
- 320 children received cycling training sessions, Five adult cycle training sessions were delivered, and 74 bikes received support from Dr Bike.
- The adult bike loan scheme continues to facilitate bikes to residents that do not own a bike. The scheme was extended to keyworkers.
- Cycle September saw 238 residents taking part, 63% up on last year. A combined 41,261 miles were cycled and in total, 1,305lbs of CO₂ was saved if those miles have been driven.

- Online activities and resources for Bikeability and road safety available
- Walking and cycling trails were introduced throughout the Borough using posters and QR trails at Hunt for Hound activities at California Country Park, Buckhurst Meadows, Wokingham Without and Arborfield, Croft Gardens at Shinfield.

Our Partners

For each target, the council has engaged with partners to ensure these are incorporated into existing plans and maximising their potential for success. Towns & parish councils, local bus companies, residents, schools, local businesses and consultants/subcontractors are key for the delivery of this plan.

Behavioural change is vital to producing the carbon savings associated with the actions listed below. Engagement with the stakeholders listed above will be key to the uptake in use of new and improved infrastructure such as greenways and bus services to reduce reliance on private vehicles and encourage a modal shift in the way we travel around the borough.

Consumption Emissions

The only element of consumption within this sector would come from the initial purchase of a vehicle, which does not fall within our scope. Fuel is accounted for directly within scope 1 emissions.

Future Opportunities

A variety of new government led policies have recently been announced which may improve the future effectiveness and likelihoods of these actions, including the ban on petrol/diesel vehicles being brought forward, the environment bill and the bus back better scheme. Therefore, as each of these develops, they will influence the below actions and scope of such. This is a live document, meaning as these developments are introduced they will be incorporated and actions adapted, assessing throughout what opportunities are available to maximise the potential benefits, such as optimising traffic management through advanced software and greater embracing of home-working still post covid.

SDGs



TR	Action	Description / Outcome	Co Benefits / Unintended consequences	Milestone	Carbon Savings tCO2e	Timescale	Project Cost (£)	RAG
T1	Target 1. Deliver a greenway network of over 37 Km across the Borough by 2030 with the ambition to deliver 60 Km by 2036				4.34		7.5 M	
119 1.1	Deliver a comprehensive and connected network of greenway routes to encourage active and sustainable transport modes	Greenways are a strategic network of traffic free, multi-user routes that will connect the Strategic Development Locations to the existing heritage green and blue infrastructure, communities and places of interest, employment or recreational value. Create a coherent network system of well signposted greenways that enable an increased take up of sustainable transport modes and becoming more active, towards a reduction of car usage. Overall, the network (SDLs) will provide 33.5 km of new and enhanced routes by 2030 and a total of 60 km by 2036. This will achieve carbon savings of 4.34 tco2e	This network supports many of the later actions in enabling more people to switch away from cars, so the majority of savings are directly counted there, while also improving air quality and access to key areas.	Review and approve rights of way improvement plan Progress: Published in April 2020. 83 separate actions included in the plan which will be delivered in phases.	4.34	Short term	TBC	
				Route A - South of M4 SDL - Arborfield - Barkham - 5.5. Km		Medium term		
				Route B - Arborfield SDL - Barkham - Wokingham - 7.6 km		Short term	570,000	
				Route D - Arborfield SDL – Barkham – South Wokingham SDL - Wokingham - 7 Km		Medium term	TBC	
				Route E - River Loddon – Arborfield - 2.1 Km		Long term	TBC	
				Route F - Arborfield – Arborfield SDL - 4.0 Km		Long term	TBC	
				Route I - Arborfield SDL - Finchampstead - California Country Park - 1.9km		Short term	40,000	
				Route J - Arborfield SDL - Blackwater Valley - 2.9 Km		Long term	TBC	
				Route K - Arborfield Cross - 2.5 Km		Long term	TBC	
								Progress: On the Green Ways Projects a contractor for Cantley Park has been selected, while work continues on the Jubilee Avenue section. The council is working with SERT to align works and design at Woosehill Meadows and we expect to be starting a public consultation soon for that part. Design works continuing for Coombes Lane / Coles Lane. Greenway website created with all relevant information.

TR	Action	Description / Outcome	Co Benefits / Unintended consequences	Milestone	Carbon Savings tCO2e	Timescale	Project Cost (£)	RAG
		<p>The River Loddon Long Distance Path (LLDP) will link between many of the Greenway Routes, particularly the greenways connecting to the Arborfield and the South of the M4 SDL. It aims to link the Thames Valley Path in the north of the Borough in Wargrave to the Blackwater Valley Path in the South of the Borough in Swallowfield.</p> <p>Overall, the LLDP network will provide 30.6km of new traffic free paths to encourage residents to become more active and utilise sustainable travel solutions, that ultimately will reduce the amount of private vehicles on the roads.</p>		LLDP Section A - Blackwater Valley Path, Swallowfield to A327 Reading Road - 6.8 Km		Medium term	TBC	
				LLDP Section B - A327 Reading Road to Showcase Cinema, Winnersh - 8.42 Km		Short term	TBC	
				LLDP Section C - Showcase Cinema, Winnersh to Waggon & Horses Pub, Twyford - 6.55 Km		Short term	612,000	
				LLDP Section D - Waggon & Horses Pub, Twyford to River Thames - 8.84 Km		Short term	TBC	
T2	Target 2. Double public transport use by 2030 from 2019 baseline				3879.86		TBC	
120	2.1	<p>Gap analysis SWOT analysis, produce policies of what will need to be improved Enhance partnership - vision, plan, setting the policy framework and establishing targets for bus passenger growth within the borough.</p> <p>The carbon savings are yet to be calculated but incorporated in the overall figure.</p>	<p>Setting the policy framework for bus services to recover from Covid and for establishing longer-term growth.</p> <p>Allow access to funding - COVID-19 Bus Services Support Grant (CBSSG) or any new sources.</p>	<p>Publishing the bus service improvement plan</p> <p>Engagement and consultation local bus operators, internal stakeholders</p>	Included in total	Short term	TBC	
	2.2	<p>Making legally bidding document with bus operators - define levels of service and provision of infrastructure in relation to the schemes</p> <p>Identifying key corridors and setting frequency of bus service - set up bus priority and how to improve journey times</p>	<p>Allow access to transformational funding</p>	<p>Have an Enhanced Partnership in Place by 1st April 2022</p>	Included in total	Short term	TBC	

TR	Action	Description / Outcome	Co Benefits / Unintended consequences	Milestone	Carbon Savings tCO2e	Timescale	Project Cost (£)	RAG
		The carbon savings are yet to be calculated but incorporated in the overall figure.						
2.3	Support electrification of local buses	<p>Zero emission bus regional areas (ZEBRA) Route 21 - Lower Early - Reading University - Reading Town Centre</p> <p>Depending on Reading buses having the required funding for fleet renewal Gov will fund 75% and LA need to fund the rest No. buses / - Reding buses website - route 21</p> <p>The carbon savings are yet to be calculated but incorporated in the overall figure.</p>		<p>Identification of the route/buses/ specifications</p> <p>Applying and achieve funding for Zero emission bus regional areas (ZEBRA) Trunch 1. 2021 May 2021 Trunch 2. September 2021</p> <p>2 years after award funding</p>	Included in total	Medium term	TBC	
2.4	Improve the bus public transport network for Wokingham Town.	<p>Identifying the key transport needs for the public travelling between Wokingham and surrounding areas: Wokingham Town, Finchampstead, Winnersh, Twyford, and Woodley to decrease the number of people arriving in personal vehicles at public transport interchanges (rail stations & P&R sites) by 5% by March 2022.</p> <p>The carbon savings are yet to be calculated but incorporated in the overall figure.</p>	This presents the opportunity to synchronise timetables.	<p>Launch public consultation.</p> <p>LCTS consultation Progress: Completed</p> <p>Re-tender the public transport contract with reading buses to procure an improved contract Progress: The town centre strategy is complete</p>	Included in total	<p>Short term</p> <p>Short term</p>	TBC	
2.5	Bus Stop Infrastructure Works to Support North Arborfield SDL Bus Strategy	Public Transport infrastructure enhancement includes more shelter from poor weather, more seating capacity and real time information displays to	Connect people to jobs, study and local services Allow people who are old, young, disabled and isolated to commute	Create a bus strategy for North Arborfield Progress: The strategy has been published and an implementation plan agreed	Included in total	Medium Term	54,000	

TR	Action	Description / Outcome	Co Benefits / Unintended consequences	Milestone	Carbon Savings tCO2e	Timescale	Project Cost (£)	RAG
122		encourage more residents to use the bus network. The carbon savings are yet to be calculated but incorporated in the overall figure.	Help reduce traffic jams.	Start works on site.				
	2.6	Increase peak-hour bus transport for Lower Early The carbon savings are yet to be calculated but incorporated in the overall figure.	Connect people to jobs, study and local services Allow people who are old, young, disabled and isolated to commute Help reduce traffic jams	Review contract with Reading buses Progress: Additional capacity has been delivered on a short term basis	Included in total	Short term	£0-250,000	
	2.7	Implement the South of M4 bus strategy The carbon savings are yet to be calculated but incorporated in the overall figure.	Connect people to jobs, study and local services Allow people who are old, young, disabled and isolated to commute Help reduce traffic jams	Launch public consultation to understand demand for travel Progress: Achieved in Feb 2020	Included in total	Short term	£480,000	
2.8	Investigate demand services opportunities and on-demand flexi-routes	Improve access to rural areas by implementing an uber style public transport service for people living in remote locations where a full service would be unviable but still help reduce car usage. Leading to a 5% increase in the number of trips from our public transport interchanges by bus and rail by March 2022.	Covid will limit the number of users of such services down to 1 or 2 passengers, making it less viable.	Twyford is being considered under the rural mobility fund bid as a pilot area. Progress: A bid has been submitted but has been unsuccessful Investigate ARRIVA Click success Progress: Under consultation to explore DRT further	Included in total	Short term	TBC	

TR	Action	Description / Outcome	Co Benefits / Unintended consequences	Milestone	Carbon Savings tCO2e	Timescale	Project Cost (£)	RAG
		The carbon savings are yet to be calculated but incorporated in the overall figure.		Progress: Bid has been submitted				
2.9	Retender bus network operating in Wokingham Town Centre with low carbon engines	Reduce emissions from the operation of public buses by specifying a low carbon engine classification for buses for Wokingham Town to be a minimum of Euro 6 standard by the end of 2020 and ultra-low emission by 2028. The carbon savings are yet to be calculated but incorporated in the overall figure.	Research on these engines could be applied to other sectors.	Change specification in the tender documentation. Purchase new buses. Communications campaign to promote new low carbon service.	Included in total	Long term	TBC	
2.10	Deliver the Winnersh Triangle Parkway parking project and infrastructure enhancement at Coppid Beech	Creation of more parking spaces at Winnersh parkway station and Coppid beech to encourage uptake of public transport for part of the journey, leading to a 10% increase in the number of residents using a train or park & ride at least once a week by March 2026. This will achieve carbon savings of 153.34 tco2e	Improvement costs offset somewhat by revenue.	Design schemes Planning permission Choose contractor Start on site work Progress: Planning permission has been obtained and work started March 2021.	153.34	Medium Term	£5,800,000	
T3	Target3. (Demand) 20% reduction in total distance travelled in private vehicles per individual per year by 2030.				29,302.5		TBC	
3.1	Engage businesses to promote homeworking and remote working when possible	Capitalise on the unintended consequences of the national lockdown by engaging with businesses to understand their working practices and encourage them to consider the new ways of working in their recovery plans to overall reduce the CO2 emissions caused by travel from workers of local businesses by 30% by 2022	People are more likely to stay around their home areas in general, shopping locally etc, rather than driving to out of town areas after work. Increased time freedom due to lack of commute also increases adoption of active/sustainable transport methods.	Engage business through a survey to assess their working practices during the national lockdown and encourage new ways of working as part of their recovery plans. Progress: Research underway Deliver a communications campaign to encourage local business to learn from COVID-19 unintended consequences. Progress: Most businesses remain primarily working from home, with	4,200	Short term	Nil Nil	

123

TR	Action	Description / Outcome	Co Benefits / Unintended consequences	Milestone	Carbon Savings tCO2e	Timescale	Project Cost (£)	RAG
		This will achieve carbon savings of 4200 tco2e		employer packs being prepared to support this long term.				
3.2	Promote the Liftshare scheme through My Journey to help individuals and businesses develop bespoke travel policies	Reduce transport related CO2e emissions, reduce congestion, improved road safety and air quality by promoting Liftshare, which helps companies assess staff travel patterns to promote car sharing. To achieve a 10% reduction in the number of single occupancy car trips to and from businesses by March 2022. This will achieve carbon savings of 14651.24 tco2e	Due to covid much more difficult to have lift sharing for health reasons.	Produce and submit proposal Procurement process	14651.24	Short term	TBC	
				Launch Liftshare scheme				
				Map commuter trips across the Borough and provide access to live data on how many miles/CO2 can be saved by people lift sharing across the Borough and for each individual business.				
				Set up CO2 emissions targets for local businesses				
				Deliver a communications campaign to promote active and sustainable travel modes through competitions				
T4	Target 4. (Modal shift) The use of all cars, vans and motorbikes as a mode of transport decreases from 74% (current national/borough average) total miles to 56% in 2030				26,372.56		TBC	
124 4.1	To provide more primary school children with the opportunity to develop practical skills and an understanding of how to cycle safely.	Offer bikeability training up to level 3 to more primary school children in Wokingham Borough to improve cycling skills amongst children and improve air quality by substituting cycling for car journeys. Achieve a 5% reduction in the number of children being driven to Wokingham Borough schools by March 2022. This will achieve carbon savings of 15.4 tco2e	Will be more likely to choose cycling over cars as adults, health benefits from exercise. Increased time freedom due to lack of commute also increases adoption of active transport methods. People have embraced local green spaces.	Compile and deliver an annual events programme for Bikeability courses. Monitor impact of programme on take up of cycling to school Progress: 872 children trained on bikeability courses in 2020-21, with level 3 targets being exceeded.	15.4	Short term	£122,512	
4.2	Encourage and support local schools to join Modeshift Awards scheme for active and sustainable travel	Create a culture of active travel amongst school children, having a direct impact on air quality, carbon savings and helps improve student health and concentration levels. Leading to a 10% reduction in the number of children being driven to school by March 2026.	Will be more likely to choose active transport over cars as adults, health benefits from exercise. People have embraced local green spaces. Increased time freedom due to lack of commute also increases	Six schools targeted within the Wokingham Town, Finchampstead and Twyford areas (AQMA), to achieve Modeshift STARS accreditation at bronze, silver or gold level, as appropriate for the school, supported by active travel officers.	137.7	Medium Term	£89,000	

TR	Action	Description / Outcome	Co Benefits / Unintended consequences	Milestone	Carbon Savings tCO2e	Timescale	Project Cost (£)	RAG
		This will achieve carbon savings of 137.7 tCO2e	adoption of active transport methods.	Progress: The six schools have agreed to participate once safe to do so		Short term	£101,101	
				Promote the following campaigns in schools in the AQMA area: a car free day, an anti-idling campaign, national clean air day campaign, and Beat the Street Progress: Campaigns are scheduled to run this year				
4.3	Roll out the Healthy School Streets programme	<p>Trial programme at school streets to tackle congestion, road safety and air quality by restricting motor traffic at the school gates for a short period of time, generally at drop-off and pick-up times. This will make it more difficult to drive to the school for the school run, resulting in a reduction in students being driven to school. Leading to a 10% reduction in the number of children being driven to school by March 2026.</p> <p>The carbon savings are yet to be calculated but incorporated in the overall figure.</p>	People have embraced local green spaces.	<p>Design how the scheme will work. Select a school to pilot scheme. Review the results of the pilot. Role out scheme more widely.</p> <p>Progress: Scheme on hold, to be reviewed in 2 years.</p>	TBC	Long term	£2,000	
4.4	Increase the uptake of cycling from local business by promoting the Love to Ride programme	<p>Encourages people to choose cycling as their main mode for essential travel and as a fun, enjoyable form of daily exercise. Aiming to reduce the CO2 emissions from employees of local businesses travelling to work by 10% by 2025.</p> <p>This will achieve carbon savings of 1240 tco2e</p>	Health benefits from exercise. Increased time freedom due to lack of commute also increases adoption of active transport methods. People have embraced local green spaces.	Ride anyway week campaign - 23 - 27 March 2020	1,240	Medium term	£50,000	
				<p>Run 4 campaigns per year to promote cycling to work</p> <p>Progress: Multiple campaigns have been run with positive responses, such as the QR trails, hunt and hound activities and climate action related design competitions.</p> <p>This includes cycle September which encouraged 1417 people to switch to bikes for over 1.2m million miles.</p>		Short - Medium term		

TR	Action	Description / Outcome	Co Benefits / Unintended consequences	Milestone	Carbon Savings tCO2e	Timescale	Project Cost (£)	RAG
				Work in partnership with local businesses to promote active travel breakfast		Short term		
4.5	Develop the Local Cycling and Walking Infrastructure Plan (LCWIP) to be Borough wide and implement 50% LCWIP by 2030	Create a comprehensive network of walking/cycling routes across the Borough which are joined up, based on evidence and data from the LCWIP process.	Health benefits from exercise. Increased time freedom due to lack of commute also increases adoption of active transport methods. People have embraced local green spaces.	Phase 1. Completion of first LCWIP report 2020.	12,151.80	Long term	5,000,000	
		Aiming to increase cycling modal share by 4% and walking modal share by 5%.		Progress: First report complete but undergoing change in response to new government policy.				
		This will achieve carbon savings of 12151.8 tco2e		Phase 2. Roll out of further LCWIP studies across the borough from 2021 to 2025 Phase 3. Implementation of measures from the reports ongoing to 2030			33,000,000	
126 4.6	Deliver engagement and cycle training events across the Borough	Deliver cycling training events such as bike hubs, Dr bike checks, puncture repair classes, smoothie bike, cycling skills and bike obstacle course, Bike bonanza and Bikeability training levels 1-3. This increases confidence, road safety awareness and skill level on bikes to achieve a 2% increase in residents regularly cycling for leisure and utility by March 2022.	Health benefits from exercise. Increased time freedom due to lack of commute also increases adoption of active transport methods. People have embraced local green spaces.	Deliver events for Montague Park and a new one in Shinfield as planned in the Events Programme 2020 - 2021 Progress: Dr Bike sessions are still being run and are full booked up quickly, 74 bikes checked.	102.88	Short term	£1,500	
		Engage residents with active travel schemes by providing discounts for bikes & accessories.		Deliver Wokingham Bikeaton as planned in the Events Programme 2020 - 2021 Progress: The was delivered, albeit with restrictions due to covid		Short term	£500	
		This will achieve carbon savings of 213.18 tco2e		Deliver Cycle hubs for Woodley, FBC, Montague Park and Shinfield as planned in the Events Programme 2020 - 2021 Progress: Paused but cycle trails and scooter training delivered in replacement		Short term	£5,000	
4.7	Adult cycle training	Shine over 60s cycling program, focus on encouraging outdoor cycling for people over 60 for travel, leading to a 3% reduction in car use by residents over 60.	Health benefits from exercise. Increased time freedom due to lack of commute also increases adoption of active transport methods. People have embraced local green spaces.	Deliver SHINE rides events as planned in the Events Programme 2020 - 2021 Progress: 5 events delivered autumn 2020 before restrictions	1,757.8	Short term	£1,500	

TR	Action	Description / Outcome	Co Benefits / Unintended consequences	Milestone	Carbon Savings tCO2e	Timescale	Project Cost (£)	RAG
4.8	Completion of the Cross Berkshire Cycle Route – NCN 422	<p>Creation of a new national cycle route between Newbury and Windsor (approx. 30 miles), including a section within Reading, Wokingham Borough, West Berkshire, Bracknell Forest and Windsor & Maidenhead, and it is included within the Thames Valley Berkshire Local Growth Deal. This will encourage more residents to cycle by connecting people with key destinations.</p> <p>The carbon savings are yet to be calculated but incorporated in the overall figure.</p>	Health benefits from exercise. Increased time freedom due to lack of commute also increases adoption of active transport methods. People have embraced local green spaces.	Completion of route across Wokingham with a combination of shared use and on-carriageway cycle lanes on the A329. Progress: Completed and has already seen an increase in cycling on the route.	Included in total	Short term	1,000,000	
127 4.9	South Wokingham Railway Crossings (Foot and cycle)	<p>Improved walking and cycling infrastructure will encourage residents to mode shift.</p> <p>The carbon savings are yet to be calculated but incorporated in the overall figure.</p>	Health benefits from exercise. Increased time freedom due to lack of commute also increases adoption of active transport methods. People have embraced local green spaces.		Included in total	Short term	1,500,000	
4.10	Promote active and sustainable travel modes amongst new residents in new developments.	<p>Inform new residents of the alternatives to single occupancy car use, promoting the wider benefits of active and sustainable travel while providing a local context. Welcome packs are provided with offers and discounts for sustainable travel like bus taster tickets and cycle shop discounts as well as localised cycle and bus maps and SANG walks. Aiming to achieve 25% of new residents travelling sustainably on a daily basis across the Strategic Development Locations each year by 2026.</p>	Health benefits from exercise. People are more likely to stay around their home areas in general, shopping locally etc, rather than driving to out of town areas after work. Increased time freedom due to lack of commute also increases adoption of active/sustainable transport methods. People have embraced local green spaces.	<p>Welcome pack for Deer Leap Park and Orchard Rise in the Spencerswood area</p> <p>Welcome pack for Deer Leap Park and Orchard Rise in the Arborfield area</p> <p>Welcome pack for Deer Leap Park and Orchard Rise in the Wokingham area</p>	Included in total	<p>Medium term</p> <p>Medium term</p> <p>Medium term</p>	<p>£1,000</p> <p>£1,000</p> <p>£1,000</p>	

TR	Action	Description / Outcome	Co Benefits / Unintended consequences	Milestone	Carbon Savings tCO2e	Timescale	Project Cost (£)	RAG
		The carbon savings are yet to be calculated but incorporated in the overall figure.						
4.11	Provide personalised travel planning to new residents	<p>All residents in new developments are offered transport advice about alternative modes of travel, including free testing ticket and tailored travel packages. Aiming to achieve 25% of new residents travelling sustainably on a daily basis across the Strategic Development Locations each year by 2026.</p> <p>The carbon savings are yet to be calculated but incorporated in the overall figure.</p>	Increased time freedom due to lack of commute also increases adoption of active/sustainable transport methods. People have embraced local green spaces.	Personalise travel planning to new residents in Shinfield development	Included in total	Medium term	£25,000	
128	4.12 Develop a domestic and industrial freight management policy alongside LTP4	<p>To develop a borough wide traffic distribution hierarchy to understand traffic capacity, and traffic carrying routes. Improving operational logistics could reduce the number of 'empty runs' and consequently the number of trucks on the road, leading to a 22% decrease in distance travelled by road freight.</p> <p>The framework will support decision making on the traffic distribution, based on air quality, carbon emissions and energy savings. Working towards creating a baseline and will then collect data accurately to streamline this figure.</p> <p>This will achieve estimated carbon savings of 23240.92 tco2e</p>	Reduces operational costs for firms and storage energy usage as more efficient supply chain. Covid will have impacted demand levels.	<p>Data gathering and assessment – development of the hierarchy</p> <p>Deliver the first draft freight management policy</p>	23,240.92	Short term	TBC	
T5	Target 5. Leading by example - Reduce by 70% CO2e emissions produced by council related travel by 2030				680.18		TBC	

TR	Action	Description / Outcome	Co Benefits / Unintended consequences	Milestone	Carbon Savings tCO2e	Timescale	Project Cost (£)	RAG
5.1	Deliver a strategy to reduce miles produced by council staff work related travel.	To investigate the possibility to introduce EV Car clubs for council staff between Monday to Friday and with the option to open to the public during the weekends. Aiming to reduce grey fleet miles by 30% from transport related trips. This will achieve carbon savings of 291.5 tco2e	Sets example so other actions more likely to be followed.	Carry out assessment for car clubs and produce a strategy	291.5	Medium term	TBC	
5.2	Promote homeworking and remote working practices amongst council staff	In addition to home working, expand remote working practices in other locations to reduce unnecessary travel and the need for central office accommodation. Aiming to reduce the CO2 emissions travelled from council staff to work by 40% by 2022. This will achieve carbon savings of 388.672 tco2e	Lockdown has greatly sped up this process and meant that everyone is doing it so integrates more easily with any partners. Sets example so other actions more likely to be followed.	Capitalise on the unintended consequences of the national lockdown by reviewing working from home practices in the council and consider new ways of working in the recovery plan for the council.	388.67	Short term	Nil	
				Deliver a staff survey to assess working from home preferences amongst council staff.		Short term	Nil	
5.3	Incentivise council staff to mode shift to active and sustainable transport or EVs	Investigate incentives that can be given to council staff to support their commute to work being more sustainable by implementing schemes that make such methods more accessible. Aiming to reduce the CO2 emissions from staff travelling to work by 10% by 2025. This will achieve carbon savings of 97.17 tco2e	Increased time freedom due to lack of commute also increases adoption of active/sustainable transport methods. Sets example so other actions more likely to be followed.	Carry out an assessment of viability of salary sacrifice schemes that could be offered to council employees for sustainable transport or EVs.	97.17	Medium term	c£10k	
T6	Target 6. Continue research and innovation programmes for the reduction of CO₂ and NO				2898.77		TBC	
6.1	Continue to research and use innovative techniques to manage traffic and encourage	Research will continue and opportunities will be taken where appropriate. An arbitrary estimate of a 10% reduction in CO2 is assumed.	Benefits air quality, safety and congestion with reduced costs for all.	Low Carbon Transport Strategy completed	1449.39	Medium term	TBC	

TR	Action	Description / Outcome	Co Benefits / Unintended consequences	Milestone	Carbon Savings tCO2e	Timescale	Project Cost (£)	RAG
	uptake of sustainable modes and ultra-low emission options	This will achieve carbon savings of 1449.39 tco2e, which is in addition to below as it is achieved by improvements in engine efficiency and traffic solutions rather than a switch to active/sustainable methods.	Effects of transport shifts from covid need to be considered within analysis.					
6.2	Mobility as a service (MaaS) and future proofing the network.	MaaS is part of ITS strategic objective Contribute to reduce the need to own a car and link up the public transport and active mode options to make it easier to travel sustainably, resulting in a further reduction of private motor vehicle ownership by 10%. This will achieve carbon savings of 1449.39tco2e	Benefits air quality, safety and congestion with reduced costs for all. Effects of transport shifts from covid need to be considered within analysis.	Data gathering and assessment To be considered further in 2021/2022	1449.39	Medium term	TBC	
6.3	Deliver a variety of smart mobility projects	Deliver a combination of operational and information technologies that assess growing traffic peak demand while attaining environmental and user-experience data. This will deliver smarter and more sustainable transport mobility combining different modes and options (public transport, car sharing, car rental services, taxis and a bicycle system). These carbon savings are captured above.	Benefits air quality, safety and congestion with reduced costs for all. Effects of transport shifts from covid need to be considered within analysis.	ITS strategy completed. Investigate key locations to be included in the pilot. Special focus on Park & Ride sites and key gateways to the Borough. Gather C2 Cloud traffic data and put it in an open form to be utilise internally.	Captured in above	Short term Medium term	TBC	

130

Electric Vehicles

Carbon savings:

In conjunction with the transport goals of reducing car usage and switching to more sustainable modes of transport, it is equally important to transition as many vehicles away from fossil fuel use as possible in order to cut down this major source of emissions on the road to net zero. Therefore, to support this process, the council has begun measures towards improving accessibility, providing guidance and funding advice, assisting businesses and developing the necessary infrastructure to provide a reliable network and convenient in order to encourage the uptake of electric vehicles within the borough.

However, this is a considerable undertaking and will require significant analysis, communication and commitment towards achieving the overall long-term goal. Fortunately, progress has already been made on a number of fronts, including the overall number of EV's within the borough, rising by approximately 315 vehicles, meaning carbon savings of 467.63 tco2e this year against the initial baseline.

Key achievements

- During the Summer new electric vehicle charging points installed include two new points at Matthews Green Schools and five new points at Arborfield School (three in the school and two at the community car parks).
- One new Electric Vehicle Charging Point (EVCP) was installed at Bulmershe Leisure Centre in October 2020 and two new EVCP were installed in Elms Field in December 2020.
- Multiple other new charging points have now been planned for and continue to be explored in a rolling programme.
- Process underway to align all charging across the borough to a standardised system
- Feasibility study Electric Vehicle Overview and Benchmarking was completed by WSP in December 2020. The report sets out the EV background (EV, chargers, different ownership, operation and management models etc.) along with benchmarking compared the

activities that other neighbouring councils have undertaken in relation to EVs. The report also presents available funding opportunities, review of existing EV infrastructure in Wokingham and provides recommendations for the future.

Our Partners

For each target, the council has engaged with partners to ensure these are incorporated into existing plans and maximising their potential for success. Towns & parish councils, energy suppliers, residents, car parks, local businesses and consultants/subcontractors are key for the delivery of this plan.

Behavioural change is vital to encouraging the uptake in EVs and thereby reducing carbon emissions as listed next to the actions below. To bring this about, stakeholder engagement will be key to the uptake in use of new and improved infrastructure such as improved access to charging points. Co-benefits such as cleaner air will be effectively communicated to both businesses and residents.

Consumption Emissions

With the transition to electric vehicles there would be no associated consumption emissions within scope for households.

Future Opportunities

In this sector government advice and funding available continues to improve, while a variety of new government led policies have recently been announced which may improve the future effectiveness and likelihoods of these actions, including the ban on vehicles being brought forward, the environment bill, and the sixth carbon budget report, including developments in EV infrastructure and hydrogen power. Therefore, as each of these develops, they will influence the below actions and scope of such. This is a live document, meaning as these developments are introduced they will be incorporated and actions adapted, assessing throughout what opportunities are available to maximise the potential benefits, such as standardising electric vehicle charging across boroughs and the ORCS expanded charging schemes.

SDGs



REF	Action	Description / Outcome	Co-Benefits/ Unintended Consequences	Milestone	Timeline	Carbon savings tCO2e	Project Cost (£)	RAG	
T7	Target 7. 50% EVs registered in the Borough by 2030						45000		
132 7.1	To develop an EV strategy for Wokingham Borough	Borough wide strategy to specify the infrastructure for EV charging point to encourage the uptake of EVs.	Improved air quality, reduce NOx, PM10s, PM25, cheaper to maintain and run, better driving experience. Also supports more constant energy usage for overall lower emissions from production. Despite covid and traditional car sales declining in the pandemic, EV sales have risen across the board.	Carry out initial assessment of the EV requirements for the Borough	Short term	Included in total		Nil	
		Map the existing EV chargers across the Borough and on council property.		Instruct consultant on requirements baseline and create a brief to commission expert work				Nil	
		Obtain a baseline on current electric vehicle market, current ownership, forecast growth and charging infrastructure technologically.		Create a business case for funding				Nil	
		Develop and agree policy for EV charge point provision, which will maximise uptake of EV.		Consultant provides draft EV report Progress: This has been completed by WSP				TBC	
		Assess the potential for an integrated network of EV charge points. This would include encouraging the installation of EV charging points at motorway service areas and at large fuel retailers		Consult on report - recommendations for determining the best approach to providing charging solutions for the public.				Nil	
		Specific carbon savings cannot be attributed to the strategy as a document, but can be attributed to the actions that it sets out.		Establish policy, processes and protocol for responding to requests for charge points and how they can be operated and maintained. Progress: Multiple new charging points have been installed, with more planned in a rolling programme.				Nil	
				Agreeing partnerships, income streams and service providers to ensure best uptake				Nil	
				Produce EV strategy report and present to senior leadership teams for approval				Nil	
				Present strategy for approval				Nil	
7.2	Provide a uniform method of accessing public and private charge points	Set up the back office so that EV chargers are accessible and easy to use to encourage more people to use them. Provide accurate standardised public information on how to locate, use and pay for chargers in the Borough. Carbon savings cannot be achieved without this.	Able to monitor power usage to ensure reliability. Opportunity for communication with users.	Investigate the types of back office payment systems used by the industry and assess the best option to be implemented at WBC. Harmonised EV related contracts such as electricity, maintenance, service and back office. Progress: Consultation has begun with various potential providers for the required complex software	Short term	Included in total	Nil		

REF	Action	Description / Outcome	Co-Benefits/ Unintended Consequences	Milestone	Timeline	Carbon savings tCO2e	Project Cost (£)	RAG
7.3	Review the residential charge point infrastructure for those who have communal parking facilities such as flatted developments	Currently, 27% residential buildings (approximately 12,000 households) do not have off-street parking and therefore direct access to safely charging an EV vehicle. This represents a barrier for these occupants to own an EV and so reduces the uptake of EVs in the Borough.	Opportunity for communication with non-EV users.	First stage: Implement a pilot of EV charging points in selected location, aim at installing 18 new charging points for residents with communal parking facilities.	Short term	77.6	TBC	
		Initial pilot: 18 new charging points for residents generating an estimated of 77.6 tCO2e annual savings		Second stage: Based on the experience gained during stage 1, the council will seek to extend charging point facilities across the Borough.	Long term	77.6	TBC	
133 7.4	Ensure that all EV charging points installed in the Borough are 'smart ready' to balance the electricity load demands on the grid.	Ensure that charge points are smart ready by setting requirements prohibiting installation of charge points unless they meet certain load management specifications.	Able to monitor power usage to ensure reliability	Identification of dynamic load balancing or local storage systems that could be implemented in WBC	Medium term	Included in total	Nil	
		Establish the parameters for the management of available energy in an area through methods like dynamic load balancing or local storage systems.		Progress: Site selection process has begun	Short term			
7.5	Support local businesses, including commercial property owners, to transition their commercial fleets to EV. Also	Consult with local businesses to understand needs, including taxi fleets, to develop the required charging infrastructure to support the uptake of EVs. Support the transition of 20% vehicles used for commercial purposes to ultra-low or electric.	Improved air quality, reduce NOx, PM10s, PM25, cheaper to maintain and run, better driving experience. Also supports more constant energy usage for overall lower emissions from production.	Engage local business with Workplace Charging Scheme	Medium term	1,834.6	Nil	
				Provide information on salary sacrifice schemes to support employees to transition to EV			Nil	
				Assess opportunities to support the development of plug-in taxi programs within the Borough, considering the requirements for charge points.			Nil	

REF	Action	Description / Outcome	Co-Benefits/ Unintended Consequences	Milestone	Timeline	Carbon savings tCO ₂ e	Project Cost (£)	RAG
134	to encourage employees to switch to EV for private use	This includes applying for grants and funding for purchase and installation cost, etc. Guide and advice local businesses about the benefits of transitioning to EVs. This will achieve savings of 1,834.6 tCO ₂ e		Deliver a sustained campaign to inspire residents and local businesses to 'Go Ultra Low' and transition to EVs			Nil	
	7.6 Promote uptake of EVs with our residents through engagement	Support and educate our residents about the benefits of transitioning to EVs. Make available information that will support residents in taking the decision to transition to EVs, including government schemes that will support residents in the installation of EV charging points. 60% of residential buildings have parking facilities, 46,800 households. Overall carbon savings cannot be achieved without this.	Improved air quality, reduce NO _x , PM10s, PM25, cheaper to maintain and run, better driving experience. Also supports more constant energy usage for overall lower emissions from production.	Deliver a sustained campaign to inspire residents to 'Go Ultra Low' and transition to EVs.	Medium term	Included in total	Nil	
	7.7 Coordinate the installation of EV charging points into private and commercial owned land in line with the EV network plan approved in the strategy.	Investigate the requirements to install EV charge points to commercial property such as business parks, shopping centres, etc. The carbon savings are yet to be calculated but incorporated in the overall figure.	Improved air quality, reduce NO _x , PM10s, PM25, cheaper to maintain and run, better driving experience. Also supports more constant energy usage for overall lower emissions from production.	Align the EVs installation requirements to the building retrofitting programs. Progress: EV standards from highways design guide is being used. Feasibility study on additional car parks underway.	Medium term	TBC	TBC	
T8	Target 8. Council's car fleet becomes entirely ultra-low emission by 2028 producing 45t CO₂e savings					45.2		
8.1	Ensuring 100% of the car fleet operated by the council is ultra-low emission by 2028	Leading the way by transitioning the 16 WBC owned and leased vehicles to EV or low carbon vehicles at the end of their leasing contract/life. Vehicles range from minibuses, cars and a tractor in Dinton Pastures.	Helps set the example by leading the way. Opportunity for communication with non-EV private users.	Deliver the programme to transition WBC owned vehicles to be ultra-low vehicles by 2028. The Street Cleansing team have trialed an electric street sweeper with good results. Review lease contracts and establish a programme for transitioning leased vehicles to EV when engaging in new contracts	Medium term	45.2	TBC TBC	

REF	Action	Description / Outcome	Co-Benefits/ Unintended Consequences	Milestone	Timeline	Carbon savings tCO2e	Project Cost (£)	RAG
		This will achieve savings of 45.2.6 tCO ₂ e		Embed requirements for EV's or Low Emission vehicles in WBC Fleet Guidelines Policy and WBC Vehicle Procurement Guidelines.			Nil	
				Update the Vehicle Procurement Application form to include the consideration of EV's or Low Emission vehicles as a standard with no sign off from the Board for any vehicle that does not meeting this requirement.			Nil	
8.2 135	Installed EV charging points into council owned buildings in line with the EV network plan approved in the strategy.	<p>EV network plan will have standardised EV charging point requirements to make charging easy to access.</p> <p>To support this ensure all council-owned assets comply with the standard. Include locations such as libraries, leisure centres, parks, etc.</p> <p>Specific carbon savings can be attributed to the retrofitting of each building depending of the installation requirements of EV charge points.</p>	Improved air quality, reduce NO _x , PM10s, PM25, cheaper to maintain and run, better driving experience. Also supports more constant energy usage for overall lower emissions from production.	Align the EVs installation requirements to the building retrofitting programs.	Short term	Project specific	TBC	
8.3	Establish contractual policies that promote the use of EV or ultra-low emissions vehicles as the council's preferable vehicles, including on education and	<p>Ensuring all our contractors use ultra-low of EV when possible will reduce emissions from contractors and suppliers vehicles working for and in partnership with the council. This includes Education and Social Care transport providers to encourage/specify transition to ultra-low vehicles for use on HTST transport.</p> <p>50% (which exceeds the statutory minimum of 35%) contract transport fleet will be hybrid or fully electric by 2028.</p>	Improved air quality, reduce NO _x , PM10s, PM25, cheaper to maintain and run, better driving experience. Also supports more constant energy usage for overall lower emissions from production. Opportunity for communication with non-EV users.	Include in procurement policies considerations for EV/ultra-low emission vehicles as a standard.	Medium term	Project specific	Nil	
				All buyers/commissioners to apply contractual policies when subcontracting services			Nil	
				Review the contracts with our transport providers and establish requirements to transition to ultra-low emissions vehicles				

REF	Action	Description / Outcome	Co-Benefits/ Unintended Consequences	Milestone	Timeline	Carbon savings tCO2e	Project Cost (£)	RAG
	social care services	Specific carbon savings can be attributed to each contractor depending of their size fleet and type of service provided.		Optimise HTST routes to reduce mileage				
T9	Target 9. 100% new buildings are EV ready from 2022							
9.1	Make all new houses electric vehicle ready by establishing requirements for EV charging points in new dwellings as described in the EV strategy	Establish the requirement for EV charging point infrastructure for new dwellings in the Borough where appropriate. Make sure that new homes planning applications submitted from 2023 and where appropriate, have a charge point available. This will ensure there is no barrier for new homeowners or occupants of new dwellings to own or leased an electric vehicle. Developers will have to ensure there is sufficient power serving their developments. Overall carbon savings cannot be achieved without this.	Improved air quality, reduce NOx, PM10s, PM25, cheaper to maintain and run, better driving experience. Also supports more constant energy usage for overall lower emissions from production. Opportunity for communication with non-EV users.	<p>Publish policy as part of the adopted Local Plan.</p> <p>Developers to be informed of policy and requirements shall be listed in planning application</p> <p>New developers to ensure that there is sufficient power serving new developments.</p>	Medium term	Included in total	Nil	

136

*Action 7.8. Note, this action has been removed and it was explored and the decision made not to take it forward. Full details are included in the methodology.

