



WOKINGHAM BOROUGH COUNCIL

A Meeting of the **OVERVIEW AND SCRUTINY
MANAGEMENT COMMITTEE** will be held in David Hicks 1
- Civic Offices, Shute End, Wokingham RG40 1BN on
WEDNESDAY 5 OCTOBER 2022 AT 7.00 PM

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

Susan Parsonage
Chief Executive
Published on 27 September 2022

The role of Overview and Scrutiny is to provide independent “critical friend” challenge and to work with the Council’s Executive and other public service providers for the benefit of the public. The Committee considers submissions from a range of sources and reaches conclusions based on the weight of evidence – not on party political grounds.

Note: Non-Committee Members and members of the public are welcome to attend the meeting or participate in the 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/YO6NshVlqBA>

This meeting may be filmed for inclusion on the Council’s website. Please note that other people may film, record, tweet or blog from this meeting. The use of these images or recordings is not under the Council’s control.

Our Vision
<i>A great place to live, learn, work and grow and a great place to do business</i>
Enriching Lives
<ul style="list-style-type: none"> • Champion excellent 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 enable healthy choices for everyone. • Engage and empower our communities through arts and culture and create a sense of identity for the Borough which people feel part of. • Support growth in our local economy and help to build business.
Providing Safe and Strong Communities
<ul style="list-style-type: none"> • Protect and safeguard our children, young and vulnerable people. • Offer quality care and support, at the right time, to reduce the need for long term care. • Nurture our communities: enabling them to thrive and families to flourish. • Ensure our Borough and communities remain safe for all.
Enjoying a Clean and Green Borough
<ul style="list-style-type: none"> • Play as full a role as possible to achieve a carbon neutral Borough, sustainable for the future. • Protect our Borough, keep it clean and enhance our green areas for people to enjoy. • Reduce our waste, promote re-use, increase recycling and improve biodiversity. • Connect our parks and open spaces with green cycleways.
Delivering the Right Homes in the Right Places
<ul style="list-style-type: none"> • Offer quality, affordable, sustainable homes fit for the future. • Ensure the right infrastructure is in place, early, 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, where it is needed most, to live independently in their own homes.
Keeping the Borough Moving
<ul style="list-style-type: none"> • Maintain and improve our roads, footpaths and cycleways. • Tackle traffic congestion and 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 in offering affordable, accessible public transport with good transport links.
Changing the Way We Work for You
<ul style="list-style-type: none"> • Be relentlessly customer focussed. • Work with our partners to provide efficient, effective, joined up services which are focussed around our customers. • Communicate better with customers, 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.
Be the Best We Can Be
<ul style="list-style-type: none"> • Be an organisation that values and invests in all our colleagues and is seen as an employer of choice. • Embed a culture that supports ambition, promotes empowerment and develops new ways of working. • Use our governance and scrutiny structures to support a learning and continuous improvement approach to the way we do business. • Be a commercial council that is innovative, whilst being inclusive, in its approach with a clear focus on being financially resilient. • Maximise opportunities to secure funding and investment for the Borough. • Establish a renewed vision for the Borough with clear aspirations.

MEMBERSHIP OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

Councillors

Jim Frewin (Chairman)	Andrew Mickleburgh (Vice-Chairman)	David Cornish
Andy Croy	Peter Dennis	Graham Howe
Norman Jorgensen	Adrian Mather	Stuart Munro
Gregor Murray	Alison Swaddle	

Substitutes

Gary Cowan	Michael Firmager	Chris Johnson
Pauline Jorgensen	Morag Malvern	Charles Margetts
Alistair Neal	Beth Rowland	Rachelle Shepherd-DuBey
Wayne Smith	Bill Soane	

ITEM NO.	WARD	SUBJECT	PAGE NO.
26.		APOLOGIES To receive any apologies for absence.	
27.		MINUTES OF PREVIOUS MEETINGS To confirm the Minutes of the meetings held on 7 July 2022 and 8 September 2022.	5 - 18
28.		DECLARATION OF INTEREST To receive any declarations of interest	
29.		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 this committee. Subject to meeting certain timescales, questions can relate to general issues concerned with the work of the Committee or an item which is on the Agenda for this meeting. For full details of the procedure for submitting questions please contact the Democratic Services Section on the numbers given below or go to www.wokingham.gov.uk/publicquestions	
30.		MEMBER QUESTION TIME To answer any Member questions.	
31.	None Specific	Q1 22/23 CORPORATE PERFORMANCE MONITORING REPORT To consider the Performance Monitoring Report for the first Quarter of 2022/23 (April to June).	19 - 52

32.	None Specific	CLIMATE EMERGENCY OVERVIEW AND SCRUTINY COMMITTEE To give further consideration to the establishment of a Climate Emergency Overview and Scrutiny Committee.	53 - 58
33.	None Specific	CORPORATE PERFORMANCE TASK & FINISH GROUP To consider the establishment of a Corporate Performance Task & Finish Group.	59 - 64
34.	None Specific	EXECUTIVE AND IEMD FORWARD PROGRAMMES To consider the latest published versions of the Executive Forward Programme and the Individual Executive Member Decision Forward Programme.	65 - 76
35.	None Specific	O&S COMMITTEE WORK PROGRAMMES 2022/23 To consider the work programmes for the Overview and Scrutiny Committees for 2022/23.	77 - 88
36.	None Specific	ACTION TRACKER To consider the regular Action Tracker report.	89 - 92
37.	Barkham	BARKHAM SOLAR FARM - FINANCIAL BUSINESS CASE To scrutinise the financial Business Case for the proposed Barkham Solar Farm.	93 - 106
38.		EXCLUSION OF THE PUBLIC That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act (as amended) as appropriate.	

Any other items which the Chairman decides are urgent

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

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MINUTES OF A MEETING OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE HELD ON 7 JULY 2022 FROM 7.00 PM TO 10.00 PM

Committee Members Present

Councillors: Jim Frewin (Chairman), Andrew Mickleburgh (Vice-Chairman), Andy Croy, Peter Dennis, Graham Howe, Adrian Mather, Stuart Munro, Gregor Murray and Alison Swaddle

Other Councillors Present

Councillors: Michael Firmager, Alistair Neal, Clive Jones and Sarah Kerr

Officers Present

Ian Bellinger, Service Manager for Growth and Delivery
Richard Bisset, Lead Specialist, Place Clienting
Laura Buck, Green Infrastructure Special Project Manager
Neil Carr, Democratic and Electoral Services Specialist
Andrew Collins, Specialist Climate Emergency Officer
Robert Curtis, Transport Planning Team Manager
Ian Gough, Energy Manager
Rhian Hayes, Assistant Director, Economic Development and Growth
Tabitha Shell, Climate Emergency Project Officer
Susan Parsonage, Chief Executive

14. STATEMENT BY THE CHAIR

Jim Frewin (Chair) made the following opening statement.

Before we start the main business, I would like to thank those Members and officers who took up the opportunity to input ideas on what you want from Scrutiny, and your top three priorities for 2022/23. That opportunity remains open should anyone further wish to provide input.

The top points on what you want from Scrutiny were:

- Scrutiny to add value for our residents;
- Work towards a culture of greater openness, transparency and honesty;
- Be more forward looking and ambitious through early engagement;
- Review delivery - if something has not been achieved then understand why, dig down to root causes and then help identify lessons learned;
- Direction-check strategy, influence strategy but don't try to set strategy - that is the Executive/CLT role;
- Influence measures and reporting that enable better understanding of how residents experience our services which can, in turn, be used for better Scrutiny which can lead to service improvements;
- More concise and meaningful questioning, be prepared;
- Engage as a team with CLT, the Executive and officers to add value;
- Try to be non-political, stop political point scoring, be a true critical friend.

15. APOLOGIES

Apologies for absence were submitted by David Cornish and Norman Jorgensen.

Michael Firmager and Alistair Neal attended the meeting as substitutes.

16. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Committee held on 13 June 2022 were confirmed as a correct record and signed by the Chairman.

17. DECLARATIONS OF INTEREST

A declaration of interest was submitted from Gregor Murray in relation to item 20 – Climate Emergency Action Plan Annual Progress report 2022. Councillor Murray left the meeting during consideration of this item.

18. PUBLIC QUESTION TIME

In accordance with the agreed procedure the Chair invited members of the public to submit questions.

Tony Johnson asked the Chair the following question:

Question

In the O&S Work Programme, Appendix A illustrates some two dozen topics, where item 4 is “Scrutinising the underpinning priorities and KPIs for the Corporate Delivery Plan 2020/24 and the Quarterly Performance Management Reports”

How should the KPI’s and performance management reports be improved so that they are better understood and more meaningful to members of the public?

Answer

Over the last year the reports have evolved considerably giving Council Members and members of the public improved understanding into the performance of the Council. The officers responsible for this report take a continuous improvement approach, acting on feedback to improve the report iteratively. These improvements cover both the presentation and style of the report and the way that progress updates are written.

In addition to this, Wokingham Borough Council recently underwent an independent Scrutiny Improvement Review, undertaken by the Centre for Governance and Scrutiny. The quarterly performance report and how it is used has formed part of this review. The feedback from the review is expected at the end of July and will be used to ensure that the performance report continues to evolve in a meaningful way in the future.

The specific KPIs and the associated targets are decided by the Executive Members responsible for each portfolio in consultation with the relevant Director. Following the recent election result and the change in Executive, the KPIs are being reviewed to ensure they are relevant, aligned with political priorities and reflect the things that matter to our residents.

Supplementary Question

Thank you for providing such a good and comprehensive answer. From roughly four years’ experience of reporting KPIs to a business, I was aware that communicating them often involved re-explaining to those receiving them – what the KPIs were about, how they were calculated and where the data came from. Therefore, I am asking: How does the Task and Finish Group or this Committee propose to consider introducing measures so that the public can easily understand the opportunities as well as the challenges the Council faces.

Supplementary Answer

Thank you for that supplementary question. I think that this is something we will have to provide a written answer to. I will also take these points into consideration when we look at the Terms of Reference for the proposed Task and Finish Group.

19. MEMBER QUESTION TIME

In accordance with the agreed procedure the Chair invited Members to submit questions.

Gary Cowan asked the Chairman the following question:

Question

The Agenda makes reference to and I quote "Some Members also highlighted the Local Plan Update and Five Year Land Supply. It should be noted that, at the previous meeting, it was confirmed that the Community and Corporate Overview and Scrutiny would scrutinise the Local Plan Update (with associated issues) at the meeting on 13-6-22 but due to its importance perhaps the OSMC may wish to take these items back if Members agree.

I notice that the Community and Corporate Overview and Scrutiny Committee has a work programme which includes an EXTRAORDINARY meeting on the 19 September 2022 headed Local Plan Update to receive a progress report on the Local Plan Update from Ian Bellinger. I now see that the meeting is on the website. Liaison with the Planners will identify the best time for O&SMC to get involved in the LPU which perhaps needs to be sooner rather than later.

I also notice that, in March 2023, a Flood Risk Update is scheduled which is an annual report nine months away which is rather long time with Climate Emergency a key concern. I understand that it takes place in March to allow inclusion of any flooding issues over the winter period but with Climate Emergency might it be worth a mid-year review as flooding has occurred in both summer and winter?

In agreeing the work programme for the year and as it's a new administration should the O&S Management Committee now review all the previously considered programmes such as the prioritising of the key business of which the Local Plan Update and the 5 year Housing Land Supply which must be the most important issue to all our residents.

My question is, therefore, should this be for the O&S Management Committee, as a matter of some urgency, to decide to deal with this immediately itself and not leave it to the Corporate O&S? I understand the O&S Management Committee could decide this course of action if that was considered appropriate.

Answer

In Councillor Cowan's absence, the following written answer was provided:

The Committee reviews its work programme at each meeting. At the meeting on 13 June 2022, Members agreed that the Community and Corporate Overview and Scrutiny Committee would scrutinise the Local Plan Update. That Committee has already set up an extraordinary meeting in September for this purpose. I am happy with this position. Peter Dennis, as Chair of the Community and Corporate Overview and Scrutiny Committee will be able to keep this Committee up to date on progress.

20. LEADER OF THE COUNCIL AND CHIEF EXECUTIVE

Clive Jones (Leader of the Council) and Susan Parsonage (Chief Executive) attended the meeting to give a presentation to the Committee on the challenges facing the Council over the coming year.

The presentation covered the following points:

Challenges Facing the Council:

- Budget pressures (e.g. from Health and Adult Social Care reforms).
- Recovering from the Covid-19 pandemic.
- Inflation and the cost of living crisis.
- Increasing demand, complexity and costs (housing, poverty, special educational needs and disability (SEND) and Adult Social Care (ASC)).

Service Priorities:

- Chief Executive's Office – customer excellence; tackling poverty and the equalities framework; community engagement; organisational development.
- Resources and Assets – financial sustainability; income generation and commercialisation; high standards of governance and financial management; supporting businesses; health and wellbeing.
- Place and Growth – Local Plan Update; new Anti-Social Behaviour service; climate change; housing demand and needs; sustainable transport options; supporting refugees coming into the Borough.
- Adult Social Care – keeping people safe; involving residents and delaying the need for formal care and support; commissioning services that deliver quality and value for money; integrating health and social care changes; Public Health priorities for the Borough.
- Children's Services – protecting and safeguarding children, young and vulnerable people; championing outstanding education; enabling children and young people to achieve their full potential regardless of their background.

Crosscutting Priorities:

- Customer excellence – embed a customer excellence culture and simplify customer journeys.
- Business intelligence – use data to develop insights which support demand management and decision making.
- Contracts and procurement – drive commercial efficiencies and service quality through contract management and longer term planning.
- Asset opportunities – review the Council's property portfolio and align assets to future business needs.
- Workforce – enhanced organisational design and improved retention through a focus on talent management.
- Community and partnerships – develop relationships which support a cohesive approach to meeting community needs and increase social value.
- Financial sustainability – underpins each of the cross-cutting priorities.

Administration Priorities:

- Recover and prosper – supporting local businesses; homes for local people; arts, culture and libraries.
- Cleaner and greener – preserve green spaces; tackle climate change; highways and transport.

- Caring for everybody – Adult Social Care (funding and partnerships); Children’s Services (school places, SEND and CAMHs); Covid-19 recovery plan; White Ribbon accreditation.
- Being responsible and responsive – equality, inclusivity and diversity; support for residents on low incomes; finance (prudential controls, review of Capital programme, reduce debt and borrowing, review contracts).
- Improve our responsiveness to residents – improving access to the Council and responsiveness of services.

Next Steps:

- Further action on the Budget and Capital re-profiling.
- Continuing the delivery of priority projects.
- Further review of the administration’s aspirations.
- Increase and deepen the quality of partnership working within and outside the Council; improve cross-party working.

In the ensuing discussion Members raised the following points:

The presentation highlighted key priorities which had been identified and addressed by the previous administration. What was different about the priorities identified in the presentation and what new challenges were emerging? Clive Jones stated that the new administration was already making progress on key issues, such as the discussion with Michael Gove about housing numbers in the Borough (to be followed up with the new Secretary of State, Greg Clark). The new administration was looking at the challenges to be tackled in the Local Plan Update and assessing the Council’s financial situation. Susan Parsonage commented that a number of the priorities and challenges were cross-cutting and the new administration was not aiming to change everything. For example, customer excellence was a priority for the previous administration and continued to be a priority for the new administration.

Did the new administration have a target in mind for the reduction of the annual new housing numbers target? Clive Jones stated that work was ongoing to understand the Council’s financial position and the impact on the organisation and key services. In relation to housing numbers, the Liberal Democrat Group had stated in the past that moving below 600 new homes per year was a reasonable target for discussion with the Government.

Did the new administration aim to bring greater transparency to financial decisions such as the sale of assets? Clive Jones stated that the process of taking the draft Budget through the Overview and Scrutiny process would continue. The new administration saw value in the work of the Overview and Scrutiny Committees. Bringing items to the Committees earlier in the decision making process would add value and enable Overview and Scrutiny Members to influence policy development more effectively.

Potential changes to the delivery of Adult Social Care could have serious impacts on the Council’s financial stability. Susan Parsonage stated that work was ongoing to map out various scenarios with possible risks and mitigation measures. In the meantime the Council would continue to lobby the Government to ensure that its views were heard. The Health Overview and Scrutiny Committee would be updated on any new developments relating to changes to Adult Social Care.

Recent publication of Census data had shown that the Borough’s population had increased by 15% over the past 10 years. This was unsustainable. What was the Council

doing to challenge the Government's methodology for future housing numbers? Clive Jones stated that contact had been made with the Department for Levelling Up, Housing and Communities on the issue of Councils which had over-delivered on new homes and should, therefore, have lower targets moving forwards. This should be reflected in the Local Plan Update.

Now that the regeneration of Wokingham town centre was reaching a conclusion, what plans were there for regeneration of the other towns in the Borough? Clive Jones stated that officers had commenced working on options for further regeneration projects, commencing with Woodley.

RESOLVED That:

- 1) Clive Jones and Susan Parsonage be thanked for attending the meeting to discuss the challenges and opportunities facing the Borough;
- 2) Clive and Susan be invited to a future meeting of the Committee to discuss progress and the identification of emerging challenges and opportunities.

21. CLIMATE EMERGENCY OVERVIEW AND SCRUTINY COMMITTEE

The Committee considered a report, set out at Agenda pages 173 to 178, which gave details of a Member request to establish an additional Overview and Scrutiny Committee to focus on the Council's response to the Climate Emergency via scrutiny of the Climate Emergency Action Plan.

The report stated that the Council had declared a Climate Emergency in 2019 with the aim to playing as full a role as possible in reducing the Borough's carbon footprint to achieve Net Zero by 2030. Scrutiny of the Council's Climate Emergency Action Plan, to date, had taken place through the establishment of an Overview and Scrutiny Task and Finish Group which produced reports in 2020 and 2021.

The Overview and Scrutiny Management Committee's terms of reference enabled it to propose amendments to Council in relation to the Overview and Scrutiny function, including the establishment of a new Committee. Any new Committee would be established on the basis of political proportionality.

Appended to the report were draft terms of reference for the proposed Climate Emergency Overview and Scrutiny Committee. The potential role of the new Committee was summarised as scrutinising, reviewing and assisting with policy development relating to:

- a) the Council's commitment to play as full a role as possible to reduce the Borough's carbon footprint to be Net Zero by 2030;
- b) implementation of the Council's Climate Emergency Action Plan, including the annual progress report to Council;
- c) progress against recommendations, agreed by the Executive, from the Climate Emergency Task and Finish Group and the proposed Overview and Scrutiny itself;
- d) examples of Climate Emergency "best practice" from other local authorities and public/private sector organisations.

In the ensuing discussion, Members made the following points:

If a new Committee was established, what would be the impact on Democratic Services in terms of supporting the Committee? It was confirmed that Democratic Services had successfully supported the Climate Emergency Task and Finish Group in 2020 and 2021. Also, the recent external review of the Council's Scrutiny function would make recommendations about structure and resourcing.

The report suggested that the new Committee be made up of nine Members (five Wokingham Borough Partnership and four Conservative). Could the Committee have a smaller number of Members? It was confirmed that the Committee membership could be 5:4 or 4:3. This would be clarified in relation to the political balance issue.