Air Quality

Carbon savings: Carbon savings for air quality targets are reported in the transport section as actions overlap.

Wokingham Borough Council's efforts over the last year have focused on tackling the levels of air pollutants, particularly in the Air Quality Management Areas in the borough. Mitigations to tackle all pollutants including Particulate Matter 2.5 (PM2.5) and Nitrogen oxides (NOx) align with measures to reduce carbon emissions in the borough such as by reducing idling, congestion and increasing awareness through education, to name a few.

At this time the Air Quality Agenda has focused on raising awareness and behaviour change around the issues associated with air quality, with specific carbon savings yet to be seen as a result. We can, however, assume that levels of CO₂ emitted from vehicles in the borough will have fallen in line with the fall seen in NOx levels. Unfortunately, CO₂ is not monitored in the same way. Over the course of the next year, as interventions such as the no-idling zones and ITS systems are implemented, we are expecting to be able to calculate more specific savings from these interventions.

Key Achievements

- Changes in travel behaviours due to lockdown restrictions have resulted in a downward trend in NO₂ emissions, evidenced in Q1, Q2 & Q3 of 2020/21 in both Peach Street and at Twyford crossroads compared to the year before.
- Funding secured to scale up air quality monitoring by placing more units around the borough to measure PM2.5.
- Mobile diffusion tubes have been placed at 6 schools in the Borough as part of the Eco-Travel Officer programme.
- Schools competition for no-idling banners was completed and two styles of banners have been printed and installed at hotspot locations for congestion and idling such as outside Wokingham Train Station and along school railings.

- The Public Protection Partnership have been awarded £259K from the DEFRA Air Quality grant programme to deliver a project to make improvements to air quality across the three council areas covered by PPP. Behaviour change will be a key focus of the project.

Our Partners

The Public Protection Partnership has been a key partner for the delivery of these projects. We have worked very closely with local schools in particular in the Air Quality Management Areas and collaborated with our towns and parish council's, residents, and local businesses.

Behaviour change will be very important to encourage the necessary mode shift towards active travel in order to improve air quality by working with partners listed above and particularly schools. There is currently a great opportunity at this time to maintain some of these shifts in travel behaviours.

Consumption Emissions

These are out of scope carbon emissions relating to the air quality agenda that must be taken into consideration. This includes out of borough road, rail and air travel as well as the purchased we make which are transported to the shops we buy from or when we purchase online, including food miles.

Future Opportunities

Changes in travel behaviours due to lockdown restrictions have resulted in a downward trend in NO₂ emissions, evidenced in Q1, Q2 & Q3 of 2020/21 in both Peach Street and at Twyford crossroads, compared to the year before.

Nationally, the Environment Bill includes key measures on air quality. The Secretary of State will be required to periodically review the national Air Quality Strategy for England, the government will need to set 2 new targets to reduce annual levels of PM 2.5, local authorities will have new powers, including to declare an Air Quality Management Area (AQMA) and establish plans to reduce public exposure to air pollution which exceeds air quality targets.

SDGs



REF	Action	Description/Outcomes	Co-Benefits/Unintended Consequences	Milestone/Progress	Time Scale	Annual Carbon Savings tCO ₂ e	Project Cost	RAG	
T10	Target 10. Reduce NO₂ concentration by 50% against 2019 baseline in the three AQ management areas by 2025					TBC			
138	10.1	Continue air quality monitoring for NO ₂ concentration in air quality management areas	<p>There are 47 locations across the Borough. The Public Protection Partnership (PPP) set up a target to reduce Nitrogen Dioxide emissions from transport in Wokingham Town Centre and Twyford Crossroads.</p> <p>Monitoring which is overseen by Defra has shown a reduction of NO₂ levels in Wokingham Town Centre, Twyford Crossroads and the 60m either side of the M4 throughout the whole of the Borough over the last 6 years to 2018.</p> <p>Monitoring allows us to assess the levels of pollution so we can increase the effort to reduce pollutants in the most affected areas</p>	<p>Public health benefits through reducing the risk of respiratory diseases and irritation, particularly impacting the vulnerable population.</p> <p>The lockdown restrictions associated with the Covid-19 pandemic have resulted in an unsustainable drop in year on year percentage change in NO_x levels in monitored areas.</p>	<p>Continue implementing pollution prevention and control inspections required at Local Air Quality Management (LAQM) as set out in Part IV of the Environment Act (1995). The Air Quality Annual Status Report is published annually and provides an update of the monitoring results for the LAQM.</p> <p>The PPP has been awarded a £259k grant to deliver various projects focusing on improving air quality across the 3 authority areas including more monitoring.</p>	On going	Monitoring at Peach Street and Twyford Crossroads in 2020 has seen average monthly year on year falls in NO ₂ of 40% and 28% respectively and would expect to see similar falls in CO ₂ emissions	Nil	
	10.2	Changes to how we manage and control the traffic in the Borough	<p>Use intelligent traffic systems to allow the traffic signals at Twyford crossroads to respond to reduce air pollutants concentration and therefore CO₂e emissions.</p> <p>Result in reduced congestion and resulting emissions through improving traffic flow in the most traffic heavy areas. If successful, this technology could become more widely used at other junctions in the Borough.</p>	<p>Reduce congestion in the borough.</p> <p>Public health benefits through reducing the risk of respiratory diseases and irritation, particularly impacting the vulnerable population.</p>	<p>Prepare Intelligent traffic signals (ITS) strategy for Twyford Crossroads which is a priority location for ITS. Cameras in AQ detectors to be installed on Twyford Crossroads</p> <p>Develop preliminary design Easthampstead Road – Complete</p> <p>London Road Corridor identify as an adaptive traffic management corridor – Underway:</p>	<p>Short term</p> <p>Short term</p> <p>Short term</p>	<p>Work currently ongoing to calculate the estimated carbon savings from the whole ITS scheme and will be published within the upcoming ITS Strategy. Case studies suggest a 11-17% saving.</p>	<p>£13M assigned to managing congestion & pollution Of this £3M currently being used for ITS</p> <p>TBC</p> <p>TBC</p>	

REF	Action	Description/Outcomes	Co-Benefits/Unintended Consequences	Milestone/Progress	Time Scale	Annual Carbon Savings tCO ₂ e	Project Cost	RAG
139				Traffic signals upgrades, CCTV cameras, and software improvements have commenced.				
				Carry out a study to assess transport movements in Twyford in particular routes. Specifically for lorries and heavy-duty vehicles. This will be delivered through freight management work.	Short term		£40K	
				Produce a parking management study at Twyford to identify opportunities to reduce unnecessary travel into Twyford when possible. Commenced but delayed by Covid. Expected delivery by April 2022	Medium Term	TBC	£60K	
				Traffic reassignment scheme to be delivered in three phases Follow Network hierarchy – day to day traffic	Medium Term	TBC	TBC	
				Speed Management programme to be delivered in three phases: First phase completed – review of speed limits Second phase underway – revision Third phase: Implementation – dependant on hierarchy	Short term Medium Term	TBC TBC	£10M	
10.3	Implementation of air quality mitigation projects	Using the data from the air quality monitoring work above, air quality hot spots have been identified in the Borough. Reduce NO ₂ emissions from transport in Wokingham Town Centre and Twyford Crossroads	Public health benefits through reducing the risk of respiratory diseases and irritation, particularly impacting the vulnerable population.	These plans have recently been sent to Defra for its annual assessment and will confirm if it is satisfied with the progress made against them. The PPP has been awarded a £259k grant to deliver various projects focusing on improving air quality across the 3		Future projects will focus on behaviour change and have associated carbon emissions savings to be	TBC	

REF	Action	Description/Outcomes	Co-Benefits/Unintended Consequences	Milestone/Progress	Time Scale	Annual Carbon Savings tCO ₂ e	Project Cost	RAG
140			Increased awareness of the air quality issue through various mitigation projects.	authority areas including more monitoring.		calculated once projects are scoped.		
				Commissioned study to identify further air quality improvement measures for Twyford Crossroads which will feed into a further action plan. Report completed.	Short term		PPP	
				A Smart Living Pillar installed in Twyford as a pilot to improve air quality. Pillar installed in November 2019 as part of a pilot project.	Short term	Small levels sequestered through associated road-side planting	External organisation	
				Assessment of measures to be implemented in Twyford and extend into surrounding areas. Review undertaken by WBC Air Quality Working Group with decision made to focus on the key actions to improve air quality most efficiently in the hotspots for pollutants. Intervention method to be implemented and linked with improvements in traffic signalling.	Medium term	Neutral	Nil	
T11	Target 11. Educate public on how they can actively improve air quality whilst reducing carbon emissions							
11.1	Engage the public with air quality matters by providing information through campaigns and activities	Working with schools to increase awareness of air quality issues through running a competition to produce signs, stickers and leaflets to be distributed across the Borough with focus on hotspots. Reduce air pollutants concentration and consequently CO ₂ e emissions	Public health benefits through reducing the risk of respiratory diseases and irritation, particularly impacting the vulnerable population. Increased awareness of the air quality issue through various mitigation projects.	Run communications campaigns that include subjects such as Myths & facts of idling, Home air quality. Increase awareness of the impact of poor air quality on health. There have been 2 comms campaigns. Clean Air Day is upcoming. Run a schools air quality competition, to engage children, parents and local residents with air quality issues related to idling.	Short term	Neutral – Raising awareness through engagement means we can achieve accelerated carbon savings accounted for in the other targets.	Nil Small cost of banners	

REF	Action	Description/Outcomes	Co-Benefits/Unintended Consequences	Milestone/Progress	Time Scale	Annual Carbon Savings tCO ₂ e	Project Cost	RAG
14.2				Completed for 2020, created 2 styles of banners to be installed in key areas, including Twyford crossroads, Wokingham station and around schools.				
				Promote active travel initiatives across 10 schools in the area including 6 with mobile diffuser units to monitor air quality. 6 schools have been given diffusion tubes for measuring air quality alongside virtual lesson plans to raise awareness of air pollution.			Partly funded through DEFRA	
	Reduce idling	Improve signage around key spots such as schools, taxi spots, stations.	Public health benefits through reducing the risk of respiratory diseases and irritation, particularly impacting the vulnerable population.	Introduce an 'emissions and idling policy' in the Borough.	Medium term		Nil	
		Engaged children with idling issues. Raise public awareness about the relationship between improving air quality and CO ₂ emissions.	Increased awareness of the air quality issue through various mitigation projects.	Implementing No-Vehicle-Idling zones, around as many schools in the Borough as possible, by the end of 2022, and in other identified areas such as taxi ranks, GP surgeries, and close to level crossings. Signage has been approved and locations for the zones are being confirmed.	Medium term	Anticipate a 25% reduction in emissions from commercial vehicles	Cost of metal plates and enforcement	

Renewable Energy Generation

Carbon savings: 20tCO₂e

Over the last year, Wokingham Borough Council has worked in setting the ground to deliver projects that will increase the generation of renewable energy across the Borough. Our targets to increase generation of renewable energy through investing in solar farms and to support the generation of renewable energy in the Borough remain.

The council has also delivered the installation of renewable energy systems in public buildings and is planning to continue on this trajectory.

Our Key Achievements

- The first solar farm in Barkham Ride will generate 32MWh's a year and has the potential to save around 6,325 tCO₂ per year when compared to using traditional fossil fuels.

142 The Wokingham Community Energy scheme was approved by Executive in January 2021. The scheme will encourage sustainable energy projects, allow residents and local organisation to invest in green energy and help tackle the climate emergency.

Our Partners

The delivery of the projects listed in our action plan will not be possible without the support and collaboration of the towns and parish council's, residents, local businesses, suppliers, the national grid, public energy suppliers. For the delivery of the first solar farm, the council has worked closely with SSE, DBO, the farmers, specialist consultants and the local community.

In order to achieve the actions below, the council is aware that engagement will be key to encourage behaviour change needed to achieve the goals below. Raising awareness about the benefits of renewable energy generation bring to both the environment, and what that means in tangible terms as well as co-benefits such as more green employment and skills opportunities in the local labour market.

Consumption Emissions

Total life cycle GHG emissions from solar PV systems are similar to other renewables and nuclear energy, and much lower than coal. These emissions are not considered in the action plan below.

Future Opportunities

The Government energy white paper, and new commitments identified in the 10 Point Plan for a Green Industrial Revolution will bring new opportunities and stronger targets to promote renewable energy generation. As this is a recent policy, and still under development, we will closely track its progress.

For example, part of this 10 point plan includes quadrupling wind power production to 40GW by 2030, sufficient to power all current homes and 4x the current capacity. Therefore, should this be delivered, it will represent a fall in emissions on the BAU scenario.

SDGs



REF	Action	Description/Outcomes	Co-Benefits/Unintended Consequences	Milestone	Timescale	Carbon Savings tCO ₂	Estimated Project Cost	RAG
T12	Target 12. Increase the generation of renewable energy through investment in solar farms to power the equivalent of 25,000 homes within the Borough by 2030 saving approximately 25,560 tCO₂					25,560	£21M	
143 12.1	Deliver the installation of a solar farm in Barkham with the capacity to generate in excess of 36 MWp of energy.	<p>Installation of a large-scale solar farm on council owned land will allow the council to offset its carbon emissions from electricity and gas usage and possibly 'retail' any excess.</p> <p>Large scale solar farm installed in Barkham with the potential of generating 36MWp output achieving 34,500,000 kWh's per annum by 2023.</p> <p>Estimated carbon savings 7,970 tCO₂ Potential to feed 8,000 homes.</p>	<p>Planning status of the land would remain unchanged with it reverting back to farmland after the solar farm reaches the end of its lifespan.</p> <p>Generation of green energy locally</p> <p>15,000 new trees on the farmland will be planted</p> <p>New route for walkers, cyclists and horse-riders are being considered</p>	Asset review board to the potential sites - consultant briefing for review of master planning of specific sites - With WSP for land planning now.	Short term	7,970	£21M	
				Options appraisal - commission specifications of the project to procurement team				
				Site tenant notice - one year notice				
				Initial procurements process - identify the contractor - framework and due diligence process - 6 months				
				Planning application - full application submission – completed				
				Consultation processes with local residents is undergoing				
				Project delivery - Construction of solar farm - Project management				
				Start operation expected by December 2023				
12.2	Deliver the installation of a solar farm in Site 2 with the capacity to generate in excess of 20 MWh of energy.	<p>Installation of a large scale solar farm on council owned land will allow the council to offset its carbon emissions from electricity and gas usage and possibly 'retail' any excess.</p> <p>Installation of solar farm in Site 2 with the potential of generating 20+ MWh generation by 2025.</p> <p>Estimated Carbon savings 5,112 tCO₂e Potential to feed 5,000 homes.</p>	<p>Generation of green energy locally</p> <p>Direct way to reduce carbon emissions</p> <p>Surplus power is feed to the mains grid thereby distributing clean energy locally</p> <p>Planning status of the land would remain unchanged with it reverting back to farmland after the solar farm reaches the end of its lifespan</p>	Asset review board to the potential sites - consultant briefing for review of master planning of specific sites	Medium term	+/- 5,112	TBC	
				Options appraisal - commission specifications of the project to procurement team				
				Site tenant notice - one year notice				
				Initial procurements process - identify the contractor - framework and due diligence process - 6 months				
				Planning application - full application submission				
				Consultation processes with local residents				
				Project delivery - Construction of solar farm - Project management				
				Start operation				

REF	Action	Description/Outcomes	Co-Benefits/Unintended Consequences	Milestone	Timescale	Carbon Savings tCO ₂	Estimated Project Cost	RAG
144	12.3	<p>Deliver the installation of a solar farm in Site 3 with the capacity to generate in excess of 20 MWh of energy.</p> <p>Installation of a large scale solar farm on council owned land will allow the council to offset its carbon emissions from electricity and gas usage and possibly 'retail' any excess.</p> <p>Installation of solar farm in Site 3 with the potential of generating 20+ MWh by 2027.</p> <p>Estimated Carbon savings 5,112 tCO₂e with the potential to feed 5,000 homes.</p>	<p>Generation of green energy locally Direct way to reduce carbon emissions</p> <p>Surplus power is feed to the mains grid thereby distributing clean energy locally</p> <p>Planning status of the land would remain unchanged with it reverting back to farmland after the solar farm reaches the end of its lifespan</p>	Asset review board to the potential sites - consultant briefing for review of master planning of specific sites	Medium term	+/- 5,112	TBC	
				Options appraisal - commission specifications of the project to procurement team				
				Site tenant notice - one year notice				
				Initial procurements process - identify the contractor - framework and due diligence process - 6 months				
				Planning application - full application submission				
				Consultation processes with local residents				
				Project delivery - Construction of solar farm - Project management				
				Start operation				
	12.4	<p>Deliver the installation of a solar farm in Site 4 with the capacity to generate in excess of 20 MWh of energy.</p> <p>Installation of a large-scale solar farm on council owned land would allow the council to offset its carbon emissions from electricity and gas usage and possibly 'retail' any excess.</p> <p>Installation of solar farm in Site 4 with the potential of generating 20+ MWh by 2030.</p> <p>Estimated Carbon savings 5,112 tCO₂e potential to feed 5,000 homes.</p>	<p>Generation of green energy locally Direct way to reduce carbon emissions</p> <p>Surplus power is feed to the mains grid thereby distributing clean energy locally</p> <p>Planning status of the land would remain unchanged with it reverting back to farmland after the solar farm reaches the end of its lifespan</p>	Asset review board to the potential sites - consultant briefing for review of master planning of specific sites	Medium term	+/- 5,112	TBC	
				Options appraisal - commission specifications of the project to procurement team				
				Site tenant notice - one year notice				
				Initial procurements process - identify the contractor - framework and due diligence process - 6 months				
				Planning application - full application submission				
				Consultation processes with local residents				
Project delivery - Construction of solar farm - Project management								
Start operation								

REF	Action	Description/Outcomes	Co-Benefits/Unintended Consequences	Milestone	Timescale	Carbon Savings tCO ₂	Estimated Project Cost	RAG
T13	Target 13. Support the generation of renewable energy in the Borough to generate the equivalent of 2500 kWh per household in 2030, this will result in carbon savings of approximately 44,666.3					27,333.46		
13.1	Set up a Community Energy Fund for Wokingham (WEC)	<p>A Community Energy Fund will help accelerate the uptake of renewable energy generation within the Borough. It will allow the council to engage with the community in the journey to net-zero carbon. The WCEF funds renewable energy installations through local shares from the community, enabling individuals and local organisations to support and benefit from the scheme.</p> <p>The scheme aims to generate an average of 27,000 kWh/year of renewable energy from the installation of small-scale PV systems funded through this scheme.</p> <p>Estimated carbon savings per year 6.90 tCO₂e Estimated carbon savings for ten years 69 tCO₂e</p>	<p>Enable residents and the community to become investors in renewable energy installations.</p> <p>Facilitate access to external funding to cover the cost of renewable energy installations across the Borough.</p> <p>Projects can be wholly owned by the community</p> <p>Support the creation of new green jobs in the area</p> <p>Help to increase the premium of renewable energy technologies by increasing uptake</p>	<p>The scheme was approved by the council in January 2021.</p> <p>The scheme will be launch by summer 2021</p> <p>WBC will partner with Wokingham Energy Community (WEC) and will put forward potential buildings that could be considered for the scheme. These will include schools without solar PV, Young and Community Centres, etc.</p> <p>An annual report will be provided by WEC and Eney4all one year after it has been launched – summer 2022</p>	Short term	69	Nil	
13.2	Support residents and local businesses to reduce their energy usage and carbon emissions and increase the uptake of green energy	<p>Develop a comprehensive service to residents and local businesses, offering green energy provision, as well as energy efficiency measures, consultancy and advice</p> <p>Provide a scheme which allows for Public and businesses to 'buy'</p>	<p>Wider uptake of green energy will reduce the green premiums and allow more people to access cheaper green energy tariffs</p>	<p>Feasibility assessment for the council to commence a 'Green label' energy procurement initiative for all borough residents / businesses.</p> <p>Development of the scheme, initial conversations with potential partners</p>	<p>Short term</p> <p>Short term</p>	TBC	TBC	

REF	Action	Description/Outcomes	Co-Benefits/Unintended Consequences	Milestone	Timescale	Carbon Savings tCO ₂	Estimated Project Cost	RAG
		Green electricity / Gas through WBC (referral) Estimated uptake and carbon savings will be identify through the feasibility assessment.		Scheme approval by Executive and launch the scheme	Medium term			
13.3 146	Support the delivery of smart grid technologies	A modernise energy service through smart grid technologies and digital infrastructure will provide more accurate information about energy consumption and costs, so consumers can easily understand how to save money on their bills. The project aims to monitor the benefits of energy management trials, implemented by Smarter Grid Solutions, and to advise on future upscaling potential.	Digital infrastructure enable consumers to access innovative solutions such as smart tariffs. These tariffs reward consumers financially for using less electricity at peak times of demand or using more when overall demand is low and there is surplus generation available	Work in collaboration with ADEPT, UoR and the LEP to deliver initial research on test different control strategies / interventions.	Medium term	Nil	Nil	

Retrofitting Domestic and Commercial

Carbon savings: 300tCO₂e

Over the last year, the council introduced and started the delivery of the Energy Company Obligation (ECO) and Green Homes Grant schemes. These seek to support residents to reduce their energy usage and carbon emissions and increase the uptake of green energy technologies.

Households who install energy saving measures will see significant savings in their energy bills and carbon emissions. Many of the households benefited will be low-income or vulnerable households on benefits, whose homes currently have poor energy efficiency ratings.

Despite the limitations caused by lockdowns, council assets and schools have also been retrofitted. Feasibility assessments have been of pilot schemes in council houses and Woodley.

Our Key Achievements

- Over 500 properties have benefited from the ECO and GHG schemes achieving potential carbon savings of 280 tCO₂ per year.
- Over 10 schools retrofitted.

Our Partners

The delivery of the projects listed in our action plan will not be possible without partnering with Parish & Town Councils, Residents, schools, subcontractors.

Behaviour change will also be vital in supporting residents and businesses to retrofit their properties and Wokingham Borough Council will work to raise awareness on how to make the best and most efficient choices and how to go about this through effective communication with stakeholders.

Consumption Emissions

Total life cycle GHG emissions from solar PV systems are similar to other renewables and nuclear energy, and much lower than coal.

Future Opportunities

The Government energy white paper, and new commitments identified in the 10 actions plan for green recovery will bring new opportunities and stronger targets to promote renewable energy generation. However, as this is recent policy and still under development, it will be closely monitored to support and strengthen our own targets.

SDGs



REF	Action	Description / Outcome	Co-Benefits/Unintended Consequences	Milestone	Timeline	Carbon Savings tCO ₂ e	Project Cost	RAG
T14	Target 14. By 2028 All council buildings, excluding schools, will be retrofitted to carbon neutral standards					6,612.30	4,500,000	
148	14.1	<p>Improve energy performance of council owned buildings to carbon neutral standards</p> <p>Implement a wide range of energy efficiency projects at existing properties to improve energy efficiency. These include, installing LED lighting, Cavity Wall, loft insulation boiler controls etc., all to make the property 'consume' less energy.</p> <p>Programme for retrofitting corporate assets based on energy performance baseline and energy improvement requirements.</p> <p>6,612.30 tCO₂e savings by 2028</p>	<p>Reduce cost of energy bills</p> <p>Support more jobs in the green and sustainability industries</p> <p>Emerging of new supply chains for building efficiency will reduce the cost of the green technologies such as heath pumps, batteries, solar panels, etc.</p>	<p>Have a baseline of energy performance for each council-owned asset.</p> <p>Three year assessment, average kilowatt value (FY from 2017-18, 18-19, 19-20).</p>	Short-term	6,612.30	4,500,000	
				<p>Identify energy performance improvement requirements to all corporate sites and recorded in the Corporate Assets Carbon Reduction Database.</p>	Medium term			
				<p>Set up a programme for retrofitting assets.</p>				
				<p>Carry out a feasibility assessment on Woodley Library as a pilot project.</p>				
				<p>Establish guidelines of energy improvements that can be used for all corporate assets.</p>				
				<p>Deliver the retrofitting programme.</p>				
				14.2	<p>Improve energy performance of council housing stock</p> <p>There are around 2,600 council owned housing units. We want to improve energy performance of council housing and incrementally reduce the use of domestic gas and replace it with cleaner technologies.</p> <p>This will contribute to a reduction in energy bills and fuel poverty rates.</p> <p>Improve energy efficiency of council owned houses to improve EPC bands E,F & G</p>			<p>Improving the energy efficiency of our homes will mean households can significantly reduce demand and save money on their bills.</p> <p>Reduce fuel poverty rates</p>
<p>Carry out assessment to Public Energy Supplier funding that could be used to improve the energy profile of council housing.</p>	Short term	Nil						
<p>Carry out an assessment to ECO (Energy Company Obligation) scheme and potential funding.</p>	Short term	Nil						
<p>Pilot energy improvement work to a property increasing it from SAP D to B.</p>	Short term	TBC						

REF	Action	Description / Outcome	Co-Benefits/Unintended Consequences	Milestone	Timeline	Carbon Savings tCO ₂ e	Project Cost	RAG
		Carbon savings will be informed by the number and type of interventions delivered in each property		Carry out independent EPC ratings for each property. This is dependent on budget allowances.	Medium term		TBC	
				Establish and deliver a retrofitting programme for council housing based on EPC baseline and available budgets. This will be informed by the stock survey	Medium term		TBC	
T15	Target 15. By 2029 all local schools to be retrofitted					5,034.08		
149	Upgrade various energy measures in the schools to improve their energy performance.	Schools retrofitting programme will be based on initial assessment. Works will typically include: LED lighting, Insulation measures, controls upgrades, heating upgrades / replacements and Renewable Energy Generation technologies. Priority given to energy 'payback' calculations of less than five years against energy spend This will improve energy performance and has the potential to save 5,034.08 tCO ₂ e when completed	Improving the energy efficiency of our schools will significantly reduce demand and save money on their bills. Support more jobs in the green and sustainability industries Emerging of new supply chains for building efficiency will reduce the cost of the green technologies such as heath pumps, batteries, solar panels, etc.	Carry out energy audits to all schools to identify possible energy reduction projects.	Medium term	5,034.08	This project is included in the budget for retrofitting council property (4,500,000)	
T16	Target 16. By 2030, 20% of all houses in the borough to be retrofitted					44,307.5	75,0000	
16.1	Develop and deliver schemes to support retrofitting of homes Such as ECO (Energy Company Obligation) offering.	Support residents to reduce their energy usage and carbon emissions and increase the uptake of green energy technologies. This scheme will include energy efficiency measures. More residents will be able to improve the energy efficiency of their properties and switch from gas to electricity	By improving the energy efficiency of our homes will mean households can significantly reduce energy demand and save money on their bills. Improve health as homes become more Reduce fuel poverty	Set up the scheme. Identify the type of measures that can be implemented Identification of suppliers that will help deliver the scheme Scheme approval by Executive Launch the scheme – identify and contact the residents that can benefit from the scheme Continue advertising and implementation	Short term Short term Short term Short term Medium – long term	Potential carbon savings 44,307.5	FY21/23 75,0000	

REF	Action	Description / Outcome	Co-Benefits/Unintended Consequences	Milestone	Timeline	Carbon Savings tCO ₂ e	Project Cost	RAG
		Potential carbon savings 44,307.5 tCO ₂ e						
16.2	Green Homes Grant	Support residents to reduce their energy usage and carbon emissions and increase the uptake of green energy technologies. This scheme will include energy efficiency measures. More residents will be able to improve the energy efficiency of their properties and switch from gas to electricity	By improving the energy efficiency of our homes will mean households can significantly reduce demand and save money on their bills. Reduce fuel poverty	Deliver Green Homes Grant LAD 1	Short term	Carbon savings shared with ECO scheme	Nil	
				Green Homes Grant LAD 2	Short term			
				Continue application for upcoming grants	Medium term			
16.3	Support residents and local businesses to reduce their energy usage and carbon emissions by retrofitting their properties - Green Bank Scheme	The Green Bank Scheme will provide loans to assist householders in their net zero carbon ambitions. This will include energy efficiency measures on the fabric of the building and replacing appliances with low carbon versions. Householders will pay this back against a loan re-payment (plus interest) over a period of time (7, 10 and 15 years).	More residents will be able to improve the energy efficiency of their properties and switch from gas to electricity. By improving the energy efficiency of our homes will mean households can significantly reduce demand and save money on their bills.	Identify partners and set up the scheme	Medium term	Carbon savings shared with ECO scheme and GHG	TBC	
16.4	Smart City Cluster pilot project	The project focus on energy savings from 'small' devices using a 'smart' plug. This project will help to inform on technologies that will help reduce energy consumption		Trial to other office locations where the impacts across numerous devices can be tested and monitored. They are looking for a minimum energy saving of 5% along with associated cost savings. Looks very promising.	Medium – long term	Nil	Nil	
16.5	Street lighting project	A major street lighting LED Upgrade Scheme took place over the last few years. This has significantly reduced energy consumption and equipped the streetlights with remote control/monitoring. The council will further explore projects that have the potential to create further carbon savings.		Part-night lighting: There are approx. 2,000 unit operating "part-night" in Wokingham, where they switch off between 0:30 and 5:30. The council will explore how this scheme could be extended to other roads	Medium – long term	Carbon savings will be identified through the feasibility assessments	TBC	
				Dimming: All of the new LED lights are dimmable and in the majority of locations we currently dim them to 80% power at 10pm and 60% power	Medium – long term		TBC	

REF	Action	Description / Outcome	Co-Benefits/Unintended Consequences	Milestone	Timeline	Carbon Savings tCO ₂ e	Project Cost	RAG
		Carbon savings will be identified through the feasibility assessments		at midnight. The council will explore the possibility to further fine-tune these dimming levels.				

Carbon Sequestration

Carbon savings: None yet to report.

The actions identified in our plan seek to not only address climate change but also to improve our local air quality, protect and enhance important habitats and safeguard our local biodiversity. The council has committed to plant 250,000 trees by 2025.

Over the last year we have focused on doing the groundwork that will ensure the long-term sustainability of this project as it is essential to consider the maintenance of the trees in the long-term, as well as making sure we choose the right tree for the right location, promote native tree planting and well targeted woodland creation, as well as encouraging retention of trees.

The delivery of tree planting will be supported by a Tree Strategy, this will help meet statutory biodiversity obligations, while maximising the wide range of benefits that trees and woods can deliver for health, amenity, climate change and water management.

The council plans also include projects to manage grassland, rewild land, and protect and enhance wetland habitats.

Our Key Achievements

- Created a partnership with the Woodland Trust to support the delivery of our tree planting and secure £300,000 through the Emergency Tree Fund.

Our Partners

The delivery of tree planting and other carbon sequestration projects listed in our action plan will not be possible without the support and collaboration of the towns and parish council's, residents, local businesses, suppliers, the national grid, public energy suppliers.

Wokingham Borough Council's partnership with the Woodland Trust will ensure we receive the advice and support needed to ensure that we will be able to maximise the wide range of benefits that trees and woods can deliver.

Behaviour change remains important through the solutions to the climate and ecological emergencies which are recognised as intertwined. Residents have appreciated their green spaces across the borough throughout the pandemic more than ever before and stewardship over those spaces is widely accepted as vital.

Consumption Emissions

There are consumption emissions associated with every purchase of a good or service including of trees. However, by planting native trees, these emissions will be as low as possible. These are out of scope CO₂ emissions.

Future Opportunities

The Climate and Ecological Emergency (CEE) Bill was introduced in parliament on Wednesday 2nd September 2020. This Bill will accelerate change and provide positive outcomes for the local authority climate emergency agenda. Further resources and funds are to be allocated if the Bill is passed into law.

Point 9 of the Government's Ten Point Plan for a Green Industrial Revolution focuses on protecting our natural environment where the government committed to protect 30% of UK land by 2030 by designating new national parks and AONBs, initiate recovery projects as well as plant 30,000 hectares of trees and rewild the countryside to the measure of 30,000 football pitches.

Further upcoming national policy includes the England Tree Strategy and the Nature Strategy.