Rather than setting up a new Committee, could climate emergency be a standing item on each of the Overview and Scrutiny Committees? This could reduce the workload for officers currently supporting the Council's work programme. It was confirmed that this was possible, but this approach would also generate additional work for Democratic Services and the officers working on delivery of the Climate Emergency Action Plan, for example in relation to the number of meetings requiring attendance.

Were the proposed Terms of Reference too narrow? It was confirmed that the Committee could expand/refine the draft Terms of Reference before submitting the report to Council.

Following the discussion, the Chair suggested that consideration of the report be deferred to the next meeting in order to provide further clarity on the issues raised by Members – officer workload, political balance, Terms of Reference and how the proposed Committee would fit into the existing Overview and Scrutiny framework.

RESOLVED: That consideration of the request to establish a Climate Emergency Overview and Scrutiny Committee be deferred to the next meeting, to enable further clarity to be provided on the issues raised by Members.

22. CLIMATE EMERGENCY ACTION PLAN ANNUAL PROGRESS REPORT 2022

The Committee considered a report, set out at Agenda pages 13 to 172, which provided the annual progress report on the Council's Climate Emergency Action Plan.

The report stated that the Climate Emergency Action Plan had been approved in 2019. The Action Plan was submitted to the Overview and Scrutiny Management Committee for comment each year, prior to submission to Council.

Rhian Hayes (Assistant Director, Economic Development and Growth) attended the meeting to present the report, supported by colleagues involved in the delivery of the Action Plan. Sarah Kerr (Executive Member for Climate Emergency and Resident Services) attended the meeting to discuss the report and answer Member questions. Sarah confirmed that the annual progress report would be submitted to Council in September 2022. This would enable the comments from Scrutiny Members to be incorporated into the report.

The Climate Emergency Action Plan identified key priority areas for CO2 emission reductions including transport, homes, businesses and waste. It also included SMART carbon targets and projections for the period up to 2030. The Action Plan highlighted the

size of the challenge facing the Council and recognised that, at this point, the proposed actions were not sufficient to deliver the carbon reductions necessary to meet the Borough's 2030 target. However, as a living document, new ideas would be developed over the next period which would support progress towards the target.

The report referred to the work of the Overview and Scrutiny Climate Emergency Task and Finish Group which had produced reports in 2020 and 2021. The most recent report had included 25 recommendations to the Executive. The majority of the recommendations had been accepted and incorporated into the Action Plan.

The report highlighted a number of areas where significant progress had been made, including:

- The Borough's recycling rate had increased from 50% to 54%.
- Council buildings had been built/retrofitted to Net Zero standards – Dinton Activity Centre, Woodley Library, Carnival Hub, etc.
- Carbon sequestration projects had begun – over 15,000 trees planted.
- Renewable energy installations were progressing – significant progress on the Barkham solar farm project.
- Over 1,500 households receiving assistance from Help to Heat, the Council's locally set ECOFlex scheme.

In the ensuing discussion, Members raised the following points:

What were the implications of the Environment Act 2021 on the Council's Climate Emergency Action Plan? It was confirmed that the Environment Act had a number of impacts including Biodiversity Net Gain, building standards, the development of an infrastructure strategy and recycling targets.

Was there an overall road map for the Climate Emergency Action Plan? It was confirmed that a road map with key milestones was being developed.

Was the Climate Emergency Action Plan influencing the Local Plan Update, for example in the requirement for new homes to achieve carbon neutrality? It was confirmed that new environmental standards had to be included in the new Local Plan. The zero carbon homes target, for example, could not be included in a supplementary planning document. The new administration was working with officers to progress the Local Plan Update. Work was also ongoing on the updated Local Transport Plan – LTP4.

The Climate Emergency Task and Finish Group, in its two reports, had challenged some of the numbers in the Action Plan. It appeared that there were still inconsistencies and sections where the numbers did not add up. It was suggested that Andy Croy and Sarah Kerr meet with the officers to discuss these issues before the Action Plan was submitted to Council in September 2022.

It was noted that, in the Action Plan column headed "Timescale/Total Cost, there were still a number of sections with "TBC" (To Be Confirmed) in the box. Could there be further commentary in the Action Plan on these sections, to provide greater understanding and a timescale for the TBCs to be resolved? It was confirmed that this suggestion would be given further consideration.

In relation to the projected growth in the number of electric vehicles (EV) in the Borough, had officers done any work on the cost/benefit of recycling EV batteries? It was confirmed that this issue had not been explored to date. Officers would give further consideration to this idea and report back to Members in due course.

The report referred to the use of ecargo bikes which could provide last-mile delivery services. It was suggested that officers contact West Berkshire Council which had received grant funding for its scheme.

Did the Council run a Bike to Work scheme? It was confirmed that WBC did run a scheme in order to encourage more bike usage amongst staff.

It was essential that the Action Plan was able to demonstrate value for money, i.e. a specific project may look attractive but the key issue was the carbon saving achieved against the cost.

In addition to the proposed solar farm at Barkham, were other initiatives being considered such as ground-source heat pumps and district heat networks? It was confirmed that officers were looking at battery storage options at the solar farm site and were also exploring other initiatives, including the ideas raised by Members.

What progress was there in relation to the work on deliberative processes? It was confirmed that the project was coming to the end of the first stage with nine stakeholder groups having met to consider key climate emergency issues and potential solutions.

Sarah Kerr suggested that the business case for the Barkham solar farm be considered by the Committee at its September meeting. This would allow Scrutiny feedback to be considered before the contract was awarded.

RESOLVED That:

- 1) Sarah Kerr, Rhian Hayes and supporting officers be thanked for attending the meeting to answer Member questions on the Climate Emergency Action Plan;
- 2) Member comments and suggestions on the Action Plan be fed into the annual update report to be considered by Council in September 2022;
- 3) Andy Croy and Sarah Kerr meet with officers to consider the methodologies used to inform the Action Plan and the resulting accuracy and consistency of calculations;
- 4) a report on the business case for the Barkham solar farm be submitted to the meeting of the Committee on 8 September 2022.

23. WORK PROGRAMME 2022-23

The Committee considered a report, set out at Agenda pages 179 to 183, which provided an update on the development of the Committee's work programme for 2022/23.

The report reminded Members that, at its meeting on 13 June 2022, the Committee had agreed the list of items to be included in its work programme for 2022/23. From the list of items, Members were requested to highlight their "top 3" priorities for consideration at the July meeting. The priority items highlighted by Members, to date, were:

- The emerging Waste Strategy – 2 votes.
- Discussions with the Leader of the Council and the Chief Executive – 2 votes.
- Impact of increasing levels of homelessness across the Borough, the cost of living crisis and the Anti-Poverty Strategy.
- The Council’s Continuous Improvement Programme.
- Progress against Motions agreed by Council.
- Emissions and Air Quality.
- Adoption of estate infrastructure following new housing development – including litter clearance.

In addition to the list of items for inclusion in the work programme, the Chair suggested that a Task and Finish Group be established to review the way in which key performance indicators (KPIs) supported the delivery of continuous improvement and customer excellence across the organisation.

Following the earlier discussion on the Climate Emergency Action Plan, it was agreed that an item on the business plan for the Barkham solar farm be submitted to the September meeting of the Committee.

RESOLVED That:

- 1) the key priorities for inclusion in the work programme, identified by Committee members, be noted;
- 2) the Chair and Vice-Chair agree a draft 2022/23 work programme for consideration and agreement at the next meeting in September 2022;
- 3) an item on the Barkham solar farm be submitted to the September meeting of the Committee;
- 4) the establishment of a Task and Finish Group to review the development and effectiveness of key performance indicators be agreed;
- 5) draft terms of reference for the proposed Task and Finish Group be submitted to the next meeting.

24. COMMITTEE WORK PROGRAMMES

The Committee considered its work programme for upcoming meetings and the work programmes of the three Overview and Scrutiny Committees, as set out on Agenda pages 185 to 194.

RESOLVED: That the work programmes be noted.

25. EXECUTIVE FORWARD PROGRAMME

The Committee considered the Executive Forward Programme, as set out on Agenda Pages 195 to 200.

RESOLVED That:

- 1) the Executive Forward Programme be noted;
- 2) the Committee consider an item on the proposed Public Spaces Protection Order, due to be considered by the Executive in September 2022.

26. ACTION TRACKER REPORT

The Committee considered the Action Tracker report following the meeting on 13 June 2022.

RESOLVED: That the Action Tracker report be noted.

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**MINUTES OF A MEETING OF THE
OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE
HELD ON 8 SEPTEMBER 2022 FROM 7.00 PM TO 7.10 PM**

Committee Members Present

Councillors: Jim Frewin (Chairman), Andrew Mickleburgh (Vice-Chairman), David Cornish, Andy Croy, Peter Dennis, Norman Jorgensen and Alison Swaddle

Other Councillors Present

Councillors: Michael Firmager and Pauline Jorgensen

Officers Present

Neil Carr, Democratic and Electoral Services Specialist

27. QUEEN ELIZABETH II

Following the announcement of the death of Queen Elizabeth II, it was proposed by the Chair and seconded by the Vice-Chair that the Committee stand for a minute's silence and then postpone consideration of the business items on the Agenda to a later date.

Members stood in silence as a mark of respect for the passing of Queen Elizabeth II.

RESOLVED: That, following a minute's silence, consideration of the business items on the Agenda be postponed until a later date.

28. APOLOGIES

Apologies for absence were submitted from Graham Howe, Adrian Mather and Stuart Munro.

Pauline Jorgensen and Michael Firmager attended as substitutes.

29. MINUTES OF PREVIOUS MEETING

Further to Minute 27, this item was not considered.

30. DECLARATION OF INTEREST

Further to Minute 27, this item was not considered.

31. PUBLIC QUESTION TIME

Further to Minute 27, this item was not considered.

32. MEMBER QUESTION TIME

Further to Minute 27, this item was not considered.

33. Q1 22/23 CORPORATE PERFORMANCE MONITORING REPORT

Further to Minute 27, this item was not considered.

34. CLIMATE EMERGENCY OVERVIEW AND SCRUTINY COMMITTEE

Further to Minute 27, this item was not considered.

35. CORPORATE PERFORMANCE TASK & FINISH GROUP

Further to Minute 27, this item was not considered.

36. CONSIDERATION OF THE CURRENT EXECUTIVE AND IEMD FORWARD PROGRAMMES

Further to Minute 27, this item was not considered.

37. O&S COMMITTEE WORK PROGRAMMES 2022-23

Further to Minute 27, this item was not considered.

38. ACTION TRACKER

Further to Minute 27, this item was not considered.

39. BARKHAM SOLAR FARM - FINANCIAL BUSINESS CASE

Further to Minute 27, this item was not considered.

40. EXCLUSION OF THE PUBLIC

Further to Minute 27, this item was not considered.

TITLE	Quarter 1 22/23 Performance Monitoring Report
FOR CONSIDERATION BY	Overview & Scrutiny Management Committee on 5 October 2022
WARD	None Specific
LEAD MEMBER	Clive Jones Leader of the Council
LEAD OFFICER	Susan Parsonage, Chief Executive

OUTCOME / BENEFITS TO THE COMMUNITY

This report provides accountability and transparency against the Council's Key Performance Indicators (KPIs) for service areas and provision of these to our customers.

RECOMMENDATION

To note the performance of the KPIs relevant to this Committee.

SUMMARY OF REPORT

Quarter 1 KPIs show continued good performance with some significant continued challenges to delivery. The cost of living crisis is driving increased demand, often with increased complexity to a number of services. High inflation is also driving greater costs for the Council in delivering services. Whilst restrictions have been removed for several months now the effects of covid-19 are far from gone with the virus driving a high sickness rate in the population and in the Council's workforce, the post lock down "great resignation" is also causing high turnover as in the rest of the labour market, several services are also reporting challenges in recruiting to skilled roles. There is also the continued response to Ukraine crisis. Despite this, the majority of KPIs 45% (18) are Green, 11 are Amber and 5 are Red.

To continue to drive strong effective performance the Council is being proactive in the face of these challenges. ASC continue their focus on managing demand as effectively as possible. Both ASC and Children's Services are driving collaboration both internally and with partners across the borough to improve outcomes in an efficient and effective way.

Place and Growth have been working with the new administration to understand their priorities and to understand the challenges the Council faces in the short, medium and long term. The CEO's Office has been focusing on giving the organisation the support it needs to deliver on its strategic priorities and focusing the change programme into the strategically important areas including assets, procurement, customer excellence and community and partnerships. Resource and Assets has been focused on the challenges of maintaining the Council's stable finances in the head winds of a potential global recession.

Further details of all KPIs are listed in Appendix A which accompanies this report.

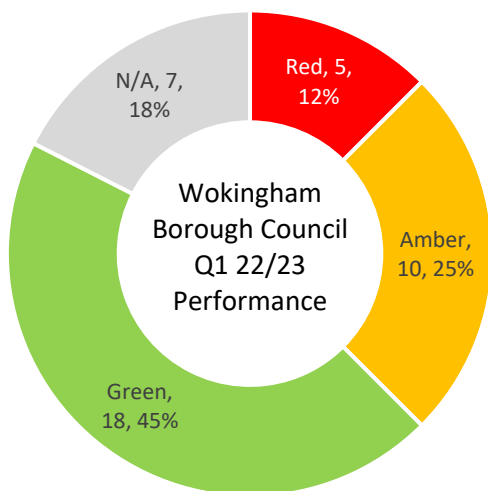
Background

- The Council's Key Performance Indicators (KPIs) measure how well each service is delivering against its current objectives.
- KPIs that are reported are decided by the lead executive members in consultation with their respective director. Targets for each KPI are also set in the same way.
- This performance report and appendices covers **Q1 2022/23 April, May and June 2022**
- There are 40 KPIs, details of which can be found in found in Appendix A which includes year on year trends where available.

- Each KPI should have a SMART target (Specific, Measurable, Achievable, Realistic and Timely), which takes into account historic trend information and benchmarking to compare Wokingham Borough performance with national trends.
- KPIs are assigned a RAG status (**Red**, **Amber**, **Green**) to indicate whether performance is on target (**Green**), close to target (**Amber**) or missing the target (**Red**).

Indicators are assigned to a Director and Lead Executive Member. Commentary including highlights, focuses for the future and potential challenges from the CEO, Deputy CEO and each Director can be found in Appendix A, which accompanies this report.

Analysis



Quarter 1 22/23 Performance

Quarter 1 KPIs show continued good performance with some significant continued challenges to delivery. Rising costs of delivering services, a cost of living crisis, the response to the Ukraine crisis, growing demand and increased complexity. Despite this, the majority of KPIs 45% (18) are Green, 10 are Amber and 5 are Red.

Red KPIs in Quarter 1 2022/23

The following information below gives details of the KPIs reported as Red in Q1 22/23 with background and context of performance and the corrective action being taken.

AS1 Percentage of safeguarding concerns, leading to an enquiry, completed within 2 working days

51% were completed within 2 working days against a target of 61% level on the previous quarter. ASC has stretching targets deliberately set to drive improvement and high performance. Currently performance is under target due to a number of reasons. Pressure on the service has increased immensely over the past 2 years with the volume of Safeguarding Concerns having increased by 76% on pre-pandemic referral rates. Those concerns meeting the statutory criteria for Section 42 Enquiry are presenting as increasingly complex and require more intensive multiagency responses. These pressures have been heightened by an increase in staffing pressures due to vacancies, as well as an increase in 'out-of-scope' referrals, these are referrals that are not about abuse or neglect and alternative pathways should have been used.

Face to face education is being provided to those commissioned services most often making 'out-of-scope' referrals. In the meantime, a BRAG process is used within triage – this means that every concern is screened within the first hour or so of it being received and marked as Black, Red, Amber, or Green according to level of risk and the highest risk cases being prioritised for full triage. This provides a level of assurance that whilst the team is unable to meet the performance target, they are prioritising the highest risk cases appropriately. An audit has been undertaken to assure officers that the BRAG is being applied correctly and this has been confirmed. A Business Case is awaiting approval to secure an additional Fixed Term Referral Coordinator post, which will provide resilience for the next 12 months, whilst the education work around out-of-scope referrals continues to try and address this issue.

AS2 Social work assessments allocated to commence within 28 days of the requests (counted at point of allocation)

79% of assessments commenced within 28 days of request against a target of 87%, an improvement against 66% in the previous quarter. People must be provided with the right combination of care, in the right place at the right time, in ways that will be sustainable going forward. There is a process of triaging and risk assessing all contacts received to ensure those requiring immediate attention are prioritised. Numbers of people waiting for assessments, packages of care or reviews is collected regularly for all Local Authorities in the South East. Currently 26% of people are waiting longer than 6 months across the region. Wokingham Borough Council has no-one waiting this length of time. 28 days for allocating an assessment is a local target to ensure best practice.

The target has not been met in previous quarters due to an increase in demand on the service and increase in the complexity of customer's needs, which was particularly an issue over the winter months. Staffing pressures, which is a national issue, has added to this. Despite these additional pressures, performance has significantly improved in this area with 100% of allocations taking place in 28 days for June. Currently the waiting list is zero. This was achieved by the implementation of an improvement plan which included staff from other teams supporting to clear the backlog of assessments. The main focus of the teams now will be working towards sustaining this level of performance.

CEX8 Early resolution versus Stage 1 customer complaints

In Q1, 50.4% complaints were resolved at Early Resolution, compared to 49.6% at Stage 1. The drop in performance compared to previous quarters is due to changes in the Housing Ombudsman Complaints Policy, introduced on 9th May 2022. The new policy does not recognise Early Resolution as a stage within its complaints process. Therefore, all Housing complaints now begin with a Stage 1 response. In general, formal complaints centre around problems with communication. Following customer feedback, we introduced the concept of the Three C's when communicating with customers – We Bring Care, Clarity, Confidence. We are training quality assessors who will be working with colleagues to improve the way we communicate with customers, to help reduce complaints. Organisation-wide training will also take place, with supporting checklists and guidance tools.

CS4 Percentage of Education, Health and Care Plan (EHCP) Assessments completed within 20 weeks of referral

49 out of 77 assessments were completed within 20 weeks of referral giving a result of 64% against a target of 90% down from 69% in the previous quarter.

Demand and complexity is increasing for our provision for Children. The timeliness has declined this quarter as more plans were completed this quarter to clear the backlogs, including a rise in the complexity of concerns and the timescale of receiving the required information from external partners. Actions to Improve: Continued monitoring and scrutiny of data weekly, working with SEND team/panel, SEND Team are looking at tracker on a weekly basis to ensure deadlines are met.

RA3 Usage of Wokingham borough leisure centres

In Quarter 1 22/23, around 113,730 visitors were recorded at Wokingham's 5 open leisure centres; Arborfield Green, Bulmershe Leisure Centre, Loddon Valley, Ryeish Green and St Crispin's. This is slightly down compared to the 138,900 visitors recorded in Q4 21/22. Visitor numbers for Carnival Pool will be included from Quarter 2 onwards, following this new leisure centre opening.

KPIs without targets

There are currently 7 KPIs without targets assigned and it is important to understand why this is the case. CEX2, CEX3, CEX4, PG5 and PG8 are new KPIs introduced for 2022/23 reporting. There needs to be an initial period for these measures to establish the baseline performance, fully understand the results and then to agree a suitable target to aim for. CEX2 is designed to assess the level of channel shift as part of the council's drive to effectively manage demand through our customer touch points. CEX3 is designed as a proxy measure of socioeconomic inequality and will be used to understand the effect of the tackling poverty strategy. CEX4 is a measure of the confidence officers have in the organisation and their willingness to share ethnicity and disability information. It's an important factor in assessing the progress of the Council's Equality Programme. PG8 has been introduced alongside PG9 to understand first how much waste we produce and then second where that waste goes.

PG2 and PG3 are important KPIs to understand the demand on the council for homelessness prevention and how it is dealt with. The cost of living crisis is driving increased demand along with increased complexity in this area. Targeting at this time with so much uncertainty economically would be difficult and of limited value.

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

Other financial information relevant to the Recommendation/Decision

None

Cross-Council Implications

This report covers the whole of the Council's operations.

Public Sector Equality Duty

This report covers a full range of services across the Council. It is for noting and discussion and does not contain recommendations for approval that would involve a policy or service alteration that would have implications upon people with protected characteristics under the Public Sector Equality Duty.

Reasons for considering the report in Part 2

N/A

List of Background Papers

None

Contact Will Roper Customer Insight & Performance Manager	Service Chief Executive's Office Email will.roper@wokingham.gov.uk
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WOKINGHAM
BOROUGH COUNCIL

Key Performance Indicators Q1 2022/23

Wokingham Borough Council
August 2022



WOKINGHAM
BOROUGH COUNCIL



23

Overview

Our ambition is for Wokingham Borough to be one of the best boroughs for adults and carers in need of support to live, where they feel safe, included and a key part of our community. Our key priorities for the next four years are: Keeping people safe; Prevent, reduce and delay the need for formal care and support; Involve people in their care and support; Work in partnership and commission services that deliver quality and value for money.

Matt Pope
Director of
Adult Services

Top 3 wins

- We have supported Domiciliary Care providers in the local area to boost recruitment with a recruitment campaign, linked to the national ‘every day is different’ campaign. Early indications from ADASS suggest that Wokingham Borough has had the highest increase in Social Care staff over the last year.
- We have achieved a significant improvement by reducing our waiting list down to zero and 100% of customers requiring assessments were allocated within timescales in June
- The Specialist Accommodation project has been a success for the service where we are supporting people with a Learning Disability to live in their own home. The impact of this project is evident in the improvement achieved for the performance measure AS4. There are currently 7 schemes with 26 people who have or are moving into their own accommodation.

Top 3 opportunities

Adult Services’ Transformation Programme will identify and maximise opportunities for improvement over the next 3-4 years. Improvements are expected with the following KPIs:

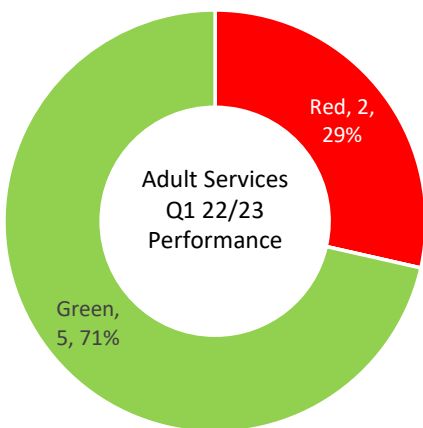
- Front door activity (AS3)
- Better demand management due to strength-based practice (AS5 & AS4)
- Consistent operational performance management (AS2)

Challenges

Covid-19 and its’ impact has been, and remains, our main challenge.

The service has seen an overall increase in demand and this manifests in increases in numbers but also people with higher needs, with this is having an impact particularly on the KPI AS2 – timeliness of allocating assessments.

In addition to the added pressures on workforce due to Covid-19, particularly with increases in sick leave, there is also a national challenge with recruiting qualified Occupational Therapists and Social Workers. Locally we have developed a recruitment and retention plan to support us with this.






Q1 22/23 Position

ASC’s targets are set to be stretching and are deliberately challenging to achieve

- 71% of KPIs achieving target, **Green**
- 0% of KPIs slightly off-target, **Amber**
- 29% of KPIs below target, **Red**

Direction of Travel Summary

-  3 KPIs have improved performance compared to Q4 21/22
-  2 KPIs have maintained performance
-  2 KPI has deteriorated compared to Q4 21/22

Overview

Work is now underway to try to quantify and mitigate the looming worsening of cost of living crisis and the care crisis in the coming months. Officers in the CEO's Office are enablers, helping the wider organisation to ensure the support available to residents is effectively communicated, services continue to develop through the change programme and are effectively targeted. Officers also work with the voluntary sector to help those most at need.

Susan Parsonage
Chief Executive
Wokingham Borough
Council

Top wins

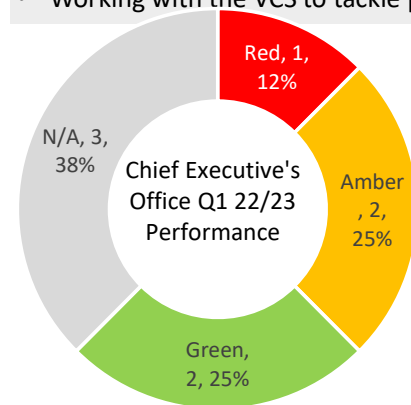
- Establishment of foundational change programmes supporting assets, customer experience, contracts and procurement, business intelligence and community and partnerships to enable the whole Council to deliver on its long term strategic aims
- Tackling Poverty Strategy approved at June Executive
- Helped raised £32,500+ with residents through our Chance to Thrive crowdfunder to support young Ukrainian refugees coming to the area, most donated via our email newsletter service Wokingham Borough Connect.
- Our Engage Wokingham Borough Platinum Jubilee hub was accessed almost 6,000 times, Jubilee news pages 6,400 times and total social media Jubilee posts were viewed 163,000.
- Our social media coverage of the 2022 Elections saw posts viewed 125,000 times on polling day and results, including our best single Twitter day ever on results day (88,000 post views).

Top opportunities

- The Household Support Fund has allowed the Council to identify residents who need further support who would have gone undiscovered previously. 30% of residents approaching the Citizens Advice for HSF payments have asked for further information, advice or debt support. Support is then being provided by First Days, Age UK or being referred to a debt advisor in the CAB funded through the Tackling Poverty Strategy.
- The library's team joining the CEO's Office gives the Council an opportunity to reposition this service to greatest effect for residents
- Working with the VCS to tackle poverty following the sign off of the strategy.

Challenges



- Cost of living crisis continues to drive increased demand with greater complexity of cases to our supporting services
- Recruitment is increasingly challenging often having to recruit through agencies as direct recruitment is increasingly not meeting our requirements.
- Increasing inflation driving costs of services and costs to residents



Q1 22/23 Position

- 25% of KPIs achieved target, **Green**
 - 25% of KPIs slightly off-target, **Amber**
 - 12% of KPIs are below target, **Red**
- 3 KPIs are new for 22/23 and therefore targets will be confirmed once baselines have been agreed

Direction of Travel Summary

-  3 KPIs have improved performance compared to Q4 21/22
-  3 KPIs have deteriorated compared to Q4 21/22

Helen Watson
Director of
Children's Services

Overview

Children's Services are responsible for undertaking the LA statutory duties in relation to education including the provision of services for children with SEND, the delivery of statutory social care services and a range of early help provision, together with the services which support and quality assure these functions. We focus on making a difference, we aim high, we are strategic, efficient and effective, we value our people and we drive partnership, collaboration and co-production. We are striving to become a child friendly community, where children are safe and care for, they enjoy and achieve, are healthy and resilient, ready for adulthood and are happy, hopeful and loved.

Top 3 wins

- Backlogs of Child & Family assessment have now been cleared and a strategic plan has been put in place to ensure that the assessments are completed in time. 85.6% of the assessments were in timescale at the end of June, a significant increase from 59.8% at the end of May.
- The practice week in May showcased best practice on the impact of family history and dynamics on children's lives. 304 colleagues attended over a week.
- Joint work between Mental Health Support Teams and Education Psychology Service to develop and deliver training for school staff and parents on Emotionally Based School Avoidance.

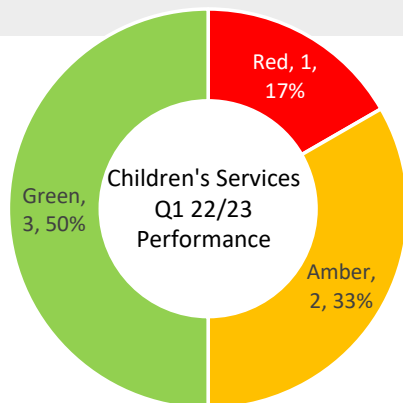
Top 3 opportunities

- The focussed visit in April provided opportunity for children's social care to get feedback from Ofsted and prioritise the areas of development.
- Successful bid for three years of grant funding to continue our work around reducing parental conflict, enabling parents to have direct access to tools and materials to support them, contributing to our early intervention offer.
- The publication of the Education White Paper enables the service to review the operating arrangements in respect of school attendance and facilitating improved attendance and attainment.



Challenges



- Capacity, recruitment and retention of suitably qualified staff across Children's services and Business Support Team.
- Significant challenge with the availability of local school places impacting on ability to secure 1st place choices and increasing the demand for Home to School Transport. This is also evident in the availability of local provision to meet the needs of children and young people with SEND.
- Absence of a broader SEN support service (not to be confused with the SEN Team) that is integrated with the wider EP Services (LSS MHST EP team and Early Years). This is required more than ever given the statutory pressures on services



Q1 22/23 Position

- 50% of KPIs achieved target, **Green**
- 17% of KPIs below target, **Red**
- 33% of KPIs slightly off target, **Amber**

Direction of Travel Summary

-  3 KPIs have improved performance compared to Q4 21/22
-  3 KPIs have deteriorated performance compared to Q4 21/22

Steve Moore
Director
Place & Growth

Overview

It has been a quarter of reflection as officers work to deliver the priorities of the new administration and work with them to understand the immediate, medium and long term challenges emerging post covid and in the face of global economic challenges.

Top wins

- Decrease in B&B numbers from 54 to 34, mainly due to Crown House coming online and proactive intervention using the Private Sector
- The major roads contract is coming to an end with the successful delivery of 9 major roads and the north Wokingham distributor road opening in mid July.
- Successful first quarter from the anti social behaviours team with some very strong results as reported in PG7
- Cleared stage 2a of the Gorse Ride development, successfully relocating residents allowing the start of enabling works in September
- Section B through Woosehill of the greenway opened this quarter
- 16 units of learning, disabled and mental health housing has been completed at the Hatch Farm Development
- Awarded a highly commended for leadership in climate change at the MJ awards.
- Public space protection order consultation (Car Cruising) was completed
- 20k trees planted

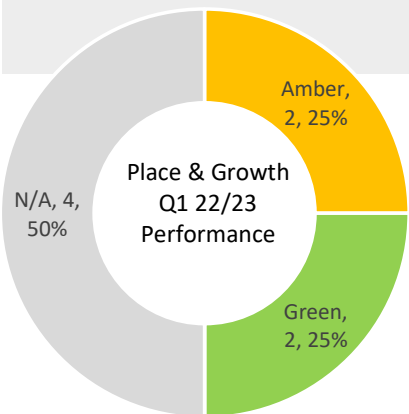
Top opportunities

- Delivery of the Woodley active travel scheme
- The Council will be bidding for money from the UK shared prosperity fund following its announcement by Central Government. If successful the funds will be used to support its tackling poverty programme.
- Bidding for the levelling up fund.
- Delivery of the final section of new road in Arborfield
- Arborfield village improvement project.



Challenges

- Skills shortages including recruitment of building control surveyors and highways
- 5 year housing land supply marginal following recent planning appeals
- Ukrainian refugee crisis – communities integration and service levels
- Cost savings
- Further reduction in B&B use
- Bus service remain challenging because of covid levels, drive shortages and fuel shortages
- Global inflation



Q1 22/23 Position

- 25% of KPIs achieved target, **Green**
- 25% of KPIs slightly off-target, **Amber**

Direction of Travel Summary

- 👍 4 KPI has improved performance compared to Q4 21/22
- 👎 3 KPIs have deteriorated performance compared to Q4 21/22

Overview

This quarter has been a challenging mixture. The results reported here continue to be strong, there are however significant headwinds coming from the cost of living and a potential recession which threaten the Council's income streams compounded by high inflation which mean that everything the council does costs more.

Graham Ebers
Deputy Chief Executive
Director of Resources & Assets

Top wins



- The general upwards trend of leisure participation and the success of the move with confidence programme.
- Council tax and business rates collection levels are holding in tough conditions, key to our financial security.
- 34000 Council tax energy rebates sent out to residents in need.
- Great progress on the final stages of the carnival hub and on track of opening in Q2

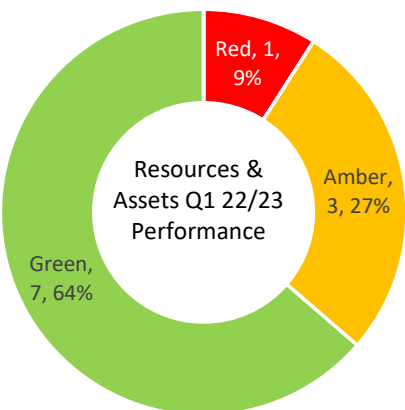
Top opportunities

- Continuing to drive the uptake of leisure post covid and taking advantage of the new leisure facilities opening soon at the carnival pool in Q2
- Addressing the revenue overspend following early forecasts



Challenges

- Impact of the costs of living crisis
- The cost of inflation
- The lingering effects of covid



Q1 22/23 Position








- 64% of KPIs are achieving the target, **Green**
- 27% of KPIs slightly off-target, **Amber**
- 9% of KPIs are below target, **Red**

Direction of Travel Summary

- 👍 3 KPI has improved performance compared to Q4 21/22
- 👉 2 KPIs have maintained performance
- 👎 5 KPIs have deteriorated performance compared to Q4 21/22

Summary A: KPIs by Directorate
 Adult Services Key Performance Indicators Summary 2022/23

Safe & Strong Communities

Ref	Description	Q1 22/23 Position	
		RAG	DoT
AS1	Percentage of safeguarding concerns, leading to an enquiry, completed within 2 working days	Red	
AS2	Social work assessments allocated to commence within 28 days of the requests (counted at point of allocation)	Red	
AS3	Percentage of new contact referrals closed with advice, information or signposting	Green	
AS4	The proportion of adults with a learning disability who live in their own home or with their family (ASCOF Measure 1G)	Green	
AS5	New permanent admissions to residential or nursing care homes (65+) (ASCOF 2A2)	Green	
AS6	Proportion of people receiving long term care who were subject to a review in the last 12 months	Green	
AS7	Percentage of CQC registered providers that are rated Good or Outstanding	Green	

NO

Summary A: KPIs by Directorate
 Chief Executive's Office Key Performance Indicators Summary 2022/23

Changing the way we work/ Be the best we can			
Ref	Description	Q1 22/23 Position	
		RAG	DoT
CEX1	Number of people registered on the Engage platform	Green	👍
CEX2	Proportion of Customer Services enquires resolved via Self-Serve	N/A	👍
CEX3	Proportion of Wokingham resident pupils eligible for Free School Meals at Wokingham borough schools	N/A	N/A
CEX4	Proportion of WBC staff who have self-declared their ethnicity and disability information via internal BWO system	N/A	N/A
CEX5	Expected voluntary staff turnover	Amber	👎
CEX6	WBC staff sickness absence	Amber	👎
CEX7	Overall customer satisfaction across phone and web	Green	👍
CEX8	Early resolution versus Stage 1 customer complaints	Red	👎

Summary A: KPIs by Directorate
 Children's Services Key Performance Indicators Summary 2022/23

Safe & Strong Communities

Ref	Description	Q1 22/23 Position	
		RAG	DoT
CS1	Percentage of re-referrals within 12 months	Amber	
CS2	Percentage of Initial Child Protection Conferences within 15 working days of decision to hold them	Amber	

Enriching Lives

Ref	Description	Q1 22/23 Position	
		RAG	DoT
CS3	Percentage of Children in Care who are 20 miles+ from their homes and out of borough	Green	
CS4	Percentage of Education, Health and Care Plan (EHCP) Assessments completed within 20 weeks of referral	Red	
CS5	Percentage of 16-17 year olds with activities/destinations not known	Green	
CS6	Percentage of 16-17 year olds Not in Education, Employment or Training (NEET)	Green	

Summary A: KPIs by Directorate - Place & Growth Key Performance Indicators Summary 2022/23

Safe & Strong Communities		Q1 22/23 Position	
Ref	Description	RAG	DoT
PG1	All recorded crime in Wokingham borough (excluding fraud)	Amber	
Enriching Lives		Q1 22/23 Position	
Ref	Description	RAG	DoT
PG2	Number of households for whom homelessness has been prevented	N/A	
PG3	Number of households in nightly-let/B&B temporary accommodation	N/A	
Keeping the Borough Moving		Q1 22/23 Position	
Ref	Description	RAG	DoT
PG4	Percentage of 'Standard' work orders completed within 28 days (Category 2 Task Orders)	Amber	
PG5	Total (and concessionary) passenger numbers on WBC town contracted services	N/A	
Changing the way we work/ Be the best we can		Q1 22/23 Position	
Ref	Description	RAG	DoT
PG7	Proportion of ASB service request cases, opened and closed within the period, that were responded to within 1 day	Green	
A Clean and Green Borough		Q1 22/23 Position	
Ref	Description	RAG	DoT
PG8	Total household tonnes	N/A	
PG9	Percentage of household waste reused, recycled and composted	Green	

Summary A: KPIs by Directorate
 Resources & Assets Key Performance Indicators Summary 2022/23

Enriching Lives

Ref	Description	Q4 Position	
		RAG	DoT
RA3	Usage of Wokingham borough leisure centres	Red	
RA9	Participation in physical activity sessions to support those who may be experiencing social isolation	Green	
RA10	Completion to time and budget of regeneration projects (Peach Place, Elms Field, Carnival Pool)	Green	
RA11	Occupancy rate of WBC-owned regeneration units	Green	

Changing the way we work/ Be the best we can


Ref	Description	Q4 Position	
		RAG	DoT
RA1	Council Tax collection	Amber	
RA2	Business Rates collection	Green	
RA4	Return on investment portfolio – Property Investment Fund	Green	
RA5	Number of Freedom of Information requests handled within statutory timeframes	Amber	
RA6	Number of data breach incidents reported to Information Commissioner’s Office (ICO)	Green	
RA7	Revenue budget monitoring forecast position	Amber	
RA8	Capital budget monitoring forecast position	Green	

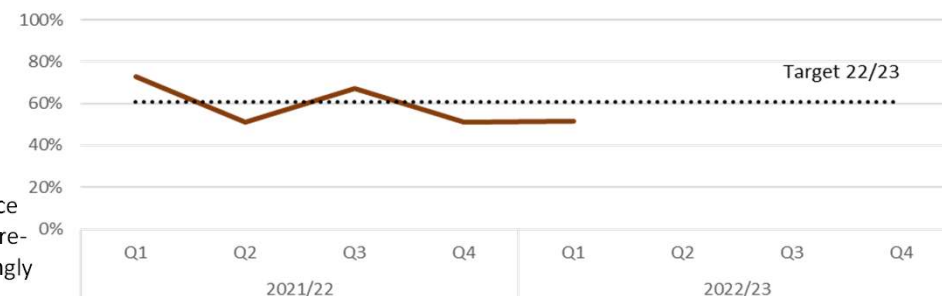
Appendix A-1: Adults Services Key Performance Indicators 2022/23 - Detail

Safe & Strong Communities

AS1: Percentage of safeguarding concerns leading to an enquiry, completed within 2 working days

 Red  No change

Period	Percentage	Target	RAG	Direction of Travel
Q1 22/23	51%	61% or more	Red	 No change
Q2 22/23				
Q3 22/23				
Q4 22/23				
Full year 22/23				




Priority: Keeping People Safe: Currently performance is under target due to a number of reasons. Pressure on the service has increased immensely over the past 2 years with the volume of Safeguarding Concerns having increased by 76% on pre-pandemic referral rates. Those concerns meeting the statutory criteria for Section 42 Enquiry are presenting as increasingly complex and require more intensive multiagency responses. These pressures have been heightened by an increase in

staffing pressures due to vacancies, as well as an increase in 'out-of-scope' referrals, particularly from South Central Ambulance Service (SCAS) and Thames Valley Police (TVP), as well as some commissioned services – these are referrals that are not about abuse or neglect and alternative pathways should in fact have been used. Face to face education is being provided to those commissioned services most often making 'out-of-scope' referrals to look to address the problem at source. ASC Head of Service is working with the Safeguarding Adults Board and other Local Authorities in the West of Berkshire to collaborate with SCAS and TVP to seek to educate them on the impact of 'out-of-scope' referrals and to try and reduce the volume of these – this is slow progress however. In the meantime, a BRAG process is used within triage – this means that every concern is screened within the first hour or so of it being received and marked as Black, Red, Amber, or Green according to level of risk and the highest risk cases being prioritised for full triage. This provides a level of assurance that whilst the team is unable to meet the performance target, they are prioritising the highest risk cases appropriately. An audit has been undertaken to assure ourselves the BRAG is being applied correctly and this has been confirmed. A Business Case is awaiting approval to secure an additional Fixed Term Referral Coordinator post, which will provide resilience for the next 12 months, whilst the education work around out-of-scope referrals continues to try and address this issue.