SDGs



REF	Action	Description / Outcome	Co-benefits / Unintended consequences	Milestone	Timeline	Carbon Savings tCO ₂ e	Estimated Project Cost	RAG
T17	Target 17. Plant 250,000 trees throughout the Borough by 2025 saving 3.5 ktCO₂e per annum					3,500	No allocated	
17.1	Create a new forest that will increase the number of trees in the Borough to improve carbon capture and biodiversity net gain	Large-scale (greater than 5ha) woodland planting on council owned land on high carbon capture potential sites (e.g. arable land, improved grassland). Carbon sequestration potential of 7.83 tonnes of CO ₂ e equivalent per hectare in first year of planting, 13.7 tonnes thereafter. Current woodland cover estimated at 2576 ha of Wokingham Borough (14.3%). Planting 115 ha more woodland (and associated green infrastructure) would get the Borough woodland land cover close to 15%.	Improve our local air quality Protect and enhance important habitats Safeguard local biodiversity Improve water management Help to combat climate change Provide space for leisure and recreation	Initial feasibility study, project plan and business case development	Medium term	3,500	Tree stock, planting, and maintenance during establishment estimated at £1,500,000 Planning, consultation, public coordination, and handover estimated at £220,000	
				Identify council owned land that is suitable for a major tree planting scheme				
				Review our estate portfolio for agricultural land / improved grassland, which has the potential to be converted to woodland.				
				Engage forestry specialist contractor to advice on feasibility, constraints, and process. Prepare consultant brief				
				Preparing plans and consulting public				
				EIA Screening / Planning				
				Grant and other scheme applications				
				Ordering and planting trees (with protection)				
				Installation of other site infrastructure				
				Produce forest management plan				
Handover to site manager (phased) - Ongoing management								
17.2	Deliver small-scale woodland planting on council estate in existing parks and opens spaces sites.	Identify potential programme to invest in small-scale woodland planting on council estate in existing parks and opens spaces sites. This small-scale planting can be deployed with shorter time scales than larger afforestation schemes. Estimate 5 to 10 ha of land available (circa 8,000 to 16,000 trees if planted as woodland).	New community orchards for local food production Improve our local air quality Safeguard local biodiversity Improve water management Help to combat climate change	Assessment to council estate portfolio to identify areas in existing public open space that has potential to be converted to woodland.	Medium term	7,938	Tree stock, planting, and maintenance during establishment estimated at £135,000 Planning, consultation	
				Carried out an internal review of constraints, costing, and scheduling. Preferably looking to target small low risk areas				
				Preparing plans				
				Implement public consultation on identified sites				
				Grant and other scheme applications				

REF	Action	Description / Outcome	Co-benefits / Unintended consequences	Milestone	Timeline	Carbon Savings tCO ₂ e	Estimated Project Cost	RAG
		Potential for the sites to be planted as Community Orchards for local food production and BAP targets. Converting from improved grassland to traditional orchard with wildflower rich ground flora has the potential to still sequester circa 6 tonnes of CO ₂ e equivalent a year.	Provide space for leisure, recreation and education	Ordering and planting trees (with protection) Ongoing management - Produce/review woodland management plan Promote tree planting campaigns to engage with residents, schools and local businesses (e.g. National Tree Week on 28th November)			, public co-ordination, and handover estimated at £35,000	
17.3 154	Support woodland and hedgerow creation on private sites.	Set up a grant scheme for local private landowners to apply for funding to create new woodland and hedge roads on privately owned sites. Recommend running scheme as yearly rounds with a ceiling of 16,000 whip trees (equivalent to 10ha broadleaf woodland) per year. If run in 2022/23, 2023/24, and 2024/25 with complete take up it has a potential to deliver 48,000 trees.		Produce Wokingham Borough Tree strategy to establish guidance for the delivery of the scheme	Short term	9,531	Tree stock, delivery, and planting (with partners) estimated at £90,000 Scheme creation, promotion and community engagement estimated at £45,000	
				Set up the scheme. Define the thresholds, suitability assessment and grants or plants	Short term			
				Call for sites - Scheme promotion and engagement with local landowners Selection for piloting with a beacon site	Short term			
				Tranche 1 - Planting plan design and approval, establishing contract negotiation, payment mechanism, compliance checking and other grant and carbon trading scheme support	Medium term			
				Review of tranche 1 take-up and feasibility assessment for tranches 2 & 3	Medium term			
17.4	Make Wokingham a Garden Forest by promoting and encouraging residents to plant new trees	Establish general process and guidance that could allow residents and local businesses who want to plant and maintained their own trees either with our permission on our land, or to help them have a successful tree on their own land. A community of garden tree owners - scheme will be required to engage the community and ensure the legacy of the tree planting, securing that trees will be looked after.		Produce Wokingham Borough Tree strategy to establish guidance for the delivery of the scheme	Short term	4,950	Tree stock and delivery (with partners) estimated at £130,000 Scheme creation, promotion, and community engagement	
				Design the scheme; include considerations on types of trees, maturity. Provide the mechanism to select the right tree for the right place. Establish the delivery mechanism	Short term			
				Launch the scheme and engage with residents and local businesses. Provide guidelines on the types of trees to be	Medium term			

REF	Action	Description / Outcome	Co-benefits / Unintended consequences	Milestone	Timeline	Carbon Savings tCO ₂ e	Estimated Project Cost	RAG
155		<p>These schemes will seek to deliver 6,000 trees</p> <p>Estimate that a scheme with approximate 10% of householder take up rate has the potential to deliver 6,000 to 7,000 trees planted. Recommend that that the scheme should be budgeted to have a 10,000 tree ceiling.</p>		planted, the pathway for application of new trees and the benefits from the tree (carbon savings, biodiversity gain, etc.).			estimated at £60,000	
				Implementation of the scheme. System to take and register the orders - place tree orders and delivery. Record keeping.	Medium term			
				Legacy - is there ongoing support offered. Long-term recording of benefits Opt-out (local offsetting)	Medium term			
				Annual review and monitoring of the scheme	Medium term			
				Assume request a tree scheme will run for 1 year only but potential to turn into an annual campaign depending on uptake in 2023	Medium term			
T18	Target 18. Carbon sequestration by design - improving carbon sequestration rates in future land management decisions, Approximately 0.062 ktCO₂e savings					660		
18.1	Develop the Wokingham Borough Tree Strategy to support long-term creation and retention of woodland and trees	<p>Developing a tree strategy for the Borough which will help define: Appropriate species (and adaptation to climate change); Good management practice; Facilitating ongoing recruitment to veteran tree population; Appropriate places for woodland creation; and access.</p> <p>Improving the retention rate of trees - The longer trees are standing the longer carbon is locked up.</p> <p>Encouraging planting of woodland on private land.</p>		Identification of requirements for Tree Strategy	Short term	Neutral	Nil	
				<p>Development of Feasibility study brief (including land appropriation and/or acquisition)</p> <p>Develop and builds upon existing studies</p> <p>Identify land available and type of habitat</p> <p>Verify likely carbon sequestration</p> <p>Confirm more detailed cost estimates</p> <p>Allows milestone point for decision to continue with full funding</p>	Short term			

REF	Action	Description / Outcome	Co-benefits / Unintended consequences	Milestone	Timeline	Carbon Savings tCO ₂ e	Estimated Project Cost	RAG
18.2	156 Include in the Local Plan Update policy for carbon sequestration potential. Subject to inspection, the local plan update will include: Green Infrastructure Policy Tree Policy Flood Policy Biodiversity Policy Design Policy	<p>Policies written to avoid loss of established habitat will help retain carbon stores.</p> <p>Policies written to seek multifunctional design of green and blue infrastructure will build in carbon sinks to new development.</p> <p>Policies written to retain and enhance biodiversity (particularly botanic diversity) will aid carbon sequestration in soils.</p> <p>Design guide to green and blue infrastructure will encourage inclusion of low intensity (maintenance) habitat for carbon sequestration.</p> <p>Assuming roughly 70ha of green infrastructure created in the LPU cycle. A nudge of 10% cover from high intensity maintenance grassland to low intensity species rich, brought about by good design guiding, could sequester a further 42 tonnes of carbon dioxide equivalent per year.</p>	<p>Avoid / reduce the loss of established habitat.</p> <p>Retain and enhance biodiversity</p>	<p>Require a review of ability to enhance carbon sequestration rates for all new policies and design guides to be published alongside.</p> <p>Independent assessment - design policy approach to maximise carbon sequestration</p>	Medium term	42	£10,000 Approx.	
18.3	Develop the Local Nature Recovery Strategy to provide complementary funding source to aid land use change (LULUCF being a carbon sink)	Developing a Local Nature Recovery Strategy that covers the Borough will provide a 5% uplift on the number of biodiversity net gain units that can be generated in areas identified as part of a local nature recovery network. The ability of soil to sequester carbon correlates positively with biodiversity.	<p>Biodiversity net gain unit capacity raises the value of land</p> <p>Avoid / reduce the loss of established habitat.</p> <p>Retain and enhance biodiversity</p>	<p>Develop the Local Nature Recovery Strategy through the Berkshire Local Nature Partnership</p> <p>Initial analysis of 30% target area - mapping exercise</p> <p>Consultation exercise with stakeholders</p>	Medium term	Neutral	Initial £40000 further funding will be required	

REF	Action	Description / Outcome	Co-benefits / Unintended consequences	Milestone	Timeline	Carbon Savings tCO ₂ e	Estimated Project Cost	RAG
157		<p>Additional biodiversity net gain unit capacity raises the value of land (for making improvements for biodiversity), and will leverage funding for habitat improvement that will lead to soil restoration and carbon sequestration.</p> <p>On assumption that average of 2.5 units per ha (not including current woodland area) can be generated at £15,000 per unit, the 5% uplift on a LNRS (over and above the national strategy area) would generate value on the biodiversity potential of £5,276,250</p>		Revising the Local Nature Cover Strategy and taking it through the local authority adoption process				
	18.4	Develop a Natural Flood Management partnership and scheme	<p>The creation of wetland habitat as part of a programme of restoration of natural flood management processes has potential to sequester carbon and reduce soil degradation.</p> <p>The partnership work and scheme would place through agreements with Environment Agency, water companies, and other Loddon Catchment Partnership partners.</p> <p>Natural flood management measures that prevent degradation might prevent 0.25 tonnes of carbon per hectare being released into the atmosphere.</p>	Reduce risk of floods and improve water management	<p>Initial mapping exercise to identify locations that will provide wetland habitat and could be forward into the scheme</p> <p>Consultation exercise with stakeholders</p> <p>Revising the Strategy and taking it through the local authority adoption process</p>	Long term	0.25	TBC

REF	Action	Description / Outcome	Co-benefits / Unintended consequences	Milestone	Timeline	Carbon Savings tCO ₂ e	Estimated Project Cost	RAG
T19	Target 19. Transition to low intensity (high carbon sequestration) land management. This will sequestrate approximately 0.024k tCO₂e per annum					642		
158 19.1	Work to transition Grassland Management to less frequent cutting scheme allowing wildflowers to bloom and set seed	<p>Considerations to the BLUE heart campaign style management of grassland moving away from improved grassland habitat under an intensive cut cycle and allowing rewilding of highway verge and other areas increasing</p> <p>Currently approximately 125ha of Environmental Localities greenspace is improved or semi-improved grassland.</p> <p>Converting 1/3 of the approx. 125ha of improved grassland within Environmental Localities portfolio to species rich grassland on a once a year cut could sequester an additional 242 tCO₂e per year (33% of 125 x 5.87, for conversion rate of improved to pollen and nectar mix from NERRO43).</p> <p>Converting rural highways verge to cut and collect, estimate of 4 tonnes per hectare would equate to 400 tonnes CO₂e per year for 100% conversion.</p> <p>5% pilot is estimated to have the potential to sequestrate 20 tonnes of CO₂e per year.</p>	<p>Less maintenance than traditional mowing schedules can save money</p> <p>Significantly increasing local wildlife density and diversity</p> <p>Support learning for schools' children and the wider community and provide opportunities to get involved in environmental projects</p>	<p>Pilot the principle of cut and collect to highways verge to improve biodiversity and soil restoration in selected areas. Run a 5% conversation pilot for highways verge and rural highways verge</p> <p>Target of 12.5ha of wildflower grassland creation across Environmental Localities sites. Converting 10% of this to pollen and nectar mix would sequestrate approximately 74 tonnes of CO₂ equivalent per year.</p>	Medium term	642	Estimated at £130,000	

REF	Action	Description / Outcome	Co-benefits / Unintended consequences	Milestone	Timeline	Carbon Savings tCO ₂ e	Estimated Project Cost	RAG
159	19.2	<p>Work to transition Grassland Management to support the Restoring Biological Processes</p> <p>Natural greenspace grassland will perform better at carbon sequestration where: a) soil compaction from machinery is kept to a minimum, and b) structural diversity is encouraged by 'conservation' grazing (instead of uniform cutting). With the additional natural greenspaces being taken on alongside development the scale to justify an internally owned and managed conservation-grazing herd may be reached.</p> <p>A goal of 642 tCO₂ per year (0.64 ktCO₂e) would be targeted to be met in the period 2025 to 2030</p>	<p>Less maintenance than traditional mowing schedules can save money</p> <p>Significantly increasing local wildlife density and diversity</p>	A feasibility study for applying a Legacy Gracing approach will set out the steps towards reducing our reliance on machine cutting and restoring soils.	Medium term	642		
	19.3	<p>Implement Citizen Science Engagement for Hedgerow Restoration</p> <p>There is approximately 1534 km of (mapped) hedgerow in Wokingham Borough. Of this, approximately 963km (63%) is within the countryside (as defined by settlement hierarchy). Of this, approximately 397km (26%) are associated with the adopted highway. Hedgerows are a good target for restoration work to increase the number of standing mature trees storing carbon. At a 50m spacing 400km of hedgerow would be equate to 8,000 open growing trees.</p> <p>Potential to increase an additional 3,200 tCO₂e captured over the next 70 years.</p>	<p>Improve our local air quality</p> <p>Safeguard local biodiversity</p> <p>Improve water management</p> <p>Help to combat climate change</p>	<p>TVERC product development to take PTES hedgerow survey data and project in an interpreted way to inform hedgerow management for land managers.</p> <p>Tool can be used by Trees & Landscape officers for enforcement of the Hedgerow Regulations.</p> <p>To inform a planting and restoration plan (as a part of the tree strategy), a citizen science condition assessment programme would greatly enhance the targeted planting of trees in suitable locations.</p>	Medium term	3,200	£15,000	

REF	Action	Description / Outcome	Co-benefits / Unintended consequences	Milestone	Timeline	Carbon Savings tCO ₂ e	Estimated Project Cost	RAG
T20	Target 20. Implement a programme of carbon sequestration opportunities					Neutral	Nil	
20.1	Engage the community with Community Garden Schemes	<p>Allow new allotment site due to be opened in 2020 as part of the South Wokingham Strategic Development Location (SDL)</p> <p>Carbon savings for these schemes are detrimental, however engaging residents with allotments and community garden schemes contributes to behavioural change</p>	<p>Promote production of fresh, local, seasonal produce</p> <p>The social contact offered by gardening in an allotment environment helps to combat the lack of social capital embodied by loneliness</p> <p>Gardening can prevent and alleviate mental ill-health and offer physical benefits</p> <p>Improve local air quality</p>	Work with UoR in assessing the 'Life Cycle Sustainability Analysis (LCSA) of Urban Food Production – the Case of Allotment Gardens and identify future opportunities for engagement	Short term	Neutral	Nil	
160 20.2	Enable the assessment and test of carbon sequestration new technologies	<p>Enable the safe testing and assessment of new initiatives for carbon sequestration</p> <p>There is potential for carbon savings of individual projects which will be assessed on once projects have been identified</p>		<p>Road spray initiative investigated as part of options appraisal for air quality initiatives.</p> <p>It was recommended that this initiative was not explore further as the benefits to AQ and carbon savings are minimal</p>	Short term	Neutral	TBC	

Engaging Schools and Young People

Carbon savings: 153.4 tCO₂e

Due to lockdown restrictions over the last year there has been limited engagement with schools. The council has worked to build up contacts with school and gain more experience of delivering these targets virtually which will be implemented in the updated action plan below.

Our Key Achievements

- A Youth Climate Conference was delivered online in the second week of October. The video series received a total of 5,600+ views across all social media platforms.
- A total of 9 retrofit projects were undertaken at schools including LED lighting and variable heat pumps. A further 10 projects approved for similar retrofit projects including LED lighting, heating replacement and loft insulation. Carbon saved from retrofitting projects are accounted for under target 15.1 for 'Retrofitting Domestic and Commercial Assets'.
- 6 schools are taking part in an air quality project and have diffusion tubes at their schools to monitor levels of pollutants. As part of this programme, a series of educational events, learning aids, competitions and lesson plans are being rolled out to the borough's primary schools more widely.

Our Partners

Wokingham Borough Council is keen to engage with as many schools and young people in the borough as possible in order to tackle the climate emergency as the council recognises the next generation are the driving force being this international movement. Schools, teachers and young people themselves will be the council's key partners for delivery of the actions set out below.

Behaviour change is a key aim of this section of the climate emergency action plan and should raise awareness and allow both children, young people to continue to drive this agenda. Making the voices of young people heard should also encourage intergenerational learning meaning sustainable behaviour change is encouraged from their parents and families.

Consumption Emissions

The engagement targets below are to reduce overall carbon footprints of our residents which includes all 3 scopes of emissions. The carbon savings associated with the targets below have been reduced from last year's estimates by 79% in line with the consumption-based UK carbon footprint which informs us that only 21% of all greenhouse gas emissions are from direct sources and therefore within our scope of influence.

We have made the decision to lower these predicted savings also to ensure that there is less risk of double counting of carbon savings whilst realising that possible behaviour change as a result of engagement means and accelerated the shift to more sustainable behaviours and therefore drives carbon emissions down further by 2030.

Future Opportunities

There are various environmentally focused initiatives, award schemes and accreditations which schools can work towards and many schools in the borough have achieved some of these awards. The council's aim is to make it as simple as possible to identify which scheme will work for them and what their pupils want to achieve and support schools in their journey to becoming more sustainable or even net zero carbon and how this can tie in with the curriculum at all levels.

SDGs



REF	Action	Description/Outcomes	Co-Benefits/Unintended consequences	Milestone/Progress	Time Scale	Annual Carbon Savings tCO ₂ e	Project Cost	RAG
T21	Target 21. Encourage and support school children in the Borough to take an active role in reducing carbon emissions							
21.1	Deliver annual climate emergency assemblies at local schools	<p>Introduce discussions about Climate Emergency amongst children and young adults via an annual climate emergency assembly for all secondary school students.</p> <p>98.5 tCO₂e savings</p>	<p>Restricted access and communications with schools due to covid-19 restrictions in place.</p> <p>Engagement from pupils should also reduce out of scope emissions in their carbon footprints, such as from food choices.</p>	<p>Plan and deliver climate emergency assemblies with all secondary schools.</p> <p>Climate Emergency Assemblies were delivered to all year groups in 3 Secondary Schools in the borough to a total of approximately 3,357 pupils before lockdown restrictions came into place. 37.4 tCO₂e savings achieved this year.</p>	Short term and ongoing	98.5	Nil	
162	21.2	<p>Create climate committees in schools</p> <p>Provide an opportunity for students, teachers, parents and the local community to work together to support the delivery of climate related projects.</p> <p>Increase engagement with climate emergency issues and ownership of actions to reduce carbon dioxide emissions.</p> <p>One per school starting with secondary schools initially.</p> <p>11 tCO₂e savings per school per annum</p>	<p>Restricted access and communications with schools due to covid-19 restrictions in place.</p> <p>Engagement from pupils should also reduce out of scope emissions in their carbon footprints, such as from food choices.</p>	<p>Produce information pack for how to set up a school council. Provide contacts within Wokingham Borough Council to help/attend when needed.</p> <p>Wokingham Borough Council is soon to pilot Youth Voice (youth council) which will contain a regular climate emergency item.</p> <p>Aim to set first committees up with particularly engaged schools in 2021, or 2022 depending on the schools capacity post covid-19. Headteachers summit to be held in July 2021. This summit aims to share of schools to schools on how schools can respond to the climate emergency, including setting up eco-committees for pupils.</p>	Medium term	11	Nil	
		<p>Deliver the Youth Climate Conference</p> <p>Increased awareness, engagement and understanding of climate emergency issues amongst children and young adults attending. Youth Climate Conference is aimed at</p>	<p>Restricted access and communications with schools due to covid-19 restrictions in place meant the event was held online</p>	<p>A Youth Climate Conference was delivered online in October 2020 comprising of 9 informative videos from charity partners and academic researchers. The video</p>	Short term and annual		5.3	2,000

REF	Action	Description/Outcomes	Co-Benefits/Unintended consequences	Milestone/Progress	Time Scale	Annual Carbon Savings tCO ₂ e	Project Cost	RAG
		sixth form (16+) students from across the Borough. 5.3 tCO ₂ e savings	only with less engagement than planned. Engagement from pupils should also reduce out of scope emissions in their carbon footprints, such as from food choices.	series received a total of 5,600+ views across all social media platforms. Aim to repeat this event virtually one a platform which allows for improved engagement.				
163	Encourage schools to include climate emergency issues in lesson time	Commitment from schools to include climate change in lesson time, for all children in at least one subject i.e. science, geography, philosophy, PSHE. Increased knowledge amongst children and young adults on climate emergency issues 37 tCO ₂ e savings	Will be able to raise awareness around the connectedness of the climate emergency into all affected topics such as biodiversity. Engagement from pupils should also reduce out of scope emissions in their carbon footprints, such as from food choices.	Create a series of climate emergency lesson plans for Key Stages 1-3 initially. An initial climate emergency lesson plan has been drafted for testing in secondary schools.	Medium term	37	Nil	
				Create a pledge with criteria for all schools to sign; to be presented at the Secondary Federation. Create campaign to engage across schools and the public to lobby for commitment from all schools. Use different communication channels (e.g. local news, social media, etc.)				
				Gain commitment from all schools and follow up to see how they are fulfilling the promise, with positive press coverage.				
21.5	Encourage schools to adopt sustainable property and operational management practices that reduce carbon emissions and support the environment	Develop a sustained campaign to encourage schools to focus on environmental issues to promote behavioural change. Better informed children and school staff on sustainability practices.	Restricted visitor access in schools due to covid-19 restrictions in place meant carrying out the retrofitting works have been delayed in some cases. Learning opportunity around how energy use impacts our carbon footprints.	Work with schools to encourage retrofitting and raise awareness about energy ratings, usage and consumption.	Short term	See Target 15.1	See Target 15.1	
				Work with schools to identify the school's carbon footprint including consumption emissions where possible, such as from food choices. The council has assisted 2 schools with this in the last year.	Short term	Neutral	Nil	

REF	Action	Description/Outcomes	Co-Benefits/Unintended consequences	Milestone/Progress	Time Scale	Annual Carbon Savings tCO ₂ e	Project Cost	RAG
104	Encourage Wokingham Borough schools to become net zero carbon and embrace sustainability	<p>Create positive partnerships with schools to make the best use of already existing schemes such as the Eco Schools Scheme, UN Climate Accreditation for school staff, etc.</p> <p>All schools to achieve Eco Schools programme by December 2025.</p>	Behaviour change promoted in specific areas as demanded by the accreditation aimed for.	Get all schools to sign up to bronze level of eco schools by December 2021	Short term	TBC	Nil	Yellow
		Set up an incentive for all local schools to become green flag level by December 2025		Green				
		<p>Support schools to assess their carbon emissions and sustainability status.</p> <p>Each school to have a sustainability and carbon emissions baseline to help schools to take better informed actions in the journey to become net-zero carbon.</p>	Learning opportunity to tie in the various services the council can provide into the climate emergency.	Produce and online resource on the Council's offering to schools.	Short term	Neutral	Cost of software	Green
				Assessment of sustainability initiatives implemented at schools to identify what they already do and how we can support them to become net-zero carbon.	Short term		Nil	Green
				Energy performance assessment for each school. The energy team have undertaken 19 site surveys which have included an energy audit to see whether any other energy efficiency projects could be undertaken (as of 25th May 2021).	Short term and ongoing	See Target 15.1	See Target 15.1	Green
		<p>Learn from best practices amongst local schools.</p> <p>Create an active network of support within and among schools.</p>	Comradery amongst a local network of schools, students and teachers to share lessons learned through both failure and success and accelerate the path to carbon neutral.	Draw up a step-by-step toolkit for schools to exemplify best practice in the borough, including financial cost.	Short term	Neutral	Potentially cost of software	Green
				Create our own federation/platform for sustainability within schools with sustainability leads at schools. Look into ways where we can use internal school communications systems to nudge users.				

REF	Action	Description/Outcomes	Co-Benefits/Unintended consequences	Milestone/Progress	Time Scale	Annual Carbon Savings tCO ₂ e	Project Cost	RAG
21.7	Support schools to implement carbon sequestration projects	Connect schools to voluntary sector and the community in projects such as planting in care homes, working with local allotments and farms.	Focus on wildlife, biodiversity and connection to where food comes from as co-benefits to absorbing carbon we produce from the atmosphere via planting.	Planting trees and plants to create a small-scale young forest in school grounds or council owned land. Promote tree planting campaigns in schools grounds as part of education in climate change issues. Have engaged with schools to promote the free tree packs via the Woodland Trust and offering planting advice. Aim for 10% of schools in the borough to successfully plant on their grounds.	Medium term	1.26 (0.18 per school)	Nil/Grant funding	
		Increased engagement with carbon sequestration projects among children and young adults.		Make more allotment plots available to people on council owned ground to encourage young people to grow their own food.			Drives down food miles (out of scope)	
21.8	Waste reduction	Run competition between schools to promote recycling, reduce waste and increase children's awareness about the impact of waste and reduce recycling contamination.	Covid-19 has meant that more disposable items are being used and therefore general waste has seen an increase in the last year from schools.	Set up the competition guidelines and trial competition in a specific school.	Short term	See target 27.1	Nil	
		Schools connected to Food Waste Hero volunteers and local businesses, to share surplus food (and other goods) rather than produce waste to increase children's awareness about the value of food and goods and reduce waste.		Investigate Freecycle for food schemes, to reduce food from schools go to waste and gets used, either for food banks or homeless shelters	Short term	More information is required. 605.59 KgCO ₂ e is emitted per tonne of food waste going to landfill.	TBC	

REF	Action	Description/Outcomes	Co-Benefits/Unintended consequences	Milestone/Progress	Time Scale	Annual Carbon Savings tCO ₂ e	Project Cost	RAG
T22	Target 22. Celebrate schools achievements in climate emergency initiatives and inspire the future generations							
22.1	Launch sustainability awards for schools	<p>Create an awards scheme to recognise and celebrate the efforts and achievements of local schools and their engagement with the climate emergency agenda.</p> <p>Engage children with climate emergency initiatives.</p>	Raise awareness of achievements and inspire the wider borough to engage with the climate emergency agenda.	<p>Establish the criteria for all schools to participate.</p> <p>Promote the school awards</p>	Short term	Neutral	To be confirmed once the project is scoped and costed	
22.2	Nurture creativity and resourcefulness amongst children and young adults	<p>Create a culture of innovation and enterprise thinking on climate emergency solutions</p> <p>Help develop resourcefulness and creativity that is connected to climate change.</p> <p>0.34 tCO₂ savings</p>	Raise awareness of achievements and inspire the wider borough to engage with the climate emergency agenda.	<p>Roll out the Dragons Den climate competition across all schools.</p> <p>The pilot was successfully completed at one secondary school before lockdown restrictions limited access to schools.</p>	Short term	0.34 tCO ₂	10,000	
22.3	Implement a behavioural change programme within schools that would support the adoption of new behaviours, particularly within sustainability and climate change	Initial pilot in three schools will result in engaging 200 children who are encouraged and rewarded for taking daily sustainable actions.	Raise awareness of achievements and inspire the wider borough to engage with the climate emergency agenda.	<p>Identify and propose schools that should be part of the pilot - Autumn to Winter.</p> <p>Set up focus groups with children to drive the platform design. Potential to use eco committees within schools.</p> <p>Write a Business Case that includes timelines, activities and carbon savings to obtain funding for the scheme implementation.</p>	Short term	More information needed on which behaviours will be targeted etc.	39,590	

166

Waste and Recycling

Carbon savings: 15,502.79tCO₂

Overall, this year's total waste increased to 71,664 tonnes, with the recycling rate at 49.7% as compared to 50.3% in 2019/20. This difference is due to a number of reasons including covid clear-outs coinciding with the closure of recycling centres as well as wet paper material that could not be recycled. Despite this, recycling rates in the borough still reached 35,634 tonnes of this total, meaning 15,502.79 tonnes of CO₂ savings and 221.47kgCO₂e per household, a huge achievement.

However, as waste emissions are outside of the borough's scope and not included in the initial figures, they have not been included in the overall savings figures but remain here to demonstrate the potential savings which can be achieved towards global emissions from these initiatives and highlight the importance of such measures.

This is thanks to the successful implementation of a number of initiatives around the existing waste and recycling goals set out in the initial plan. These include new measures for improving the quality collected recyclables and several campaigns to increase awareness.

Our Key Achievements

- A number of communications campaigns through social media to increase recycling levels of food waste during October and November.
- Through collaboration with school catering contractor Caterlink, significant progress has been made to remove cling film, plastic cups, straws and bottles from 34 local authority schools in the borough, with reusable plastic pots, containers and fully recyclable package materials being introduced.
- An interim solution to tackle wet recycling problem was approved at the end of September, with new recycling bags delivered to residents.

Our Partners

For each target the council has engaged with partners to ensure these are incorporated into existing plans and maximising their potential for success.

Here the main partners for each have been the Town and Parish Councils, Veolia (waste collection), re3 (Waste disposal). We are also working closely with our schools and residents and will look to collaborate further with our local businesses.

Behaviour change is of great importance to firstly reduce the amount residents and businesses throw away and secondly to encourage to recycle more. There are a number of different ways to engage and communicate with residents to encourage this shift in behaviour which the council is exploring. Over the last year one of Wokingham Borough Council's biggest communications campaigns has been to increase participation in the food waste recycling scheme.

Consumption Emissions

Per household these overall figures relate to an average of 0.514 tonnes of residual waste, while 0.509 tonnes are being reused/recycled. While it is impossible to calculate exactly which materials these will relate to, some of the more significant elements can be estimated to demonstrate the separate consumption emissions being produced from the disposal of each material. Therefore, within this household figure, it is estimated that 217.61kgco₂e arises from residual waste and 11.25kgco₂e arises from all the recyclables combined. A breakdown for these estimates with individual figures and all carbon savings can be found in the methodology section.

Future Opportunities

A variety of new government led policies have recently been announced which may improve the future effectiveness and likelihoods of these actions, including, the environment bill, the white paper and the sixth carbon budget which includes section specifically regarding waste. Therefore, as each of these develops, they will influence the below actions and scope of such. This is a live document, meaning as these developments are introduced, they will be incorporated and actions adapted, assessing throughout what opportunities are available to maximise the potential benefits, such as producing energy from waste.

SDGs



REF	Action	Co-Benefits / Covid Lessons	Description / Outcome	Milestone/Progress	Time Scale	Annual Carbon Savings tCO ₂ e	Project Cost (£)	RAG
T23	Target 23. Eliminate loss of MDR recyclable material in the form of wet paper					5188.67		
23.1	Increase awareness amongst residents to keep paper and card dry	Improved awareness about overall recycling quality and increased communication with residents.		Social media campaign to remind residents to continue keeping their paper & card dry	Short term	5188.67	TBC	
168		Residents more likely to participate as not handling soggy waste. Covid communication about keeping waste clean and dry in order to prevent covid transmission to workers etc., will also indirectly benefit.	Reaching a high level of awareness amongst residents about the implications of wet recyclables and impact on recycling rate through regular (weekly) campaigns to prevent loss of recyclable material.	Progress: Successfully ran the 'Stamp out the damp' campaign and similar communications, including sharing information with residents on how to use the new bags and keep waste dry.				
		More home deliveries mean more cardboard from packaging, so residents need to be extra vigilant to maintain quality. May need to increase sack size to allow for this.	This will generate 5188.67 tco2e savings	Information displayed on the website				
				Progress: Website fully updated and social media / e-newsletters used to communicate information also.				

REF	Action	Co-Benefits / Covid Lessons	Description / Outcome	Milestone/Progress	Time Scale	Annual Carbon Savings tCO ₂ e	Project Cost (£)	RAG
23.2	Implement interim solution for keeping paper and cardboard dry	<p>Improved awareness about overall recycling quality and increased communication with residents.</p> <p>Residents more likely to participate as not handling soggy waste. Covid communication about keeping waste clean and dry in order to prevent covid transmission to workers etc., will also indirectly benefit.</p> <p>More home deliveries means more cardboard from packaging so residents need to be extra vigilant to maintain quality. May need to increase sack size to allow for this.</p>	Provision of interim initiative to residents to protect paper & cardboard from wet weather during autumn & winter periods to prevent loss of recyclable material.	<p>Agreement between the council, Veolia and members on the interim solution (Exec report). Formal agreement through executive approval.</p> <p>Arrangement and delivery of the interim solution to residents by Veolia.</p> <p>Communicate with residents about this initiative.</p> <p>Brief consumer services and social media on new initiative.</p> <p>Progress: Deductions from rejections dropped drastically in Q4 thanks to implementation of reusable bags.</p>	Short term		TBC	
T24	Target 24. Achieve 70% recycling target by 2030					9618.23		
24.1	Implement a new waste and recycling collection system with improved facilities	<p>Improved system in general facilitating this across all materials. Includes permanent solution to keeping paper and cardboard dry.</p> <p>Due to closures under lockdown, importance of being selective with waste so as to not overload general waste when limited disposal is available.</p>	<p>Following consultation, a full Waste Strategy will be devised and implemented which will focus on waste minimisation, a high recycling rate, improved quality of recycling and reduced collection/ disposal costs and reduced carbon emissions.</p> <p>Specific carbon savings cannot be attributed to the strategy as a document, but can be attributed to the actions that it sets out.</p>	<p>Prepare consultants briefing, Options appraisal in early 2021, Market research and Decision making by end of 2021. Devise and adopt the communications plan by 2022 Development of the Waste Strategy throughout 2021</p> <p>Progress: Research and proposals and underway for the new waste strategy</p> <p>Communication with residents pre-delivery</p> <p>Delivery of new waste collection methods by March 2026 (three month)</p> <p>Ongoing communication with residents post delivery</p>	Medium term	<p>Included in total</p> <p>Note: This is out of scope so not included in overall figures</p>	TBC	

REF	Action	Co-Benefits / Covid Lessons	Description / Outcome	Milestone/Progress	Time Scale	Annual Carbon Savings tCO ₂ e	Project Cost (£)	RAG
				Assess impact of the new initiative on the property stock				
24.2 170	Improve residents' engagement with waste and recycling initiatives via partner Green Redeem	<p>Increased communication with residents.</p> <p>Due to closures under lockdown, importance of being selective with waste so as to not overload general waste when limited disposal is available.</p> <p>Increase in gardening and allotment interest may lead to greater garden waste recycling, food waste and composting opportunities.</p> <p>Closure of recycling centres combined with a surge in waste from lockdown clear-outs will have increased waste and decreased recycling rates. However, going forward people have started to give more to charity shops and find ways to re-use/sell unwanted items rather than disposing of them, while also being more selective of waste on the whole, so as to not overload general waste when limited disposal is available.</p>	<p>Weekly customer email to subscribers and monthly targeted campaigns to coincide with council's services and initiatives to increase the level of participation in recycling and improve the accuracy of recycling materials. Alongside greater awareness amongst residents about environmental issues.</p> <p>This will generate 6771.65 tco2e savings</p>	<p>Weekly email to prompt residents on presenting their waste / recycling.</p> <p>Waste reduction campaign by GreenRedeem to coincide with the delivery of blue bags.</p> <p>Climate Change Emergency campaigns - what residents can do at home to cut their carbon (link to garden waste collection/food waste reduction/recycling & increase in recycling).</p> <p>Progress: Ongoing – We have run a number of successful campaigns/communications in this area and continue to do so.</p> <p>Promote and prompt residents to renew Garden Waste</p> <p>Progress: Residents reminded via email and in other communication to renew their service. 11% of annual recycling amount now coming from this service.</p> <p>Promote online bulky waste collection service</p>	Short term	6771.65	TBC	
24.3	Target low participation areas to increase food waste tonnage to	Low participation areas likely low in all aspects so identification can allow for focus and communication	Improve uptake in food waste recycling to increase food	Identify low participation areas from Veolia crew report and send letters.	Short term	1664.69	TBC	

REF	Action	Co-Benefits / Covid Lessons	Description / Outcome	Milestone/Progress	Time Scale	Annual Carbon Savings tCO _{2e}	Project Cost (£)	RAG
171	increase participation above 50%	on all recycling. Likely will lead to greater food security/reduced inequality due to more donations of excess. Also greater health as residents able to purchase cheaper veg and items in general under shop excess schemes. Panic buying will likely have increased food waste during spikes. More home deliveries, may have better data on the areas with highest consumptions or best/worst figures. Opportunity for communication in delivery.	waste tonnage, hence reducing loss of recyclable material. This will generate 1664.69 tco2e savings	<p>Progress: All the data has now been gathered and will be incorporated into the overall waste strategy.</p> <p>Food waste collection anniversary thank you to residents for the fantastic results already achieved! Along with Easter recycling messages (packaging/foil recycling tips/food waste etc.).</p> <p>Communicate importance of not panic buying – no need as supply chains unaffected. Assess alternative uses and communicate these (animal feed etc).</p> <p>Progress: New milestones</p>		Note: This is out of scope so not included in overall figures		
	24.4	<p>Increase & improve facilities for glass recycling</p> <p>Partner – Sheltered accommodation providers</p>	<p>Supports wider glass usage in goods, meaning less plastic.</p> <p>Kerbside collections also means less travel for residents.</p> <p>Significant disruption from covid in assessing suitable sites.</p>	<p>Increase capture rate of glass from general waste through introduction of 50 new specific recycling sites and kerbside collections at sheltered accommodation, making it more convenient for residents and reducing loss of recyclable material.</p> <p>This will generate 1142.03 tco2e savings</p>	<p>Identify potential new specific and sheltered sites by communicating with parishes & town councils and other private businesses & partners such as FCC. Then install bottle banks once approved and communicate this with site management and residents. Providing kerbside glass collection at sheltered accommodation.</p> <p>Progress: 5 sites identified with the help of local Cllr's . These included: 1. Sutton Business Park, 2. British Gardens, Winnersh, 3. Rushey Way, Earley, 4. Laurel Park, Earley, 5. Network Vineyard Church, Eastcourt Avenue. However, none materialised due to landowner rejections.</p>	Medium term	1142.03 Note: This is out of scope so not included in overall figures	TBC

REF	Action	Co-Benefits / Covid Lessons	Description / Outcome	Milestone/Progress	Time Scale	Annual Carbon Savings tCO ₂ e	Project Cost (£)	RAG
24.5	Proactive approach to partner with housing developers to deliver waste management facilities in new developments	<p>Opportunity to induce better recycling habits amongst new residents.</p> <p>Home working means more domestic waste so this needs to be accounted for in planning.</p> <p>May lead to requests for upgrades for existing homes.</p> <p>Designing this optimally from the start will save time and costs on collections.</p>	<p>Provide good waste and recycling facilities and communicate the system to new residents in new developments. Leading to greater recycling rates and quality.</p> <p>This will generate 39.86 tco2e savings</p>	Proactively approach and revive working relationship with sales offices in new development	Long term	39.86	TBC	
				Work closely with developers to ensure efficient supply of waste management facilities to residents as they move in.				
				<p>Progress: Improved and futureproofed guidance for developers. In the process of obtaining new software for greater management of site specifications.</p> <p>Supplying developers with notices/bags etc will restart once safe to do so, while some have begun requesting these without prompting.</p>				
				Regular supply of instruction letters to developers to be included in the induction packs of residents. Improved information in the bin stores including posters on wall and recycling stickers on bins .				
				Progress: Ongoing with these letters and stickers still being requested alongside new developments.				
T25	Target 25. Zero waste going to landfill by 2050					8944.74		
25.1	Identify, establish & deliver necessary measures to achieve zero waste to landfill from domestic properties	<p>More land available for other uses such as renewable energy.</p> <p>Closure of recycling centres combined with a surge in waste from lockdown clear-outs will have increased waste and decreased</p>	Reuse, recycle and recover 100% of WBC waste from domestic properties by moving waste up the waste hierarchy and increasing potential savings from landfill diversion.	Comprehensive communications campaign on "Reuse" and "Appropriate Recycling" including website, social media, GreenRedeem and target campaigns to divert as much recycles from waste as possible.	Long term	8944.74	TBC	
						Note: This is out of scope so not		

172

REF	Action	Co-Benefits / Covid Lessons	Description / Outcome	Milestone/Progress	Time Scale	Annual Carbon Savings tCO ₂ e	Project Cost (£)	RAG
173	Partners – Green Redeem, re3	<p>recycling rates. However, going forward people have started to give more to charity shops and find ways to re-use/sell unwanted items rather than disposing of them, while also being more selective of waste on the whole, so as to not overload general waste when limited disposal is available.</p> <p>Reduction in oil demand has caused the relative cost of recycled material to rise, meaning it may be more difficult to recycle everything without legislative actions.</p>	This will generate 8944.74 tco2e savings	Progress: Ongoing campaigns and actions in previous targets are significantly contributing towards a reduction in waste to landfill.		included in overall figures		
				Tagging contamination recycling and leave uncollected.				
				Progress: Consultation regarding enforcement is ongoing.				
				Identify alternate markets for hard to recycle items.				
				Progress: Combustion has been identified as one potential avenue of energy generation to minimise existing fossil fuel use.				