AS2: Social work assessments allocated to commence within 28 days of the requests (counted at point of allocation)

 Red  Better

Period	Percentage	Target	RAG	Direction of Travel
Q1 22/23	79%	87% or more	Red	 Better
Q2 22/23				
Q3 22/23				
Q4 22/23				
Full year 22/23				



Priority: Involve people in their care and support: People must be provided with the right combination of care, in the right place at the right time, in ways that will be sustainable going forward. There is a process of triaging and risk assessing all contacts received to ensure those requiring immediate attention are prioritised.

Numbers of people waiting for assessments, packages of care or reviews is collected regularly for all Local Authorities in the South East. Currently 26% of people are waiting longer than 6 months across the region. Wokingham Borough Council has no-one waiting this length of time. 28 days for allocating an assessment is a local target to ensure best practice.

The target has not been met in previous quarters due to an increase in demand on the service and increase in the complexity of customer's needs, which was particularly an issue over the winter months. Staffing pressures, which is a national issue, has added to this. Despite these additional pressures, performance has significantly improved in this area with 100% of allocations taking place in 28 days for June. Currently the waiting list is zero. This was achieved by the implementation of an improvement plan which included staff from other teams supporting to clear the backlog of assessments.

The main focus of the teams now will be working towards sustaining this level of performance.

Appendix A-1: Adults Services Key Performance Indicators 2022/23 - Detail

Safe & Strong Communities

AS3: Percentage of new contact referrals closed with advice, information or signposting

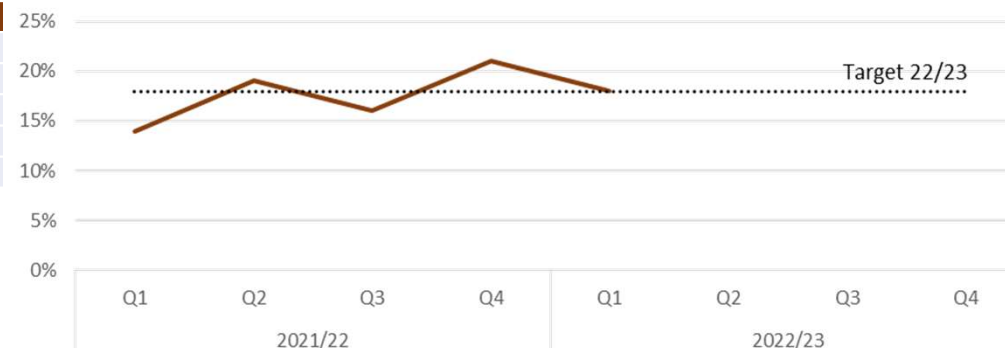


Green



Worse

Period	Percentage	Target	RAG	Direction of Travel
Q1 22/23	18%	18% or more	Green	👎 Worse
Q2 22/23				
Q3 22/23				
Q4 22/23				
Full year 22/23				



Priority: Prevent, Reduce, Delay the need for formal care and support:

Providing high quality advice, information or signposting at the first point of contact is key in achieving this priority. The customer pathway must be simple and efficient. It is essential that our residents are encouraged to self-serve where it is appropriate and possible. Whenever and however people and their carers contact services, they should receive a positive response and appropriate support to help resolve the issues they face.

Performance is strong in this area and has remained above target for the last 2 quarters.

5

AS4: The proportion of adults with a learning disability who live in their own home or with their family (ASCOF Measure 1G)

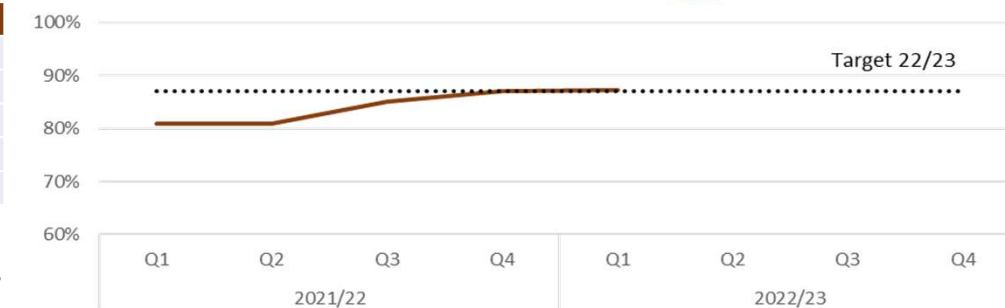


Green



No change

Period	Percentage	Target	RAG	Direction of Travel
Q1 22/23	87%	87% or more	Green	👉 No change
Q2 22/23				
Q3 22/23				
Q4 22/23				
Full year 22/23				



Priority: Involve people in their care and support:

We aim to support people with a learning disability to live independently in suitable accommodation for as long as possible. We perform well in comparison to other areas for this measures, South East performance was 77.4% for 2020-21 and 81.5% for Wokingham for the same period.

Local performance has increased significantly in the last year with 2021-22 performance at 87%.

This improvement evidences the positive impact achieved from the Specialist Accommodation project. There are currently 7 schemes with 26 people who have or are moving into their own accommodation.



As detailed in our Learning Disability Strategy, Wokingham has one of the highest prevalence of adults with a learning disability needing support in England.

Wokingham is ranked 22nd highest out of 152 English councils with social care responsibilities and 2nd within the South East region in terms of people with a learning disability needing support.

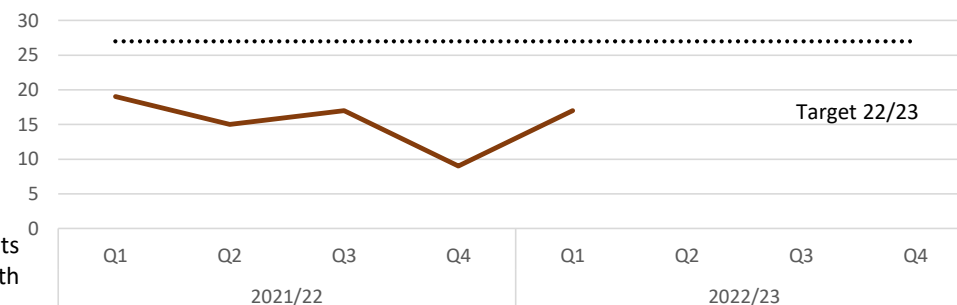
Appendix A-1: Adults Services Key Performance Indicators 2022/23 - Detail

Safe & Strong Communities

AS5: New permanent admissions to residential or nursing care homes (65+) (ASCOF 2A2)

 Green  Worse

Period	Number	Target	RAG	Direction of Travel
Q1 22/23	17	Less than 27	Green	 Worse
Q2 22/23				
Q3 22/23				
Q4 22/23				
Full year 22/23				





Priority: Prevent, Reduce, Delay the need for formal care and support:


Achieving a reduction in the number of people commencing Local Authority funded care home placements (residential or nursing) evidences that we are putting in the right measures, collaboratively with our health colleagues, to effectively reduce, delay, prevent the need for long term care and support.

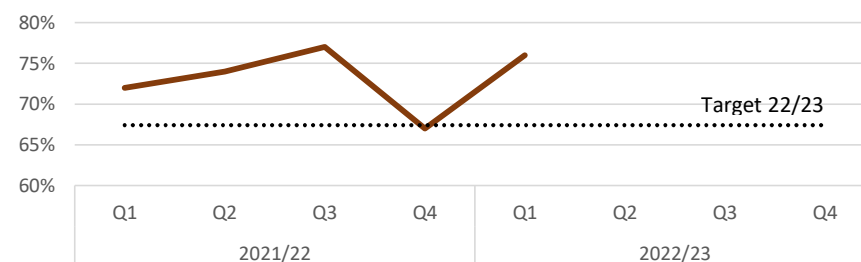
Comparatively we perform well for this indicator and remain better than target. There were 489 admissions per 100k population for the South East last year, compared to 353 for the Wokingham Borough.

Numbers increased in June 22 and this is a result of increasing numbers of people entering and being discharged from hospitals. There is an increasing number of people awaiting discharge from hospitals who require care home placements and it is expected this indicator is likely to increase further in coming months.

AS6: Proportion of people receiving long term care who were subject to a review in the last 12 months

 Green  Better

Period	Percentage	Target	RAG	Direction of Travel
Q1 22/23	76%	67% or more	Green	 Better
Q2 22/23				
Q3 22/23				
Q4 22/23				
Full year 22/23				



Priority: Involve people in their care and support:

People must be provided with the right combination of care, in the right place at the right time, in ways that will be sustainable going forward. Local Authorities have a duty under the Care Act to undertake reviews of care and support plans to ensure that plans are kept up to date and relevant to the person's needs and aspirations, provides confidence in the system and mitigates the risks of people entering a crisis situation.

Our aim is to perform in the top quartile in comparison to other Local Authorities. Currently our performance for people with a review or assessment in the last 12 months places us third highest in the South-East benchmarking club.



There are continuing pressures on the service due to significant increases in customers with a higher acuity of need, despite these pressures, performance has remained relatively steady over the last year. The target is set with the aim of maintaining or improving performance and it is expected to remain steady for the next monitoring period.


Reviews are triaged and those with higher risk, such as customers residing out of area, are prioritised.

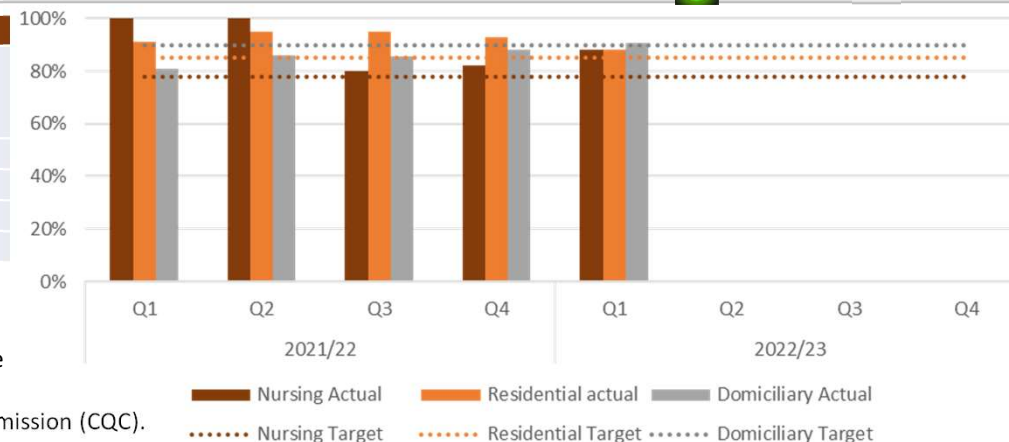
Appendix A-1: Adults Services Key Performance Indicators 2022/23 - Detail

Safe & Strong Communities

AS7: Percentage of CQC registered providers that are rated Good or Outstanding

 Green  Better

Period	Actual	Target	RAG	Direction of Travel
Q1 22/23	Nursing Homes: 88.2% Residential Homes: 88.2% Domiciliary Care: 90.9%	Better than South-East Nursing Homes: 78% Residential Homes: 85% Domiciliary Care: 90%	Green	 Better
Q2 22/23				
Q3 22/23				
Q4 22/23				
Full year 22/23				



Priority: Work in partnership and commission services that deliver quality and value for money:

It is the responsibility of Wokingham Borough Council (WBC) to work with providers of Adult Social Care to ensure all services provided are safe and meet the needs of customers. We aim to support the maintenance of a high proportion of regulated services in the local area that are judged as good or outstanding by the Care Quality Commission (CQC).

3

CQC inspection ratings for care providers located in the Wokingham Borough are above national averages, as evidenced in our Market Position Statement.

We currently have no providers that are judged as inadequate in the local area.


Domiciliary (Home Care) providers rated good or outstanding have increased in Q1. Wokingham Borough Council have supported these providers with a recruitment campaign, linked to the national 'every day is different' campaign, including videos with local providers that can be found on our YouTube channel.

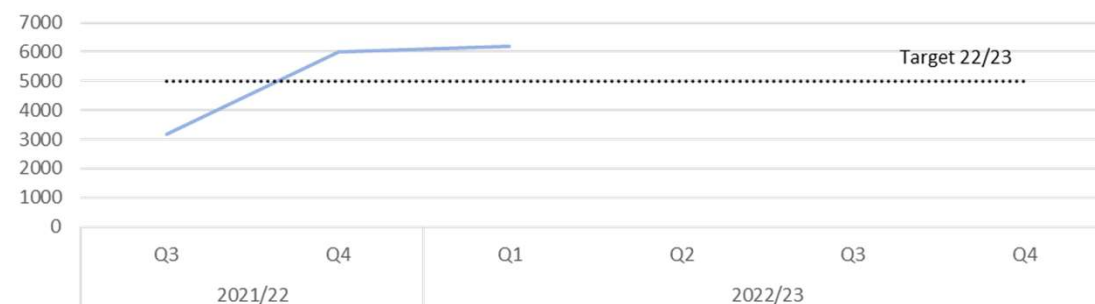
All providers have received additional support from the local authority over the last three years with the Covid Task Force being established and the distribution of Covid grant monies.

Appendix A-2: Chief Executive's Office Key Performance Indicators 2022/23 - Detail

CEX1: Number of people registered on the Engage platform


 Green  Better

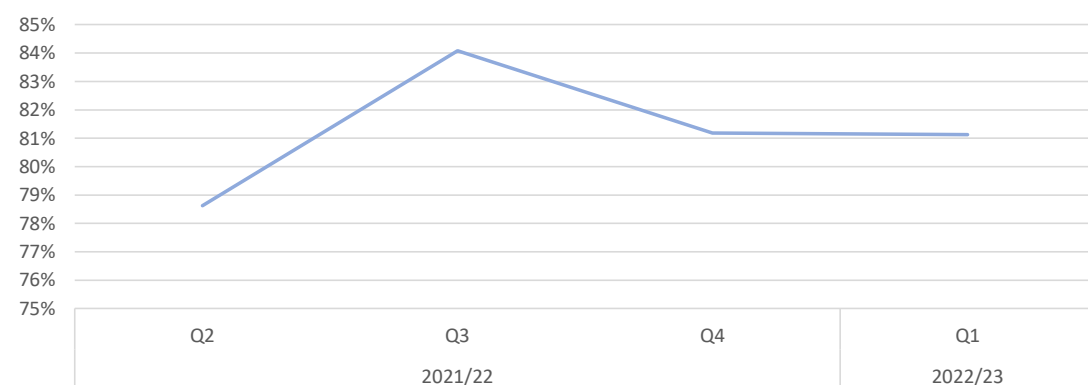
Period	Number	Target	RAG	Direction of Travel
Q1 22/23	6,207	5,000	Green	 Better
Q2 22/23				
Q3 22/23				
Q4 22/23 Year End				



CEX2: Proportion of Customer Services enquiries resolved via Self Serve

 No Change

Period	Number self serve	Total enquiries	Percentage	Target	RAG	Direction of Travel
Q1 22/23	25,669	31,642	81%	TBC	TBC	 Better
Q2 22/23						
Q3 22/23						
Q4 22/23 Year End						



Q1 22/23 saw the launch of the new Garden Waste season. With support from Social Media and Email campaigns, traffic to the site was strong, with customers being able to self-serve 81% of their needs. Another strong indicator observed at this time was a high rate of customer engagement via the GovMetric customer satisfaction indicators. 11% of the self-serve customers left feedback. 85% of that feedback was positive. From comments provided, broadly customers liked how simple and straight forward the CRM forms were to use and how quickly they could process their needs.

CEX3: Proportion of Wokingham-resident pupils eligible for Free School Meals in Wokingham borough schools

Period	Number FSM Resident Pupils	Total Resident Pupils on Roll	Percentage	Target	RAG	Direction of Travel
Q1 22/23	2,202	26,347	8.4%	TBC	TBC	TBC
Q2 22/23						
Q3 22/23						
Q4 22/23 Year End						

The January 2022 School Census reported a total of 28,347 pupils on roll in Wokingham Borough schools; of which 2,421 pupils (9%) were eligible for Free School Meals (FSM).

This new KPI analyses what proportion of pupils (who are resident within Wokingham borough) are eligible for FSM. The January 2022 Census reported 26,347 Wokingham-resident pupils attending Wokingham Borough schools. 2,202 of these resident pupils are eligible for FSM (8.4%). A target will be agreed for this KPI in due course once a baseline has been established.

Appendix A-2: Chief Executive's Office Key Performance Indicators 2022/23 - Detail


CEX4: Proportion of WBC staff who have self-declared their ethnicity & disability information via BWO

Period	Number	Percentage	Target	RAG	Direction of Travel
Q1 22/23	984/1406	70%	TBC	TBC	N/A
Q2 22/23					
Q3 22/23					
Q4 Year End 22/23					

This is a new corporate indicator for 2022/23 and hence the target will be assigned once some initial data has been gathered to form a baseline.

CEX5: Voluntary staff turnover

 Amber  Worse

Period	Number	Percentage	Target	RAG	Direction of Travel
Q1 22/23	242/1410	17.2%		Amber	Worse
Q2 22/23					
Q3 22/23					
Q4 Year End 22/23					



This is a measure of the number of people who have voluntarily left the organisation. It does not include officers who leave at the end of a fixed term contracts, sick leave, agency workers etc. It is reported against a rolling 12 month period.