*Action 25. Note, this action has been removed and it was explored and the decision made not to take it forward. Full details are included in the methodology.

**Action 28 has been removed from the table as it has been incorporated into the carbon savings column and methodology

New Development

Carbon savings: None to report at this time.

The Local Plan Update (LPU) is progressing. The Draft Local Plan was published for consultation in February 2020. The pre-submission consultation was anticipated to follow in the Autumn 2020. Subsequent to the publication of the Draft Local Plan, the emergency planning arrangements around AWE Burghfield were unexpectedly extended to incorporate land in the Grazeley area for the first time.

The strategy proposed by the Draft Local Plan included the establishment of a new garden settlement at Grazeley to accommodate the future, long term development needs. The extension of the emergency planning arrangements made this strategy realistically unachievable, necessitating the consideration of alternative approaches. The programme for the Local Plan Update is in the process of being finalised, but consultation on an alternative strategy is anticipated in Autumn 2021.

Turning to those policy areas which are not impacted by the above, these are being refined with consideration given to feedback received through the consultation. IN addition, specific climate change evidence has been commissioned to support policy development. This is a key part of evidencing that the requirements will contribute towards the goals relating to new development in the Climate Emergency Action Plan.

The council owned development has been assessed and measures to improved energy efficiency, reduce carbon emissions, and when possible, make new buildings net-zero carbon have been introduced.

Our Key Achievements

- Initial assessment to all new council development to assess stage of development and possible interventions to committed buildings.
- Dinton Activity Centre, the first carbon-positive building built in the Borough. The new building will generate all of its own power (using solar panels and heat pumps) and will generate more green energy than it uses.

Our Partners

The following partners are vital to completing the action listed in the action plan below: Development Management and Delivery, Building Control, Developers, Housing Associations and the highways authority as well as consulting with the local community and stakeholders.

Although much of the targets and goals involved in this section of the action plan are focused on infrastructure and planning, behaviour change remains important for residents to understand the value of these new innovations and interventions in the development sector. The council will continue to communicate about these new technologies and explain how they are part of the solution and why they are important.

Consumption Emissions

The construction industry is very material focused and thus, has a high level of consumption emissions associated. These emissions are out of scope and not considered at this time.

Future Opportunities

The council responded to a consultation on the Future Home Standards to ensure the ability for Local Plans to set higher energy performance standards for all new homes. The government has set out plans to radically improve the energy performance of new homes, with low carbon heating and be zero carbon ready by 2025.

These homes are expected to produce 75-80% lower carbon emissions compared to current levels. To ensure industry is ready to meet the new standards by 2025, new homes will be expected to produce 31% lower carbon emissions from 2021. Existing homes will also be subject to higher standards – with a significant improvement on the standard for extensions, making homes warmer and reducing bills.

SDGs



REF	Action	Description / Outcome	Co-benefits / Unintended consequences	Milestone	Timeline	Carbon Savings tCO ₂ e	Project Cost	RAG
T26	Target 26. Towards the end of 2023, major residential development to be designed and built to achieve carbon neutrality							
26.1	Require major residential development to achieve carbon neutrality	Policy within the new Local Plan will require residential developments of 10 or more dwellings to provide carbon neutral homes. A definition of what carbon neutral means in this context will be provided. Where there is robust evidence that this cannot be achieved on site, the council proposes to accept appropriate carbon offset financial contributions.	A chance for Wokingham Borough Council to take the lead and set an exemplar approach	Prepare climate change evidence base in support of the Local Plan Update (LPU). This will be a key part of evidencing the requirements set out in the draft plan and will contribute towards the goals relating to new development in the Climate Emergency Action Plan.	Short term	Neutral	Nil	Green
		Policy in place upon adoption of new Local Plan	Cheaper future operational costs for residents	Consult on draft policy as part of the Draft Local Plan. Publish draft policy as part of the Pre-Submission Local Plan. Policy included within adopted Local Plan.	Short term	Neutral	Nil	Yellow
26.2	Provide guidance to support major residential development to achieve carbon neutrality	A Supplementary Planning Document (SPD) will support the new Local Plan by providing additional detail on how development of all types is expected to demonstrate the achievement of the policy requirements, including carbon neutrality. The SPD will itself be subject to consultation and formally adopted. Adoption can only follow the adoption of the new Local Plan. Guidance in place upon adoption of new Supplementary Planning Document	Greater clarity to developers and homeowners	Consult on draft Supplementary Planning Document. Adopt Supplementary Planning Document.	Medium term	Neutral	Nil	Grey

175

REF	Action	Description / Outcome	Co-benefits / Unintended consequences	Milestone	Timeline	Carbon Savings tCO ₂ e	Project Cost	RAG
T27	Target 27. From 2023, major non-residential development to be designed and built to achieve the BREEAM excellent standard					Neutral		
27.1	Require major non-residential development to achieve BREEAM excellent standard	BREEAM is an internationally recognised certification scheme. It provides a holistic set of criteria to support the delivery of energy efficient developments, which are resilient to the impacts, and mitigate the effects, of climate change. Development proposals will be expected to demonstrate how they have met this standard (or future equivalent) as a minimum. Policy in place upon adoption of new Local Plan	Less stringent standards than major development will continue to encourage small and medium housebuilders Clarity and consistency using internationally recognised standard.	Consult on draft policy as part of the Draft Local Plan (complete). Publish draft policy as part of the Pre-Submission Local Plan. Policy included within adopted Local Plan.	Short term	Neutral	Nil	
176 27.2	Provide guidance to support major non-residential development to achieve carbon neutrality	A Supplementary Planning Document (SPD) will support the new Local Plan by providing additional detail on how development of all types is expected to demonstrate the achievement of the policy requirements. The SPD will itself be subject to consultation and formally adopted. Adoption can only follow the adoption of the new Local Plan. Guidance in place upon adoption of new Supplementary Planning Document	Greater clarity to developers and homeowners	Consult on draft Supplementary Planning Document. Adopt Supplementary Planning Document.	Medium term	Neutral	Nil	
T28	Target 28. Establish a spatial strategy and design framework which promotes active and sustainable travel, sustainable design and construction and enables biodiversity gain					Neutral		
28.1	Minimise unnecessary travel from new development, better house design for working from home and better integrated IT capability	The new Local Plan will establish a spatial strategy which secures a pattern of development which allows for more people to live and work where journeys can be undertaken by walking, cycling and public transport. Buildings, services and infrastructure need to be able to respond to new working patterns and needs.	Will help encourage behavioural change from residents to undertake journeys by active means rather than private car. Will be more likely to choose active transport over cars as adults, health benefits from exercise. People have embraced local green spaces.	Consult on draft policy as part of the Draft Local Plan (complete). Publish draft policy as part of the Pre-Submission Local Plan. Policy included within adopted Local Plan.	Short term	Neutral	Nil	

REF	Action	Description / Outcome	Co-benefits / Unintended consequences	Milestone	Timeline	Carbon Savings tCO ₂ e	Project Cost	RAG
		Policy in place upon adoption of new Local Plan	Increased time freedom due to lack of commute also increases adoption of active transport methods					
28.2 177	Require development, including the public realm, to be accessible to all and prioritise walking, cycling and other sustainable modes of transport	<p>Development will be expected to include measures to make walking and cycling the mode of choice for shorter journeys, both within and through the site, including links to facilities, services, bus stops and train stations. They will be designed so that they are easily navigable for people of all ages and physical ability.</p> <p>Policy in place upon adoption of new Local Plan</p>	<p>Will help encourage behavioural change from residents to undertake journeys by active means rather than private car.</p> <p>Will be more likely to choose active transport over cars as adults, health benefits from exercise. People have embraced green spaces.</p> <p>Increased time freedom due to lack of commute also increases adoption of active transport methods</p>	<p>Consult on draft policy as part of the Draft Local Plan (complete).</p> <p>Publish draft policy as part of the Pre-Submission Local Plan.</p> <p>Policy included within adopted Local Plan.</p>	Short term	Neutral	Nil	
28.3	Require allocations for major development to secure smart and sustainable approaches that champion climate change resilience and adaptation	<p>Buildings, services and infrastructure need to be able to respond to the impacts of climate change. Part of this ability relates to ensuring that new development is designed to adapt to more intense rainfall, the possibility of flooding, plus heat waves and droughts. The design of developments, including the use of materials, therefore need to carefully consider matters such as shading, insulation and ventilation, surface water runoff and storage and the use of appropriate tree and other planting.</p> <p>Policy in place upon adoption of new Local Plan</p>	Potential to provide exemplary new developments at scale which can facilitate wider green and energy infrastructure improvements	<p>Consult on draft policy as part of the Draft Local Plan (complete).</p> <p>Publish draft policy as part of the Pre-Submission Local Plan.</p> <p>Policy included within adopted Local Plan.</p>	Short term	Neutral	Nil	

REF	Action	Description / Outcome	Co-benefits / Unintended consequences	Milestone	Timeline	Carbon Savings tCO ₂ e	Project Cost	RAG
28.4	Provide positive policy framework for retrofitting existing buildings	Existing domestic buildings contribute around 34% of carbon dioxide emissions from within Wokingham Borough, whilst existing non-domestic buildings contribute around 20%. A permissive policy approach to retrofitting the existing building stock with measures that enhance sustainability and energy efficiency will assist in reducing emissions. Policy in place upon adoption of new Local Plan	Limitations in the role of planning policy and decision making to influence existing buildings, but highlighting a permissive approach will assist in raising the profile of retrofit.	Consult on draft policy as part of the Draft Local Plan (complete). Publish draft policy as part of the Pre-Submission Local Plan. Policy included within adopted Local Plan.	Short term	Neutral	Nil	
T29	Target 29. Support low carbon and renewable energy generation					Neutral	Nil	
178 29.1	Provide positive policy supporting low carbon and renewable energy generation	Due to the benefits which low carbon and renewable energy generation bring to tackling climate change, development proposals for these will be supported unless there are unacceptable impacts that outweigh the benefits. Policy in place upon adoption of the new Local Plan. An increase of renewable energy generation projects being developed across the Borough by local businesses and community energy groups.	Greater clarity and assurance to local groups and businesses wishing to support renewable energy schemes in their areas	Consult on draft policy as part of the Draft Local Plan (complete). Publish draft policy as part of the Pre-Submission Local Plan. Policy included within adopted Local Plan.	Short term	Neutral	Nil	
T30	Target 30. From 2023, all new residential and non-residential buildings to be designed and built to be EV ready							
30.1	Ensure new developments make adequate provision for EV	Electric and hybrid vehicle ownership is increasing, and likely to become more prevalent. Lack of charging infrastructure is a principal barrier to increased use of low-emissions vehicles. Therefore, all new developments will be expected to design in electric vehicle charging facilities from the outset.	Improved air quality, reduce NO _x , PM10s, PM25, cheaper to maintain and run, better driving experience. Also supports more constant energy usage for overall lower emissions from production.	Consult on draft policy as part of the Draft Local Plan (complete). Publish draft policy as part of the Pre-Submission Local Plan. Policy included within adopted Local Plan.	Short term	Neutral	Nil	

REF	Action	Description / Outcome	Co-benefits / Unintended consequences	Milestone	Timeline	Carbon Savings tCO ₂ e	Project Cost	RAG
		Policy in place upon adoption of new Local Plan	Despite covid and traditional car sales declining in the pandemic, EV sales have risen across the board.					
T31	Target 31. From 2021 100% of council new development is built to carbon neutral standards							
179	All new council properties non-residential will be built to the highest efficiency standards from 2021	Consult on all future council builds and engaged with developers to ensure that carbon neutrality is consider from the design stage and associated cost is identified.		Initial assessment to all new council development to assess stage of development and possible interventions to committed buildings	Short term	Neutral	Nil	
		The new development has been placed with a consultant to look at carbon neutrality and associated build costs.		Assessment of possible interventions to Arborfield School to new carbon	Short term		Nil	
		Net zero carbon standards to be considered for all new developments. Move away from 'gas provision' to cleaner technology for new build properties when possible.		Assessment - possible interventions to Dinton Activity Centre	Short term		Nil	
				Assessment - possible interventions to Addington scheme	Medium term		Nil	
31.2	All new council homes will be built to the highest efficiency standards by 2024	To develop a council led pilot Passivhaus housing scheme by 2021. Regeneration of urban improvement schemes. There are around 255 homes in Gorse Ride state regeneration project. Carbon savings will be informed by the feasibility assessment		Gorse Ride development has been for preplanning. It has designed houses to the first the first stage of Passive House. There will be no gas to the domestic houses on the side.	Medium term	Confirmed by feasibility assessment	TBC	

Procurement

REF	Action	Description	Outcome	Milestone	Timeline	Carbon Savings tCO ₂ e	Project Cost	RAG
T32	Target 32. By 2022, achieve sustainable procurement practice throughout the council as part of Corporate Procurement Strategy					Neutral	Nil	
32.1	Include a drafted approach to sustainable procurement within review of Procurement Strategy	Goods contracts will consider whole-life costing including disposal. Service and works contracts will include carbon neutrality or reduction measures either directly or indirectly by their design.	Procuring in line with business needs and climate emergency targets	Procurement to draft update to procurement strategy	Short time	Neutral	Nil	
				Procurement to seek consultation of strategy with SLT	Short time	Neutral	Nil	
				Procurement achieve sign off of strategy	Short time	Neutral	Nil	
				Procurement and CEM implementation and communication of strategy	Short time	Neutral	Nil	
32.2	Develop a sustainable procurement culture and associated skills for green procurement	Design of an e-learning module training people in green procurement techniques	All staff members who procure will have completed training	Procurement complete E-learning design	Short time	Neutral	Nil	
				All staff in council who procure to complete training	Short time	Neutral	Nil	
180 32.3	Assess suppliers on sustainable procurement standards	Evaluation of all suppliers to promote sustainability proportionate to contract and financial constraints	Use of the Standard SQ / inclusion of a pass/fail phase in all contract evaluations	All buyers/commissioners in the council to impose carbon targets on our suppliers including reporting back of carbon production	Short time	Neutral	Nil	
				All buyers/commissioners taking embedded carbon into account when purchasing goods and services	Medium time	Neutral	Nil	
				Performance Team to name the top 20 carbon producers from our suppliers	Medium time	Neutral	Nil	
32.4	Implementation of sustainable procurement KPIs amongst suppliers	Contracts have sustainability KPIs included where suitable to contracts scope	All contracts with sustainability KPIs will be performing within the 'green' threshold (or equivalent) for these KPIs	All buyers/commissioners embed carbon KPI targets into all suitable council contracts	Medium time	Neutral	Nil	
32.5	Informed suppliers of the councils sustainable procurement requirements	Consult local and national business during the development of council's sustainable procurement policy. Provide clear and detailed	Reduce carbon through agreed more sustainable procurement contracts.	CEM and procurement / place commissioning / community, insight and change complete business consultation event	Medium time	Neutral	Nil	

REF	Action	Description	Outcome	Milestone	Timeline	Carbon Savings tCO ₂ e	Project Cost	RAG
		instructions to suppliers on the council's sustainability requirements						
T33	Target 33. By 2023, the council will consider social value, including carbon neutrality, in all its procurement cycles					Neutral	Nil	
33.1	Introducing a culture of carbon neutrality in all council procurement activities	For environmental social value, include carbon impact into the council's principal business activities: <ul style="list-style-type: none"> Business Needs Analysis and Case Approval. Contract and Specification Design. Bid Submission Evaluations. Contract and Supplier Management. 	Social Value will be considered at all appropriate stages of the procurement cycle relevant to project's scope, risk and value	All buyers/commissioners ensure that the corporate strategy themes of carbon neutrality is embedded in each procurement cycle. The Street Cleansing team have trialled battery operated kit for maintenance purposes with good results as part of a review.	Short term	Neutral	Nil	
181 33.2	Adopt a WBC Social Value Policy	Generation of a WBC Social Value policy	Policy links to corporate procurement strategy	Place commissioning / community, insight and change draft social value policy	Short term	Neutral	Nil	
				Place commissioning / community, insight and change (with CEM) complete consultation of policy with businesses	Short term	Neutral	Nil	
				Place commissioning / community, insight and change complete consultation of policy with SLT	Short term	Neutral	Nil	
				Place commissioning / community, insight and change implement communication of policy via CEM	Medium term	Neutral	Nil	
33.3	Engage with businesses to successfully guarantee a transition to the new requirements	Consultation and market event with external stakeholders	Business will be informed in how to successfully meet our requirements; Investigate opportunities from big businesses to train SME and VCSE in bid writing, social value etc.	See target 34.7 milestones	Medium term	Neutral	Nil	
33.4	Promote local skills and employment	Where appropriate, locally-based suppliers will be used for all direct award and quotation processes Improve Skills for low carbon transition	Increased local usage of SMEs and tradespeople/businesses to reduce carbon impact from logistics and travel where compliant Support a just transition for workers by supporting those in traditional 'high carbon industries to retrain	All buyers / commissioners to impose SME/local supply targets on suppliers including reporting back of SME/local supplier subcontracting and carbon reduction	Medium term	Neutral	Nil	
				Performance Team name the top 20 suppliers supporting scheme	Medium term			

Engagement and Behavioural Change

Carbon savings: Engagement and behavioural change drives carbon savings through out the other sections of the plan.

This section of the action plan focuses on engagement with the aim of promoting and accelerating the shift to more sustainable behaviours amongst our residents, businesses, schools and community organisations and will feed into the carbon savings achieved elsewhere on this action plan such as increased use of public transport, as well as reducing out of scope emissions from purchases of goods and services. The majority of the actions are therefore listed as ‘Neutral’ for their carbon savings.

Our Key Achievements

- Wokingham Borough Council has held its first virtual event with businesses focusing on the road to decarbonisation of business operations.
- The council has held a series of collaborative events with the town and parish council, covering the key priority areas within influence to help tackle the climate emergency.
- Wokingham Borough Council has worked to improve climate emergency messaging in external communication regarding associated projects, such as the completion of the new Dinton Activity Centre.
- Council staff receive monthly internal communications regarding an issue around sustainability in the workplace and how this can be tackled at an individual and organisational level.

Our Partners

Wokingham Borough Council is keen to engage with as many stakeholders as possible within the borough in order to drive sustainable behaviour change. This includes businesses, community and voluntary organisations, schools and young people, council colleagues and residents more generally. Working in partnership with all stakeholders is vital to tackling the climate emergency which is not possible alone.

Wokingham Borough Council particularly aims to work closely with the borough’s Town and Parish councils to further engagement and behaviour change opportunities across the borough and collaborate with associated

community organisations wherever possible going forward. Behaviour change is vital to achieving many of the goals throughout this action plan which rely on uptake of technologies, initiatives and schemes by local residents and businesses in order to result in the associated CO₂ savings.

Consumption Emissions

The engagement targets below are to reduce overall carbon footprints of our residents which includes all 3 scopes of emissions, including indirect or ‘consumption’ emissions which includes out of borough travel, goods and services purchased, food choices etc.

Future Opportunities

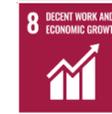
Wokingham Borough Council hopes that more opportunities will become available through grant funding in the coming year which can be promoted to or applied in partnership with community or charitable organisations with an environmental focus.

The government’s Build Back Better strategy will enable more policy and mean more opportunities will become available for businesses at a local level, particularly in promoting the green sector and the new skills needed to fill gaps in this emerging markets.

Both of these opportunities will be thoroughly built into the upcoming Climate Emergency Engagement & Behaviour Change Strategy. Which is explained in more detail below in Target 34.1 which has been added to the action plan. The intention is to develop and implement an engagement and behaviour change strategy that is specifically targeted towards tackling the climate emergency and will dictate the actions within this section of the plan going forward, once approved and published.

The strategy will ensure that all voices are heard and accounted for and investigate how to overcome the issue of behaviour change which is one of the biggest barriers to tackling the climate emergency with most of us choosing the path of convenience. A key part of this plan will be a visioning project which will work with stakeholders and engage residents via an innovative project which will inspire everyone in the borough to achieve a net zero carbon borough by 2030.

SDGs



REF	Action	Description /Outcomes	Co-benefits/Unintended Consequences	Milestones/Progress	Timeline	Carbon Savings tCO ₂ e	Project Cost	RAG
34	Target 34. Raise awareness in the community about the climate emergency agenda							
34.1	Implement a Wokingham Borough Council Climate Emergency Engagement & Behaviour Change Strategy.	Ensure there is a long-term plan for the delivery of sustained communication with all stakeholders in the borough needed to tackle the climate emergency, including residents, businesses, young people, council staff and the Town and Parish Councils.	Ensure this engagement programme is as inclusive as possible.	Options appraisal to inform on different engagement methods.	Short term	Neutral	Budget is not yet set/ allocated	Green
				Options appraisal has been written.				Grey
				Complete a visioning project to allow for residents, businesses, community organisations and young people to envisage how a net zero carbon borough will look in 2030.	Short term	Neutral – potential for accelerated achievements within this plan		Yellow
				Investigate behaviour change programme available for residents to shift to more sustainable choices and be rewarded for forming these new habits.	Short to medium term			Yellow
				Draft option appraisal.	Short to long term			Green
				Draft the Climate Emergency Engagement & Behaviour Change Strategy for approval at Council.	Short to long term			Grey
				Consult with community-based organisations and town & parish council's on the strategy.	Short term			Green
Support Town and Parish councils to share best practice and lessons learned to set out a path to net zero carbon in their own operations, where possible.	Short to medium term	Grey						
34.2	Actively communicate the progress of the climate emergency initiatives delivered borough-wide	Deliver a sustained campaign to support the delivery of the Climate Emergency Action Plan and ensure ongoing engagement.	Residents receive one clear message from all the workstreams within the climate emergency action plan.	Ensure climate emergency messaging is intertwined with comms plans for projects sat within the climate emergency action plan across the council, such as transport, waste and development projects.	Short term	Neutral	Nil	Green
34.3	Provide and share information with residents on how to reduce their carbon emissions. Inform on economic incentives 'Green Bank' that will	Develop a sustained campaign to provide information, advice, and signposting to promote behavioural change amongst residents to drive engagement with council initiatives.	A greener, healthier borough.	Set up a resident climate emergency newsletter to promote the actions the council are taking and focus on how individual actions can make a big difference.	Short term	Neutral	Nil	Green

183

REF	Action	Description /Outcomes	Co-benefits/Unintended Consequences	Milestones/Progress	Timeline	Carbon Savings tCO ₂ e	Project Cost	RAG
	support the adoption of carbon neutral technologies.	Engage residents with opportunities to improve energy performance of homes and buildings, reduce carbon emissions from transport, adopt new behaviours.						
34.5	Provide communications support to promote sustainable action taking place in schools.	<p>Develop a sustained communications campaign to provide information, advice, and signposting to promote behavioural change amongst schoolchildren and staff and giving more background to link the action to the climate emergency.</p> <p>Residents of the borough will gain a better understanding of why school children and staff are making sustainable changes and will be better informed on how this can be applied to their own lifestyle.</p>	Building stronger relationships with schools and enhancing intergenerational learning.	Align engagement campaigns to the climate emergency programme designed for schools and deliver engagement campaigns to inspire children and school staff to adopt new behaviours.	Short term	Neutral	Nil	
184	Support changes in work practices and behavioural change amongst council staff	Wokingham Borough Council staff to be better informed on their impact as an organisation and how to drive this impact down through projects and communications, providing information, advice & signposting to promote behavioural change amongst council employees (e.g. active and sustainable travel, increased plant based food).	<p>Healthier staff living more sustainable lifestyles.</p> <p>Reducing the council's own carbon footprint as an organisation.</p>	<p>Deliver a sustained communications campaign through the council's Green Team to inspire staff to reduce their personal carbon footprints by making sustainable shifts in their daily routines.</p> <p>Investigate and promote the carbon footprint of Wokingham Borough Council as an organisation and workplace and how individual actions of staff contribute towards this.</p> <p>Communicate environmental benefits and carbon savings of the Workplace Reimagined project to ensure staff are fully informed.</p> <p>Investigate a behaviour change platform for business use.</p>	Short term	The first assessment of the council's carbon footprint is 1.7tCO ₂ Please see page 16 for full detail.	<p>Nil</p> <p>No budget confirmed</p>	

REF	Action	Description /Outcomes	Co-benefits/Unintended Consequences	Milestones/Progress	Timeline	Carbon Savings tCO ₂ e	Project Cost	RAG
34.7 185	Support changes in work practices and behavioural change amongst local businesses	Provide information, advice, signposting to promote sustainable behaviours amongst local businesses (e.g. remote working, retrofitting buildings, solar PV installation)	The Covid-19 pandemic has put a strain on the economy. Although Wokingham Borough is a relatively resilient economy, there are sectors which have struggled and youth unemployment is up.	Host events to stimulate the conversation around sustainability in business between the council and the business community.	Short term	Neutral	Nil	
		Promote working from home practices to reduce the proportion of staff at corporate sites for more efficient use of the space.		The economic recovery out of the pandemic has put into green recovery policy at the top of the central government agenda.				
		Ensure the climate emergency action plan is fully aligned with the Wokingham Borough Council's Economic Recovery Strategy which focuses on enabling local business to Build Back Better. Align the climate emergency engagement with businesses with the government's plan for a Green Recovery to build back better from the economic consequences of the Covid-19 pandemic.		The council held its first Climate Conversations event. A virtual webinar-style event with a discussion panel of local experts. The theme was 'The Road to Decarbonisation'.				

Appendix 1. Data Sources

Table 5: Summary GHG inventory table Breakdown of building emissions, tCO₂e as split by SCATTER

SUB-SECTOR	DIRECT tCO ₂ e	INDIRECT tCO ₂ e
Residential buildings	187,968.61	78,875.18
Commercial buildings & facilities	11,254.16	42,841.08
Institutional buildings & facilities	8,831.41	9,301.94
Industrial buildings & facilities	32,229.12	52,294.99
Agriculture	2,804.37	0.52
Fugitive emissions	23,738.05	-
On-road	305,851.95	IE
Rail	11,438.37	IE
Waterborne navigation	NO	IE
Aviation	NO	IE
Off-road	3,058.52	IE
Solid waste disposal	6,664.21	-
Biological treatment	NO	-
Incineration and open burning	NO	-
Wastewater	9,888.15	-
Industrial process	44,871.97	-
Industrial product use	0.00	-
Livestock	9,383.60	-
Land use	-15,861.55	-
Other AFOLU	NE	-
Electricity-only generation	NO	-
CHP generation	132.57	-
Heat/cold generation	NO	-
Local renewable generation	2.01	NO
Notation keys:		
NO - Not Occurring	IE - Integrated Elsewhere	NE - Not Estimated

186

Table 6: Summary GHG inventory table Breakdown of building emissions, tCO₂e as split by SCATTER

Wokingham Carbon footprint 580 KtCO ₂ e	KtCO ₂ e
Industry and Commercial Electricity	93.71
Industry and Commercial Gas	39.75
Large Industrial Installations	0.01
Industrial and Commercial Other Fuels	17.30
Agriculture	3.92
Domestic Electricity	71.47
Domestic Gas	177.23
Domestic 'Other Fuels'	10.17
Road Transport (A roads)	85.51
Road Transport (Minor roads)	88.73
Transport Other	8.30
LULUCF Net Emissions	-15.19

Notes:

- BEIS data (right-hand table) and SCATTER data are compiled using different methodologies. The SCATTER model (Setting City Area Targets and Trajectories for Emissions Reductions) operates on 2016 data. BEIS data is from 2017. See page 52 for further notes on why the data differs between SCATTER & BEIS.

Data Sources – Frequently Asked Questions

What do the different emissions categories mean within the SCATTER Inventory?

Direct = GHG emissions from sources located within the Local Authority Boundary (also referred to as Scope 1). For example petrol, diesel or natural gas.

Indirect = GHG emissions occurring as a consequence of the use of grid-supplied electricity, heat, steam and/or cooling within the city boundary (also referred to as Scope 2).

Other = All other GHG emissions that occur outside the city boundary as a result of activities taking place within the city boundary (also referred to as Scope 3). This category is not complete and only shows sub-categories required for CDP / Global Covenant of Mayors reporting. Other Scope 3 emissions are however explored within Sections 2 and 3.

The BEIS Local Emissions Summary does not differentiate between direct/indirect/other (or the various 'scopes')

What do the different sectors and subsectors represent within the SCATTER Inventory?

- The Direct Emissions Summary and Subsector categories are aligned to the World Resource Institute's Global Protocol for Community-Scale Greenhouse Gas Emission Inventories ("GPC"), as accepted by CDP and the Global Covenant of Mayors.
- The BEIS Local Emissions Summary represents Local Authority level data published annually by the Department for Business Energy & Industrial Strategy (BEIS).
- Stationary energy includes emissions associated with industrial buildings and facilities (e.g. gas & electricity).
- IPPU specifically relates to emissions that arise from production of products within the following industries: Iron and steel, Non-ferrous metals, Mineral products, Chemicals. These are derived from DUKES data (1.1-1.3 & 5.1).
- Waterborne Navigation and Aviation relate to trips that occur within the region. The figures are derived based on national data (Civil Aviation Authority & Department for Transport) and scaled to the City of Oxford region.

Why does the BEIS summary differ from the SCATTER summary?

- The BEIS summary represents CO₂ only; SCATTER also includes emissions factors for other greenhouse gases such as Nitrous Oxide (N₂O) and Methane (CH₄). These are reported as a CO₂'equivalents (e)'.
- The BEIS summary does not provide scope split; SCATTER reports emissions by scope 1, 2, and 3 (i.e. direct, indirect or other categories).
- The BEIS summary categories are not directly consistent or mapped to the BEIS LA fuel data which is available as a separate data set. SCATTER uses published fuel data and applies current-year emissions factors, whereas the BEIS data calculations scale down national emissions in each transport area. Specifically with regard to road transport, BEIS data splits total emissions across road type; SCATTER uses fuel consumption for on-road transport per LA.
- Different treatment of 'rural' emissions i.e. Agriculture, Forestry and Other Land Use (AFOLU) and Land Use, Land Use Change & Forestry (LULUCF) categories are derived from different underlying data sets and have been explored further within section 3 of this report.