242 officers have voluntarily left the organisation in the last 12 month period. We aim to achieve a between 10 and 15% which is seen as a health level of turnover. This period coincided with the planned ending of a number of covid related posts.

We are experiencing a post pandemic increase in turnover as colleagues adjust to future ways of working, expectations and work life choices and changes. The councils turn over has increased by 0.5% from 16.7%.



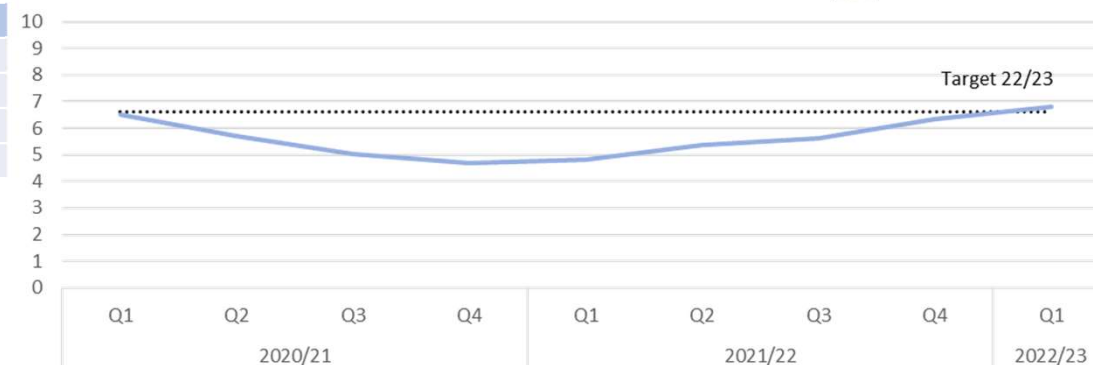
CEX6: Sickness absence – average days lost to sickness per employee – rolling 12 months

 Amber  Worse

Period	Average days	Target	RAG	Direction of Travel
Q1 22/23	6.8	6.6 or less	Amber	 Worse
Q2 22/23				
Q3 22/23				
Q4 Year End 22/23				

6.8 is the number of average days lost per FTE over a rolling 12 month period. This rolling 12 months approach smooths out the peaks and troughs seen through the year, such as winter flu.

Sickness Absence is increasing and is now returning back to a level we would expect to see pre pandemic after it was suppressed during lockdowns and officers working from home with lower exposure to illnesses. This position has also been boosted by covid.



Appendix A-2: Chief Executive's Office Key Performance Indicators 2022/23 - Detail

Changing the way we work/ Be the best we can

CEX7: Overall Customer Satisfaction across phone and web

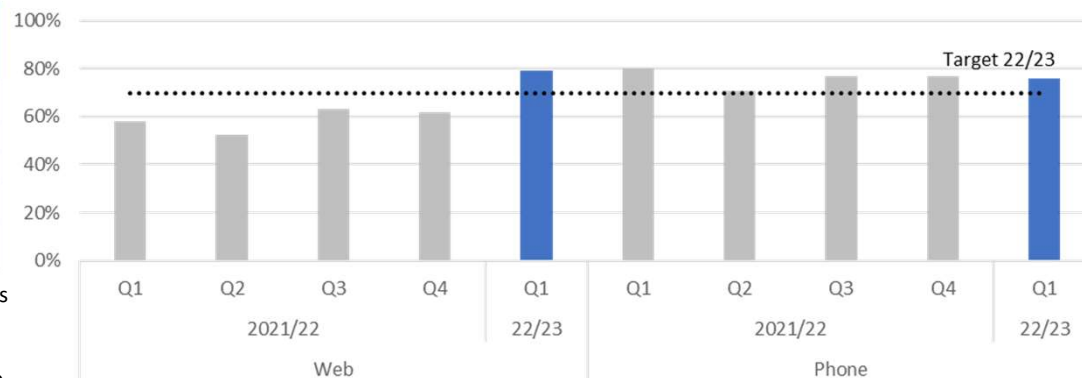
● Green 👍 Better

Period	% satisfied web	% satisfied phone	Target	RAG	Direction of Travel	
Q1 22/23	79%	76%	70% or more overall (60% web, 80% phone)	Green	👍	Better
Q2 22/23						
Q3 22/23						
Q4 22/23						
Full year 22/23						

Web satisfaction increased by 14%. There were 21,978 garden waste renewals online. Many customers found the garden waste renewal process simple and easy to use. Customer satisfaction for calls has remained at 76%. Customers say our teams taking the initial call are always helpful and friendly, and they take the time to listen. Sometimes customers tell us find it hard to get their issues resolved when they need referring to a specialist or another team.

To support further improvement: In Quarter 4 we began to roll out the Customer Experience Learning Programme to support development of a customer centric culture and mindset, across the organisation.

Customer Journey Mapping sessions are being planned to identify and address customer pain points across key service areas. The output will help to target improvements where issues are not being resolved in a timely manner. We are working in partnership with members to design a new approach to the setting of Customer Satisfaction KPI's.



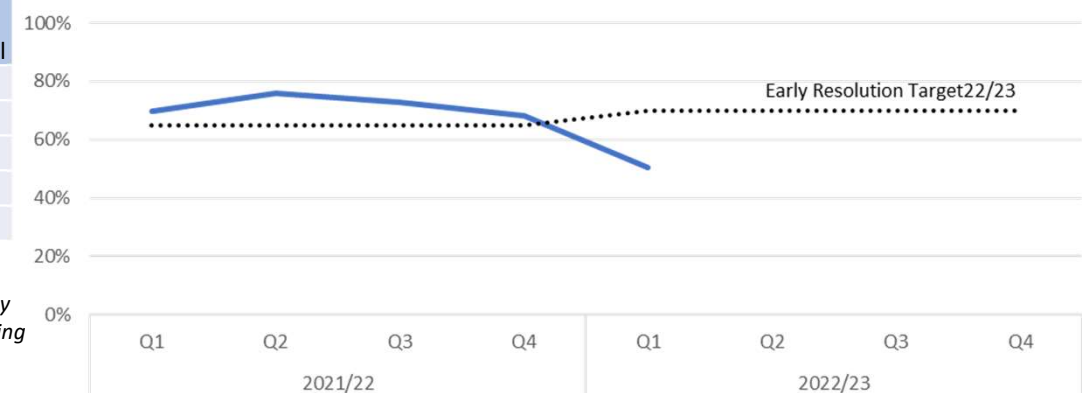
CEX8: Early Resolution versus Stage 1 Complaints

● Red 👎 Worse

Period	Early Resolution (ER)		Stage 1 Complaints (S1)		Target (ER: S1)	RAG	Direction of Travel
	Number	Percentage	Number	Percentage			
Q1 22/23	62	50.4%	61	49.6%	70%: 30%	Red	Worse
Q2 22/23							
Q3 22/23							
Q4 22/23							
Full year 22/23							

In Q1, 50.4% complaints were resolved at Early Resolution, compared to 49.6% at Stage 1. The drop in performance compared to previous quarters is due to changes in the Housing Ombudsman Complaints Policy, introduced on 9th May 2022. The new policy does not recognise Early Resolution as a stage within its complaints process. Therefore, all Housing complaints now begin with a Stage 1 response. In general, formal complaints centre around problems with communication.


To support further improvement: Following customer feedback, we introduced the concept of the Three C's when communicating with customers – We Bring Care, Clarity, Confidence. We are training quality assessors who will be working with colleagues to improve the way we communicate with customers, to help reduce complaints. Organisation wide training will also take place, with supporting checklists and guidance tools.



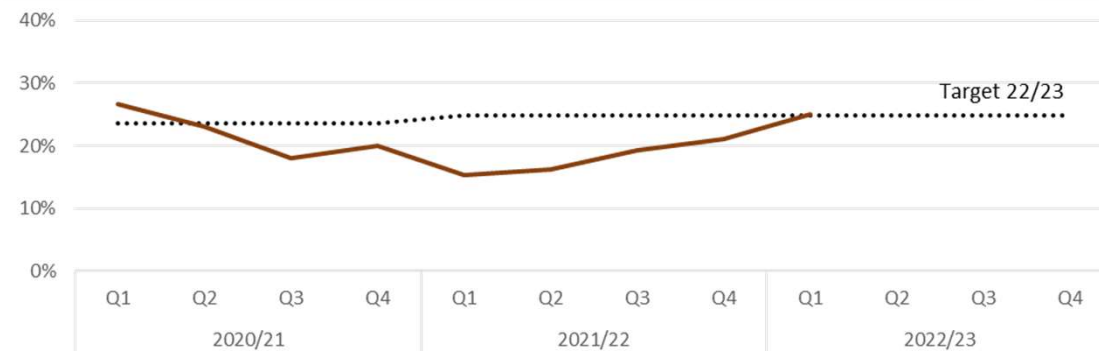
Appendix A-3: Children's Services Key Performance Indicators 2022/23 - Detail

Safe and Strong Communities

CS1: Percentage of re-referrals within 12 months

 Amber  Worse

Period	Number	Percentage	Target	RAG	Direction of Travel
Q1 22/23	99/396	25%	24% or less	Red	Worse
Q2 22/23				Green	
Q3 22/23				Green	
Q4 22/23				Green	
Full year 22/23				Green	




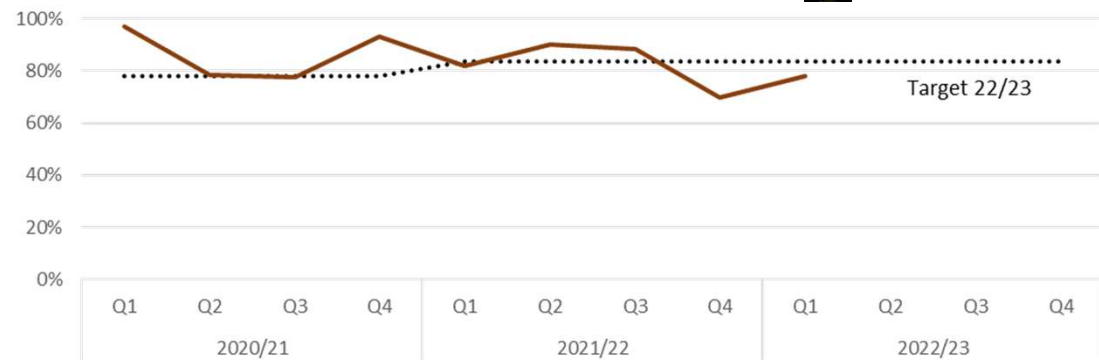
The local target is based on the average of the 2021 national performance (22.7%), South East (27.7%) and statistical neighbour (23.9%).

Whilst there were 5 more re-referrals during this quarter compared to Q4 21-22, as the total number of referrals in Q1 22-23 were 12% lower than the previous quarter, this resulted in the 4% increase of re-referrals this quarter. This indicator is carefully monitored.

CS2 (New): Percentage of Initial Child Protection Conferences within 15 working days of decision to hold them

 Amber  Better

Period	Number	Percentage	Target	RAG	Direction of Travel
Q1 22/23	14/18	78%	84% or more	Red	 Better
Q2 22/23				Green	
Q3 22/23				Green	
Q4 22/23				Green	
Full year 22/23				Green	



The Initial Child Protection Conference should take place within 15 days of the start of section 47 enquiries to ensure timely decision making and to secure the child's safety. The 15 day timescale is a proxy indicator for children's safety. Good performance is typified by high percentages – however, too high and it would indicate adherence to the achieving against the performance indicator over and beyond case specific decision making – such as holding a conference once schools are able to attend (not in half term), to allow police interview to take place prior to the conference which will provide useful information.



During April, May and June 2022, 2 conferences fell outside the 15 day timescale, which were held on day 16 and 18, which did not compromise the safety of the child.


To address this situation, all those involved in booking, setting up and participating in ICPC's have been reminded of the systems involved and the timescales to be adhered to, late booking of ICPC's can only be authorised by the Service Managers (QAST) or the Service Manager (Safeguarding), who will review the information and if agreed provide a rational on the child's file for why the ICPC was late and how the child's safety is being secured. When issues arise on the day of the ICPC, the Chair will consult with their Service Manager before deciding on what action to take.

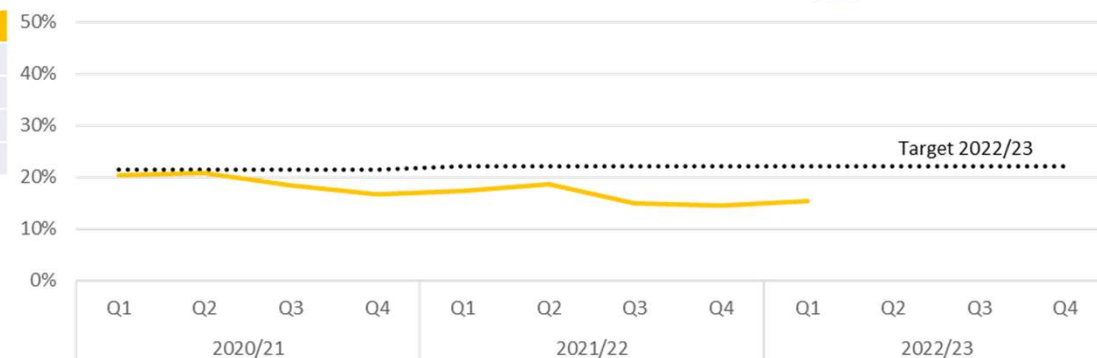
Appendix A-3: Children's Services Key Performance Indicators 2022/23 - Detail

Enriching Lives

CS3 (New): Percentage of Children in Care who are 20 miles+ from their homes and out of borough



 Green  Worse


Period	Number	Percentage	Target	RAG	Direction of Travel
Q1 22/23	15/97	15%	22% or less	Green	 Worse
Q2 22/23					
Q3 22/23					
Q4 Year End 22/23					



2021/22 target is based on the average of the 2021 national performance (16%), South East (22%) and statistical neighbour (28.6%). A lower percentage indicates better performance of this indicator. It is usually good practice to try and place children in care close to their families, this will enable them to have contact with family members, to remain at the same school, keep friendship groups and local ties, it will also make a transition to adulthood easier. There will always be the need for a specialist placement for some children which will necessitate moving further away.

CS4: Percentage of EHCP Assessments completed within 20 weeks of referral

 Red  Worse

Period	Number	Percentage	Target	RAG	Direction of Travel
Q1 22/23	49/77	64%	90% or more	Red	 Worse
Q2 22/23					
Q3 22/23					
Q4 Year End 22/23					




Demand and complexity is increasing for our provision for Children. The timeliness has declined this quarter as more plans were completed this quarter to clear the backlogs, including a rise in the complexity of concerns and the timescale of receiving the required information from external partners. Actions to Improve: Continued monitoring and scrutiny of data weekly, working with SEND team/panel, SEND Team are looking at tracker on a weekly basis to ensure deadlines are met.

Appendix A-3: Children's Services Key Performance Indicators 2022/23 - Detail

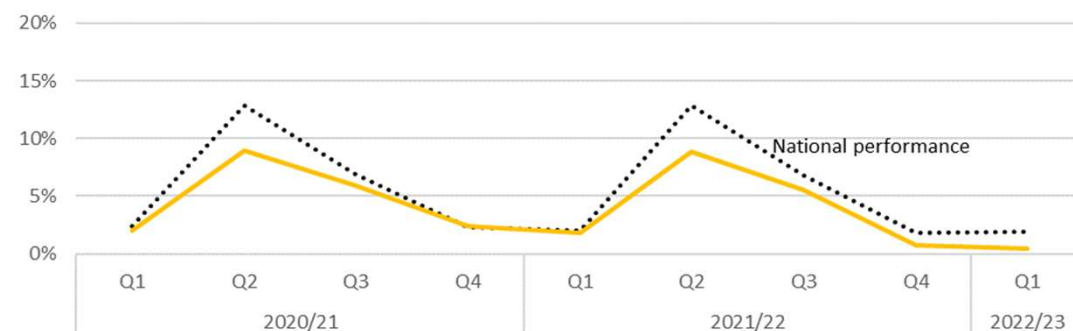
Enriching Lives

CS5 (New): Percentage of 16-17 year olds with activities/destinations not known

 Green  Better



Period	Number	Percentage	Target (National)	RAG	Direction of Travel
Average Apr-Jun 22	18/3905	0.5%	1.9% or less	Green	 Better
Q1 22/23*					
Q2 22/23					
Q3 22/23					
Q4 Year End 22/23					


Nationally, Local Authority performance is judged over a three-month period and the published data shows Wokingham to be performing within the 1st quintile for these NEET/Not Known measures. Work continues with schools and colleges to improve and maintain contacts so that the Council team are alerted when young people start or leave provision and move into or out of the boroughs. The team attempts to contact those with an unknown destination by phone, email, letter and by visiting the home. Of the young people who have a not know destination, 5 have moved from their recorded address and cannot be contacted, the remaining 13 have not responded to any attempts to contact



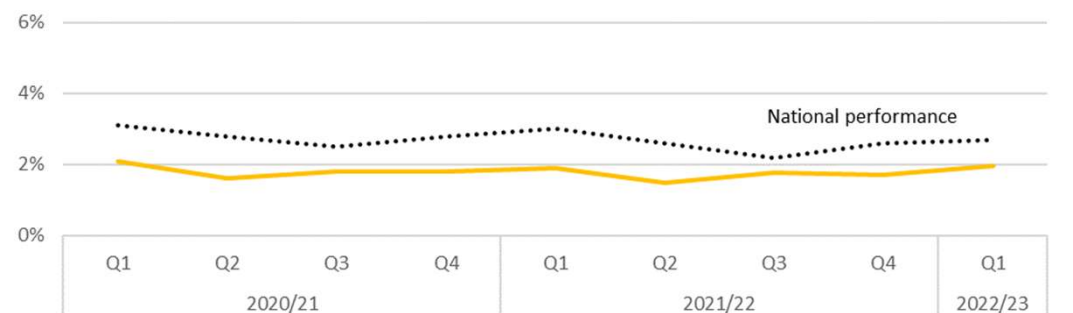
CS

CS6 (New): Percentage of 16-17 year olds Not in Education, Employment or Training (NEET)

 Green  Worse

Period	Number	Percentage	Target (National)	RAG	Direction of Travel
Average Apr-Jun 22	79/3905	2.0%	2.8% or less	Green	 Worse
Q1 22/23*					
Q2 22/23					
Q3 22/23					
Q4 Year End 22/23					

Nationally, Local Authority performance is judged over a three month period and the published data has shown Wokingham to be performing within the 1st quintile for these NEET/Not Known measures. 16-17 year old NEET figures are improving and are now on a par with pre-covid levels. The NEET figure tends to increase from May onwards as young people complete one year college courses and begin to look for work, apprenticeships or further learning opportunities, but most Young people who have completed year 11 12 or 13 will only appear in the figures if they have not been offered a place to return to education in September




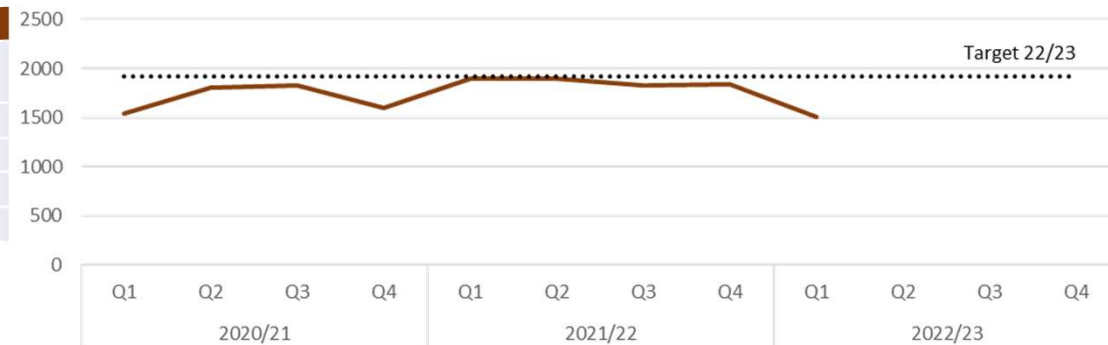
Appendix A-4: Place & Growth Key Performance Indicators 2022/23 - Detail

Safe & Strong Communities

PG1: All recorded crime in Wokingham borough (excluding fraud)

 Amber  Worse

Period	Number	Target	RAG	Direction of Travel
Apr – May 22	1,510	1925 or less	Amber	 Worse
Q1 22/23*				
Q2 22/23				
Q3 22/23				
Q4 22/23				
Full year 22/23	7700 or less			




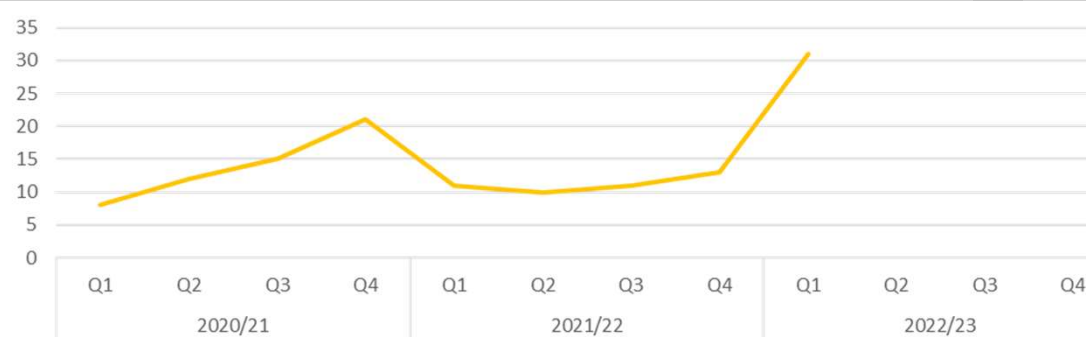
Crime data from Thames Valley Police has been published for April and May 2022. June 2022 figures are expected shortly and then full Q1 22/23 performance can be reported. Crime incidents during April and May 2022 combined are reported at 1,510 which, although below the quarterly target, may increase once June figures are included and compared to crime levels in 2021 (April – May 2021 of 1,215) an Amber RAG status is reported to identify this forecast of increased crime levels for Q1.