Appendix 2. Glossary

Term	Definition
Carbon Baseline	The year against which target decreases in emissions are measured. ⁴
Carbon dioxide (CO₂)	Carbon dioxide is a gas in the Earth's atmosphere. It occurs naturally and is also a by-product of human activities such as burning fossil fuels. It is the principal greenhouse gas produced by human activity.
Carbon Budget	A tolerable quantity of greenhouse gas emissions that can be emitted in total over a specified time. The budget needs to be in line with what is scientifically required to keep global warming and thus climate change "tolerable."
Carbon dioxide equivalent (CO₂e)	Six greenhouse gases are limited by the Kyoto Protocol and each has a different global warming potential. The overall warming effect of this cocktail of gases is often expressed in terms of carbon dioxide equivalent - the amount of CO ₂ that would cause the same amount of warming. For consistency in this climate emergency action plan, the figures on carbon dioxide emissions have been presented in tonnes tCO ₂ e
Carbon footprint	The amount of carbon emitted by an individual, organisation, geographical area or during the manufacture of a product in a given period of time.
Carbon neutral	A process where there is no net release of CO ₂ . For example, growing biomass takes CO ₂ out of the atmosphere, while burning it releases the gas again. The process would be carbon neutral if the amount taken out and the amount released were identical. A company or country can also achieve carbon neutrality by means of carbon offsetting in limiting quantities not all together.
Carbon offsetting	A way of compensating for emissions of CO ₂ by participating in, or funding, efforts to take CO ₂ out of the atmosphere. Offsetting often involves paying

	another party, somewhere else, to save emissions equivalent to those produced by your activity.
Carbon Sequestration	The process of storing carbon dioxide. This can happen naturally, as growing trees and plants turn CO ₂ into biomass (wood, leaves, and so on). It can also refer to the capture and storage of CO ₂ produced by industry.
Climate Change	A pattern of change affecting global or regional climate, as measured by yardsticks such as average temperature and rainfall, or an alteration in frequency of extreme weather conditions. This variation may be caused by both natural processes and human activity. Global warming is one aspect of climate change.
Climate Change Act (2008)	At the core of the Act is the 2050 target to reduce UK greenhouse gas emissions by at least 80% relative to 1990, and the system of carbon budgets that provide five-year stepping stones to the 2050 target ⁵ . In 2019 this target was altered to achieve net zero emissions by 2050 ⁶ .
Climate Emergency	A situation in which urgent action is required to reduce or halt climate change and avoid potentially irreversible environmental damage resulting from it. ⁷
Climate Emergency Declaration	The recognition of the urgency of the Climate Emergency by organisations, businesses or government at any level, often resulting in setting a target date to become carbon neutral.
The Committee on Climate Change (CCC)	An independent, statutory body established under the Climate Change Act 2008 whose purpose is to advise the UK and devolved governments on emissions targets and to report to Parliament on progress made in reducing greenhouse gas emissions and preparing for and adapting to the impacts of climate change. ⁸
Decarbonise	To replace fossil fuels as fuel source with a fuel that is less harmful to the environment such as solar power. See Renewable energy.
Emission Trading Scheme (ETS)	A scheme set up to allow the trading of emissions permits between business and/or countries as part of a cap and trade approach to limiting greenhouse gas emissions by businesses or countries buying or selling allowances to emit greenhouse gases via an exchange. The volume of allowances issued

⁴ <https://www.bbc.co.uk/news/science-environment-11833685>

⁵ <https://www.theccc.org.uk/2014/03/04/the-climate-change-act-a-retrospective/>

⁶ <https://commonslibrary.parliament.uk/insights/acting-on-climate-change-the-plan-for-net-zero-emissions-in-the-uk/#:~:text=Net%20zero%20is%20a%20statutory,emissions%20by%2080%25%20by%202050.>

⁷ <https://www.oxfordlearnersdictionaries.com/>

⁸ <https://www.theccc.org.uk/about/>

	adds up to the limit, or cap, imposed by the authorities. The best-developed example is the EU's trading system, launched in 2005.
Fossil fuels	Natural resources, such as coal, oil and natural gas, containing hydrocarbons. These fuels are formed in the Earth over millions of years and produce carbon dioxide when burnt.
Global warming	The steady rise in global average temperature in recent decades, which experts believe is largely caused by man-made greenhouse gas emissions. The long-term trend continues upwards, even though the warmest year on record, according to the UK's Met Office, is 1998.
Grandfathering	A form of carbon budgeting which allocates a higher carbon budget to those organisations or regions, which emit at a higher levels. In other words, high emitting areas will be allowed to emit at higher levels than those with lower existing emissions.
Greenhouse gases (GHGs)	Natural and industrial gases that trap heat from the Earth and warm the surface. The Paris Agreement, following The Kyoto Protocol restricts emissions of six greenhouse gases: natural (carbon dioxide, nitrous oxide, and methane) and industrial (perfluorocarbons, hydrofluorocarbons, and sulphur hexafluoride).
The Intergovernmental Panel on Climate Change (IPCC)	A scientific body established by the United Nations Environment Programme and the World Meteorological Organization. It reviews and assesses the most recent scientific, technical, and socio-economic work relevant to climate change, but does not carry out its own research. The IPCC was honoured with the 2007 Nobel Peace Prize.
Kyoto Protocol	A protocol attached to the UN Framework Convention on Climate Change, which sets legally binding commitments on greenhouse gas emissions. Industrialised countries agreed to reduce their combined emissions to 5.2% below 1990 levels during the five-year period 2008-2012. It was agreed by governments at a 1997 UN conference in Kyoto, Japan, but did not legally come into force until 2005. A different set of countries agreed a second commitment period in 2013 that will run until 2020.
Land Use, Land-Use Change, and Forestry (LULUCF)	Activities in this category provide a method of offsetting emissions, either by increasing the removal of greenhouse gases from the atmosphere (i.e. by planting trees or managing forests), or by reducing emissions (i.e. by curbing deforestation and the associated burning of wood).

Mitigation	Action that will reduce man-made climate change. This includes action to reduce greenhouse gas emissions or absorb greenhouse gases from the atmosphere.
Net zero carbon	A target to achieving net zero carbon dioxide emissions by balancing carbon emissions with carbon offsets and/or eliminating carbon emissions altogether.
Paris Agreement (2015)	The Agreement's central aim is to strengthen the global response to the threat of climate change by 21 countries agreeing to keep the global temperature rise this century well below 2 degrees Celsius above pre-industrial levels and to pursue efforts to limit the temperature increase even further to 1.5 degrees Celsius ⁹ .
Per-capita emissions	The total amount of greenhouse gas emitted by a country per unit of population.
Renewable energy	Energy created from sources that can be replenished in a short period of time. The five renewable sources used most often are: biomass (such as wood and biogas), the movement of water, geothermal (heat from within the earth), wind, and solar.
SCATTER	Standing for Setting City Area Targets and Trajectories for Emissions Reductions, SCATTER is a local authority focussed emissions tool, built to help create low-carbon local authorities. SCATTER provides local authorities and city regions with the opportunity to standardise their greenhouse gas reporting and align to international frameworks, including the setting of targets in line with the Paris Climate Agreement.
Tyndall Centre	A partnership of universities bringing together researchers from the social and natural sciences and engineering to develop sustainable responses to climate change, working with leaders from the public and private sectors to promote informed decisions on mitigating and adapting to climate change ¹⁰ .
The United Nations Framework Convention on Climate Change (UNFCCC)	One of a series of international agreements on global environmental issues adopted at the 1992 Earth Summit in Rio de Janeiro. The UNFCCC aims to prevent "dangerous" human interference with the climate system. It entered into force on 21 March 1994 and has been ratified by 192 countries.

⁹ <https://unfccc.int/process-and-meetings/the-paris-agreement/what-is-the-paris-agreement>

¹⁰ <https://tyndall.ac.uk/about>

Appendix 3. Sustainable Development Goals

The 2030 United Nations Agenda for Sustainable Development¹¹, provides a shared blueprint for peace and prosperity for people and the planet, now and into the future. At its heart are 17 Sustainable Development Goals (SDGs), which act as an urgent call for action to all countries - developed and developing – to work as a global partnership. They recognize that ending poverty and deprivation must go hand-in-hand with strategies that improve health and education, reduce inequality, and spur economic growth – at the same time as tackling climate change and working to preserve our oceans and forests.

Wokingham Borough Council and the Sustainable Development Goals

The Local Government Association (LGA) passed a motion in July 2019 declaring a climate emergency. At the same time offering a unified voice for local government to assist in delivering the UN's 17 Sustainable Development Goals (SDGs). In the table below each goal has been assigned an SDG number. For example, Good Health and Wellbeing is SDG3 and links back to the appropriate action in the Climate Emergency Action Plan demonstrating how Wokingham Borough are supporting the UN's 17 Sustainable Development Goals.

Wokingham Borough Council recognises that, as a local authority, we are in the best position to raise awareness and to influence in the delivery of the Sustainable Development Goals.

No poverty SDG1	Although Wokingham is an affluent borough, we will work hard to ensure the Climate Emergency action plan creates a sustainable, carbon neutral economy that will achieve economic justice as well as economic growth.	
Zero hunger SDG2	As a rural borough, sustainable agricultural practice is of high importance as well as promoting sustainable eating in the borough through the action plan which focuses on cutting down on meat consumption.	
Good health and wellbeing SDG3	We will be encouraging sustainable transport such as cycling and converting to electric vehicles through our action plan to ensure we maintain our high level of well-being across the borough	
Quality of education SDG4	The youthful population are a large part of our action plan to meet our 2030 net zero carbon target and we aim to promote sustainable lifestyles throughout our schools and ensure we hear the voices of our children.	
Gender equality SDG5	We hope the women and girls in the borough will take part to make the action plan the most effective in everyday situations like reducing waste and single use plastics.	
Clean water and sanitation SDG6	There is a strong focus on reducing water waste in the Borough which will comply with the sustainable management of water targets sat beneath this SDG.	
Affordable and clean energy SDG7	We are determined to roll out sustainable energy generating methods through the implementation of solar panels, particularly in our SDLs, which are both clean and affordable in the long term.	

¹¹ [Resolution adopted by the UN General Assembly on 25 September 2015.](#)

Decent Work and economy growth SDG8	Wokingham Borough benefits from a below average unemployment rate and bringing more sustainable enterprises to the borough will only enhance our working population further.		Life on land SDG15	Protecting our greenspace as a rural borough is of huge significance and is reflected in the action plan, as we aim to preserve the land as a carbon sink or sustainably develop on land in a way that allows the whole borough to reap the sustainable rewards.	
Industry, innovation and infrastructure SDG9	A large section of our action plan is dedicated to ensuring our new developments are net zero carbon through sustainable infrastructure and that we promote sustainable leaving within these new communities.		Peace, justice and strong institutions SDG16	As an influential institution in the borough, we take our role in combating climate change very seriously and will show our respect of our communities through public consultation and incorporating resident's ideas throughout our action plan.	
Reduce inequalities SDG10	The UK suffers from vast disparities in wealth but this can also be seen on a local scale within the Borough. We aim to work the Climate Emergency action plan with economic development in mind to ensure we achieve economic equality throughout the borough.		Partnerships for the goals SDG17	Creating partnerships are an essential aspect of our action plan, especially one which is tackling such a global problem. Partnerships, especially with the businesses in the borough, will allow us to achieve more.	
191 Sustainable cities and communities SDG11	Wokingham Borough is lucky to have an existent community that is resilient, inclusive and safe. We aim to build on this and strengthen this through the action plan to promote the same characteristics for the communities created in the new developments.				
Responsible consumption and production SDG12	The themes of this goal are woven throughout the action plan to promote and encourage a change in lifestyle of the residents in the borough starting with the council staff through the work of the Green Team.				
Climate action SDG13	By working towards our 2030 net zero carbon borough target we have been able to put in place Officer groups and projects that reflect the targets under our action plan and enforce action to combat climate change.				
Life below water SDG14	Protecting our bodies of water is essential for us as they are facilities for residents to enjoy in green space for non-polluting recreational activities				

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Appendix 3. Climate Emergency Action Plan – Carbon Assessment Methodology and Assumptions

Carbon Emissions Trajectory

Carbon emissions trajectories for the future are best estimates as it is impossible to make exact predictions. They are therefore based on the best available data from past emissions figures¹ and government projections. While it is impossible to be exact, these figures provide the best, most accurate reference for carbon accounting going forward. As explained in full in the CEAP methodology, these figures are all based on scope 1 and 2 emissions, while national statistics cover all aspects, including what would fall under scope 3 for us as a borough, such as motorways, diesel rail, aviation, industrial shipping and consumer purchases, amongst others. Therefore, national BEIS figures and their projections² may be slightly different to the expectations listed here.

Specifically, the business as usual (BAU) projection is based on the BEIS data covering the period between 2012 and 2017, as this is the most relevant and consistent data to represent potential future outcomes. In this period there was an average decline of 5.6% per year, which is the figure which has been used for extrapolation for future years. With the UK government's pledge to become net zero by 2050, alongside the introduction of multiple new commitments during 2020 (as outlined in full in the CEAP) that will significantly impact the future carbon emissions trajectory, this estimate remains realistic.

The government is continually reviewing policies and is likely to make additional changes, which will also be incorporated into our carbon accounting methodology and projections once they are realised. The carbon emissions BAU trajectory is expected to change year by year, as it will be impacted by new government policies, and national and global events (e.g. COVID-19 pandemic), therefore this should be used as a reference rather than an absolute figure.

For example, the proven effectiveness of working from for many companies during the pandemic in 2020 is expected to continue and provide a large decrease in emissions from commuting. However, this remains a live document which we review and will update as required, alongside BEIS updates which are released annually but backdated 2 years.

Meanwhile, the target emissions projection is based on experimental statistics because of inherent uncertainties in the estimation of CO₂ emissions. We used available tools to local authorities such as the Scatter Tool to build scenarios that help to understand the uncertainties and key elements that will affect emissions in the future. These scenarios demonstrate the level/type of changes which would be required in order to reach net zero, showing the estimated trajectories based on different parameters such as varying car use, electricity generation etc. Therefore, it has been calculated in reverse, finding out what level of reductions are needed to

¹ [2005 – 2019 UK Local & Regional CO₂ Emissions, BEIS June 2021](#)

² [Energy and Emissions Projections 2019, BEIS October 2020](#)

reach our 2030 goal, again being more front-loaded in terms of total reductions, to match government expectations. The differences here are then used to inform the targets, demonstrating their importance in reaching the overall 2030 goal.

Transport

Within this section, it is impossible to attribute the overall carbon savings directly to each action as many actions overlap or combine, therefore the total savings shown in the table may be different to the sum of the individual parts because of this. Each of these are best estimates based on the data available at this time. Target 7.9 has been removed after being explored and deemed unviable, however there were no carbon savings associated with this yet so there is no effect on the total.

Target 1. - Deliver a greenway network of over 37 Km across the Borough by 2030 with the ambition to deliver 60 Km by 2036

Action 1.1 - Deliver a comprehensive and connective network of greenway routes to encourage active and sustainable transport modes

- On average, people in the UK cycle 3.3 miles per trip cycled.³
- One fifth of the UK's population are thought to cycle at least once a month.³
- On average this 20% of the population (33,000 of Wokingham Borough's populations) cycle 17 trips a year. The table below shows the breakdown of purpose of these 17 trips.⁴
- Assuming a 2% increase in those cycling once a month or more from the resulting improved greenways network (660 people) the carbon calculations can be seen below assuming there has been a switch from driving to cycling.
- The 11 trips made for utility (not for leisure in grey) were each assumed to be the nationally average cycled mileage of 3.3 miles.
- This figure was then multiplied by the carbon emissions per mile of average petrol car (0.29103x3.3) accounting for 0.960399 KgCO_{2e}.⁴
- This figure was then multiplied by a 1% (330) and a 2% (660) increase in residents cycling in the borough due to the planned green ways network to result in 3.5tCO_{2e} and 7tCO_{2e} saved per year respectively. This would occur at the completion of the network in 2036.
- By 2030 we are expecting 62% completion of the total 60km of greenways. Therefore we will expect to be saving 62% of the 7 tCO_{2e} expected in 2036. **This equate to 4.34 tCO_{2e} savings annually.**

Trips taken per person per year

Purpose	Bicycle
Commuting	6
Business	1
Education / escort education	1
Shopping	2

³ Cycling UK Cycle Statistics

⁴ Department for Transport National Travel Survey (2018)

Personal business	1
Leisure ⁵	6
Other including just walk	0
All purposes	17

Target 2. - Double public transport use by 2030 from 2019 baseline

Double Bus Usage

- There were 2,800,000 bus passengers recorded for 2019 in Wokingham. The kilometres travel on local bus services accounted for 2,200,000 km/year. The average km per passenger per year is 0.79 km.
- Buses emit 103.0 gCO₂ per passenger per km, multiplying this by the average km per passenger per year calculated 0.79km equates to 81 gCO₂ emissions per passenger per year.
- The average petrol car emits 180.8 gCO₂ per km. multiplying this by the average km per bus passenger per year calculated to 0.79km equates to 142.9 gCO₂ emissions per passenger per year.
- We are assuming residents are replacing a car journey with a bus journey. Increasing the number of bus passengers will reduce the number of residents using vehicles to do the same journeys. Therefore, the new 2,800,000 bus passengers will have reduce their carbons emissions from a private vehicle (2,800,000 x 142.9 gCO₂), this equates to 400.01tCO₂ per year.
- Multiplying the emissions per bus passenger per year (81 gCO₂) by the number of bus passengers recorded for 2019 (2,800,000) equates to 226.8 tCO₂ per year.
- Therefore, the difference from switching from cars to bus for this many people would save (400.01-226.8)= **173.3 tCO₂** per year.

Double Train Usage

- Currently 18% of Wokingham Borough residents use the train once a week. This amounts to 29,700. A 100% increase, would therefore be 59,400 residents.
- We are assuming residents are replacing a car journey with a train journey once a week. The average distance driven in a car journey is 8.2miles (or 13.2km) according to Government statistics.
- An averaged sized petrol car emits 2.4kgCO₂ in one journey (8.2 x 0.29103). Multiply this by the number of residents calculate to 71.28tCO₂ avoided per week (2.4 x 29700).
- Multiplying this by 52 weeks equates to the annual emissions from this car travel (71.28 x 52) = **3706.56 tCO₂**.
- Next the emissions from the train travel were taken away from the potential car travel emissions.
- National rail trains emit 0.04kgCO₂ per passenger per km. For the purposes of this calculation an assumption has been made that the train journey would be the same distance as average journey driven, although in reality this is unlikely. (0.04 x 13.2km) This gives the sum of 0.54kgCO₂ per passenger.
- This figure has then been multiplied by the number of residents involved in the 100% target increase which equate to 16.04 tCO₂ ((0.54 x 29700)/1000).

- This was then multiplied by 52 to give annual emissions of 834.08 tCO₂ (16.04 x 52).
- Finally this figure was taken away from potential driving emissions to give potential annual carbon emission savings of 2872.48 tCO₂ (3706.56 – 834.08).
- However, emissions from national rail are out of scope when considering the borough's carbon footprint. So potential carbon savings are the initial figure of **3706.56 tCO₂ per year**.
- These calculations assumes all the car journeys are undertaken within the borough.

The total savings in carbon emissions from doubling public transport use by 2030 will account to **3879.86 tCO₂e** (173.3+3706.56).

Action 2.10 Part A - Deliver the Winnersh Triangle Parkway parking projects. This will increase the amount of parking capacity at Winnersh parkway station to achieve a 10% increase in the number of Wokingham Borough residents who use a train from Winnersh station at least once a week by March 2026.

- Currently 513,392 of Wokingham Borough residents use the station at Winnersh per year. This amounts to 9,873 people per week. A 10% increase, would therefore be a further 988 residents.
- We are assuming residents are replacing a car journey with a train journey. The average distance driven in a car journey is 8.2miles (or 13.2km) according to Government statistics.
- An averaged sized petrol car emits 2.4 kgCO₂e in one journey. Multiply this by the number of residents calculate to 2.37 tCO₂e avoided per week (2.4 x 988).
- Multiplying this by 52 equates to the annual emissions from this car travel (2.37x52) **123.24 tCO₂**.
- Next the emissions from the train travel were taken away from the potential car travel emissions.
- National rail trains emit 0.04kgCO₂e per passenger per km. For the purposes of this calculation an assumption has been made that the train journey would be the same distance as average journey driven, although in reality this is unlikely. (0.04 x 13.2km) This gives the sum of 0.54kgCO₂e per passenger.
- This figure has then been multiplied by the number of residents involved in the 10% target increase which equate to 0.53 tCO₂e ((0.54 x 988)/1000).
- This was then multiplied by 52 to give annual emissions of 27.6 tCO₂e (1.6 x 52).
- Finally this figure was taken away from potential driving emissions to give potential annual carbon emission savings of 94.9 tCO₂e (122.52 – 27.63).
- Emissions from national rail are out of scope when considering the borough's carbon footprint. So potential carbon savings are the initial figure of **123.24 tCO₂e per year**.
- These calculations assumes all the car journeys are undertaken within the borough.

Action 2.10 Part B - Deliver transport infrastructure enhancement in Coppid Beach, includes the creation of more parking spaces to achieve a 10% increase in the

number of Wokingham Borough residents who use a park & ride at least once a week by March 2026.

- Coppid Beech Park & Ride (P&R) will run users out to Wokingham and Bracknell both an average of 2 miles (or 3.2km) journey.
- An average size petrol car will emit 0.29103KgCO₂ per mile.
- In 2019 8% of Wokingham Borough's residents used P&R at least once a week, this is 13,200 people (165,000 current total population).
- The targeted 10% increase of this is a further 1320 people using park and ride at least once a week.
- This is 135280 miles saved a year ((1320 x 2 miles)x 52 weeks), which would have emitted 40tCO₂e annually ((0.29103 x 135380)/1000).
- There are of course still emissions associated with the bus journey itself. An average local bus emits 0.33KgCO₂e on this journey (0.10391*3.2km).
- Based on the bus timetable for the Winnersh Triangle P&R were buses go on average 4 times an hour 6 days a week for 12 hours a day equating to 568 bus journeys running to and from the P&R emitting 9.8tCO₂e a year.
- Subtracting this figure from the earlier 40tCO₂e emission saving from shorter car journeys leaves us with an **annual saving of 30.1tCO₂e** from the creation of the Coppid Beech P&R by 2026 to be sustained into 2030.

Target 3 (Demand) - 20% reduction in total distance travelled in private vehicles per individual per year by 2030

- This targets aims to reduce demand by encouraging working from home, sharing journeys to work and to local amenities, and reducing the level of freight through better management of the network. National figures are used, as there are no local figures relating to journey length for business, local trips or freight within the borough.
- The average miles travelled by car in the South East region and Rural-Urban Classification for 2017/2018 were 5,101 for rural Town and Fringe.
- There are 66,100 petrol cars registered in Wokingham as of December 2019. The average miles per year driven for these vehicles is approximately 337,148,028.4 (66,100 x 5,101).
- Therefore a 20% reduction would save 67,429,605.68 (337,148,028.4*0.2) miles
- The average petrol car emits 0.29103 kgCO₂e per mile.
- Therefore, a 20% reduction in total distance travel will result in savings of **19,624.04 tCO₂e** (67,429,605.68 x 0.29103/1000)
- There are 33,900 diesel cars registered in Wokingham as of December 2019. The average miles per year driven for these vehicles is approximately 172923900 (33900 x 5,101).
- Therefore a 20% reduction would save 34584780 (172923900*0.2) miles
- The average diesel car emits 0.27901 kgCO₂e per mile. Therefore, a 20% reduction in total distance travel will result in **9649.50 tCO₂e** savings (34584780* 0.27901/1000)

- There are 38000 motorbikes registered in Wokingham as of December 2019.
- The average miles travelled by motorbike in the South East region and Rural-Urban Classification for 2017/2018 were 23 for rural Town and Fringe.
- The average miles per year driven for these vehicles is approximately 874000 (38000 x 23).
- Therefore a 20% reduction would save 174800 (874000*0.2) miles
- The average motorbike emits 0.16559 kgCO₂e per mile. Therefore, a 20% reduction in total distance travel will result in **28.95 tCO₂e** savings (174800* 0.16559/1000)

Total savings across all 3 are **29,302.50 tCO₂e** (19624.04+9649.5+28.95)

Action 3.1 - Engage businesses to promote homeworking and remote working when possible to achieve 30% reductions of CO₂ emissions travelled from employees of local businesses by 2022

- There are a total of 60,800 Wokingham Borough residents employed in the following roles which are office based and therefore could sustain remote working behaviours which have been enforced through the COVID-19 lockdown measures in 2020.

	Wokingham (Numbers)
Managers, Directors And Senior Officials	12,600
Professional Occupations	27,100
Associate Professional & Technical	14,100
Administrative & Secretarial	7,000
Total	60,800

- Assuming 30% (18,240 people) of the office-based workforce can maintain remote working or active travel to and from work this could lead to huge annual reductions in local car travel and associated emissions.
- In England in 2018, the average person travelled 788 miles per year for commuting purposes by driving a car or van. 14.4 million miles are therefore travelled each year by 30% of this sector of the workforce (788 x 18,240).
- Multiplying this mileage by 0.29103KgCO₂ of emissions per mile by an average petrol car ((0.29103 x 14.4)/1,000) means that **4,200 tCO₂e could be saved annually** if sustained.

Action 3.2 - Promote the Liftshare scheme through My Journey to help individuals and businesses develop bespoke travel policies

- The target is to achieve a 10% reduction in the number of car/bike trips to and from businesses within the borough by March 2025 by implementing a lift share scheme.
- The average miles travelled by car in the South East region and Rural-Urban Classification for 2017/2018 were 5,101 for rural Town and Fringe.
- There are 66,100 petrol cars registered in Wokingham as of December 2019. The average miles per year driven for these vehicles is approximately 337,148,028.4 (66,100*5,101).

- The average petrol car emits 0.29103 kgCO₂e per mile. Therefore, the carbon emissions for the 66,100 vehicles in the Borough will account for 98,120.19 tCO₂e (66,100*0.29103/1000)
- A 10% reduction in total distance travel will result in **9,812.02 tCO₂e** carbon savings (98,120.19*0.10).
- There are 33,900 diesel cars registered in Wokingham as of December 2019. The average miles per year driven for these vehicles is approximately 172923900 (33900 x 5,101).
- Therefore a 10% reduction would save 17292390 (172923900*0.1) miles
- This translates to **4824.75 tCO₂e** carbon savings (17292390*0.27901).
- There are 38000 motorbikes registered in Wokingham as of December 2019.
- The average miles travelled by motorbike in the South East region and Rural-Urban Classification for 2017/2018 were 23 for rural Town and Fringe.
- The average miles per year driven for these vehicles is approximately 874000 (38000 x 23).
- Therefore a 10% reduction would save 87400 (874000*0.1) miles
- The average motorbike emits 0.16559 kgCO₂e per mile. Therefore, a 10% reduction in total distance travel will result in **14.47 tCO₂e** savings (87400* 0.16559/1000)

Therefore total savings for this target are **14651.24 tCO₂e**

Target 4 The use of all cars, vans and motorbikes as a mode of transport decreases from 74% (current national/borough average) total miles to 56% in 2030

- There are 138000 cars, vans and motorbikes registered in the Borough.
- Assuming that the council target is to achieve a further 18% reduction from the current national average of 74%, the carbon savings will result in **26372.56 tCO₂e** per year.

	Car / van driver	Car / van passenger	Motorcycle	Total
Average miles total	5,101	5,101	23	7,782
No vehicles	66,100	33,900	38,000	112,100
Total miles	337,148,028.44	172,923,900	885,125.55	359,298,046
18%	60,686,645.12	31,126,302	159,322.60	64,673,648
CO2 t	17,661.63	8,684.55	26.38	26372.56

Action 4.1 - To provide more primary school children with the opportunity to develop practical skills and an understanding of how to cycle safely and achieve a 5% reduction in the number of children being driven to Wokingham Borough schools by March 2022.

- Currently there are 1737 children trained in all levels of bikeability at the borough primary schools⁵. A 5% increase would mean 87 more children will be trained to cycle to school.
- On average, children travel 1.6 miles to primary school⁶. Multiplying these figures together means 278 miles are travelled per day to and from school by these 87 children $((1.6 \times 87) \times 2)$.
- There are 190 days in an academic year meaning this small group of children will be travelling 52,805 miles per year $(278 \text{ miles} \times 190 \text{ days})$. We are assuming these children will all transition from being driven to and from school to cycling to and from school.
- Finally we multiply this figure by the carbon emissions produced per mile driven in an average sized petrol car $((52,805 \times 0.29103 \text{KgCO}_2\text{e})/1000)$ to find that **15.4tCO₂e emissions could be saved per academic year** from this 5% in cycling to and from primary school every day.
- As this action contributes to the overall target in action 4.2, the total saving from these combined activities has been included here, so as not to double count.

Action 4.2 - Encourage and support local schools to join Modeshift Awards scheme for active and sustainable travel to achieve a 10% reduction in the number of children being driven to school by March 2026.

- There are 21,757 children in the borough who attend a state primary or secondary school in the borough. 35.79% are driven to school equating to 7,786.8 pupils.
- A 10% reduction of those being driven is therefore 778.7 less pupils being driven to school.
- Children travel on average 3.2 miles a day to and from primary school in England. Multiplying this figure by the 10% reduction aimed for is 2491.8 miles travelled per day (778.7×3.2) .
- This is then multiplied by 190 (school days) to calculate annual mileage by this cohort 473439.3 miles per academic year (2491.8×190) .
- Finally this figure is then multiplied by the emissions per mile produced from an average sized petrol car to show that **137.7tCO₂e emissions could be saved each year** $((473439.3 \times 0.29103)/1000)$.

Action 4.3 - Roll out the Healthy School Streets programme to help achieve a 10% reduction in the number of children being driven to school by March 2026.

- See the calculations for Action 4.2 as this will help towards achieving these **137.7tCO₂e** a year.

Action 4.4 - Increase the uptake of cycling from local business by promoting the Love to Ride programme to reduce the CO₂ emissions from a driven commute by 10% by 2025.

⁵ My Journey Monitoring Spreadsheet M62

⁶https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/476635/travel-to-school.pdf

- There are 85,900 economically active residents in Wokingham Borough. We assume they all currently commute to work.
- 63% of residents in Wokingham Borough usually drive to work equating to 54,117 residents.
- A 10% reduction and shift to active transport for work would be 5,411.7 people who usually drive to work.
- The average annual mileage for commuting is 788 miles. Multiply these figures together equates to 4,264,420 miles a year (5411.7 x 788).
- Multiplying this figure by the emissions per mile of an average petrol car shows that **1,240 tCO₂e** who be saved a year from this amount of people shifting their annual commute to zero emission modes ((4,264,420 x 0.29103)/1,000).

Action 4.5 - Develop the Local Cycling and Walking Infrastructure Plan (LCWIP) to be borough wide and implement 50% LCWIP by 2030 to increase cycle modal share by 4% and increase walking modal share by 5%

- Applying national modal share percentages⁷ to Wokingham Borough means that annual mileage driven, which is 337,148,028.44, accounts for 78% of the boroughs total annual mileage. The total mileage in the borough by all modes is therefore 432,241,062.10 (337,148,028.44/0.78).

Cycling

- National Modal Share by distance travelled for cycling is 1%. This equates to 4322410.6 miles in Wokingham Borough (432,241,062.10*0.01).
- The target increase to 5% share would mean a rise to 21612053.105 miles being cycled rather than driven (432,241,062.10*0.05)
- This is a difference of 17289642.505 miles (21612053.105-4322410.6)
- Multiplying this figure by the emissions per mile of an average sized petrol car means up to **5031.80 tCO₂ of emissions** could be saved annually ((17289642.505 x 0.29103)/1,000)

Walking

- National modal share by distance travelled for walking is 3%. This equates to 10,114,441 miles a year in Wokingham Borough.
- An increase to 8% of modal share would be a further 24464843.968 miles a year walked instead of driven (34579284.968 - 10,114,441)
- This would mean **7120 tCO₂** could be saved annually ((24464843.968*0.29103)/1000)

Action 4.6 - Deliver engagement and cycle training events across the Borough to achieve a 2% increase in the number of Wokingham Borough residents regularly walking and cycling for leisure and utility by March 2022 (excluding over 60s).

Cycle

- In 2019 it is thought that 38% of Wokingham Borough residents cycle at least once a week. We have clarified this target by using only the working age

⁷https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/661933/tsqb-2017-report-summaries.pdf

population of the borough 103,000 as children and over 60s are covered in other targets. 38% of this figure is 39,140 residents cycling at least once a week (103000 x 0.38).

- A 2% increase will be 2,060 more residents cycling regularly.
- The average length of a cycle ride in the UK is 3.3 miles. Therefore weekly mileage from this 2,060 residents is 6,798 miles a week cycled (3.3 x 2060), assuming this is instead of driving.
- Multiplying this figure by the emissions per mile of an average petrol car and further multiplying this by 52 weeks in a year equates to annual emissions of these journeys if driven to be **102.88 tCO₂ a year** (((6798 x 0.29103)x 52)/1000).

Walking

- 92% of Wokingham Borough residents walk at least once a week which is 94,760 people.
- A 2% increase is 2,060 residents, together these will total 94% of residents walking once a week or more.
- Annually, the average walking miles for people living in 'rural towns and fringe' regions is 184 miles or 3.5 miles per week.
- Therefore this 2% increase in residents walking will save 379,040 miles (184 x 2060) which would have otherwise been driven (assumption).
- These miles, if driven, would emit a total of **110.3 tCO₂ a year** ((379040 x 0.29103)/1000).

Action 4.7 - More residents over 60 riding bikes for travel to achieve a 3% reduction in car use by residents over 60.

- 39,468 residents who are 60 or over according to the mid-2019 population estimates. 3% of this cohort is 1,184.
- Assuming an average annual mileage driven is 5,101 miles. Total miles for this 3% is 6,039,788 a year.
- Emissions for this amount of mileage is **1,757.8tCO₂e** that would be saved through 3% of previously driving over 60s changing their main mode of transport to cycling ((6039788 x 0.29103)/1000).

Action 4.12 – 22% decrease in road freight

- Currently 8400 LGVs and 700 HGVs
- Average van mileage is 13,000 per year⁸
- At 0.41028kg per mile for average diesel vans
- Therefore (0.41028*8400*13000/1000) = 44802.576 tCO₂e
- Average lorry mileage is 62751per year⁹
- At 1.38502kg per mile with average load
- Therefore (1.38502*700*62751/1000) = 60837.97 tCO₂e

8

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/611304/annual-road-traffic-estimates-2016.pdf

⁹ <https://afdc.energy.gov/data/10309>

- In total then a reduction by 22% would save **23240.92 tCO₂e**
(60837.97+44802.576)*0.22)

Target 5. Leading by example – Reduce by 70% CO₂ emissions produced by council related travel by 2030

At this time only commuting is included here due to the availability of such figures, although in future emissions from travel during work will also be incorporated.

- A staff travel survey carried out in 2020 to WBC staff in 2020 showed that approximately 3482615 miles are driven to WBC workplaces annually (pre-covid)
- These journeys cause the emission of 971.68 tCO₂e each year ((3482615* 0.27901)/1000).
- Reducing this amount by 70% would save **680.18 tCO₂e** emissions annually (971.68 x 0.7).

Action 5.1 - Deliver a strategy to reduce grey fleet miles from work related trips by 30% and reduce the equivalent CO₂e emissions that would have been produced.

- Grey Fleet is a term used to describe the business miles travelled by an employee in their own vehicle. This 'fleet' of employee-owned cars is deemed 'grey' as the vehicles in use are in somewhat of a grey area of responsibility for the employer.
- A 30% reduction is as above but only 291.5 tCO₂e of the total saving (971.68*0.3)

Action 5.2 - Promote homeworking and remote working practices amongst council staff to reduce by 40% the CO₂ emissions travelled from council staff to work by 2022.

- A 40% reduction is as above but only 388.672 tCO₂e of the total saving (971.68*0.4)

Action 5.3 - Incentivise council staff to mode shift to active and sustainable transport to reduce by 10% the CO₂ emissions from staff travelling to work by 2025.

- A 10% reduction would be as above but **97.17 tCO₂e** (971.68*0.1).

Target 6. Continue research and innovation programmes for the reduction of CO₂

Action 6.1 - Continue to research and use innovative techniques to manage traffic and encourage uptake of sustainable modes and ultra-low emission options

- 10% of total miles baseline year = 51007192.84 (510071928.44*0.1)
- 66% petrol = 51007192.84*0.29103*0.66/1000 = 9797.45 tCO₂e
- 33% diesel = 51007192.84*0.27901*0.33/1000 = 4696.40 tCO₂e
- Therefore a 10% reduction would be **1449.39 tCO₂e** (9797.45+4696.40)*0.1)
- Again this is just for cars so overall figure will be slightly larger

- This is in addition to below as it is achieved by improvements in engine efficiency and traffic solutions rather than a switch to active/sustainable methods.

Action 6.2 - Mobility as a service (MaaS) and future proofing the network.

- 10% of total miles baseline year = $51007192.84 (510071928.44 \times 0.1)$
- 66% petrol = $51007192.84 \times 0.29103 \times 0.66 / 1000 = 9797.45 \text{ tCO}_2\text{e}$
- 33% diesel = $51007192.84 \times 0.27901 \times 0.33 / 1000 = 4696.40 \text{ tCO}_2\text{e}$
- Therefore a 10% reduction would be **1449.39 tCO₂e** ($9797.45 + 4696.40 \times 0.1$)
- Again this is just for cars so overall figure will be slightly larger

Savings this year

- Due to the significant impacts of covid on public transport, homeworking and travel restrictions, it is nearly impossible to base savings on these usual annual figures.
- However, according to government statistics, from the 16th of March 2020 when non-essential travel was stopped until the 12th of April 2021 when restrictions began to ease, car use dropped by an average 31%.¹⁰
- Therefore, finding 31% of the previous overall miles driven in cars shows that 158122297.816 miles were saved during a 1-year period (510071928.44×0.31).
- 66% of this is petrol and 33% of this is diesel
- This relates to savings of 14558.84 tCO₂e for diesel ($158122297.816 \times 0.33 \times 0.27901 / 1000$)
- And savings of 30372.01 tCO₂e for petrol ($158122297.816 \times 0.66 \times 0.29103 / 1000$)
- Therefore, total savings of at least **44930.85 tCO₂e** were achieved within the borough, demonstrating the significance of these measures were this to continue in future. This is just for cars so the actual figure will likely be greater.

Consumption Emissions

- Total miles were $510071928.44 - 158122297.816 = 351949630.624$
- 66% petrol = $351949630.624 \times 0.66 \times 0.27901 / 1000 = 64810.33 \text{ tCO}_2\text{e}$
- 33% diesel = $351949630.624 \times 0.33 \times 0.29103 / 1000 = 67602.41 \text{ tCO}_2\text{e}$
- For a total of 132412.74 tCO₂e
- Divided by total households gives **1.89 tCO₂e** per household ($132412.74 / 70000$)
- Again this is just for cars so overall figure will be slightly larger

Electric Vehicles

Target 7 - 50% Electric Vehicles (EVs) registered in the Borough by 2030.