Enriching Lives

PG2: Number of households for whom homelessness has been prevented

 Better

Period	Number	Target	RAG	Direction of Travel
Q1 22/23	31	TBC	N/A	 Better
Q2 22/23				
Q3 22/23				
Q4 22/23				
Full year 22/23				



For Q1 22/23 Homelessness and Housing Needs Team have prevented and relieved the homelessness of 31 households; 13 under Prevention and 18 under Relief. Most of these households have secured social housing through our Housing Register but we have also started to see discharges made into the private sector through our Rent Guarantee Scheme. We held our first landlord forum which has enabled us to build relationship with new landlords, we will hold regular forums each quarter so that we can continue to develop a relationship with the private sector and encourage more landlords to make their properties available through the scheme. Moving forward, we would like to start offering private sector offers to households who are still in the prevention duty, as this will help to reduce emergency accommodation costs as we prevent the need to provide interim accommodation.

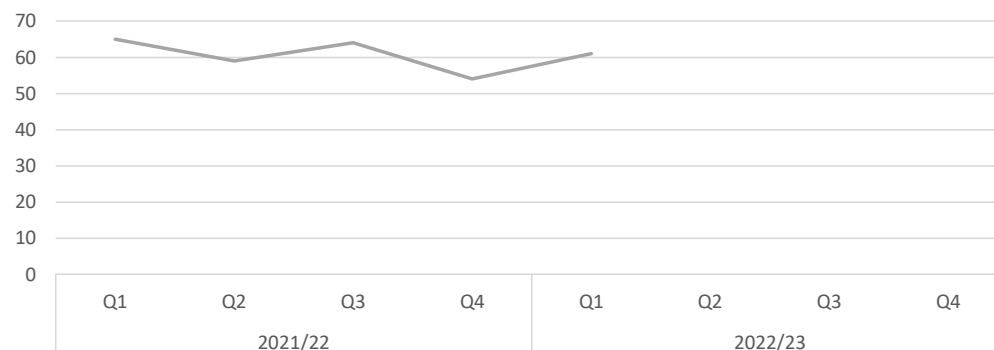
Appendix A-4: Place & Growth Key Performance Indicators 2022/23 - Detail

Enriching Lives

PG3: Number of new households in nightly-let/B&B accommodation

Worse

Period	Number	Target	RAG	Direction of Travel
Q1 22/23	61	N/A	N/A	Worse
Q2 22/23				
Q3 22/23				
Q4 22/23				
Full year 22/23				



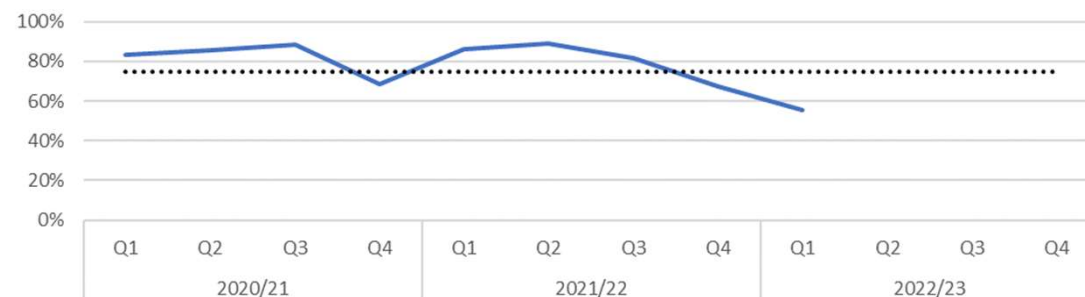
61 new households were placed into B&B in quarter 1. This is a reduction in the number of placement made in previous quarter as we successfully completed on the lease for Crown House, which is a block of 23 units of self - contained accommodation which is now being used as temporary accommodation, therefore reducing the need for costly night let units. However, it is expected that we will see a rise in Q2 due to the ongoing homelessness demand

Keeping the Borough Moving

PG4: Percentage of 'Standard' work orders completed within 28 days (Category 2 Task Orders)

Amber Worse

Period	Number	Percentage	Target	RAG	Direction of Travel
Q1 22/23	314/567	55%	75% or more	Amber	Worse
Q2 22/23					
Q3 22/23					
Q4 22/23					
Full Year 22/23					



314 non critical defects were fixed within 28 days of the order being raised out of a total 567. Of those that haven't meet the 28 days timeline, 30 of the repairs require road closures which have a three month notice period, 54 do not have a completion date potentially suggesting incomplete data being provided by the operatives, this is reviewed and operatives encouraged to update as required. For the orders that have failed to meet the 28 day timeline and we are working with our contractor to review these to identify any trends and produce an action plan detailing how we plan to improve this KPI score next quarter and beyond.

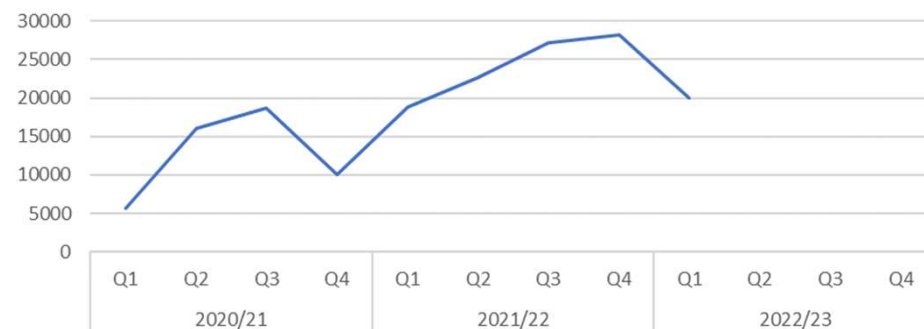
Appendix A-4: Place & Growth Key Performance Indicators 2022/23 - Detail

Keeping the Borough Moving

PG5: Total (and concessionary) passenger numbers on WBC town contracted services

Period	Total passengers	Concessionary	% concessionary	Target	RAG	Direction of Travel
Apr-May 22*	20,074	9,428	47%	TBC		
Q1 22/23						
Q2 22/23						
Q3 22/23						
Q4 22/23						
Full Year 22/23						

*Data reported above is for April and May 22 only. June 22 data is not yet released from the bus contractor. Figures will be updated to reflect full Q1 performance data as soon as it becomes available.



Change the way we work/ Be the best we can

PG7: Proportion of ASB service request cases, opened and closed within the period, that were responded to within 1 day

Green

Period	Number	Percentage	Target	RAG	Direction of Travel
Q1 22/23	287/349	82%	80% or more	Green	New target for 22/23
Q2 22/23					
Q3 22/23					
Q4 22/23					
Full Year 22/23					

This target requires a meaningful (i.e. not automated) response to be made to the customer by the end of the next day (including weekends). This may involve a site visit but could also involve other activities designed to progress resolution of the case. Many of the ASB cases reported only require advice and this is either done via telephone, email or by letter. Part of this figure includes fly tipping reports which come in via HIMS and either need investigating or assigning to Volker Highways for collection. It is important to note that any reports that come in later in the day may have a delayed response as they would not be actioned until the following day, this may be contributing to the 18% not responded to within a day.

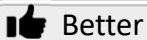
In order to increase the figure even further, officers are currently undergoing a further round of recruitment as we are not fully staffed, this will increase capacity to respond to enquiries within 1 working day.

In addition, officers are fully committed to working more closely with the police and the CSP to ensure that responsibilities are clear between the two authorities and to avoid duplication this will help to improve efficiencies even further.

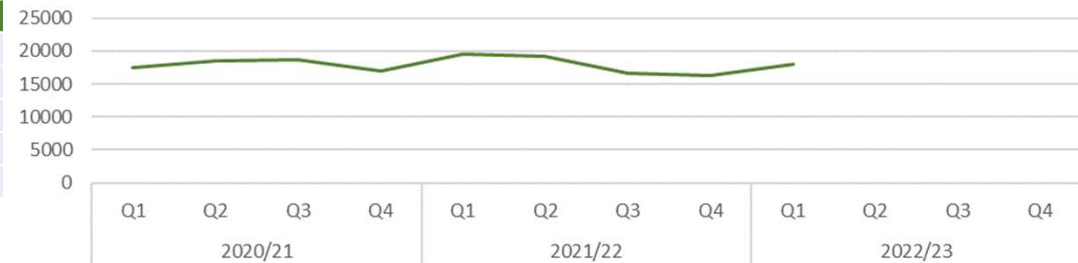
Appendix A-4: Place & Growth Key Performance Indicators 2022/23 - Detail

A Clean & Green Borough

PG8: Total household tonnes

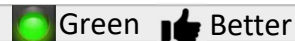


Period	Number (tonnes)	Target	RAG	Direction of Travel
Q1 22/23	17,969.51	TBC	N/A	👍 Better
Q2 22/23				
Q3 22/23				
Q4 22/23				
Full Year 22/23				

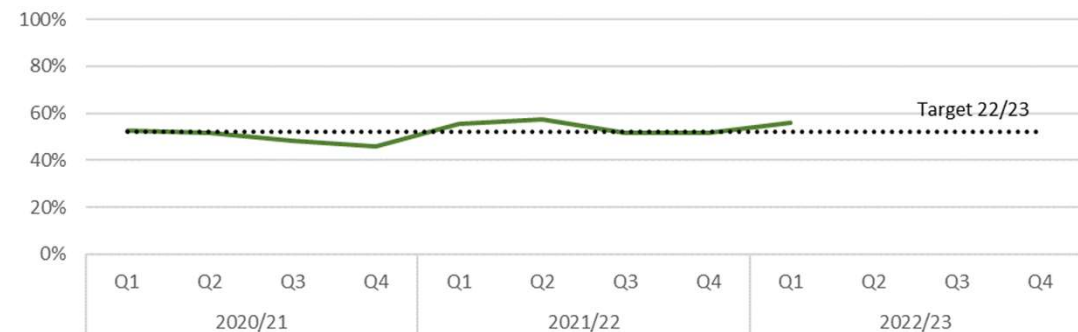


As this is a new KPI the target is yet to be agreed. The current tonnage is lower than Q1 in 2021 due to a variety of economic factors including the 'cost of living' crisis and reduced garden waste tonnage due to the dry weather. Targeted waste minimisation messages to reduce overall waste will be further increased to reduce overall levels.

PG9: Percentage of household waste reused, recycled and composted



Period	Number (tonnes)	Percentage	Target	RAG	Direction of Travel
Q1 22/23	10,099.24	56.20%	52% or more	Green	👍 Better
Q2 22/23					
Q3 22/23					
Q4 22/23					
Full Year 22/23					



The % of recycling/reuse/composting is above target for Q1. However, there is a slight increase in contamination which reduces the quality of recyclables and costs more for this material to be disposed of. Communications to improve the quality will be increased as well as the generic messaging that over 50% of the blue bags contains recyclable material will be undertaken

Appendix A-5: Resources & Assets Key Performance Indicators 2022/23 - Detail

RA3: Usage of Wokingham borough leisure centres

● Red 👎 Worse

Period	Number	Target	RAG	Direction of Travel
Q1 22/23	113731	127556	Red	👎 Worse
Q2 22/23				
Q3 22/23				
Q4 22/23				
Full Year 22/23				

In Quarter 1 22/23, around 113,730 visitors were recorded at Wokingham's 5 open leisure centres; Arborfield Green, Bulmershe Leisure Centre, Loddon Valley, Ryeish Green and St Crispin's. This is slightly down compared to the 138,900 visitors recorded in Q4 21/22. Visitor numbers for Carnival Pool will be included from Quarter 2 onwards, following this new leisure centre opening.

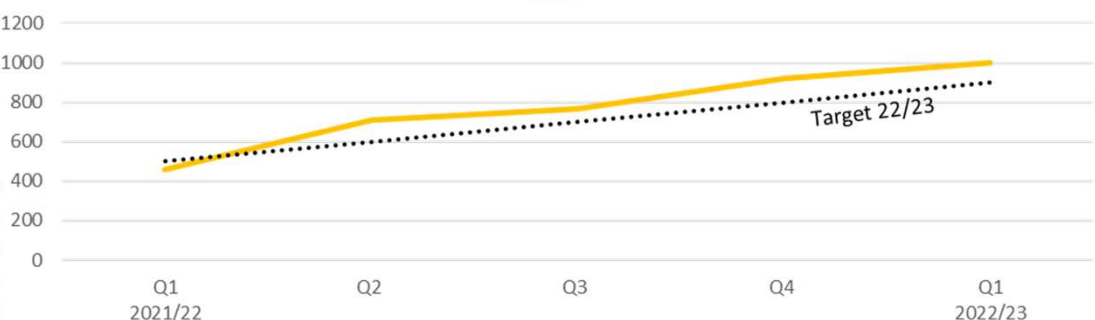


RA9: Participation in physical activity sessions to support those that may be experiencing social isolation

■ Cumulative ● Green 👍 Better

Period	Number	Target	RAG	Direction of Travel
Q1 22/23	999	900 or more	Green	👍 Better
Q2 22/23				
Q3 22/23				
Year End Q4 22/23				

Through Adult Social Care Covid-19 funding, the Sport & Leisure team have been offering 1:1 home visits to residents who are shielding and at risk of falls; to offer them support through the Moving with Confidence programme. The team also offer sessions within care homes and assisted living sites to encourage participation. This indicator, and therefore target, has been adjusted to focus monitoring on this funded support programme; reporting on take up of the Moving with Confidence and Active Ageing schemes specifically.



RA10: Completion to time and budget of regeneration project for Carnival Pool

● Green 👉 No change

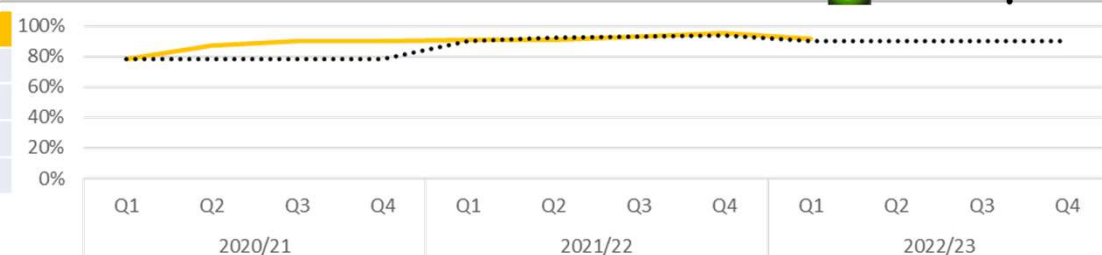
Quarter	Update	Time	Budget
Q1 22/23	Carnival Pool: Leisure Centre and Library to be handed over early, 5 th July 2022 to the operators (exact opening date to be confirmed). Building to be monitored after handover. Carnival Place residential: Building external envelope and final roof works. Start internal fit.	On time	Within budget
Q2 22/23			
Q3 22/23			
Q4 22/23			

Appendix A-5: Resources & Assets Key Performance Indicators 2022/23 - Detail

RA11: Occupancy rate of WBC-owned regeneration units

● Green 👎 Worse

Period	Percentage	Target	RAG	Direction of Travel
Q1 22/23	91.5%	90%	Green	👎 Worse
Q2 22/23				
Q3 22/23				
Q4 22/23				

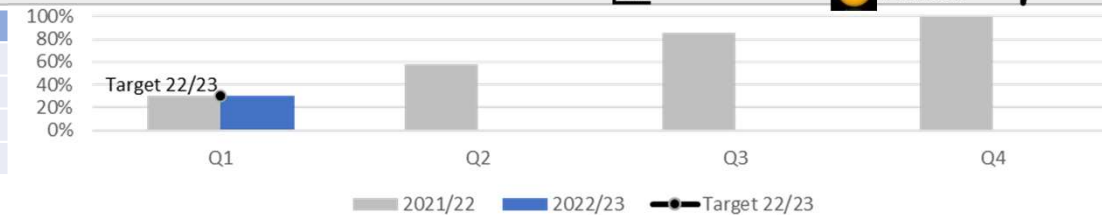


Changing the way we work/ Be the best we can

RA1: Council Tax collection

Cumulative ● Amber 👎 Worse

Period	Actual	Target	RAG	Direction of Travel
Q1 22/23	29.89%	30.50%	Amber	👎 Worse
Q2 22/23				
Q3 22/23				
Q4 Year End 22/23				

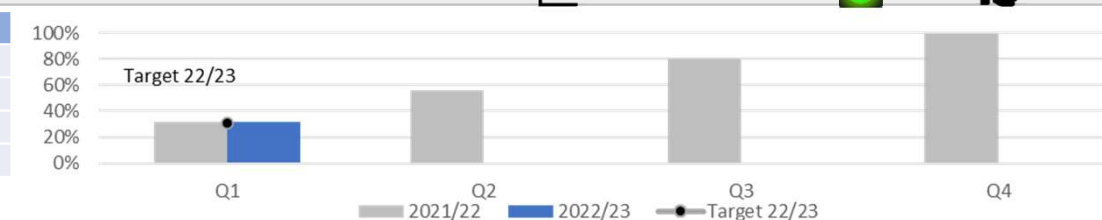


Council tax is profiled throughout the year based on the overall collection rate, and this may change based on the market forces it faces. The current climate means that disposable income is proving challenging for some of our residents and so the target against the profile was not met. This does not mean that our direction of travel is 'worse' as the overall target rate is 99% by year end. Compared to this time last year we are currently 0.04% up.