¹⁰ <https://www.gov.uk/government/statistics/transport-use-during-the-coronavirus-covid-19-pandemic>

There 148,300 vehicles register in Wokingham at the end of 2019. Of these, 808 are ultra-low or electric vehicles.

Wokingham registered vehicles	Q3 2019	%
ULEVs [1]	808	0.54
Cars [2]	100,000	
Diesel cars	33,900	22.86
Petrol cars	66,100	44.57
Motorcycles [2]	38,000	25.62
Light Good vehicles (LGVs) [2]	8,400	
Diesel LGVs	8,000	5.39
Petrol LGVs	400	0.27
Heavy Good Vehicles (HGVs) [2]	700	0.47
Buses & coaches [2]	300	0.20
Other [2]	900	0.61
	148,300	

- The government predictions estimate that by 2030 there will be a national average uptake of EVs by 25%.
- A battery electric vehicle carbon emissions accounts to 0g CO₂ per kilometre.
- Carbon emissions by transport account for 182 ktCO₂e; these are projected to decrease to 143.57 ktCO₂e by 2030 following government predictions on transport electrification. A further 25% of EV uptake will result in an additional **45,625 tCO₂e** reduction by 2030.
- It is projected that by implementing a Borough wide EV strategy, adding charge points in strategic locations, giving residents the opportunity to charge easily, reduce range anxiety for EV users, the uptake to electric vehicle is accelerated by a further 25%.
- The 50% switch to EV refers to personal transport (cars and motorcycles) and light vans only, as electrification of larger goods vehicles is not currently mainstream, however as technology develops this can be reviewed.
- Therefore, the total annual saving for switching to 50% EV's will be 91,250 tCO₂e reduction by 2030.

Action 7.3 - Review the residential charge point infrastructure for those who have communal parking facilities such as flat developments through an initial pilot of 18 new charging point for residents generating associated carbon emission savings.

- The initial pilot will be accessible to approximately 27% of households equating to 12,000 households.
- Currently EVs account for 0.54% of the total vehicle ownership share in the borough.
- 94% of households in the borough own a car. This is 10,800 households in this pilot (12000 x 0.9).
- Currently 58.3 EVs would be owned in this cohort (10800 x 0.0054).
- There are currently around 20 charging locations around the borough. An increase of 18 new charge points in a 90% increase.

- Therefore there is capacity for a 90% increase in the 58.3 EVs owned. This equates to 52.5 new EVs on the road in the borough.
- Driving an average annual mileage for a rural town or friend region this would save 267,741.3 miles a year driven by internal combustion engine cars (52.2 x 5101 miles).
- This mileage would emit **77.6 tCO₂e annually** ((267,741.3 x 0.29103)/1000).

Action 7.5 - Support local businesses, including commercial property owners, to transition their commercial fleets to EV and encourage their employees to switch to EV for private use to achieve a 20% transition to EVs.

- In 2017 it was found that 40% of all vehicles in the UK can be considered as grey fleet. In Wokingham Borough that would mean that 40,000 cars are used predominantly for commuting and business travel (100000 x 0.4).
- The target aims to support the transition of 20% of this fleet 8,000 cars to EV (40000 x 0.2).
- Average commuting miles in the UK is 788 miles annually. Therefore this 20% travels 6,304,000 miles every year (8000 x 788).
- Assuming the majority of these cars are petrol the emissions produced from this travel is **1,834.6 tCO₂e** each year ((6,304,000 x 0.29103)/1000). This is the amount that could be saved by transitioning 20% of commuting vehicles to EVs.
- More information will be available at a later stage as we identify the number of taxis businesses operating in in the borough and the feasibility of these transitioning to EV.

Target 8. Council's car fleet becomes entirely ultra-low emission by 2028.

The council has currently 21 vehicles, of which 17 are owned and four are leased as showed below:

Council's fleet	KgCO ₂ e/ mile	Av Mileage	Annual KgCO ₂ emissions
EJ12 SKV - Hyundai 1800 2.5 CRDi 5 dr MPV (medium diesel)	0.27459	5000	1372.95
RV05 YDA - Ford Fiesta Van (small diesel)	0.22868	8000	1829.44
RO16 EHL - Ford Connect 210 LWB 1.6 95ps Van (small diesel)	0.22868	12000	2744.16
RV54 OAO - Ford Ranger Pick-Up (large diesel)	0.33713	7000	2359.91
AD54 WMM - Ford Ranger Pick-Up (54 reg.) (large diesel)	0.33713	10000	3371.30
FJ59 DNN - Rodeo Denver Max D/C Pick-Up (2009) (large diesel)	0.33713	7000	2359.91
RJ67 ELO - Ranger XL 4x4 TDCI (large diesel)	0.33713	10000	3371.30
RX10 FXG* - Landini Agricultural Tractor (diesel)	0.27901	7675	2141.40
RJ64 HXU - Peugeot Expert Professional (small diesel)	0.22868	7675	1755.12
RE04 ZFK - Ford Transit Connect Van (unknown diesel)	0.27901	7675	2141.40
RJ08 SXE - Ford Tourneo Connect 8-Seat Minibus (medium diesel)	0.27459	2400	659.02

RY55 LTK - Ford Transit Connect Van (unknown diesel)	0.27901	7675	2141.40
VU62 OVN - Vauxhall Vivaro 9 seat Minibus (2012) (small diesel)	0.22868	7675	1755.12
HJ11 UAF - Ford Transit Tourneo 9-Seat Minibus (2009) (large diesel)	0.33713	7675	2587.47
YP09 DHZ - Ford Transit 17-Seat Minibus (large diesel)	0.33713	7675	2587.47
YS09 LJU - Ford Tourneo Connect Trend 8-Seat Van (medium diesel)	0.27459	7675	2107.48
GY12 BHO** - Ford Transit 17-Seat Minibus (2012) (large diesel)	0.33713	7675	2587.47
RK17 CWM - Peugeot Expert Van (small diesel)	0.22868	7675	1755.12
NX65 KWA - Vauxhall Vivaro Combi (small diesel)	0.22868	7675	1755.12
AX68 OSN - Ford Transit Connect 1.8 (medium diesel)	0.27459	7675	2107.48
LC67 ODR - Citroen Berlingo Van 1.6 (small diesel)	0.22868	7675	1755.12
Total annual emissions and potential savings to be made (tCO2e)			45.2

- For vehicles with currently unknown mileage and average of known mileage was used = 7675. Please note the true value may be significantly lower
- Total annual emissions are 45.2 tCO2e.
- To actual potential savings are calculated through the addition of emissions from vehicles with above average mileage (above 7,675 mileage). Currently this means **11.3 tCO2e**. Please note that this will become more accurate after further investigation into the mileage and lifespan of WBC vehicle assets.

Savings this year

- Individual county statistics are not yet available on EVs, but overall UK sales rose by 39%.
- Using this figure, total EVs in the borough will have risen to 1123 (808*1.39)
- This is a rise of 315, meaning carbon savings of **467.63 tCO2e** by taking petrol cars off the road (315*5101*0.29103/1000)

Renewable Energy Generation in Council's owned assets

Target 12. Increase the generation of renewable energy through investment in solar farms to power the equivalent of 25,000 homes within the Borough by 2030

- Renewable electricity for Wokingham as 2018 accounted for 41033.502 MWh (BEIS Sept 2019).
- Emissions associated with the generation of electricity at a power station. Electricity generation factors do not include transmission and distribution.
- The overall objective for the council is to generate 40,000,000 KWh of electricity by 2026 and have an aspiration to generate 100,000,000 KWh (for possible excess commercial retail) within the Borough by 2030.
- Based on a 4000 kWh per annum average usage / per average domestic property. Therefore, 40,000,000 MWh of electricity generation has the

potential to feed 10,000 homes, and 100,000 MWh of electricity generation has the potential to feed 25,000 homes.

- Using the UK Government GHG Conversion Factors for electricity generated 0.2556, 100,000 MWhs of electricity have a potential to produce carbon savings of **25,560 tCO₂e**.

Year	Target	Unit	No. residential properties electricity equivalent	kg CO ₂ e	tCO ₂ e
2023	20,000,000	KWh	5,000	5112000	5,112
2026	40,000,000	kWh	10,000	10224000	10,224
2030	100,000,000	kWh	25,000	25560000	25,560

- It is estimated that each solar farm installed will have the capacity to generate in excess of 20 MWh of energy, this depending on land size availability. Estimated carbon savings for a solar farm under this conditions account for 5,112 tCO₂e and potential to feed 5,000 homes

Target 13. Increased renewable energy generation to generate equivalent to 1550 kWh per household in 2030

- There are approximately 1,932 installation of renewable energy in Wokingham, which generates 28,451.45 MWh renewable electricity (BEIS Sept 2019). Of this, 1,926 are photovoltaics.
- The inventory data used for this exercise is the current reported generation per annum for Wokingham.
- Baseline data for small-scale photovoltaics generation (26,984.53 MWh) as reported by SCATTER is currently 26,984.5. This data is not based on any detailed technical feasibility; rather the national generation is scaled by number of households, land area, etc.
- The projected pathway data provided by SCATTER, refers to the anticipated generation calculated in 2030. Total small-scale solar PV is calculated in TWh generated, based on defined rates of total installed capacity (GW). The TWh/GW capacity generation efficiencies from 2017 - 2030 are taken from the National Grid's Two Degrees scenario (2019) for large scale solar PV, but the year on year rates of change are applied to the domestic / small scale solar PV recorded.
- Carbon savings from the increase in small-scale renewable generation can be obtain using the UK Government GHG Conversion Factors for electricity generated 0.2556kgCO₂e. This will account for **27,333.46 tCO₂e**

Small-scale PV generation	MWh	KWh	kg CO ₂ e	tCO ₂ e
Baseline	26,984.53	26,984,530.85	6897246.086	
2030 pathway	106,938.43	106,938,426.76	27,333,461.88	27,333.46

Action 13.1 Set up a Community Energy Fund for Wokingham, and through this generate an average of 27,000 kWh/year of renewable energy from the installation of small-scale PV systems funded through this scheme.

Estimated carbon savings per year 6.90 tCO₂e. Accumulated carbon savings for ten years **69.01 tCO₂e**

KWh	kg CO ₂ e	tCO ₂ e
27,000 per year	6,901.20	6.90
270,000 for 10 years	69,012.00	69.01

Action 13.2 Support residents and local businesses to reduce their energy usage and carbon emissions and increase the uptake of renewable energy installations through the green bank scheme

- It is estimated that 15,000 households apply for funding for the installation of PV through the Green Bank scheme over the next ten years.
- Typical small-scale UK installations are around 15 to 25 square metres. A 3kWp system could comprise 15 panels taking up an area of 20 square meters and will generate roughly 2,500kWh per annum¹¹
- Estimated carbon savings **9,585 tCO₂e**

	kWh/annum	kgCO ₂ e	tCO ₂ e
1 SCPV generates 2,5000	2,500	639	0.639
15,000 households	37,500,000.00	9,585,000.00	9,585.00

Retrofitting Council and Commercial Property

Target 14. By 2028 All council buildings to be retrofitted to carbon neutral standards

- The council estates / corporate property portfolio (CCS contract) energy usage figures are for electricity 5,855,473.6 kWh per annum and for gas 9,088,705 kWh per annum as per 2018 baseline. This data does not include energy figures for schools, which account for electricity 9,284,409.4 kWh per annum and gas 13,026,155 kWh per annum as these are been addressed in target 16. Therefore, electricity related emissions for the council estate are 1,496.66 tCO₂e per annum.
- An additional 3,259 tCO₂e per annum to the total carbon emissions for the council estate have been added to equate for transmission and distribution factors.
- Gas emissions for the council estate accounts for 4,058 tCO₂e per annum (2018 baseline year).

¹¹ Renewable Energy Sources, Carbon Trust 2018

- The total carbon dioxide emissions council estates / corporate property portfolio excluding schools for 2018 baseline are **6,612.30 tCO₂e**.

Council Baseline (2018)	Electricity kWh	Electricity tCO ₂ e	Gas kWh	Gas tCO ₂ e
Council Property	5,855,473.60	1,496.66	9,088,705.00	1,856.64
Transmission and distribution factors		3,259.00		
Corrected emissions for electricity		4,755.66		
Total CO2 emissions				6,612.30

Action 14.2 Improve energy performance of council housing stock

- There are approximately 2,600 council owned houses. Assuming these were retrofitted to carbon-neutral standards and domestic gas were to be removed.
- The Borough's carbon footprint for domestic gas is 177.23 ktCO₂e and for domestic electricity is 71.47 ktCO₂e (BEIS 2017), generating a total of 248.63 ktCO₂e.
- As of December 2017, there were 65,285 houses registered in the Borough. It is assumed that the carbon footprint per house is 3.80 tCO₂e (248.63 ktCO₂e/65,285/1000).
- The 2,600 council owned houses will provide 9,800 tCO₂e of carbon savings (2,600 x 3.80 tCO₂e).

Target 15. By 2029 all local schools will be retrofitted

Council Baseline (2018)	Electricity kWh	Electricity tCO ₂ e	Gas kWh	Gas tCO ₂ e
Schools	9,284,409.41	2,373.10	13,026,155.00	2,660.98
Total CO2 emissions schools				5,034.08

- Energy figures for schools for electricity are 9,284,409.4 kWh per annum and gas 13,026,155 kWh per annum as per 2018 baseline.
- Considerations for transmission and distribution factors have already been accounted for in the council estates and corporate portfolio carbon footprint.
- Therefore, electricity related emissions for schools are 2,373.10 tCO₂e and gas related emissions are 2,660.98 tCO₂e per annum.
- The total carbon dioxide emissions for schools for 2018 baseline are **5,034.08 tCO₂e**.

Target 16. By 2030, 20% of households to be retrofitted to deep retrofit standard as defined by Scatter

- There were 65,285 households registered in Wokingham Borough by the end of 2017. Carbon dioxide emissions from domestic gas usage as reported by BEIS (2017) accounted for 177.23 ktCO₂e.

- The current Government ambition is to achieve a 10% reduction in energy used for heating in existing homes by 2030¹². If applying this scenario, by 2030, 6,529 houses should have been retrofitted to carbon neutral standards.
- The council ambition is to encourage residents to retrofit their homes by a further 10%, achieving a 20% of the households registered in the Borough to be retrofitted to carbon neutral standards. Actions 16.1 Develop and deliver an ECO (Energy Company Obligation) offering, 16.2, Green Homes Grant and 16.3 Green Bank Scheme aim to support residents to retrofit their homes. This 10% accounts for 6,529 households.
- The potential carbon dioxide emissions saved by the 10% retrofitting target account to **44,307 tCO₂e**.

Households	Existing homes	ktCO ₂ e
2017	65,285	177,230
Government ambition 10%	6,529	17723
Council ambition 10%	6,529	17723
20% Households	13,057	35,446.0

Carbon Sequestration

Target 17. Plant 250,000 trees throughout the Borough by 2025

The target to plant 250,000 in the Borough is projected to result in a habitat change that will capture an additional **3.5 ktCO₂e** per year. The number of trees is expected to require approximately 250 hectares of land, as this is a good density for biodiversity and planting for high forest.

Action 17.1 Create a new forest that will increase the number of trees in the Borough to improve carbon capture and biodiversity net gain

- Large scale (greater than 5ha) woodland planting on council owned land on high carbon capture potential sites such as arable land, improved grassland, etc.
- Current woodland cover estimated at 2,576 ha of Wokingham Borough (14.3%). Planting 115 ha more woodland (and associated green infrastructure) would get the borough woodland land cover close to 15%.
- Carbon sequestration potential of 7.83 tCO₂e equivalent per hectare in first year of planting, **13.7 tCO₂e** thereafter.

Action 17.2 Deliver small-scale woodland planting on council estate in existing parks and opens spaces sites.

- Estimate 5 to 10 ha of land available (circa 8,000 to 16,000 trees if planted as woodland).
- Planting 7ha of woodland and 3ha of community orchard would approximate 13,000 trees. This level of planting could sequestrate 72 tCO₂e a year in

¹² UK housing fit for the future? Committee on Climate Change 2019.

2022/23 and 114 tCO₂e a year thereafter (for 70 years or so if woodland grown to high forest). In other words, total sequestration would be circa **7,938 tCO₂e**.

Action 17.3 Support woodland and hedgerow creation on private sites.

- Recommend running scheme as yearly rounds with a ceiling of 16,000 whip trees (equivalent to 10ha broadleaf woodland) per year.
- If run in 2022/23, 2023/24, and 2024/25 with complete take up it has a potential to deliver 48,000 trees.
- Assuming conversion of improved grassland or arable to woodland, each tranche of a combination of sites adding up to 10ha could sequester 78 tCO₂e a year in 2023/24 and 137 tCO₂e a year thereafter (for 70 years or so if woodland grown to high forest). In other words, total sequestration would be circa **9,531 tCO₂e** per 10ha tranche.

Action 17.4 Make Wokingham a Garden Forest by promoting and encouraging residents to plant new trees

- This scheme will seek to deliver 6,000 trees. Estimate that a scheme with approximate 10% of householder take up rate has the potential to deliver 6,000 to 7,000 trees planted. Recommend that that the scheme should be budgeted to have a 10,000 tree ceiling.
- Estimate that 10,000 garden trees is equivalent to 25ha of woodland except with a more frequently disturbed soil (so carbon is mainly sequestered in the tree) so scheme could deliver sequestration of circa 165 tCO₂e per year for 30 years (16.5kg per tree per year average) totalling **4,950 tCO₂e** in total.

Target 18. Carbon sequestration by design - improving carbon sequestration rates in future land management decisions, approximately 0.62ktCO₂e savings

- Allocated sites within current iteration of the LPU sum to 460ha. On the basis that approximately a quarter of this is nudged towards being green infrastructure with a high carbon sequestration rate (mix of woodland and species rich grassland with roughly 8 tCO₂e per ha sequestration rate) and half the green infrastructure is delivered by 2030, the policy and strategy focus will cause 460 tCO₂e benefit by 2030.
- Alongside this, if the Local Nature Recover Strategy and Natural Flood Management approach can tilt the balance that an additional 20ha of land use change (at a similar sequestration rate to green infrastructure above) is supplied to the BNG and environmental services markets by 2030 then this will lead to another 160 tCO₂e per year.
- Total estimated carbon sequestration **660 tCO₂e per year**.

Action 18.1 Develop the Wokingham Borough Tree Strategy to support long-term creation and retention of woodland and trees.

- Improving the retention rate of trees and encouraging planting of woodland on private land - The longer trees are standing the longer carbon is locked up.

Action 18.2 Include in the Local Plan Update policy for carbon sequestration potential.

- Assuming roughly 70ha of green infrastructure created in the LPU cycle. A nudge of 10% cover from high intensity maintenance grassland to low intensity species rich, brought about by good design guiding, could sequestrate a further **42 tCO₂e per year**.

Action 18.3 Develop the Local Nature Recovery Strategy to provide complementary funding source to aid land use change (LULUCF being a carbon sink)

- On assumption that average of 2.5 units per ha (not including current woodland area) can be generated @ £15,000 per unit, the 5% uplift on a LNRS (over and above the national strategy area) would generate value on the biodiversity potential of £5,276,250

Action 18.4 Develop a Natural Flood Management partnership and scheme

- Within Natural England's Research Report 43, the change of use from arable land to wetland has examples of carbon sequestration rates of circa 8 to 17 tCO₂e per hectare per year.
- Working from figures in the report, on the basis that soil carbon loss under agriculture might be at a rate of 0.6% per year and carbon stocks for this habitat average 43 tCO₂e per hectare, natural flood management measures that prevent degradation might prevent **0.25 tCO₂e** per hectare being released into the atmosphere.

Target 19. Transition to low intensity (high carbon sequestration) land management, approximately 2.4 t CO₂e savings per annum

- Pilot for grassland cutting management transition leads to 10% change in Environmental Localities sites and 5% change on rural roadside verges by 2025 = 94 tCO₂e.
- Potential for a wider rollout of rural roadside verges transition by 2025 to 25% = another 80 tCO₂e.
- Small scale NFM projects x 20 each capable of 1/4tCO₂e benefit per year can be introduced to existing sites = another 5 tCO₂e.
- 300 extra open growing oak trees (or equivalent are planted by 2025 with a pro rata tCO₂e sequestration rate of 45 tCO₂e per year.

Action 19.1 Work to transition Grassland Management to less frequent cutting scheme allowing wildflowers to bloom and set seed

- A goal of 642 tonnes per year (0.64 ktCO₂e) would be targeted to be met in the period 2025 to 2030
- Converting 1/3 of the approx. 125ha of improved grassland within Environmental Localities portfolio to species rich grassland on a once a year cut could sequester an additional 242 tCO₂e per year (33% of 125 x 5.87, for conversion rate of improved to pollen and nectar mix from NERR043).
- Converting rural highways verge to cut and collect, estimate of 4 tCO₂e per hectare would equate to 400 tCO₂e per year for 100% conversion.
- 5% pilot is estimated to have the potential to sequester 20 tCO₂e per year.

Action 19.2 Work to transition Grassland Management to support the Restoring Biological Processes

- Converting 1/3 of the approx. 125ha of improved grassland within Environmental Localities portfolio to species rich grassland on a once a year cut could sequester an additional 242 tCO₂e per year (33% of 125 x 5.87, for conversion rate of improved to pollen and nectar mix from NERR043).
- Converting rural highways verge to cut and collect, estimate of 4 tonnes per hectare would equate to 400 tonnes CO₂e per year for 100% conversion. 5% pilot is estimated to have the potential to sequester 20 tonnes of CO₂e per year.

Action 19.3 Implement Citizen Science Engagement for Hedgerow Restoration

- One mature oak tree is estimated to be 10.5 tCO₂e. If hedgerow restoration can be encouraged through use of a streamlined assessment and interpretation tool and this nudges to increase the % of hedgerow with oak standards up by just 1% in the borough, this will equate to (approximately) an additional 3,200 tCO₂e captured over the next 70 years.

Schools and Young People

Target 21 - Encourage and support school children in the Borough to take an active role in reducing carbon emissions

- A study at San Jose State University found that a 9 hour university course on climate change taught over two semesters reduced the annual carbon footprint of each student by an average of 2.86tCO₂e.
- This figure has been used to calculate the impacts of 1 hour of discussion and education about the climate emergency in the schools in Wokingham Borough. Therefore the average annual carbon saving attached to 1 hour of targeted learning is (2.89 / 9) 0.318tCO₂e.
- This will be reduced by 50% to 0.159tCO₂e to allow for lower levels of education and engagement as well as the fact that younger students have less power over purchasing decisions etc. and therefore over their entire carbon footprint.
- Please note that these are all assumptions based on students putting learning into physical action to reduce their carbon emissions and as children, students

are less able to make these changes but may encourage their parents/guardians to make changes.

Action 21.1 - Deliver annual climate emergency assemblies at local schools with the aim for every year group in each secondary school to receive an assembly annually.

- Assemblies are around 20 minutes meaning the sessions of learning will have at least a two thirds less impact than a full hour of learning the aforementioned study these assumptions are based on. The carbon reduction impact of one assembly per student is therefore 53KgCO_2 $((0.159 / 3) \times 1000)$.
- There is an average of 161 pupils in a year group meaning the impact of one assembly to a year group is 8.5tCO_2 $((53 \times 161)/1000)$.
- With 5 year groups in each of the 11 secondary schools across the borough there are 55 assemblies to deliver each year with the potential carbon savings of $469.3 \text{ tCO}_2\text{e}$ (8.5×55) .
- As the San Jose study saw a decrease in students total carbon footprint, this includes out of scope consumption emissions such as purchase and food choices. The UK's carbon footprint is 21% direct and 79% indirect (consumption) emissions. Therefore we can only claim for 21% of this figure as savings towards our total carbon footprint of 580.3KtCO_2 . Total savings are **98.5tCO_2** (469.3×0.21) .

Action 21.2 - Create climate committees in schools to increase engagement with climate emergency issues and ownership of actions to reduce carbon dioxide emissions.

- One committee per school starting with the 11 secondary schools in the borough.
- Full, voluntary engagement with approximately 15 members will produce the full 0.318tCO_2 found in the research paper sourced above. This amount will then account for any trickle down of various campaigns and activities around the school. Per committee this will be 4.77tCO_2 (0.318×15) .
- One committee in each of the borough secondary schools therefore has the potential to save $52.5\text{tCO}_2\text{e}$ per cohort, bearing in mind that the turnover of pupils as members of the committee may not change drastically throughout the 5 year duration of a secondary school career (0.318×15) .
- As the San Jose study saw a decrease in students total carbon footprint, this includes out of scope consumption emissions such as purchase and food choices. The UK's carbon footprint is 21% direct and 79% indirect (consumption) emissions. Therefore, we can only claim for 21% of this figure as savings towards our borough's carbon footprint. Total savings are **11tCO_2** (52.5×0.21) .

Action 21.3 - Deliver the Youth Climate Conference to increase awareness and understanding of climate emergency issues amongst children and young adults attending

- The Youth Climate Conference will occur annually with a duration of 2 hours and maximum capacity of 80 students.

- Two hours of learning per pupil has the potential carbon saving impact of 0.318tCO₂ (0.156 x 2).
- For full attendance at the Conference that has the potential carbon saving impact of 25.44 tCO₂ annually, providing full engagement and that the cohort changes year on year to maximise audience and reach (0.318 x 80).
- As explained above, we can only claim for 21% of this figure as direct carbon emission savings towards reducing our borough's carbon footprint. Total savings are **5.3tCO₂** (25.44 x 0.21).

Action 21.4 - Encourage schools to include climate emergency issues in teaching time to be cover in at least one subject.

- One hour of climate emergency subject matter addressed to an average sized class could result in emission reduction of 4.68tCO₂ annually (0.156 x 30).
- If this is carried out across the whole of an averaged sized secondary school within the borough of 1130 pupils the saving could be up to **176.3 tCO₂** (0.56 x 1130).
- As explained above, we can only claim for 21% of this figure as direct carbon emission savings towards reducing our borough's carbon footprint. Total savings are **37tCO₂** (176.3 x 0.21).

Action 21.7 - Support schools to implement carbon sequestration projects.

- Assuming schools have space and ambition to plant 30 trees on their grounds (the size of a copse or short hedge as recommended by the Woodland Trust). 30 saplings planted sequesters approximately 1.8 tons of CO₂ over 10 years of growth so 0.18 tons on average over that decade of initial growth.
- There are 70 non-independent schools in Wokingham borough. With the initial target for 10% of these schools to plant tree that would mean average annual CO₂ emissions savings of **1.26tCO₂** (0.18 x 7).

Action 21.8b - Waste reduction: Investigate Freecycle for food schemes, to reduce food from schools go to waste and gets used, either for food banks or homeless shelters

- 605.59 KgCO₂e is emitted per tonne of food waste going to landfill.
- More information is needed to create an accurate carbon emissions savings calculation.

Target 22 - Celebrate schools achievements in climate emergency initiatives and inspire the future generations

Action 22.2 - Nurture creativity and resourcefulness amongst children and young adults through the roll out of the Dragons Den Climate Competition out across all secondary schools in the borough.

- Groups taking part in the competition can be up to 5 pupils. They are likely to have full engagement if taking part as participation is optional.
- Therefore potential savings could be up to 1.59 tCO₂e (0.318 x 5). This is a big impact for a small group of pupils and will include the associated carbon savings of the winning mitigation for the school.

- As explained above, we can only claim for 21% of this figure as direct carbon emission savings towards reducing our borough's carbon footprint. Total savings are **0.34tCO₂** (1.59 x 0.21).

Waste & Recycling

The figures used in the above table are calculated based on the premise that preventing the loss of recyclable material means less goes to landfill sites and less is produced, removing the emissions from these processes. While there are still some emissions from the process of recycling the material itself, these are considerably lower and have been accounted for in the calculations as shown below. All figures are rounded to 2 decimal places for simplicity within this document, although more precise numbers were used to calculate totals, which is why there are some marginal discrepancies. All figures are based on government figures on GHG reporting where available, or from strong online secondary data where required, with the references outlined in the appendix. While the recycling processes themselves may occur outside the borough, it is the decisions and actions of residents within the borough which allow such actions to happen, therefore meaning they fall into our scope. These savings are calculated to show the potential annual savings per year, therefore acting against the overall emissions and eventually contributing towards the net zero goal. Each of these has been done for the current year due to the considerable changes in actions and results from covid meaning these are the most accurate available. As mentioned in the full report, target 25 about implementing an re3 contamination policy to reduce contamination has been removed from the current plan as it is currently being reviewed as part of the wider waste strategy, while target 28 has been removed as it has been incorporated into the table and this methodology document in the form of carbon savings. As this is scope 3 emissions these removals have no effect on the total savings.

Target 23 - Eliminate loss of MDR recyclable material in the form of wet paper

- 1,041.84 KgCO_{2e} is emitted per tonne of paper or board going to landfill.
- 21.32 KgCO_{2e} is emitted per tonne of paper or board being recycled.
- Total deductions of specifically wet paper/board (Kerbside and HWRC Recycling)= 3327.92+1.31 = 3329.23
- 583 KgCO_{2e} is emitted per tonne of raw material produced.
- (583+1041.84-21.32) x 3329.23 = **5188.67 tco_{2e}** would be saved.

Target 24 - Eliminate loss of MDR recyclable material in the form of wet paper

Action 24.2 Improve residents' engagement with waste and recycling initiatives via partner Green Redeem

- By renewing garden waste we therefore expect a similar amount of green waste to be collected and recycled.
- Current amount is 12129.59 tonnes
- 578.99 KgCO_{2e} is emitted per tonne of food waste going to landfill.

- 21.32 KgCO_{2e} is emitted per tonne of food waste being recycled.
- As this is garden waste there is no raw material to substitute for.
- $12129.59 * (578.99 - 21.32) = 6764.34$ tco_{2e} saving per year
- An average of 825 people engaged per post on social media in the baseline year, which is 330 households (825/2.5 average people per household)
- If this many people were to follow the advice and subsequently increase their recycling amount and quality by 10% it would lead to:
 - $(0.22) * 0.1 * 330 = 7.31$ tco_{2e} saving per year
 - $7.31 + 6764.34 = 6771.65$ tco_{2e} total

Action 24.3 Target low participation areas to increase food waste tonnage to increase participation above 50%

- Current amount is 6119.79 which is 17.17% of 35634.
- So 17.17% of 50164.8 is $50164.8 * 0.1717 = 8613.29$
- $8613.29 - 6119.79 = 2493.5$ tonnes increase
- 626.91 KgCO_{2e} is emitted per tonne of food waste going to landfill.
- 21.32 KgCO_{2e} is emitted per tonne of food waste being recycled.
- 680 KGCO_{2e} is emitted per tonne of raw material produced on average in Europe.
- $(680 + 626.91 - 21.32) * 2493.5 = 1664.69$ tco_{2e} saved.

Action 24.4 Increase & improve facilities for glass recycling

- Current amount is $4008.60 + 254.55 = 4263.15$ which is 11.96% of 35634.
- So 11.96% of 50164.8 is $50164.8 * 0.1196 = 5999.71$.
- This is an increase of 1736.56 tonnes.
- 8.93.
- 21.32 KgCO_{2e} is emitted per tonne of glass being recycled.
- 670 KGCO_{2e} is emitted per tonne of raw material produced.
- $(670 + 8.96 - 21.32) * 1736.56 = 1142.03$ tco_{2e} saved.

Target 24.5 Proactive approach to partner with housing developers to deliver waste management facilities in new developments

- Again this assumes a 10% increase in quality and amount of recycling if advice is followed by new residents
- Plan to build 1800 new homes
- $(0.22) * 0.1 * 1800 = 39.86$ tco_{2e} increase and so savings per year

Target 25 - Zero waste going to landfill by 2050

Assuming 30% remaining waste, if this is used for combustion to produce energy rather than recycling then nothing goes to landfill. Savings here arise from the prevention of landfill and related emissions and not having to burn fossil fuels.

- The remaining 30% would all be used for combustion
- Remaining amount is $0.3 * 71664 = 21499.2$ tonnes

- 21.32 KgCO_{2e} is emitted per tonne from combustion
- 437.37 emitted if going to landfill as residual waste
- Nothing saved from production here.
- $21499.2 \times (437.37 - 21.32) = \mathbf{8944.74 \text{ tco2e saved}}$

Savings this year:

While it is again impossible to be exact, the main areas (over 500tonnes per year) have been identified below and estimates used based on average figures. For the overall MDR figures a split of 80% cardboard, 5% aluminium and 15% plastic has been used based on the UK average figures. These figures contain life-cycle emission savings which are not included in the current scope so are not used in the summary detail.

For cardboard:

- Current amount is 52315.75 tonnes (6519.69×0.8)
- 1,041.84 KgCO_{2e} is emitted per tonne of paper or board going to landfill.
- 21.32 KgCO_{2e} is emitted per tonne of paper or board being recycled.
- 583 KGCO_{2e} is emitted per tonne of raw material produced.
- $(583 + 1041.84 - 21.32) \times (6519.69 \times 0.8) = 8123.86 \text{ tco2e saved this year.}$

For aluminium:

- Current amount is 325.98 tonnes (6519.69×0.05)
- 8.93 KgCO_{2e} is emitted per tonne of aluminium going to landfill.
- 21.32 KgCO_{2e} is emitted per tonne of aluminium being recycled.
- 1570 KGCO_{2e} is emitted per tonne of raw material produced.
- $(1570 + 8.93 - 21.32) \times (6519.69 \times 0.05) = 507.45 \text{ tco2e saved this year.}$

For plastic:

- Current amount is 977.95 tonnes (6519.69×0.15)
- 8.93 KgCO_{2e} is emitted per tonne of plastic going to landfill.
- 21.32 KgCO_{2e} is emitted per tonne of plastic being recycled.
- 6000 KGCO_{2e} is emitted per tonne of raw material produced.
- $(6000 + 8.93 - 21.32) \times (6519.69 \times 0.15) = 5852.01 \text{ tco2e saved this year.}$

For glass:

- Current amount is 4263.15 tonnes
- 8.93 KgCO_{2e} is emitted per tonne of glass going to landfill.
- 21.32 KgCO_{2e} is emitted per tonne of glass being recycled.
- 670 KGCO_{2e} is emitted per tonne of raw material produced.
- $4263.15 \times (670 + 8.93 - 21.32) = 2803.49 \text{ tco2e saved this year.}$

For Food Waste:

- Current amount is 6119.79 tonnes
- 626.91 KgCO_{2e} is emitted per tonne of food waste going to landfill.

- 21.32 KgCO_{2e} is emitted per tonne of food waste being recycled.
- 680 KGCO_{2e} is emitted per tonne of raw material produced on average in Europe.
- $(680+626.91-21.32)*6119.79 = 4085.63$ tco_{2e} saved this year

For Green Waste:

- Current amount is 12129.59 tonnes
- 578.99 KgCO_{2e} is emitted per tonne of green waste going to landfill.
- 21.32 KgCO_{2e} is emitted per tonne of green waste being recycled.
- As this is garden waste there is no raw material to substitute for.
- $12129.59*(578.99-21.32)= 6764.34$ tco_{2e} saved this year

For Wood:

- Current amount is 2570.31 tonnes
- 828.07 KgCO_{2e} is emitted per tonne of wood going to landfill.
- 21.32 KgCO_{2e} is emitted per tonne of wood being recycled.
- 0 KGCO_{2e} is emitted per tonne of raw material produced due to sequestration in growing trees via sustainable practices.
- $2570.31*(828.07-21.32)= 2073.59$ tco_{2e} saved this year

For Scrap metal:

- Current amount is 856.76 tonnes
- 8.934 KgCO_{2e} is emitted per tonne of scrap metal going to landfill.
- 21.32 KgCO_{2e} is emitted per tonne of scrap metal being recycled.
- 1900 KGCO_{2e} is emitted per tonne of raw material produced (steel used).
- $856.76*(8.934+1900-21.32)$ tco_{2e} saved this year

For Others:

- The remaining amount is 4481.84
- 423.37 KgCO_{2e} is emitted per tonne of other waste going to landfill.
- 21.32 KgCO_{2e} is emitted per tonne of wood being recycled.
- 1622.57 KGCO_{2e} is emitted per tonne of raw material produced (average of others as no official figures available).
- $4481.4 * (423.37+1622.57-21.32) = 9074$ tco_{2e} saved this year

Per Household:

Figures for consumptions emissions assuming the same composition of waste – 50.28% residual waste, 14.63% Cardboard, 0.9% Aluminium, 2.74% plastic, 11.96% glass, 7.21% wood, 2.40% scrap metal, 17.17% food waste, 34.03% green waste, 12.58% other.