RA2: Business Rates collection

Cumulative ● Green 👍 Better


Period	Actual	Target	RAG	Direction of Travel
Q1 22/23	31.84%	31.24%	Green	👍 Better
Q2 22/23				
Q3 22/23				
Q4 Year End 22/23				




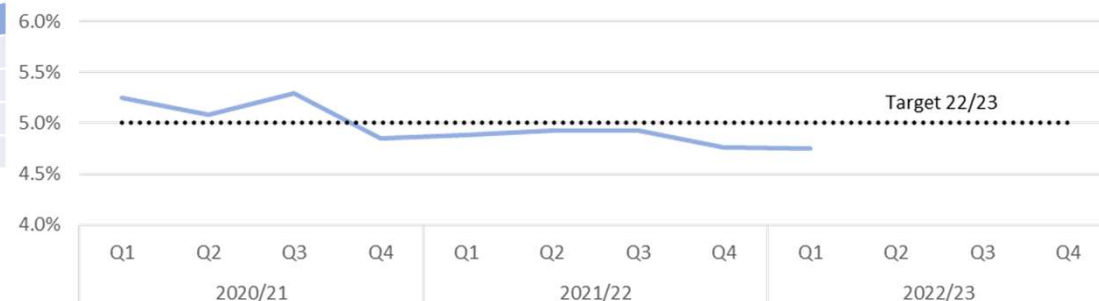
Appendix A-5: Resources & Assets Key Performance Indicators 2022/23 - Detail

Changing the way we work/ Be the best we can

RA4: Return on investment portfolio – Property Investment Fund

 Green  Worse


Period	Percentage	Target	RAG	Direction of Travel
Q1 22/23	4.75%	5% or more (yield within 10% tolerance)	Green	 Worse
Q2 22/23				
Q3 22/23				
Q4 Year End 22/23				

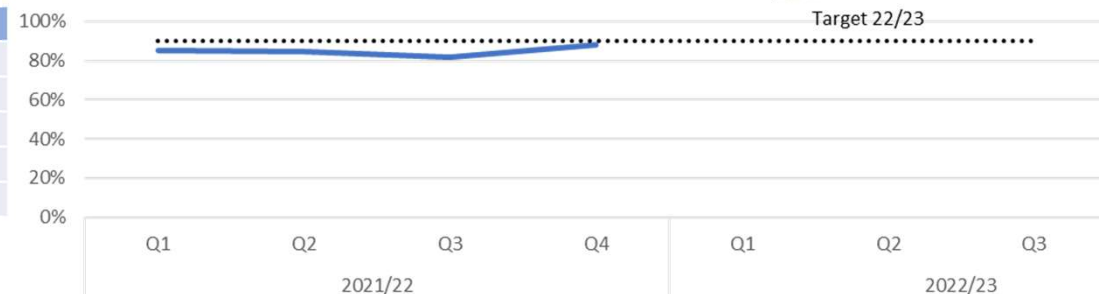


Current rate of return 4.75% matches all sector prime yield. Declining rate reflects current voids in our office portfolio reflecting post-pandemic office market in state of flux. If the portfolio was fully let today at market rents the rate of return would comfortably exceed 5%.

RA5: Number of Freedom of Information requests handled within statutory timeframes (NB target is from Information Commissioner)

 Amber  Worse


Period	Number	Percentage	Target	RAG	Direction of Travel
Q1 22/23	232/278	83.5%	90% or more	Amber	 Worse
Q2 22/23					
Q3 22/23					
Q4 22/23					
Full Year 22/23					



Appendix A-5: Resources & Assets Key Performance Indicators 2022/23 - Detail

RA6: Number of data breach incidents report to the Information Commissioner's Office (ICO)


 Green  No change

Period	Number	Target	RAG	Direction of Travel
Q1 22/23	0	0 breach incidents reported to ICO	Green	 No change
Q2 22/23				
Q3 22/23				
Q4 Year End 22/23				

In addition to this indicator, the Council encourages internally a culture of openness and reporting of incidents and low impact breaches in order to continuously improve and target any new areas of learning for staff.

RA7: Revenue budget monitoring forecast position

 Amber  Worse

Period	Actual	Target	RAG	Direction of Travel
Q1 22/23	+1.39%	+/-1% or underspend	Amber	 Worse
Q2 22/23				
Q3 22/23				
Q4 Year End 22/23				


Outlined in the 28 Jul 22 Executive Revenue Monitoring paper; the outturn forecast variance of £2.25m overspend is reported for Q1 22/23. Please refer to the Executive paper for further details of the outturn forecast position and variances. This is a very early position and services are currently working on options to bring the financial position back to within the overall budget.

Note: For RAG status, performance is reported as Green if the variance is within 1% or if there is any underspend.



RA8: Capital budget monitoring forecast position

 Green  Better

Period	Actual	Target	RAG	Direction of Travel
Q1 22/23	-0.27%	+/-1% or underspend	Green	 Better
Q2 22/23				
Q3 22/23				
Q4 Year End 22/23				

Outlined in the 28 Jul 22 Executive Capital Monitoring paper; the outturn forecast variance underspend of £1.1m is reported for Q1 22/23. At this early stage of the year, not all capital projects have been reviewed in detail. It is therefore not unusual to see a reduction in spend and an increase in carry forwards as we move through the financial year with some projects delayed due to planning, design, construction issues etc. Inflation remains a risk and is being monitored closely on the large projects. A contingency budget for inflation was approved in the 22/23 MTFP. Please refer to the Executive paper for further details of the outturn forecast position and variances.



Note: For RAG status, performance is reported as Green if the variance is within 1% or if there is any underspend.

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TITLE	Climate Emergency Overview and Scrutiny Committee
FOR CONSIDERATION BY	Overview and Scrutiny Management Committee on 5 October 2022
WARD	None Specific
DIRECTOR	Graham Ebers, Deputy Chief Executive and Director, Resources and Assets

OUTCOME / BENEFITS TO THE COMMUNITY

An enhanced Overview and Scrutiny function which gives greater focus to the Scrutiny of the Council's Climate Emergency Action Plan, which is a key issue for the Borough and a priority in the Council Plan 2020/24

RECOMMENDATION

The Committee is requested to consider recommending to Council that:

- 1) a Climate Emergency Overview and Scrutiny Committee be established;
- 2) the proposed terms of reference for the Climate Emergency Overview and Scrutiny Committee (Annex A) be approved, subject to Member comments;
- 3) the composition of the Climate Emergency Overview and Scrutiny Committee be four Wokingham Borough Partnership Members and three Conservative Members, plus substitute Members (four/three) as advised by the Group Leaders;
- 4) the Chair and Vice-Chair of the Committee be elected at the first meeting.

SUMMARY OF REPORT

The Council declared a Climate Emergency in 2019. This is an issue of high importance for the Borough and its residents. In order to scrutinise the Council's Climate Emergency Action Plan, the Committee established the Climate Emergency Task and Finish Group which produced two reports (2020 and 2021).

A Member request has been received to establish a Climate Emergency Overview and Scrutiny Committee. Under the Council's Constitution the Overview and Scrutiny Management Committee is able to recommend changes to the Overview and Scrutiny structure to full Council.

The report sets out the background and proposed terms of reference for a new Climate Emergency Overview and Scrutiny Committee, for Members to consider.

The Committee gave initial consideration to the proposed new Overview and Scrutiny Committee at its meeting on 7 July 2022. The item was deferred in order to provide further information relating to points raised by Members.

Background

The Overview and Scrutiny Management Committee's terms of reference enable it to propose amendments to the composition of and terms of reference of Overview and Scrutiny Committees to the Council on the basis of political proportionality (Paragraph 6.1.4 of the Council's Constitution).

Council declared a Climate Emergency in July 2019. The Council is committed to playing as full a role as possible in reducing Borough's carbon footprint to be net carbon zero by 2030. The Council's Climate Emergency Action Plan aims to:

- Reduce carbon dioxide emissions from transport;
- Reduce carbon dioxide emissions from domestic and business properties;
- Generate more renewable energy in the Borough (e.g. the Barkham solar farm);
- Create a Local Plan that specifies net zero construction and infrastructure;
- Increase levels of carbon sequestration in the Borough through greening the environment;
- Engage with young people and support sustainable schools;
- Reduce the amount of waste sent to landfill;
- Encourage behaviour change amongst residents and businesses.

An update on the Climate Emergency Action Plan is submitted to the Management Committee each year before consideration by full Council. The 2022 update report is included in this Agenda.

In its 2020 report, the Climate Emergency Task and Finish Group recognised the Council's ambitious response to the Climate Emergency through its Action Plan. The Task and Finish Group also highlighted a number of areas where the Action Plan should be strengthened with the use of SMART targets which were open to external validation. The Group's 2021 report followed a similar theme. In spite of the significant focus on responding to the Covid-19 pandemic the Council was able to make progress on priorities such as the first solar farm, active travel and engagement with local schools. However, the Task and Finish Group emphasised the enormous challenge facing the Borough and the Government. A major area of concern was the lack of a coherent national strategy setting out how local authorities fitted into the delivery of Net Zero and, crucially, how the significant changes required would be funded.

The concerns expressed by the Task and Finish Group are reiterated by the recent progress report from the independent Climate Change Committee (CCC). The CCC report (June 2022) states:

"The transition to Net Zero will bring a range of benefits and opportunities, but the Government needs to make it easy for everyone to contribute. We are yet to see a public engagement strategy from the Government, three years since Net Zero was placed in legislation. The Treasury has not set out how the full range of costs and benefits of the

transition will be shared fairly. It remains unclear how central, devolved and local government will operate coherently towards the Net Zero goal”.

Issues Raised at the July Meeting

At the meeting on 7 July 2022 Members raised a number of issues relating to the resourcing and operation of the proposed new Climate Emergency Overview and Scrutiny Committee as follows:

- The impact on officers’ workload in Democratic Services, in terms of supporting the proposed Committee. Democratic Services successfully supported the Climate Emergency Task and Finish Group in 2020 and 2021, including drafting the Group’s reports. This was a significant additional workload over a six month period. Support for a new O&S Committee would be met from existing resources. In addition, the recent external review of the Council’s Scrutiny function, carried out by the Centre for Governance and Scrutiny, included discussions about the resourcing of the Scrutiny function, especially in terms of a greater corporate focus and aim to raise the profile of Scrutiny as part of effective corporate governance. The report from the Centre for Governance and Scrutiny is expected shortly. The report will be submitted to the October meeting of the Management Committee for discussion.
- The report to the July meeting suggested that the new O&S Committee be made up of nine Members (five Wokingham Borough Partnership and four Conservative). Could the Committee have a smaller number of Members? The Committee membership could be 5:4 or 4:3. Establishing the Committee on this basis would not impact on the current political balance calculations.
- Rather than setting up a new Committee, could Climate Emergency be a standing item on each of the Overview and Scrutiny Committees? Whilst not creating a new Committee, this approach would still generate additional work for Democratic Services and the officers working on delivery of the Climate Emergency Action Plan, for example in relation to report writing and the number of meetings requiring officer attendance. In addition, a key benefit of establishing a dedicated Committee would be the development of Climate Emergency expertise amongst Members.
- Terms of Reference – it was confirmed that the Management Committee could expand/refine the draft Terms of Reference for the new O&S Committee before submitting the report to Council. If approved, the new Committee would fit into the existing O&S structure. The Chair would sit on the Management Committee and the Committee would share information with the other O&S Committees in line with existing practice.

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 focussed on the vulnerable and 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)	£2.5k	Yes	Revenue
Next Financial Year (Year 2)	£2.5k	Yes	Revenue
Following Financial Year (Year 3)	£2.5k	Yes	Revenue

Other financial information relevant to the Recommendation/Decision

The role of Overview and Scrutiny Chair attracts a Special Responsibility Allowance of £2.5k per annum.

Cross-Council Implications

The Climate Emergency Action Plan impacts across the Council's operations. It is included as a key risk in the Corporate Risk Register.

Public Sector Equality Duty

Due regard has been given to Council's Public Sector Equality Duty. The proposed Overview and Scrutiny Committee will scrutinise the impact of the Climate Emergency Action Plan on residents across the Borough, including residents with protected characteristics as defined under the Equality Act 2010. The aim is to achieve better/fairer outcomes and increased value for money for all residents.

Climate Emergency – The Council has declared a Climate Emergency and is committed to playing as full a role as possible – leading by example as well as by exhortation – in achieving a carbon neutral Wokingham borough by 2030

The proposed Overview and Scrutiny Committee will support this aim by providing "critical friend" challenge and support for the delivery of the Climate Emergency Action Plan.

List of Background Papers

WBC Climate Emergency Task & Finish Group reports (2020 and 2021)
UK Climate Change Committee annual Progress Report – June 2022

Contact Neil Carr	Service Resources and Assets
Telephone No 0118 974 6000	Email neil.carr@wokingham.gov.uk
Date 29 August 2022	Version No. 1

Climate Emergency Overview and Scrutiny Committee – Draft Terms of Reference

1. Role of the Committee

The role of the Climate Emergency Overview and Scrutiny Committee will be to scrutinise, review and assist with policy development relating to:

- a) the Council's commitment to play as full a role as possible to reduce the Borough's carbon footprint to be Net Zero by 2030;
- b) implementation of the Council's Climate Emergency Action Plan, including the annual progress report to Council;
- c) progress against recommendations, agreed by the Executive, from the Climate Emergency Task and Finish Group and the Overview and Scrutiny Committee itself;
- d) examples of Climate Emergency "best practice" from other local authorities and public/private sector organisations.

2. Terms of Reference

In carrying out its role the Climate Emergency Overview and Scrutiny Committee will:

- a) review and/or scrutinise the decisions made or actions taken in connection with the discharge of any of the Council's functions under its remit;
- b) monitor and review performance indicators related to Council services within the remit of the Committee and question the relevant Executive Member/s and senior Officers thereon, reporting to the Overview and Scrutiny Management Committee where necessary;
- c) review those areas, within the remit of the Committee, included in the Climate Emergency Action Plan, Council Plan and other Plans and Policies where targets are not being met or progress is slow;
- d) conduct scrutiny reviews or projects of a service specific nature or within the remit of the Committee, including those which are cross-cutting or corporate-wide, as may be allocated by the Overview and Scrutiny Management Committee from the corporately agreed work programme, including the preparation of reports and recommendations for consideration by the Executive;
- e) at the request of the Overview and Scrutiny Management Committee, undertake Policy Development and Review functions as set out in Rule 6.1.3;
- f) at the request of the Overview and Scrutiny Management Committee, investigate matters of concern referred to it by the Executive, Council or Council Committees;

- g) at the request of the Overview and Scrutiny Management Committee, investigate matters of concern referred to it by Non-Executive Members of the Council, Corporate Leadership Team, members of the public, or external organisations, including the consideration of requests made as a “Councillor Call for Action” as defined in Section 119 of the Local Government and Public Involvement in Health Act 2007 and the Localism Act 2011;
- h) at the request of the Overview and Scrutiny Management Committee, review Executive decisions within the remit of the Committee which have been “called-in”;
- i) constitute and appoint to Task and Finish Groups as necessary.

TITLE	Corporate Performance Task and Finish Group
FOR CONSIDERATION BY	Overview and Scrutiny Management Committee on 5 October 2022
WARD	None Specific
DIRECTOR	Graham Ebers, Deputy Chief Executive and Director, Resources and Assets

OUTCOME / BENEFITS TO THE COMMUNITY

Greater clarity on the way in which the Council's performance management process drives service improvement, resulting in better value for money and better outcomes for residents across the Borough.

RECOMMENDATION

The Committee is requested to:

- 1) approve the establishment of a Task & Finish Group to review the current performance management reporting process and its impact on service improvement and the resident experience;
- 2) approve the draft Terms of Reference for the Task & Finish Group (Annex A);
- 3) agree that the Task and Finish Group will submit its report to the January 2023 meeting of the Management Committee.

SUMMARY OF REPORT

At the previous meeting of the Committee, discussions on the Q4 Performance Report identified a number of Member questions relating to the resident experience. The KPI's presented showed a range of 'production' measures but gave little insight into outcomes and how residents had found the service experience. This was considered to be a gap in data to be able to better understand service performance and improvement.

It is proposed that an O&S Task & Finish group be set up to establish recommendations for measures that could be implemented to the KPIs currently reported to this Committee that will provide Members, residents and the Overview and Scrutiny Committees the opportunity to better understand and improve service experience. Children's Services KPIs and Adult Social Care KPIs are reported to Children's O&S and HOSC respectively, in more detail than the headline results that are shared with the Management Committee.

The report sets out draft terms of reference for the proposed Task & Finish Group and a suggested timeframe for its deliberations. It is suggested that the Group's report and recommendations are submitted to the Management Committee meeting in January 2023.

Background

During the presentation by officers on the Q4 KPIs, to the Overview and Scrutiny meeting on 13 June 2022, a number of Member questions were raised with regards to the resident experience. The KPI's presented showed a vast range of 'production' measures but gave little insight into outcomes and how residents had found the service experience. This was considered to be a gap in data to be able to better understand service performance and improvement.

It is proposed that an O&S Task & Finish group be set up to establish recommendations for Key Performance measures that could be implemented across all services that will provide Members, residents and Scrutiny the opportunity to better understand and improve service experience. This would enable Members to consider the thread running between KPIs, service improvements and better value for money and better outcomes for residents. This in turn would enable opportunities to identify areas for meaningful continuous improvement. Always an important issue, its significance has grown considerably as inflationary pressures are putting extreme stress on Council budgets and whilst many residents are suffering the impact of the cost of living crisis.

It is recognised that some research and activity in this area is underway with the Customer Excellence programme and it is proposed that the Task and Finish Group work closely with this team to ensure effective interaction and to minimise duplication of effort.

The Task and Finish Group may also wish to look at examples of good practice from the public and private sectors.

It is suggested that the Task & Finish Group's recommendations be presented to the January 2023 Management Committee meeting and to the subsequent Executive meeting with an aim to implement prototype measures as quickly as possible.

Draft Terms of Reference for the Task & Finish Group are set out at Annex A.

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 focussed on the vulnerable and 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	NA	NA
Next Financial Year (Year 2)	0	NA	NA
Following Financial Year (Year 3)	0	NA	NA

Other financial information relevant to the Recommendation/Decision

None

Cross-Council Implications

The Task & Finish Group recommendations will have an impact on services across the Council.

Public Sector Equality Duty

Due regard has been given to Council's Public Sector Equality Duty. The aim is to achieve better/fairer outcomes and increased value for money for all residents.