- Residual: $0.514*423.37=217.61$
- Cardboard: $0.509*0.14*21.32= 1.59$
- Aluminium: $0.509*0.009*21.32= 0.10$

- Plastic: $0.509 \times 0.02 \times 21.32 = 0.30$
- Glass: $0.509 \times 0.12 \times 21.32 = 1.3$
- Wood: $0.509 \times 0.07 \times 21.32 = 0.78$
- Scrap Metal: $0.509 \times 0.02 \times 21.32 = 0.26$
- Food Waste: $0.509 \times 0.17 \times 21.32 = 1.86$
- Green Waste: $0.509 \times 0.34 \times 21.32 = 3.69$
- Other: $0.509 \times 0.12 \times 21.32 = 1.36$

Savings without life-cycle emissions:

- 35634 tonnes were recycled this year.
- If this amount had gone to landfill it would have produced $(423.37 \times 35634) / 1000 = 15086.37$ tonnes
- By recycling this was reduced to $(21.32 \times 35634) / 1000 = 759.72$ tonnes
- Therefore there has been a saving of $(15086 - 759.72) = 14326.28$ tCO₂e

New Development

Target 31. From 2021, 100% council new development is built to carbon neutral standards

Action 31.1 All new council properties non-residential will be built to the highest efficiency standards from 2021

It is imperative that new homes in the council must be built to be low-carbon, energy and water efficient and climate resilient. Getting the design of the new homes right from the outset is vastly cheaper than forcing retrofit later. Government projections suggest that from 2025 at the latest, no new homes should be connected to the gas grid. They should instead be heated through low carbon sources, have ultra-high levels of energy efficiency alongside appropriate ventilation and, where possible, be timber-framed.

Building new homes to net-zero carbon standards would not generate carbon savings, however, it will stop new carbon dioxide to be generate.

Action 31.2 All new council homes will be built to the highest efficiency standards by 2024 – Gorse Ride Regeneration Project

- Gorse Ride development consist on the state regeneration of 255 houses which will be design to net-zero carbon standards with no supply of domestic gas.
- The Borough's carbon footprint for domestic gas is 177.23 ktCO₂e and for domestic electricity is 71.47 ktCO₂e (BEIS 2017), generating a total of 248.63 ktCO₂e.
- As of December 2017, there were 65,285 houses registered in the Borough. It is assumed that the carbon footprint per house is 3.80 tCO₂e ($248.63 \text{ ktCO}_2\text{e} / 65,285 / 1000$).
- The 255 houses in this regeneration project will provide 950 tCO₂e of carbon savings once completed ($255 \times 3.80 \text{ tCO}_2\text{e}$).

Engagement and Behavioural Change

Target 34 - Raise awareness in the community about the climate emergency agenda

- The carbon produced from electricity used on WBC sites accounts for 7,098 tCO₂e.
- A report by Rare (Centre for Behaviour and the Environment) suggests that 30 behaviour mitigations in 4 categories (food, agriculture and land management, transport and energy and materials) can result in a 19.9-36.8% reduction in tCO₂e emissions.

Action 34.7 - Support changes in work practices and behavioural change amongst local businesses

- According to a government report¹³ when behaviour change effective in households up to 1.3 tCO₂e can be avoided. At this stage due to a gap in the literature available we will use this for commercial buildings in the borough.

¹³https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/69797/6921-what-works-in-changing-energyusing-behaviours-in-.pdf

Equality Impact Assessment (EqIA) form: Progress Report

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:	14/06/2021
Service:	Place Commissioning
Project, policy or service EQIA relates to:	Climate Emergency Action Plan Progress Report
Completed by:	Diana Tovar
Has the EQIA been discussed at services team meeting:	No
Signed off by:	Rhian Hayes
Sign off date:	14/06/2021

223

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:

The Climate Emergency Action Plan Progress Report outlines progress made on the actions that were approved in July 2020 towards the target to become a net-zero carbon borough by 2030, including updated estimated costs and carbon saving against individual targets, supported by a thorough methodology. As a live document, this Climate Emergency Action Plan sets out ambitious targets for Wokingham Borough to becoming net-zero carbon by 2030, including positive environmental changes that will improve the quality of life of all our residents and help to avoid the impacts of climate change. The report summarises the Borough's carbon footprint, the plans for the years ahead and identifies the benefits of becoming net-zero carbon. Most of the actions to be delivered over the first few years set in motion the groundwork and foundations for new strategies and policies that will influence our way of life locally, meaning the biggest gains on carbon savings are expected to come towards the end of the decade after most of the actions have come to fruition.

The Climate Emergency Action Plan Progress Report comprises:

- Current carbon emissions profile for the Borough – This is based on government data and reported two years in arrears, Wokingham Borough’s carbon footprint is **573 ktCO₂e** (based on 2018 data). The assessment for the borough identifies the key priorities to be address to become net zero carbon. These include carbon dioxide emissions from transport (31.8%); industrial and commercial (25.9%), and the domestic (45%).
- Carbon budgets for Wokingham Borough – The trajectory of carbon emissions for Wokingham Borough have been steadily decreasing since 2012. This is partly due to Central Government targets to increase the renewable energy infrastructure resulting in a higher proportion of renewable energy feeding into the electricity supply, and technological advances leading to greater energy efficiency. Assuming that there is minimal action beyond current, national policy and nationally led decarbonisation of the electricity grid and transport through electric vehicles, the estimated carbon emissions by 2030 will be approximately 291.16ktCO₂e. This figure excludes the carbon sequestration levels for the Borough that could potentially increase by -16.71ktCO₂e, providing a final carbon footprint of **274.45 ktCO₂e**.
- Targets and Estimated Carbon Savings – This section summarises the established targets for the priority areas in which the council’s actions are focussed to reduce carbon dioxide emissions. The priority areas of focus for the council’s actions to reduce carbon dioxide emissions centre on; tackling emissions from transport, reducing energy use in domestic properties, generating renewable energy, planting more trees and other green foliage, recycling and encouraging behavioural change. This action plan establishes targets to achieve carbon dioxide reductions within all of these areas as outlined below.
- Detailed Climate Emergency Action Plan – This section provides a list of targets and actions that will be undertaken in order to reach the 2030 carbon neutral target
- Carbon Accounting Methodology and Assumptions – This appendix provides detailed information on how carbon savings for targets and actions have been identified.

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 ect) have/will be consulted and informed about the project or changes:

The Wokingham Borough Council Climate Team have lead on the implementation and update of the CEAP, with cooperation from multiple departments across the council in delivering the actions. This **Climate Emergency Officers Group** meets monthly and is attended by officers from across all of the departments in the council. By consulting with these officers the current progress toward each goal was identified, alongside any new projects within the targets or barriers/delays to existing plans, while **Working subgroups** have been set up to work on key priorities to support the delivery of the action plan.

Additional columns have also been added with extra information to provide a greater level of detail, as suggested by the scrutiny committee, while through thorough research and using official government statistics, the related methodology has been updated to be more accurate and again in greater detail. This **Task and Finish Group** is made up of members to scrutinise the Council's Climate Emergency Action Plan, emerging targets and key performance indicators underpinning the Action Plan. On an ongoing basis they are assessing the level of carbon reduction to be delivered by the Action Plan in light of the Council's 2030 target and produce a report to the Overview and Scrutiny Management Committee and the Executive each year, with guidance for improvement relating to the Action Plan.

To support the project there is also a **Climate Emergency Advisory Group**, made up of representatives from industry, academia and charities who meet quarterly to explore what new ideas and cutting edge technology can bring to reducing carbon dioxide emissions in the borough. The board acts as a 'critical friend', to provide a level of scrutiny and understanding that balances the needs of the response against the cost, effort and regulatory processes. Similarly, a **Climate Emergency Working Group**, made up of a cross party group of members, was established to provide a high level steer on policy direction in relation to carbon reduction, investigate and propose further recommendations to help achieve a net zero carbon Borough and liaise with and assist the Town and Parish Councils in implementing measures locally.

Finally, a **Climate Emergency Investment Board** has been established to assess each action in the CEAP in terms of carbon saved, income generated and costs to decide which actions will be invested in by the council. This annual Climate Emergency Progress report will be public and includes updated estimated costs and carbon saving against individual targets to demonstrate to all stakeholders the benefits of becoming net zero carbon.

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

The main beneficiaries of the project are all of the residents and businesses of Wokingham Borough. By delivering this progress report it demonstrates to residents our commitment to follow up on declaring a climate emergency and achieve the included targets, while improving our transparency in detailing how we realistically plan to do so. Moreover, the analysis process within this progress report identifies any potential areas of weakness which need to be addressed, meaning they can be acted upon and increase the likelihood of achieving the net zero target which will result in positive environmental changes that will improve the quality of life of all our residents and help to avoid the impacts of climate change.

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

The progress report is designed to communicate the current progress toward each target, alongside any new projects within the targets or barriers/delays to existing plans, demonstrating to residents our commitment to follow up on declaring a climate emergency and achieving the included targets, while improving our transparency in detailing how we realistically plan to do so.

The overall aims of the project remain the same though:

The Council's Key Priorities for Reducing Carbon Dioxide Emissions to Net Zero by 2030

The analysis above has helped the council to identify eight key priority areas (below) to focus on for reducing carbon dioxide emissions. The action plan, which has been populated with ideas from local residents, Town and Parish councils, council officers, and local businesses, is not exclusively limited to these areas.

1. Reduce Carbon Dioxide Emissions from Transport

The council will seek to reduce carbon dioxide emissions from transport by using technology to help improve traffic flows, reducing congestion by optimising the use of the existing road network and increasing the number of EV charging points across the borough. The council aims to encourage residents to take up more sustainable transport options such as walking, cycling, and bus and train travel.

2. Reduce Carbon Dioxide Emissions from Domestic and Business Property

There are around 72,000 dwellings in the Borough, of which an estimated 85% use fossil-fuel based natural gas. The council aims to convert these towards low-carbon forms of energy and retrofit homes to be more efficient and sustainable. The council will implement the necessary measures to improve the current energy usage of its own corporate properties and aims to become net zero carbon by 2030.

3. Generate more Renewable Energy in the Borough

The council plans to develop five largescale solar PV farms throughout the Borough over the next five years. This will not only increase the production of renewable energy, but has the potential to generate an income, which will then be reinvested into delivering other carbon reduction projects.

4. Create a Local Plan that Specifies Net Zero Construction and Infrastructure

All major residential and commercial developments will be expected to deliver high sustainable construction standards. Policies to enable this will be embedded in the upcoming Local Plan Update (LPU). Major developments will embrace innovative sustainable design solutions for energy efficiency and low carbon energy generation and use.

5. Increase the Levels of Carbon Sequestration the Borough Through Greening the Environment

The council will plant 250,000 new trees over the next five years. As well as increasing the capacity for carbon offsetting, afforestation will allow for a biodiversity net gain, an approach to development that increases levels of biodiversity at a greater rate.

6. Engage with Young People and Support Sustainable Schools

The council will launch a sustainable schools programme. The programme aims to promote behavioural change amongst young people by engaging with schools to work with children to encourage the adoption of new 'climate-friendly' behaviours that will influence their families and communities.

7. Reduce Waste Sent to Landfill

The council aims to achieve zero waste to landfill and 70% recycling by 2030. This will be achieved through encouraging people in the borough to change their behaviour, such as the introduction of food waste collection which has been a great success borough-wide. There remains great scope for future improvement with opportunities available regarding glass recycling and increasing the range of plastics that can be recycled.

8. Encouraging Behaviour Change

As a community leader, the council will set an example and set high standards in becoming net zero carbon. This includes its own estate but also its policies, service delivery and investment decisions. The Council will communicate and engage with all of its residents, businesses, schools, Town and Parish Councils, charities, the University of Reading, Thames Valley Berkshire Local Enterprise Partnership, the Greater South East Energy Hub and other local authorities to work together to initiate education programmes and encourage behaviour change

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.

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:	No/Neutral	All of the residents and businesses of Wokingham Borough will be equally and positively impacted by delivering this progress report as it demonstrates to residents our commitment to follow up on declaring a climate emergency and achieve the included targets, while improving our transparency in detailing how we realistically plan to do so. Moreover, the analysis process within this progress report identifies any potential areas of weakness which need to be

		addressed, meaning they can be acted upon and increase the likelihood of achieving the net zero target which will result in positive environmental changes that will improve the quality of life of all our residents and help to avoid the impacts of climate change.
Gender:	No/Neutral	All of the residents and businesses of Wokingham Borough will be equally and positively impacted by delivering this progress report as it demonstrates to residents our commitment to follow up on declaring a climate emergency and achieve the included targets, while improving our transparency in detailing how we realistically plan to do so. Moreover, the analysis process within this progress report identifies any potential areas of weakness which need to be addressed, meaning they can be acted upon and increase the likelihood of achieving the net zero target which will result in positive environmental changes that will improve the quality of life of all our residents and help to avoid the impacts of climate change.
Disabilities:	No/Neutral	All of the residents and businesses of Wokingham Borough will be equally and positively impacted by delivering this progress report as it demonstrates to residents our commitment to follow up on declaring a climate emergency and achieve the included targets, while improving our transparency in detailing how we realistically plan to do so. Moreover, the analysis process within this progress report identifies any potential areas of weakness which need to be addressed, meaning they can be acted upon and increase the likelihood of achieving the net zero target which will result in positive environmental changes that will improve the quality of life of all our residents and help to avoid the impacts of climate change.
Age:	No/Neutral	All of the residents and businesses of Wokingham Borough will be equally and positively impacted by delivering this progress report as it demonstrates to residents our commitment to follow up on declaring a climate emergency and achieve the included targets, while improving our transparency in detailing how we realistically plan to do so. Moreover, the analysis process within this progress report identifies any potential areas of weakness which need to be addressed, meaning they can be acted upon and increase the likelihood of achieving the net zero target which will result in positive environmental changes that will improve the quality of life of all our residents and help to avoid the impacts of climate change.
Sexual orientation:	No/Neutral	All of the residents and businesses of Wokingham Borough will be equally and positively impacted by delivering this progress report as it demonstrates to residents our commitment to follow up on declaring a climate emergency and achieve the included targets, while improving our transparency in detailing how we realistically plan to do so. Moreover, the analysis process within this progress report identifies any potential areas of weakness which need to be addressed, meaning they can be acted upon and increase the likelihood of achieving the net zero target which will result in positive environmental changes that will improve the quality of life of all our residents and help to avoid the impacts of climate change.
Religion/belief:	No/Neutral	All of the residents and businesses of Wokingham Borough will be equally and positively impacted by delivering this progress report as it demonstrates to residents our commitment to follow up on declaring a climate emergency and

		achieve the included targets, while improving our transparency in detailing how we realistically plan to do so. Moreover, the analysis process within this progress report identifies any potential areas of weakness which need to be addressed, meaning they can be acted upon and increase the likelihood of achieving the net zero target which will result in positive environmental changes that will improve the quality of life of all our residents and help to avoid the impacts of climate change.
Gender re-assignment:	No/Neutral	All of the residents and businesses of Wokingham Borough will be equally and positively impacted by delivering this progress report as it demonstrates to residents our commitment to follow up on declaring a climate emergency and achieve the included targets, while improving our transparency in detailing how we realistically plan to do so. Moreover, the analysis process within this progress report identifies any potential areas of weakness which need to be addressed, meaning they can be acted upon and increase the likelihood of achieving the net zero target which will result in positive environmental changes that will improve the quality of life of all our residents and help to avoid the impacts of climate change.
Pregnancy and Maternity:	No/Neutral	All of the residents and businesses of Wokingham Borough will be equally and positively impacted by delivering this progress report as it demonstrates to residents our commitment to follow up on declaring a climate emergency and achieve the included targets, while improving our transparency in detailing how we realistically plan to do so. Moreover, the analysis process within this progress report identifies any potential areas of weakness which need to be addressed, meaning they can be acted upon and increase the likelihood of achieving the net zero target which will result in positive environmental changes that will improve the quality of life of all our residents and help to avoid the impacts of climate change.
Marriage and civil partnership:	No/Neutral	All of the residents and businesses of Wokingham Borough will be equally and positively impacted by delivering this progress report as it demonstrates to residents our commitment to follow up on declaring a climate emergency and achieve the included targets, while improving our transparency in detailing how we realistically plan to do so. Moreover, the analysis process within this progress report identifies any potential areas of weakness which need to be addressed, meaning they can be acted upon and increase the likelihood of achieving the net zero target which will result in positive environmental changes that will improve the quality of life of all our residents and help to avoid the impacts of climate change.

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....

Rhian Hayes

Date: 14 June 2021

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TITLE	Health Scrutiny Arrangements Across Buckinghamshire, Oxfordshire and Berkshire West Integrated Care System
FOR CONSIDERATION BY	Council on Thursday 22 July 2021
WARD	None Specific
KEY OFFICER	Matt Pope, Director of Adult Services

OUTCOME / BENEFITS TO THE COMMUNITY

The report considers a proposal to form a new, mandatory, joint committee with health scrutiny powers to consider matters affecting patient flows across the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care System geography.

Health scrutiny will help to improve the planning, development, operation and integration of health and care services, and in turn will improve health outcomes for local residents.

RECOMMENDATION

The Health Overview and Scrutiny Committee recommend Council to:

- 1) support the proposal for a Joint Health Overview and Scrutiny Committee to consider health issues at the NHS Integrated Care System (ICS) level across Buckinghamshire, Oxfordshire and Berkshire;
- 2) delegate scrutiny of health issues at the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care System level to the Joint Health Overview and Scrutiny Committee;
- 3) approve the terms of reference for the Joint Health Overview and Scrutiny Committee as set out in Appendix A to the report;
- 4) note that two Wokingham Members will be appointed to the Joint Health Overview and Scrutiny Committee (one Conservative and one Liberal Democrat) as advised by the relevant Group Leaders;
- 5) review the situation should the Integrated Care System (ICS) boundaries change in the future as the situation with ICS boundaries is currently unclear, and it is far from certain that Wokingham will remain in BOB.

SUMMARY OF REPORT

Health bodies have a legislative duty to consult a local authority's Health Overview and Scrutiny Committee (or equivalent committee in an upper-tier or unitary holding health scrutiny powers) about any proposals they have for a substantial development or variation in the provision of health services in their area. When these substantial developments or variations affect a geographical area that covers more than one local authority, the affected local authorities must appoint a Joint Health Overview and Scrutiny Committee (JHOSC) for the purposes of the consultation.

In response to the development of an Integrated Care System (ICS) across the Buckinghamshire, Oxfordshire and Berkshire West (BOB) footprint, a joint health overview and scrutiny committee is needed to consider proposed changes affecting the patient-flow geography at the BOB level. This includes the authorities of Buckinghamshire Council, Oxfordshire County Council, West Berkshire Council, Reading Borough Council and Wokingham Borough Council.

This report sets out proposals for the new JHOSC, which will require each of the affected local authorities to delegate health scrutiny powers on services provided at the ICS level to the JHOSC and to agree the Terms of Reference. Legally, the executive cannot make decisions in relation to scrutiny matters, so the decision must be made by full Council.

Only proposals that would impact the entire patient flow across the Buckinghamshire, Oxfordshire and Berkshire West area would be considered by the Joint Committee. Scrutiny of local health matters would remain with Wokingham Borough's Health Overview and Scrutiny Committee.

On 12 July 2021, the Health Overview and Scrutiny Committee considered the proposals to join a BOB wide joint Health Overview and Scrutiny Committee and recommended this to Council, subject to the situation being reviewed by Council should the ICS boundaries change in the future.

Background Information

Introduction

1. Health and care services are provided at different levels and a three-tiered model is used to describe this:

(a) **System:** ICSs typically cover a population of 1–3 million people. Key functions include setting and leading overall strategy, managing collective resources and performance, identifying and sharing best practice to reduce unwarranted variations in care, and leading changes that benefit from working at a larger scale such as digital, estates and workforce transformation. West Berkshire is part of the Buckinghamshire, Oxfordshire and Berkshire West (BOB) ICS, which covers a population of 1.8 million, and has three Integrated Care Partnerships, three Clinical Commissioning Groups (CCGs), six NHS Trusts, and 175 GP surgeries.

(b) **Place:** a town or district within an ICS, usually consistent with a local authority borough / district, typically covering a population of 250–500,000. This is where the majority of changes to clinical services will be designed and delivered, and where population health management will be used to target interventions to particular groups. The Berkshire West Place comprises Reading Borough, West Berkshire District and Wokingham Borough, covering a population of around 500,000, under the umbrella of the Berkshire West Integrated Care Partnership. Although each of the three local authorities has their own Health and Wellbeing Board and Overview and Scrutiny function, they are working closely to develop a Joint Health and Wellbeing Strategy.

(c) **Neighbourhood:** a small area, typically covering a population of 30–50,000 where groups of GPs and community-based services work together to deliver co-ordinated, proactive care and support, particularly for groups and individuals with the most complex needs. Primary care networks (PCNs) and multidisciplinary community teams form at this level. Fourteen PCNs have been established in Berkshire West, of which four are in West Berkshire.

2. In addition, a fourth **Locality** tier operates below the Place tier within Berkshire West. These Localities coincide with the individual local authorities of Reading Borough Council, West Berkshire Council and Wokingham Borough Council and reflect the geography of their Health and Wellbeing Boards and Public Health, Adult Services and Children's Services functions. Joint working with Health Services also takes place at this level, e.g. through Locality Integration Boards.
3. Health scrutiny primarily takes place at the Place / Locality level. Within Wokingham Borough, health scrutiny is undertaken by the Health Overview and Scrutiny Committee (HOSC). Currently, no scrutiny takes place at the System level.
4. Local authority health scrutiny committees have powers to:
 - Review and scrutinise matters relating to the planning, provision and operation of the health service in the area, including the finances of local health services.

- Require local NHS bodies to provide information about the planning, provision and operation of health services in the area.
 - Require employees of local NHS bodies to attend committee meetings to answer questions.
 - Make reports and recommendations to local NHS bodies and expect a response within 28 days.
 - Refer proposals for substantial changes to NHS services to the Secretary of State for decision if: the committee believes the consultation has been inadequate; there were inadequate reasons for not consulting; or if the proposals would not be in the interests of the local health service.
5. Health bodies have a legislative duty to consult a local authority's Health Overview and Scrutiny Committee (or equivalent committee in an upper-tier or unitary authority holding health scrutiny powers) about any proposals they have for a substantial development or variation in the provision of health services in their area. When these substantial developments or variations affect a geographical area that covers more than one local authority, the affected local authorities must appoint a Joint Health Overview and Scrutiny Committee (JHOSC) for the purposes of the consultation.
 6. Since the creation of the BOB Sustainability Transformation Plan in 2015, the health scrutiny Chairmen from across the footprint have met, informally and on an ad hoc basis, with key health partners. The last meeting took place in Buckinghamshire on 15 November 2019. It was at this meeting, where the proposal to set-up a joint health scrutiny committee was first requested by the ICS.
 7. The proposal is for ICS activities to be scrutinised by a newly created Buckinghamshire Oxfordshire and Berkshire West Joint Health Overview and Scrutiny Committee. All other health scrutiny would remain with individual local authorities through their existing health scrutiny arrangements. The ICS leaders have identified that they anticipate 80% of activity to remain with local Health Overview and Scrutiny Committees, with 20% at the BOB Joint Health Overview and Scrutiny Committee level.

Background

8. Discussions have taken place with officers across the BOB footprint to consider the governance issues associated with setting-up a new joint health scrutiny committee. In These discussions were informed by advice from the Centre for Governance and Scrutiny (CfGS) who endorsed the need for a joint health scrutiny committee and saw it as a key component of the work of the ICS, they indicated that:
 - Setting up a joint health scrutiny committee for the ICS should be seen as a necessity;
 - Elected Members from across the ICS need to have oversight of what is being planned at system level (at an early stage) and health bodies would gain a greater awareness of the political impact of their proposed decisions;
 - The BOB ICS is a vanguard and at the forefront of ICS development and therefore this joint committee should be viewed as a positive;

- There is no existing function for scrutinising and holding to account the ICS so a joint committee should be viewed as an opportunity to strengthen and add value to the existing local scrutiny arrangements.

Proposal

9. Members are asked to support the proposed arrangements for the Joint Health Overview and Scrutiny Committee as set out in this report, and in doing so approve the delegation of health scrutiny powers of the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care System to the BOB Joint Health Overview and Scrutiny Committee.
10. A draft Terms of Reference document has been developed and is attached to this paper in Appendix A.
11. The following paragraphs set out the key principles on which the proposal for the Joint Committee has been developed.

Defining the work of the Joint Committee

12. The definitions of System, Place, Locality and Neighbourhood as set out above have been incorporated into the draft Terms of Reference. A protocol toolkit will also be developed to ensure work is considered at the most appropriate level of scrutiny. This process will require early dialogue between ICS Leads and the Members of the JHOSC. All constituent authorities will be notified of the outcome of those discussions.
13. The toolkit will be developed ahead of the first meeting of the BOB JHOSC and individual scrutiny committees will be asked to agree the toolkit. The toolkit will help to ensure that local health scrutiny arrangements retain their integrity and primacy.

Membership of the Committee

14. It is proposed that appointments to the Joint Committee would have regard to the relative proportion the BOB patient flow for each of the constituent local authorities. This is in line with the legislative framework of health scrutiny.
15. The proposal is for a Committee of 19 Members (7 Members for Oxfordshire, 6 Members for Buckinghamshire and 6 Members for Berkshire West – 2 from each of the three unitary authorities). In the absence of patient flow figures, this calculation has been based on population figures. Appointments by each authority to the JHOSC will reflect the political balance of that authority. Therefore, Wokingham's representatives will be one Conservative Member and one Liberal Democrat Member (to be advised by the Group Leaders). Committee members cannot be Executive Members, the Deputy Executive Member for Health and Wellbeing, members of the Audit Committee and should ideally be members of the Health Overview and Scrutiny Committee, to ensure a good understanding of the relevant issues.
16. It is also proposed that up to two co-opted (non-voting) members be given a seat on the committee, one of which will be from Healthwatch.

Referral powers to the Secretary of State

17. Buckinghamshire is keen that the power of referral on System related activities remains with the BOB joint health scrutiny committee. The Centre for Governance and Scrutiny agrees with this approach.
18. Oxfordshire's JHOSC requested at its meeting in June 2020 that the power of referral be retained by Oxfordshire. The advice received from the CfGS is that disaggregating the power of referral for the BOB HOSC committee could result in five separate referrals on the same issue. It would also fracture the unified voice of five authorities created by a BOB JHOSC. To ensure that Oxfordshire (or any other local authority / health scrutiny committee) can independently refer a matter to the Secretary of State if the BOB committee chooses not to, Oxfordshire has asked for the draft Terms of Reference to contain a "Notwithstanding clause". This allows member authorities the right to refer an issue to the Department of Health if the BOB joint scrutiny committee chose not to.

Election of Chairman and Host Authority

19. It is proposed that the Chairman would be elected by the joint Committee for a two year term. It is proposed that hosting of the committee meetings would be undertaken by one local authority on a permanent basis. The associated administrative support and costs would be paid by the hosting authority and re-charged to the other authorities involved, depending upon their proportionate membership on the Buckinghamshire, Oxfordshire and Berkshire West Health Overview and Scrutiny Committee.

Frequency of meetings

20. The new Joint Health Overview and Scrutiny Committee would only be convened as necessary. The draft Terms of Reference state that the joint committee will be a standing committee and dates would be organised and put in the Committee Members diaries. If there was no business to be discussed, then the meeting would be cancelled. This approach is advised on logistical ground of trying to coordinate the Members (and officers) across five different local authorities.

Draft Terms of Reference

21. It was agreed that Buckinghamshire Council would draft the Terms of Reference for the Joint Committee which would then be discussed by each authority. The latest version of the draft Terms of Reference has been circulated to each authority for further discussion with Members and Officers. This is contained within Appendix A of this report.

Other options considered

22. Within the current legislation and health system structure, there are no viable alternatives to establishing a Joint Health Overview and Scrutiny Committee for the Buckinghamshire, Oxfordshire and Berkshire West area to address matters affecting the patient flows across the entire Integrated Care System.
23. Options have been considered around the composition of the JHOSC, for example, a smaller committee with three members from Buckinghamshire, four from Oxfordshire, and one member from each of the three Berkshire West authorities. However, it was felt that numbers should be increased such that there were at least two members from each local authority.

Conclusion

The creation of a Joint Health Overview and Scrutiny Committee would be a positive step. It would ensure that West Berkshire Council and the other local authorities across Buckinghamshire, Oxfordshire and Berkshire West were able discharge their legal responsibilities when consulted by the Integrated Care System on substantial developments or variations in services. It would also help to ensure that the needs of local citizens are properly considered in the planning, development and operation of local health services at the ICS level.

The establishment of the BOB HOSC requires all relevant local authorities (as outlined in this paper) to agree the draft Terms of Reference, as such, they are subject to agreement by those authorities through their respective Councils

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe funding pressures, particularly in the face of the COVID-19 crisis. It is therefore imperative that Council resources are focused on the vulnerable and on its highest priorities.

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

Other financial information relevant to the Recommendation/Decision
None.

Partner Implications
This proposal is consider “business as usual” with no particular implications on other Council services.

Public Sector Equality Duty
The proposal will ultimately have a beneficial impact on the planning, development, operation and integration of health and care services across Buckinghamshire, Oxfordshire and Berkshire West, which will deliver benefits for all service users, including those with protected characteristics.

List of Background Papers
The statutory requirements for the scrutiny of health services are set out in the National Health Service Act 2006 as amended by the Health and Social Care Act 2012. The relevant regulations are the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations.

Contact Andrew Moulton	Service Governance
Telephone No Tel: 07747 777298	Email andrew.moulton@wokingham.gov.uk

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Appendix A

Joint Health Overview and Scrutiny Committee (Buckinghamshire, Oxfordshire, Reading, West Berkshire, Wokingham) Draft Terms of Reference

Purpose

1. Health Services are required to consult a local authority's Health Overview and Scrutiny Committee about any proposals they have for a substantial development or variation in the provision of health services in their area. When these substantial developments or variations affect a geographical area that covers more than one local authority (according to patient flow), the local authorities are required to appoint a Joint Health Overview and Scrutiny Committee (JHOSC) for the purposes of the consultation.
2. The NHS Long-Term Plan (published at the beginning of 2019) sets out the vision and ambition for the NHS for the next 10 years. It states - "Every Integrated Care System will need streamlined commissioning arrangements to enable a single set of commissioning decisions at system level." The purpose of the JHOSC would be to hold to account and challenge these commissioning decisions at system level. This function would be new and a different part of local health scrutiny arrangements. The powers and duties of health scrutiny would remain unchanged at Place, Locality and Neighbourhood level (see definitions below). The creation of a JHOSC to scrutinise system level decisions would strengthen existing scrutiny arrangements.
3. These terms of reference set out the arrangements for Buckinghamshire Council, Oxfordshire County Council, Reading Borough Council, West Berkshire Council, Wokingham Borough Council, to operate a JHOSC in line with the provisions set out in legislation and guidance and to allow it to operate as a mandatory committee.

Terms of Reference

4. The new JHOSC will operate formally as a mandatory joint committee i.e. where the councils have been required under Regulation 30 (5) Local Authority (Public Health, Health and Well-being Boards and Health Scrutiny) Regulations 2013 to appoint a joint committee for the purposes of providing independent scrutiny to activities delivered at system level (as detailed below) by the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care System.
5. The Kings Fund published a report in April 2020 "Integrated Care Systems explained: making sense of systems, places and neighbourhoods" which says that NHS England and NHS Improvement has adopted the terminology used in some systems to describe a three tiered model – System, Place and Neighbourhood:

- System - typically covering a population of 1–3 million people. Key functions include setting and leading overall strategy, managing collective resources and performance, identifying and sharing best practice to reduce unwarranted variations in care, and leading changes that benefit from working at a larger scale such as digital, estates and workforce transformation.
 - Place – a town or district within an ICS, typically covering a population of 250-500,000. This is where the majority of changes to clinical services will be designed and delivered and where population health management will be used to target intervention to particular groups. At this level, providers may work together to join up their services through alliances and more formal contractual arrangements.
 - Neighbourhood – a small area, typically covering a population of 30-50,000 where groups of GPs and community-based services work together to deliver co-ordinated, pro-active care and support, particularly for groups and individuals with the most complex needs. Primary Care Networks and multi-disciplinary community teams form at this level.
6. In addition, a fourth Locality tier operates below the ‘Place’ tier, but only within Berkshire West. These Localities coincide with the individual local authorities of Reading Borough Council, West Berkshire Council and Wokingham Borough Council and reflect the geography of their Health and Wellbeing Boards and Public Health, Adult Services and Children’s Services functions. Joint working with Health Services also takes place at this level, e.g. through Locality Integration Boards.
 7. Activities at Place, Locality and Neighbourhood would be scrutinised by the relevant local authority through their existing health scrutiny arrangements.
 8. The purpose of the mandatory JHOSC across Buckinghamshire, Oxfordshire, Reading, West Berkshire, Wokingham is to:
 - a. make comments on the proposal consulted on
 - b. require the provision of information about the proposal
 - c. gather evidence from key stakeholders, including members of the public
 - d. require the member or employee of the relevant health service to attend before it to answer questions in connection with the consultation.
 - e. Refer to the Secretary of State only on where it is not satisfied that:
 - consultation on any proposal for a substantial change or development has been adequate in relation to content or time allowed (NB. The referral power in these contexts only relates to the consultation with the local authorities, and not consultation with other stakeholders)
 - the proposal would not be in the interests of the health service in the area

- a decision has been taken without consultation and it is not satisfied that the reasons given for not carrying out consultation are adequate.
9. Notwithstanding point (e) above, Member authorities have the right to refer an issue to the Department of Health if the joint health scrutiny committee does not collectively agree to refer an issue.
 10. With the exception of those matters referred to in paragraph [3] above responsibility for all other health scrutiny functions and activities remain with the respective local authority Health Scrutiny Committees.
 11. The process for determining the appropriate level of scrutiny – ie. System or Place/Locality/Neighbourhood will be in accordance with an agreed toolkit which will set out the process for initiating early dialogue between ICS Leads and the Members of the JHOSC. All constituent authorities will be notified of the outcome of those discussions.
 12. No matter to be discussed by the Committee shall be considered to be confidential or exempt without the agreement of all Councils and subject to the requirements of Schedule 12A of the Local Government Act 1972.

Governance

13. Meetings of the JHOSC will be conducted under the Standing Orders of the Local Authority hosting and providing democratic services support and subject to these terms of reference.

Frequency of meetings

14. The JHOSC will meet at least twice a year with the Integrated Care System Leads to ensure oversight of key priorities and deliverables at system level.

Host authority

15. The JHOSC would be hosted by one of the named authorities. The role of host authority would be undertaken by the chairing authority for the same time period [24 months].

Membership

16. Membership of the JHOSC will be appointed by Buckinghamshire, Oxfordshire, Reading, West Berkshire, Wokingham that have responsibility for discharging health scrutiny functions.
17. Appointments to the JHOSC have regard to the proportion of patient flow. The Joint Committee will therefore have 19 members, consisting of 6 from Buckinghamshire, 7 from Oxfordshire, 2 from Reading, 2 from West Berkshire, 2 from Wokingham.

18. Appointments by each authority to the JHOSC will reflect the political balance of that authority.
19. The quorum for meetings will be 6 voting members, comprising at least one member from each authority. Member substitutes from each authority will be accepted.
20. The JHOSC shall reserve the right to consider the appointment of additional temporary co-opted members in order to bring specialist knowledge onto the committee to inform specific work streams or agenda items. Any co-opted member appointed will not have a vote.
21. The five Healthwatch organisations shall be recognised as key stakeholders and a standing item will be included on the JHOSC agenda to allow the organisations to report back on patient and public views from across the ICS.

Chair & Vice Chair

22. The Chair of the JHOSC shall be drawn from the members of it and will normally be filled by the member whose authority is hosting the Committee for a period of 24 months.
23. The Vice Chair of the JHOSC shall be drawn from members on the Committee and elected every 24 months.

Task & Finish Groups

24. The Committee may appoint such Working Groups of their members as they may determine to undertake and report back to the Committee on specified investigations or reviews as set out in the work programme. Appointments to such Working Groups will be made by the Committee, ensuring political and geographical balance as far as possible. Such panels will exist for a fixed period, on the expiry of which they shall cease to exist.

Committee support

25. The work of the JHOSC will require support in terms of overall coordination, setting up and clerking of meetings and underpinning policy support and administrative arrangements.
26. Meetings of the committee are to be arranged and held by the host authority.
27. Should a press statement or press release need to be made by the JHOSC, this will be approved by all authorities before being signed off by the Chair.

WOKINGHAM BOROUGH WELLBEING BOARD

ANNUAL REPORT

2020-21



**WOKINGHAM
BOROUGH COUNCIL**



Berkshire West

Clinical Commissioning Group



Contents

1. Introduction
2. Health and Wellbeing Context Across 2020/2021 – Local Outbreak
Engagement Board
3. Wellbeing strategy 2018-2021
4. Strategy into Action
5. Design our neighbourhood
6. Wokingham JSNA
7. Children and adolescent mental health services
 - a. Wokingham Mental Health Support Teams
 - b. Local Transformation Plan
8. Better care fund update
9. Berkshire west integrated care system operating plan
10. NHS Berkshire- Annual Public Health Report 2020
11. Voluntary sector engagement
12. Health and Wellbeing strategy for Wokingham and Berkshire West
13. Partnerships
 - a. Children and Young People Partnership
 - b. Community Safety Partnership
 - c. Wokingham Integrated Partnership

14. Work Programme 21/22

Introduction

From April 2013 upper tier local authorities were required, under the Health and Social Care Act 2012, to establish Health and Wellbeing Boards. Wellbeing Boards are forums where key representatives from health, social care and the community work in partnership to reduce health inequalities locally and to improve the overall health and wellbeing of residents.

The membership of the Wokingham Borough Wellbeing Board for 2020-21 was as follows:

- Councillor Charles Margetts (Chairman, Executive Member for Health, Wellbeing and Adult Services, WBC)
- Councillor John Halsall (Leader of the Council, WBC)
- Councillor UllaKarin Clark (Executive Member for Children's Services, WBC)
- Councillor David Hare (Opposition Councillor, WBC)
- Matt Pope (Director Adult Services, WBC)
- Susan Parsonage (Chief Executive, WBC) (from July 2020)
- Dr Debbie Milligan (Vice-Chairman) (NHS Berkshire West Clinical Commissioning Group)
- Sam Burrows (NHS Berkshire West Clinical Commissioning Group) (until October 2020)
- Katie Summers (NHS Berkshire West Clinical Commissioning Group)
- Tessa Lindfield (Director of Public Health for Berkshire) (until October 2020)
- Meradin Peachey, Director Public Health – Berkshire West (from October 2020)
- Carol Cammiss (Director Children's Services, WBC)
- Chris Traill (Director Place and Growth, WBC) (until March 2021)
- Graham Ebers (Deputy Chief Executive and Director Resources and Assets, WBC)
- Jim Stockley (Healthwatch Wokingham Borough)
- Phil Cook (Voluntary Sector) (until February 2021)

The key functions of the Wokingham Borough Wellbeing Board are:

- To lead the production of a Joint Strategic Needs Assessment, which gives an overview of the Borough's current and probable future wellbeing needs;
- Based on evidence detailed within the Joint Strategic Needs Assessment, produce a Joint Wellbeing Strategy, which details how needs identified will be met;
- To create and publish a Pharmaceutical Needs Assessment, an overview of local pharmaceutical needs, services and any gaps in provision;
- To encourage integrated working between commissioners of health services, Public Health and social care services, for the purposes of advancing the health and wellbeing of the people in its area. The Wokingham Borough Wellbeing Board works through exercising strategic leadership of public, private and community services in the promotion of healthy communities.

- To consider how resources can be shared effectively between partners and where appropriate, to pool budgets;
- The local Clinical Commissioning Groups must involve the Wellbeing Board in the preparation or revision of their commissioning plans.

Health and Wellbeing Context across 2020/2021 – Local Outbreak Engagement Board

This Annual Report covers a year in which the COVID-19 public health emergency dominated all areas of the lives of Wokingham’s residents, our partners and our own Wokingham Borough Council workforce. The COVID-19 pandemic and the lockdown measures put in place to control the spread of the virus across 2020-2021 changed our lives in unforeseen ways. COVID-19 has had a direct and devastating impact for some of our residents. But, the longer-term impact on our health and wellbeing, our healthcare services, on the way we all live and work, our communities, our businesses and our economy are only just becoming apparent.

We have mounted an unprecedented response to COVID-19 that will need to continue for some time to come. For COVID-19, unlike other emergencies, the boundary between response and recovery is blurred. How we manage COVID-19 now and going forward will influence how well we, as individuals, families and communities, recover and thrive in the future.

We have responded to local people and government policies and now provide local leadership of test, trace and isolate in liaison with our residents. Partners have worked together across the system to protect the health of our residents and support their emotional and physical health and wellbeing at a time of fear, uncertainty and vulnerability. Over the past year the Local Authority response to COVID-19 has included the setup of Adult Social Care and Children’s Services Task Forces dedicated to dealing directly with Covid related situations and queries; an extensive response to support our clinically vulnerable residents including individual calls and working with our partners in the voluntary sector to provide support to residents through ‘one front door’; setting up a Case Contact Tracing operation working alongside the national NHS Test and Trace system; setting up and running an isolation call system contacting every newly diagnosed COVID-19 resident to offer advice and support enabling self-isolation; co-ordinating a network of community champions; establishing COVID-19 marshals across the Borough working alongside our Public Protection Partnership team.

It is important to note that all of this work continues and is underpinned by a Covid Data Cell which carries out the work necessary to ensure a data and evidence driven response to COVID-19 within Wokingham and a comprehensive, adaptable communications operation which aims to inform residents of local and national messages around Covid. More recently extensive work was undertaken to set up and maintain three community Lateral Flow Testing Sites and two mobile testing sites to provide asymptomatic testing to residents to try and stop the chain of transmission within our Borough as we move into 2021.

The Local Authority plays a pivotal role within the vaccination roll-out in collaboration with our NHS partners. The NHS leads the vaccination programme. The vaccination

programme will continue across 2021 and Wokingham Borough Council's role will remain vital, as nuanced knowledge of local communities will be required to continually drive uptake of the vaccine.

The establishment of the Local Outbreak Engagement Board (LOEB), a sub-group of the Well Being Board formed in July 2020 has enabled dialogue with residents. The LOEB formed part of the governance structure for the Local Outbreak Management Plan, which drove much of the COVID-19 response across 2020/2021.

As these services and operations are being implemented nationally and locally to better prevent and treat the disease, we must recognise that COVID-19 has brought inequalities into sharp focus. In addition, 2020 has shown us all that there are alternative ways to live, learn, work and belong to communities. We have an opportunity to refocus on the health and wellbeing of our residents and to make sure our work closes the gaps between communities, rather than increases them, to emerge from the pandemic healthier, fairer and more sustainable.

Wellbeing Strategy 2018-2021

The Wokingham Joint Health and Wellbeing Strategy 2018-2021 was approved in November 2018 with three clear priorities to create healthier and more resilient communities. The Strategy has three key priorities which have helped to shape and underpin the work of the Board and its partnerships:

- Creating physically active communities
- Reducing Social Isolation
- Narrowing the health inequalities gap

Strategy into Action

The overarching indicators within the Wokingham Joint Health and Wellbeing Strategy 2018-2021 are mostly based on the Public Health Outcomes Framework, social care and health indicators that are measured regularly. Short term measurable outcomes were presented to the August Board and the Public Health team have continued to work with key stakeholders to achieve these aims.

The Public Health team within Wokingham have been playing a leading role in the response to the COVID-19 pandemic. Most of this work, as with colleagues and partners, has been carried out in addition or alongside 'business as usual' public health service work. In addition, national restrictions across 2020/2021 have had a significant impact on the ability to deliver health and wellbeing services across the Borough for example when leisure services and centres were closed or children's centres closed according to national guidance. In many instances, where possible this challenge was met through novel ways of working for example via digital platforms such as Wokingham Active Kids (WAK) Videos or WBC Adult and Community Learning Services delivering all their courses online. In other ways the COVID-19 pandemic catalysed partnership working for the benefit of our communities for example the exemplary way in which the Voluntary sector organisations came together to work with WBC to cater for the health and wellbeing needs of residents during the most difficult times during the national restrictions.

The COVID-19 pandemic has also itself highlighted health and wellbeing issues including the sharp focus on health inequalities, the new government obesity strategy released as a direct result of the link between obesity and increased risk of COVID-19, an increase in children and family safeguarding issues across the course of the pandemic, an increase in mental health and wellbeing issues being reported across the life course and a reduction in presentation for routine screening and immunisation. There have also been positive changes including an increase in people presenting to smoking cessation services, an increase in use of outdoor green spaces and associated physical activity and a considerable reduction in air pollution across 2020 (nationally). However, the full extent of the effect of the COVID-19 pandemic on the health and wellbeing of our communities is not yet apparent.

Work will continue throughout 2021 to determine areas of greatest need within our communities, how those have changed as a result of the pandemic and how this need can be met through the continued work towards the Wokingham Health and Wellbeing Strategy priorities. In the second half of 2020 three Strategy into Action Groups were established to focus on each of the three priority areas. In spite of COVID-19 and associated pressures, progress has been made which can be seen in the in the regular reporting to the Wellbeing Board.

Design Our Neighbourhood

Due to Covid-19, we have not been able to run the Design our Neighbourhood event. However, the philosophy of 'Design our Neighbourhood' was adopted. Whilst the event has not occurred, the design our neighbourhood effort has not been forgotten, with Population Health Management approaches used during COVID-19, along with good inter-organisational and Multi-Disciplinary Team working to support the people of Wokingham. Further work will be required this year to push on and engage with the community more, alongside the organisational work.

The Design Our Neighbourhoods philosophy was used to underpin all of our project activities in the Wokingham Integrated Partnership. Our aim is to:

- Use insight gained from as broad a base of data, to support a data lead approach (Population Health Management)
- Seek input from the community, as well as professionals about what we plan to do, with which cohorts of the community and how we plan to do it
- Seek feedback from the community, as well as professionals to see that the interventions that are/have taken place continue to meet the needs of cohorts that they are supporting
- Create a 'one team ethos' for our work with all of our partners, no matter our uniform or badge, we support the people of Wokingham.

A 3-stage plan was developed, as well as the key partners to agree for the event. There are currently plans to run an event this year, and potentially to run these events every year (once it is safe and appropriate to do so).

Wokingham JSNA

Over the year 2020/2021 the Berkshire Public Health shared team and in particular the public health analysts, have necessarily been focused on the COVID-19 response. As a result, the JSNA has made limited progress across 2020/2021.

To supplement the JSNA we have completed the following local needs assessments to inform our work and our service delivery across 2020/2021:

- Children's emotional health & wellbeing health needs assessment
- Smoking needs assessment
- Children and young people health needs assessment
- Substance abuse health needs assessment
- Healthy weight needs assessment was updated
- Pharmaceutical needs assessment (delayed by 12 months)

Children & Adolescent Mental Health Services

Wokingham Mental Health Support Teams

In 2017, the Government published its Green Paper for Transforming children and young people's mental health, which detailed proposals for expanding access to mental health care for children and young people, building on the national NHS transformation programme already underway. In July 2018, the Government response to the Green Paper consultation set out a commitment to implement three core proposals immediately. These proposals are being delivered through a joint and collaborative programme led by the Department for Education, Department of Health and Social Care, Health Education England and NHS England:

- New Mental Health Support Teams (MHSTs) in schools and colleges
- Support and comprehensive training for senior mental health leads in schools and colleges
- Pilots for a four-week waiting time for children and young people's mental health Services.

In July 2019, Wokingham was successful in securing funding to set up one MHST. MHSTs are a new service designed to help meet the mental health needs of children and young people in primary, secondary and further education (ages 5 to 18), by providing mental health support in schools, colleges and other education settings. MHST teams are designed to work with schools to improve mental health and wellbeing among pupils as well as helping staff within a school or college setting to provide a 'whole school approach' to mental health and wellbeing. MHSTs will support the school and college to build resilience and wellbeing, support earlier intervention, enable appropriate signposting and deliver evidence-based support, care and intervention.

MHST teams will also work alongside and integrate with the mental health and wellbeing support that already exists locally, such as counselling, educational psychology and school nursing. Teams will also provide a key link with local children and young people's specialist mental health services (CAMHS).

Locally our MHST team will provide brief interventions to 12 schools (primary and secondary) to support children and young people with mild to moderate mental health difficulties. Each team is expected to cover a population of around 8,000 children.

The Wokingham MHST team will focus on:

- Providing support for cases of mild to moderate mental health issues, basing their approach on evidence of what works best for children, young people and their parents (or other carers). This may be, for example, brief, low-intensity interventions for children, young people and families experiencing anxiety, low mood, friendship difficulties and behavioural difficulties.
- Supporting and working with the senior mental health lead in each education setting to introduce or develop and co-design their whole-school or college approach. This will include identifying what support is already available and what is missing as well as providing targeted help by agreement, such as training parents, other carers and staff, or monitoring wellbeing.
- Giving timely advice to school and college staff, and liaising with external specialist services, to help children and young people to get the right support and stay in education.
- The service will take referrals from Participating Schools, GP's, Self-referrals, Parents/carers and other professionals.

In Wokingham, as in other MHSTs, newly-trained Education Mental Health Practitioners (EMHPs) will form part of the MHST team. The EMHPs are a brand-new addition to the Children and Young People's Mental Health workforce. The graduate level training programme for these new practitioners began in early 2019. Locally, Reading University is one of the Universities providing the graduate level training programme and four EMHPs are undertaking training in order to support participating schools in the Borough to identify and manage issues relating to mental health and wellbeing, as well as deliver interventions for mild and moderate needs. The EMHPs will be supported in the Wokingham MHST Team by a Senior Educational Psychologist and senior Child and Adolescent Mental Health (CAMHS) workers. We are currently in the mobilisation phase of setting up Wokingham's MHST, and the team plan to 'go live' in January 2021.

An ambitious programme of work has been underway over the last year to ensure the team is ready, which includes:

- Recruitment of staff for the MHST: As of October 2020, the following roles are in post: Senior Educational Psychologist; Outreach Worker; four Education Mental Health Practitioners (EMHPs) and an Administrator. Recruitment is underway for two CAMHS worker posts.
- Service model and specification development: The team has consulted on a service model and a service specification.

- Putting arrangements in place to ensure that the local authority is able to flow data to NHS England in line with reporting requirements and adhering to a robust monitoring and reporting schedule as a condition of the funding: A new data capture system will enable data to flow to NHS England, in line with local and national requirements.
- Further communication and engagement activity with relevant partners, colleagues and schools. The service model and service specification has been consulted on with schools, colleagues and relevant partners. Service specific communication materials, including web based and paper based resources, are out for consultation. Monthly project board meetings review the mobilisation status of the project.

Local Transformation Plan

The Local Transformation Plan aims to ensure that promoting resilience and good mental health and wellbeing is a priority across all partners, with a commitment to helping every child and young person experience positive mental health and wellbeing by using the right help, when and where needed.

Our 2019/20 Local Transformation plan identified 7 priorities to focus and act as a way to galvanise the partnership to collectively achieve improvement and change.

These priorities are:

Priority 1 – Ensure that we embed and expand the Mental Health Support Teams in Berkshire West

Priority 2 – continue to focus on meeting the emotional and mental health needs of the most vulnerable CYP – particular attention to Children in Care

Priority 3: Continue to build a 24/7 Urgent care/ Crisis support offer for Children and Young People (CYP)

Priority 4: Continue to build a timely and responsive Eating Disorder offer

Priority 5: Improve the Waiting times & Access to support, with particular this year on access to ASD/ ADHD assessments and support.

Priority 6: To improve the Equalities, Diversity and Inclusion offer and access for Children and Young People in Berkshire West

Priority 7: Building a Berkshire West 0 – 25 year old comprehensive mental health offer

Better Care Fund Update

The Better Care Fund (BCF) is the national programme, through which local areas agree how to spend a local pooled budget in accordance with the programme's national requirements. The pooled budget is made up of CCG funding as well as local government grants, of which one is the Improved Better Care Fund (iBCF).

In 2020/21 the Better Care Fund (BCF) has worked well in Wokingham. The pooled budget resources have been used to deliver the integration of adult health and social care services, since its inception in 2014. The schemes operating locally are:

- Voluntary Sector Partnership and Social Prescription,
- Complex Case Management,
- Maximising Independence (reablement services)
- Facilitated and Supported Discharges

The Better Care Fund also funded these Berkshire West wide schemes:

- Care Homes (Community Support) Project - incorporating RRaT (Rapid Response and Treatment);
- Connected Care;
- Integrated Discharge Team (IDT) and Trusted Assessment;
- Street Triage – Mental Health;
- Falls and Frailty.

Despite the pandemic, we are pleased to note that the number of non-elected admissions in over 65's has reduced.

As part of the Better Care Fund the Board considered a report on the Better Care Fund Submission 2020/21. Where it was advised that the submission had been signed off by the Chairman and submitted by the NHS England. The Wokingham submission was aligned with those of Reading and West Berkshire and it was noted that the total pooled fund for Wokingham had increased from £10.78m to £11.36m.

The Board will continue to receive quarterly updates on the programme performance and will continue to receive and review these in 2021/22.

[Berkshire West Integrated Care System Operating Plan](#)

The ICS has continued to work on building partnerships and introducing joint working across the health economy and with its local authorities. The system continues to perform well in delivering the 5 Year Forward View and is looking to build on these achievements now the Long Term Plan has been published. A key part of the Long Term Plan is the development of Primary Care Networks which are embedding well in the borough and are delivering services closer to home for patients. The 4 Primary Care Networks have been invaluable in the COVID response, setting up vaccination sites, and delivering vaccine to residents in the borough.

Joint working across the ICS has been key during the pandemic, with the partnership supporting to care homes, care providers and infection control being guided in as a joint response.

Vaccination has also been supported via this joint approach, with the Clinical Commissioning Group supporting out primary care networks. There has been support from the voluntary sector and Berkshire Healthcare Foundation Trust to ensure that the roll out has been successful for the first 4 cohorts.

A Joint Health and Wellbeing Strategy sets out where professionals across health and social care will work together to improve the health of the population. This year, for the first time, the Health and Wellbeing Boards in Reading, West Berkshire and

Wokingham have joined together to produce a new 10-year plan to improve the health and wellbeing of people who live across Berkshire West.

The new strategy will be the focus for health and social care working in partnership across all three areas to improve your health and wellbeing. It is a declaration of where we all think it is important to work together to make a difference, and so will affect decisions about where money is spent and where resources are put over the next 10 years.

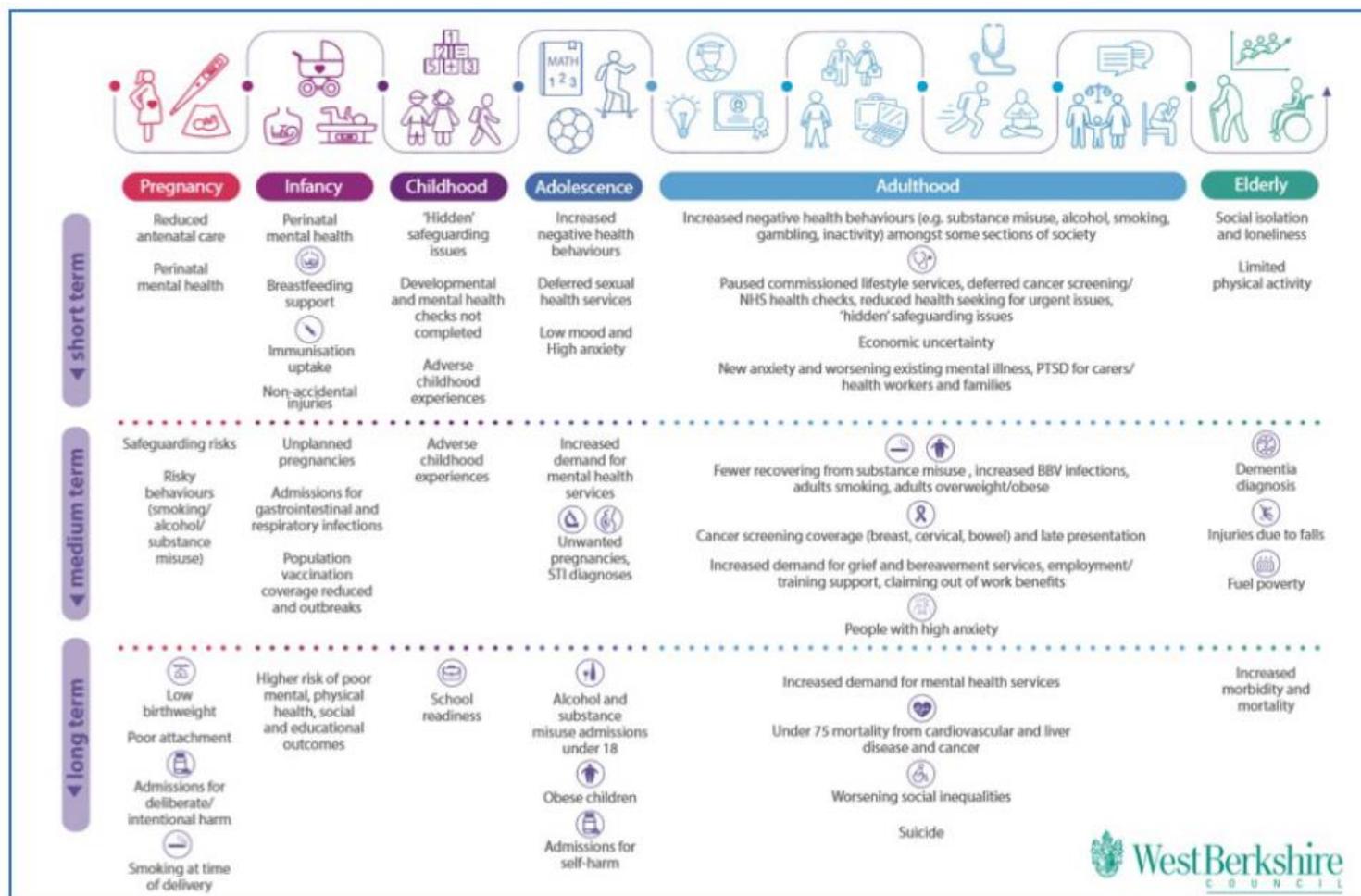
[NHS Berkshire- Annual Public Health Report 2020](#)

The Director of Public health's annual report has focused on the impacts and implications of the pandemic and highlighted 10 areas of consideration for response and recovery from Covid-19.

1) Inequalities

COVID-19 has shone a fresh light on existing health inequalities. As it progresses, it is likely these health inequalities will widen further. Emerging evidence has found some groups are at greater risk of being infected with and being harmed by COVID; the life course diagram below illustrates the short, medium and long term impacts of Covid on different age groups.

Impacts of the COVID-19 pandemic across the lifecourse



2) Employment

Employment is a key determinant of health and there are early signs that the harmful impact will be greater on some sectors than others, including those that employ some of the lowest paid workers.

3) Children & young people

Children and young people may be the hardest hit by social distancing and other control measures for COVID-19. More time at home with family may be a positive experience for many, but for others it may be a difficult time involving loneliness, bereavement, financial hardship, neglect or abuse.

4) Safeguarding

Our recovery from the COVID-19 lockdown restrictions will need to ensure that safeguards continue to be put in place to identify, support and protect victims of abuse. Evidence from previous disasters, all indicate that heightened levels of domestic abuse continue long after the event

5) Mental health

There were clear links between poor mental health and health inequalities before the onset of the COVID-19 pandemic and inequalities seem likely to widen further in its wake. There's evidence to indicate the rate of mental health conditions will increase as a result of both the pandemic itself and the measures put in place to control the spread of the virus.

6) Environmental impact

A 17% fall in CO2 emissions during April 2020 provides proof-of-concept that pollution levels are responsive to policy, creating an incentive for making the environmental impact a core focus of future strategies. Pollution is linked to lower life expectancy, particularly through its effects on cardiovascular and respiratory health and lung cancer.

7) Engaging communities

Those on the lowest incomes are less likely to feel able to exercise control over their futures by engaging with national and local political systems. If barriers to participation for those already disadvantaged are not addressed, there is a risk that our recovery plans will not reflect or meet their needs and could deepen and widen existing inequalities.

8) Resilience and social cohesion

Community resilience, including strong social cohesion and social capital, is linked with faster and more effective recovery. Socially cohesive communities tend to feel a sense of belonging and community and either share values or a tolerance for one another's differences.

9) Building on assets and reshaping society

The seismic impact of the pandemic has enforced a dramatic change on how we go about our daily lives. The widespread disruption to communities has broken down barriers and provided a unique opportunity to reshape the future.

10) Measuring progress

Learning from other disasters shows that the measurement of recovery needs to be defined, owned and shared by the community. The measurement of our recovery from COVID-19 will be vital to ensure that we are going in the right direction – towards a healthier, fairer and sustainable society.

Voluntary Sector Engagement

Wokingham Borough Council approved a new Voluntary and Community Sector Strategy in the summer of 2020. The Council recognised the significant contribution of the VCS in supporting the residents of Wokingham to live healthy and happy lives. There are hundreds of charities and community groups operating across the Wokingham Borough offering a vast array of services, activities, projects and opportunities for local people and communities.

Joint working between the VCS and WBC increased significantly since March 2020 and we have met at least twice a week during the whole year to plan and support the

Wokingham Borough Community Response to COVID. This partnership has really shown the value of how the Council and the VCS can work together, and with other health and social care partners, to support our residents.

Health and Wellbeing Strategy for Wokingham and Berkshire West

The development of the new Health and Wellbeing strategy started in March 2020. It has been led by a core team, supported by a monthly Steering group with representatives from each local authority, the CCG and RBHFT.

Development of the strategy has been in four phases. It started with defining the current state, evaluating the existing Health and Wellbeing strategy and by mapping other strategies and recent public consultations across the area. We determined population need through a review of local data and by engaging with stakeholders and partners across the system. This led to a long list of potential priorities to consider including. These were reduced through a series of workshops with partners and a prioritisation process encompassing hurdles such as system working and recovery from covid-19.

A task and finish group then co-produced and delivered an extensive piece of public engagement on the potential priorities. The group included public health, Healthwatch, the voluntary sector, engagement officers and the CCG. The public engagement included an online survey with almost 4000 responses and 18 focus groups. The impact of covid-19 has made the public engagement significantly more difficult than it would have been otherwise. In particular, as the engagement had to take place virtually, it limited the ability of some groups to take part. In view of this, we did extend the period of time for public engagement.

The findings from the public engagement are now being used to refine the potential priorities into the final 3-5 priorities that will make up the strategy. Further stakeholder engagement will be used to develop the strategic objectives for each priority. The first draft of the strategy is planned for early April. It will be presented to the Health and Wellbeing board in May 2021, following which it will go out for public consultation. It is anticipated that a revised draft will come to the Health and Wellbeing Board in September 2021 and the final Strategy will be available in October 2021.

Partnerships

The work of the Wellbeing Board is supported by the following partnerships:

- Business, Skills and Enterprise Partnership; (currently dormant)
- Children and Young People's Partnership
- Community Safety Partnership
- Wokingham Integrated Partnership

Children and Young People Partnership Board Update – February 2021

The Children and Young People Partnership board (CYPP) met three times over the course of 2020 despite the outbreak of Covid-19 and the significantly increased partner workload and responsibilities all members have continued to be fully committed to driving forward the CYPP Plan.

Carol Cammiss, as Director of Children's Services and chair of the CYPP, has worked closely with key stakeholders, who are also members of the board, throughout this period to discuss emerging matters affecting the children, young people and families within the borough and to share updated policy and guidance. In January 2020 the Children and Young Peoples Plan 2020 – 2023 was formally agreed and signed off by the board. Our shared vision is:

'We will work collaboratively across partnerships to ensure that all children and young people in Wokingham are the best they can be whilst being happy, healthy and safe'

We also agreed the shared areas of focus and priorities, these are:

- **Early Intervention and Prevention**
- **Emotional Wellbeing**
- **Contextual Safeguarding**
- **Special Educational Needs and Disabilities**

In order to drive the four priorities forward, a number of task and finish group (workstreams) have been developed and are now operational which the CYPP Board has oversight and governance of.

A multi-agency co-production working group has been developed to ensure that effective, collaborative early intervention and preventative work is offered to the children, young people and families in Wokingham Borough.

A Serious Violence and Exploitation Strategic Board has been established under the auspices of the Community Safety Partnership - it will be jointly chaired by the Bracknell and Wokingham Police and Children's Social Care. The board has responsibility for setting the strategic direction and systems leadership oversight of violence reduction and exploitation (including sexual exploitation), ensuring that Wokingham has a local strategy and action plan to tackle and prevent serious violence and is compliant with the Serious Violence Duty, which will cover all public bodies from April 2022. The activity of the Wokingham Child Exploitation Strategy Group previously under the Berkshire West Children's Partnership is amalgamated into the Serious Violence and Exploitation Strategic Board. There will have active reporting lines to the CYPP and the Berkshire West Safeguarding Children's Partnership (BWSCP). A mapping exercise was undertaken on the 1 March 2021 with participants from across the partnership working together to develop a comprehensive understanding of the current and emerging drivers of violence, existing initiatives to prevent and reduce violence, identifying gaps and the need for increased capacity.

The CYPP has oversight of the progress of The SEND Improvement Board (SIB) which was established in October 2019 following the Area SEND Inspection (March 2019). The SIB has been effectively addressing the issues raised during the Area Inspection and the subsequent required 'Written Statement of Action'. The CYPP

receive updates on the progress of the SIB board and provides critical discussion and sign off where appropriate. The CYPP will continue to function in this manner and support the SIB through the course of the improvement journey.

Work is being undertaken to strengthen the Contextual Safeguarding approach across Children's Services. We have created capacity within the management structure of the Youth offending Service (YOS) through the creation of a new Team Manager post; the new manager commences employment on 12th April 2021. Whilst their primary function is as the manager of the YOS, they are also going to support the embedding of both the operational and strategic Contextual Safeguarding approach. This includes Exploitation and Missing Risk Assessment Conference (EMRAC) and Return Home Interview (RHI) development, as well as links to strategic activity being progressed via the merging of the VRU and Exploitation Boards.

In recognition that there are safeguarding issues that are extra-familial, which fall out of scope in terms of a traditional Child Protection responses, work is currently being undertaken to develop a Contextual Safeguarding meeting for individual children. The purpose of this approach is to shift the conversation away from harm caused in the home, to harm caused through associations and places, with a view to looking at how to disrupt activity and increase safety.

The CYPP meetings have standing items to ensure oversight of the action plan additional dedicated time has been set aside during board meetings for each partner organisation that make up the board membership to present in more detail the respective organisations' structure, governance, priorities and long term plans. This has not only strengthened the partnership understanding of key stakeholders but also allowed a more joined up approach in supporting the children and young people of Wokingham Borough.

Community Safety Partnership

The Community Safety Partnership is currently updating its strategic and priorities and is in the process of undertaking a public consulting with respect of its new priorities. The new draft priorities for 2021-2024 include three strategic themes and five specific aims:

Draft Priorities 2021-2024

Strategic Themes

Listening to the needs and concerns of local residents and taking action – We will ensure that the partnership has a robust and clear approach to listening, monitoring and responding to issues and concerns at a local neighbourhood level. We will take a problem-solving approach to help communities and businesses to address behaviours and incidents and crimes. This includes burglary, vehicle crime and anti-social behaviour as well as other key issues that affect local communities including unauthorised encampments, and rural crime concerns.

Intervening early and preventing issues escalating – we will ensure that children and young adults have access to a range of support including engagement through

diversionary activities. This will underpin the partnerships work and delivery of the Governments Violence Reduction Strategy. To prevent and reduce the likelihood of children and young adults being drawn into anti- social behaviour, substance misuse, crime and exploitation including serious violent and knife crime. The partnership will ensure that issues are dealt with at the earliest opportunity using a range of measures and interventions to stop them escalating. Where there is a need, we will take adequate and proportionate action including enforcement steps to address issues.

Working together to protect vulnerable residents – We will ensure that all local victims have the access to help, information and advice they need. This includes victims experiencing domestic abuse, anti-social behaviour, hate crime, vulnerable residents at risk of being drawn into exploitation and racialisation, and residents targeted by specific crime types including fraud. As a partnership we will ensure that services and information reach all sections of the community, especially those that may have additional barriers to accessing help such as ethnic minority groups and residents with protected characteristics.

Specific Aims

1) Work with communities to deal with crime and anti-social behaviour hotspots

Our aim is to:

- Listen to communities at a neighbourhood level to identify crime and disorder hotspots to improve safety in areas using a multi-agency problem solving approach.

We will achieve this by:

- Exploring and investigating hotspots identified in the Strategic Assessment
- Monitoring the number of cases referred and resolved by the partnership problem-solving groups.
- Strengthening our multi-agency group led jointly by Wokingham Borough Council Community Safety Team and Thames Valley Police to consider and to resolve the crime and disorder hotspots.

2) Reduce the harm caused by domestic abuse

Our aim is to:

- Prevent and intervene at the earliest stage possible.
- Reduce the risk of people becoming repeat victims of domestic abuse
- Reduce the harm caused to children and young people affected by domestic abuse

We will achieve this by:

- Monitoring the number of victims referred to specialist services and responding to emerging issues.
- Working in partnership to promote opportunities for perpetrators to change their behaviour.
- Continuing to deliver appropriate interventions and specialist support for children and young people affected by domestic abuse including development of a Healthy Relationships' Programme.
- Increasing the number of practitioners trained to recognise domestic abuse and how to refer to support services.
- Increase community awareness and messages through communications campaigns

3) Reduce incidents of serious violence and knife crime

Our aims are to:

- Understand the risks around knife crime, reduce the harm it causes and reduce knife crime incidents.

We will achieve this by:

- Educating young people and promoting awareness of violence prevention
- Reducing crimes of serious violence and knife crimes in the borough.
- Working with our partners to adopt a long term, preventative public health approach to serious violence and harm.

4) Tackle exploitation of children, young people and vulnerable adults

Our aims are to:

- Utilise the use of criminal and civil powers to protect victims
- Ensure that victims have the right level of information, help and support
- Ensure that communities are equipped to recognise and report issues of concern including exploitation

We will achieve this by:

- Monitoring the use of civil powers, for example, community protection notices, premises closure orders, and injunctions.
- Increasing the number of practitioners trained to recognise the signs of exploitation and how to refer for support

5) Reduce crimes of residential burglary and theft from vehicles

Our aim is to:

- Make Wokingham Borough a hostile place for burglars and vehicle thieves to operate by encouraging community resilience and pursuing offenders
- Reduce crimes of thefts from vehicles
- Reduce crimes of residential burglary
- Increase the number of crime prevention messages to the community

We will achieve this by:

- Tackling organised criminals by working in partnership multi agency problem-solve to reduce crimes

Wokingham Integration Partnership Update

There has been progress made against the 2020/21 integration work programme, although a number of projects have been delayed or re-prioritised because of Covid-19, and new projects have come to the fore to specifically address the impact of the pandemic. Work within the programme includes the implementation of the Winter Plan, the recruitment of additional social work, social prescribing and public health posts, and the development of a pilot leg ulcer clinic, which now has a provisional start date of June 2021.

Much of the focus of PCNs and general practice in 20/21 has been responding to Covid-19, maintaining business as usual, and delivering the vaccination programme. 2020/21 saw Wokingham partners respond with an integrated and coordinated approach to the Coronavirus pandemic. This approach provided social and medical

support to the shielded, isolated, and vulnerable populations across Wokingham borough. The joint response to the first wave of the pandemic included:

- The immediate establishment of a partnership team.
- The combination of health and care data sets into a combined database to support the response to the public health emergency.
- Adult social care undertaking welfare calls to local residents, with outcomes recorded and feedback given to general practice. This work integrated with the work of PCN Social Prescribing Link Workers. In total, around 19000 local residents were contacted.

Following the first wave of the pandemic, partners continued to work together to address many of the consequences of Covid-19 diagnosis, shielding, and lockdowns, including:

- Deconditioning (physical inactivity).
- Mental health (anxiety /acrophobia /depression/isolation).
- Inequalities (exacerbation of existing health inequalities).

Throughout the pandemic, WIP continued to meet to oversee the partnership response.

[2021/22 Work Programme:](#)

The Wellbeing Board's work programme for 2021/22 will continue to build on the working undertaken in 20/21.

The priorities of the CYPP include;

- 1) Early Intervention and Prevention
- 2) Emotional Wellbeing
- 3) Contextual Safeguarding
- 4) Special Educational Needs and Disabilities

The CSP priorities include:

- 1) Work with communities to deal with crime and anti-social behaviour hotspots
- 2) Reduce the harm caused by domestic abuse
- 3) Reduce incidents of serious violence and knife crime
- 4) Tackle exploitation of children, young people and vulnerable adults
- 5) Reduce crimes of residential burglary and theft from vehicles

The WIPP priorities for 21/22 include:

- 1) Mental Health & Social Inclusion
- 2) Deconditioning/Rehab/Physical Activity
- 3) Frailty Monitoring
- 4) Inequality and Poverty
- 5) Social Prescription (including Data & IT to support Integrative working)
- 6) Better Care Fund, Monitoring and Administration

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