Climate Emergency – The Council has declared a Climate Emergency and is committed to playing as full a role as possible – leading by example as well as by exhortation – in achieving a carbon neutral Wokingham borough by 2030

The Task and Finish Group will be looking at measures to promote improved service efficiency and improved service outcomes, including many which support the Borough's Climate Emergency Action Plan. This will deliver more efficient and effective use of the Council's limited resources

List of Background Papers

None

Contact Neil Carr**Service** Resources and Assets**Telephone No** 0118 974 6000**Email** neil.carr@wokingham.gov.uk**Date** 30 August 2022**Version No.** 1

Corporate Performance Task and Finish Group – Draft Terms of Reference

One of the key roles of Overview and Scrutiny Management Committee is the scrutiny of the Council’s performance and the constructive “critical friend” feedback to improve services for residents. The Task and Finish Group aims to provide enhanced liaison between officers, Members and, when appropriate, members of the public to inform and improve the processes and infrastructure that support this role.

Performance is currently reported using a suite of KPIs (with associated targets) identified as critical by the relevant Executive Member. This function remains the responsibility of Executive Members. A key aim of the Group is to identify potential measurements to understand the impact of the activity measured through the existing KPIs on the end customer experience for residents.

The Group has no decision-making authority. It will produce recommendations for the Overview and Scrutiny Management Committee and the Executive to formally consider.

Questions to discuss:

- How can Members of the Overview and Scrutiny Management Committee effectively consider performance, both service activity input and resident satisfaction output, to understand the “So what” for residents?
- How will Members know that their activity is having a positive impact with regard to the Council’s Community Vision, Priorities and Values as well as specific key action plans and strategies including the Climate Emergency Action Plan and the Anti-Poverty Strategy?
- How should discussions on performance be held to ensure they are constructive and give useful feedback?
- What are the key issues arising from the points above that the Management Committee may wish to focus on in the short to medium term?

Out of Scope

- The setting of specific Key Performance Indicators and their associated targets which remains the responsibility of the Executive.

Membership:

- Members from the Overview and Scrutiny Management Committee (suggested – 3 Wokingham Borough Partnership Members and 2 Conservative Members). The Chair to be elected at the first meeting.
- Officers from Wokingham Borough Council to include:
 - Head of Insight Strategy and Inclusion
 - Head of Customer Experience
 - Customer Insight Analyst and Performance Manager
 - Deputy Chief Executive / AD, Digital & Change

- Members of the public, community groups and external experts to be invited to give evidence, as deemed appropriate by the Task and Finish Group.

Meeting frequency:

Meetings will occur on an ad-hoc basis as and when required.

Timeframe:

As a Task and Finish Group, the Group will undertake time limited activity. It would be appropriate for this work to be concluded within four months, i.e. the end of the 2022 calendar year, enabling Executive Members to consider any changes they may wish to make to performance measures ahead of performance reporting in 2023/24.

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WOKINGHAM BOROUGH COUNCIL EXECUTIVE FORWARD PROGRAMME

THIS DOCUMENT IS A “NOTICE” IN ACCORDANCE WITH
THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (MEETINGS AND ACCESS TO INFORMATION) (ENGLAND)
REGULATIONS 2012

23 September 2022 - Updated Executive Forward Programme

Updated 26 September 2022

EXECUTIVE MEETING – 29 SEPTEMBER 2022

Ref No.	Subject for Decision	Decision to be taken by	List of Documents to be submitted to the Decision Maker for consideration and Background Documents	Contact Details (Director/ Author)	Responsible Lead Member	Statement as to whether the item is likely to be considered in private and if so the reasons why / Explanation for any deferment of item
65 WBC1300	Ceasing the Supply of Single Use Plastic Food Caddy Liners Purpose: To consider the service, user, environmental and financial implications of the continued use of Council provided single use plastics for food caddies	Executive		Director, Place and Growth - Steve Moore/ Richard Bisset	Executive Member for Environment, Sport and Leisure - Ian Shenton	N/A
WBC1303	Special Education Needs and Disability Sufficiency and Safety Valve Programmes Purpose: To seek approval for a range of measures to increase the number of local specialist school places for children with high and complex special education needs and to reduce the High Needs Block deficit while maintaining quality of provision.	Executive	Covering report and appended programme outline documents.	Deputy Chief Executive - Graham Ebers, Director, Children's Services - Helen Watson/ Piers Brunning	Executive Member for Children's Services - Prue Bray	N/A
WBC1298	Energy Contract Procurement	Executive		Deputy Chief	Executive Member	N/A

Agenda Item 34.

	<p>Purpose: To seek approval from Executive for the migration of the Council's energy contracts from the incumbent supplier to a new supplier.</p>			Executive - Graham Ebers/ Craig Hoggeth	for Finance - Imogen Shepherd- DuBey	The report includes commercially sensitive information relating to the Council's energy contracts.
WBC1301	<p>Twyford Neighbourhood Plan Purpose: To seek approval of Executive to consult on the draft Twyford Neighbourhood Plan and to procure and appoint an independent examiner to examine the plan.</p>	Executive	<p>Twyford Draft Neighbourhood Plan Housing Needs Assessment Design Guidelines and Codes Report Equality Impact Screening Report Form Other relevant non-background papers would be available on request</p>	Director, Place and Growth - Steve Moore/ Ben Davis	Executive Member for Planning and Local Plan - Lindsay Ferris	N/A
WBC1299	<p>Finchampstead Neighbourhood Plan - Regulation 16 Consultation and Future Examination Purpose: This report seeks to continue to support Finchampstead Parish Council in their efforts to help shape how development is managed in their area. The approval of Executive is sought to consult on a draft Neighbourhood Plan in order to seek views on its content. Authority is also sought to procure an independent examiner, as required by legislation, who will subsequently examine the Plan, which includes considering all the representations submitted during the consultation.</p>	Executive		Director, Place and Growth - Steve Moore/ James McCabe	Executive Member for Planning and Local Plan - Lindsay Ferris	N/A
WBC1297	<p>Off Street Car Parking Charges</p>	Executive		Director, Place and	Executive Member	N/A

	Purpose: To set the fees and charges associated with on and off street parking within the Borough			Growth - Steve Moore/ Chris Easton, Andy Glencross	for Active Travel, Transport and Highways - Paul Fishwick	
WBC1292	Local Bus Services Purpose: To seek approval for the retender of local bus services	Executive		Director, Place and Growth - Steve Moore/ Rebecca Brooks	Executive Member for Active Travel, Transport and Highways - Paul Fishwick	N/A Yes - it is likely that part of the report will be considered at a private meeting of the Executive. This is because it is likely that the report will contain information relating to the business or financial affairs of individuals.
67 WBC1293	Reprocurement of Berkshire Community Equipment Service Purpose: To seek approval from Members to jointly procure the Berkshire Community Equipment Service.	Executive	Procurement Business Case Equality Impact Assessment	Director, Adult Social Care and Health - Matt Pope, Director, Children's Services - Helen Watson/ Sarah Salter	Executive Member for Health, Wellbeing and Adult Services - David Hare	N/A Contains commercially sensitive financial information.
WBC1294	Blue Bag Provision For 2023 Purpose: To assess the blue bag provision for 2023	Executive		Director, Place and Growth - Steve Moore/ Richard Bisset	Executive Member for Environment, Sport and Leisure - Ian Shenton	N/A
WBC1291	Health and Safety Annual Report 21-22 Purpose: For Executive to note the Annual Report and agreed Safety Improvement Plan for 22-23.	Executive		Chief Executive - Susan Parsonage, Director, Place and Growth - Steve Moore/ Laurence McCammick	.Leader of the Council and Executive Member for Business and Economic Development- Clive Jones	N/A
WBC1288	Commissioned Services For The Health And Wellbeing Of Carers Purpose: This paper reviews the provision of adult social care services for	Executive	Equality Impact Assessment Executive report Procurement business case	Director, Adult Social Care and Health - Matt Pope/ Pamela Iyer	Executive Member for Health, Wellbeing and Adult Services - David Hare	N/A Yes - it is likely that part of the report will be considered at a private meeting of the Executive. This is because it is likely that the report will contain

	carers in the Borough and looks at options for ensuring that need is met amongst this demographic.					information relating to the business or financial affairs of individuals.
WBC1289	Violence Against Women and Girls - White Ribbon Accreditation Purpose: To agree the Council's commitment to achieving White Ribbon Accreditation.	Executive		Director, Place and Growth - Steve Moore/ Narinder Brar	Executive Member for Climate Emergency and Resident Services - Sarah Kerr	N/A
WBC1290	Risk Management Policy and Guidance Purpose: To approve the Council's Risk Management Policy and Guidance.	Executive	Risk Management Policy Risk Management Guidance	Deputy Chief Executive - Graham Ebers/ Andrew Moulton, Paul Ohsan Ellis	.Leader of the Council and Executive Member for Business and Economic Development- Clive Jones	N/A
WBC1287	Carnival Hub Public Realm Art Installation Purpose: Seek authority for the Council to enter into a loan with Arts4Wokingham for 'The Arc' art installation to be located as part of the Carnival Hub public realm.	Executive		Deputy Chief Executive - Graham Ebers/ Craig Hoggeth	.Leader of the Council and Executive Member for Business and Economic Development- Clive Jones	N/A
68	Annual Report Purpose: Annual Report for the year April 2021 to March 2022	Executive		Chief Executive - Susan Parsonage/ Will Roper	.Leader of the Council and Executive Member for Business and Economic Development- Clive Jones	N/A
	Officers' response to the recommendations from the Tree Protection and Biodiversity Task & Finish Group Purpose: This report sets out the Officer	Executive		Director, Place and Growth - Steve Moore/ Andy Glencross	Executive Member for Environment, Sport and Leisure - Ian Shenton	N/A

	response to the 15 Recommendations set out in section 2 (Attachment 1) Tree Protection & Biodiversity Task & Finish Group, Report and Recommendations, March 2022					
WBC1304	Rent Setting Policy Purpose: Rent Setting policy requires annual approval from Executive to ensure we are regularising the current annual rent setting process and adhering to the Rent Standard 2020.	Executive	Rent Setting Policy and equality impact assessment	Director, Place and Growth - Steve Moore/ Harrison Wilks	Deputy Leader of the Council and Executive Member for Housing - Stephen Conway	N/A
WBC1295	Capital Monitoring 2022/23 - Q2 Purpose: To consider the Capital Monitoring position at the end of Quarter 2	Executive	Capital Monitoring 2022/23 - Quarter 2	Deputy Chief Executive - Graham Ebers/ Mark Thompson	Executive Member for Finance - Imogen Shepherd-DuBey	N/A
WBC1296	Revenue Monitoring 2022-23 Q2 Purpose: To consider the revenue budget position at the end of Quarter 2	Executive	Revenue Budget Monitoring Report 2022/23 - Quarter 2	Deputy Chief Executive - Graham Ebers/ Mark Thompson	Executive Member for Finance - Imogen Shepherd-DuBey	N/A
	Lease for Learning Disability Respite Centre Purpose: To approve lease to continue occupancy of the Learning Disability Respite Centre at Loddon Court	Executive	Heads of Terms of Lease	Director, Adult Social Care and Health - Matt Pope/ Jenny Lamprell	Executive Member for Health, Wellbeing and Adult Services - David Hare	N/A Contains financially sensitive information
	WBC Tree Strategy Public Consultation Purpose: To seek Executive approval to publish the draft Tree Strategy and undertake a full public consultation.	Executive		Director, Place and Growth - Steve Moore/ Laura Buck	Executive Member for Environment, Sport and Leisure - Ian Shenton	N/A
	Climate Emergency Impact	Executive	Cover Report	Deputy Chief	Executive Member	N/A

	<p>Assessment Tool Purpose: This report outlines the importance of implementing an assessment tool around climate emergency issues and considerations, in order to do as much as possible to reach the goal of net zero by 2030. It highlights the benefits implementing this tool will bring to the community, the environment and the council through multiple aspects and details exactly how this can be realistically achieved.</p>		Detailed Report Tool Template Tool Guidance	Executive - Graham Ebers/ Andrew Collins	for Climate Emergency and Resident Services - Sarah Kerr	
	<p>Care Home Purchase Purpose: To receive approval</p>	Executive		Director, Adult Social Care and Health - Matt Pope/ Wesley Hedger	Executive Member for Health, Wellbeing and Adult Services - David Hare	N/A the identity of the property(ies) and the sum that the Council is prepared to pay must remain exempt until contracts have been exchanged.
WBC1302	<p>Adult Social Care Strategy and Social Care Futures Purpose: For Executive to approve amendments to the Council's Adult Social Care Strategy to incorporate Social Care Future.</p>	Executive		Director, Adult Social Care and Health - Matt Pope/ Iftkhar Ahmed, Jenny Lamprell	Executive Member for Health, Wellbeing and Adult Services - David Hare	N/A

Members of the Executive:-

Clive Jones
Stephen Conway
Rachel Bishop-Firth
Paul Fishwick
Prue Bray
Lindsay Ferris
David Hare
Sarah Kerr
Ian Shenton
Imogen Shepherd-DuBey

Leader of Council and Executive Member for Business and Economic Development
Deputy Leader of the Council and Executive Member for Housing.
Equalities, Inclusion and Fighting Poverty
Active Travel, Transport and Highways
Children's Services
Planning and Local Plan
Health & Wellbeing and Adult Services
Climate Emergency and Resident Services
Environment, Sport and Leisure
Finance

Ref No.	Subject for Decision	Decision to be taken by	List of Documents to be submitted to the Decision Maker for consideration and Background Documents	Contact Details (Director/ Author)	Responsible Lead Member	Statement as to whether the item is likely to be considered in private and if so the reasons why
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Note:

Unless the matter has been listed as being likely to be discussed in private, copies of the reports associated with the above decisions will be available no earlier than five days before the meeting at the Council Offices, Shute End, Wokingham; on the Council's website; by contacting a member of the Democratic Services Team on 0118 974 6053 or by emailing democratic.services@wokingham.gov.uk

**WOKINGHAM BOROUGH COUNCIL
INDIVIDUAL EXECUTIVE MEMBER DECISIONS FORWARD PROGRAMME**

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THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS)(MEETINGS AND ACCESS TO INFORMATION)(ENGLAND)
REGULATIONS 2012

Individual Executive Member Forward Plan - September 2022 Update 3

Updated 26 September 2022

Ref No.	Subject for Decision	Decision to be taken by	List of documents to be submitted to the Decision maker for consideration and Background documents	Contact Details (Director/ Author)	Statement as to whether the item is likely to be considered in private and if so the reasons why/ Explanation for any deferment of item
<p>7 CWD 2022/11</p>	<p>District Licence update to Local Validation List Purpose: Update the Councils Local Validation List to include an option to use the District Licence Scheme as an alternative to protected species investigation and report submission (Great Crested Newts) during submission of a planning application. Date 30 Sep 2022 Meeting Room and Time SF2 at 2pm</p>	<p>Executive Member for Planning and Local Plan - Lindsay Ferris</p>		<p>Director, Place and Growth - Steve Moore/ Ian Jordan</p>	<p>N/A</p>

<p>IMD 2022/12</p> <p>Withdrawn</p>	<p>WBC Response to Social Housing Rents Consultation</p> <p>Purpose: To agree on Wokingham Borough Council's response to the Government's Social Housing Rents consultation, for submission by 12th October 2022. This consultation seeks feedback from local authorities and other relevant stakeholders regarding the Government's approach to introducing a cap on the increase in social rents that can be applied from 1st April 2023 to 31st March 2024.</p> <p>Date 4 Oct 2022 Meeting Room and Time SF2 at 10am</p>	<p>Deputy Leader of the Council and Executive Member for Housing – Stephen Conway</p>	<p>IMD Report – Social Housing Rents Consultation Response</p> <p>Proposed Consultation Response</p>	<p>Director, Place and Growth – Steve Moore/ Samuel Watt</p>	<p>N/A</p>
<p>IMD 2022/13</p> <p>74</p>	<p>WBC Response to A Decent Homes Standard in the Private Rented Sector Consultation</p> <p>Purpose: To seek authorisation for WBC's proposed response to the Government's consultation on a proposed Decent Homes Standard for the private rented sector.</p> <p>Date 10 Oct 2022 Meeting Room and Time David Hicks 1 at 10am</p>	<p>Deputy Leader of the Council and Executive Member for Housing - Stephen Conway</p>		<p>Director, Place and Growth - Steve Moore/ Francesca Rowson</p>	<p>N/A</p>
<p>IMD 2022/14</p>	<p>Modern Slavery Statement</p> <p>Purpose: To approve the Modern Slavery Statement</p> <p>Date 14 Oct 2022 Meeting Room and Time SF2 at 12.15pm</p>	<p>Executive Member for Equalities, Inclusion and Fighting Poverty - Rachel Bishop-Firth</p>	<p>Report & draft Modern Slavery Statement.</p>	<p>Deputy Chief Executive - Graham Ebers/ Rob Bradfield</p>	<p>N/A</p>

Members of the Executive:-

Clive Jones	Leader of Council and Executive Member for Business and Economic Development
Stephen Conway	Deputy Leader of the Council and Executive Member for Housing.
Rachel Bishop-Firth	Equalities, Inclusion and Fighting Poverty
Paul Fishwick	Active Travel, Transport and Fighting Poverty
Prue Bray	Children's Services
Lindsay Ferris	Planning and Local Plan
David Hare	Health, Wellbeing and Adult Services
Sarah Kerr	Climate Emergency and Resident Services
Ian Shenton	Environment, Sport and Leisure
Imogen Shepherd-DuBey	Finance

Note:

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DRAFT WORK PROGRAMMES 2022/23

Please note that the Work Programme is a 'live' document and subject to change at short notice. The information in this Work Programme, including report titles is draft and is subject to approval by the Overview and Scrutiny Management Committee.

The Overview and Scrutiny Committees will consider their work programmes at the first meeting in the new Municipal Year.

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE 2022/23 WORK PROGRAMME

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
16 November 2022	Waste Strategy	To scrutinise progress relating to the emerging Waste Strategy	Work Programme	Richard Bisset
	Website Development	To input into the discovery phase for the development of the upgraded WBC website	Committee Request	Nick Spencer
	Scrutiny Improvement	To consider the report and recommendations from the Scrutiny Improvement Review	Committee Request	Neil Carr
	WBC Consultation Strategy	To scrutinise the Council's strategy and procedures for public consultation on key issues	Committee Request	Sally Watkins
	Council Motions	To review progress against Council Motions approved over the past year	Committee Request	Neil Carr
	Executive Forward Programme	To consider the Executive Forward Programme and identify any issues for Scrutiny	Regular Update	Neil Carr
	O&S Work Programmes 22/23	To consider the work programmes for the four Overview and Scrutiny Committees	Work Programme	Neil Carr
	Action Tracker	To consider the regular Action Tracker report	Regular Update	Neil Carr

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
18 January 2023	Leader and Chief Executive	To discuss progress on corporate priorities and emerging issues for 2023	Regular Update	Susan Parsonage
	Equality Plan	To scrutinise progress relating to the WBC Equality Plan	Committee Request	Emily Higson
	Refugees and Asylum Seekers	To consider the impact on the Borough of refugees and asylum seekers, including arrivals from Ukraine	Committee Request	Steve Moore
	Customer Excellence	To scrutinise progress on the corporate Customer Excellence Programme	Committee Request	Jackie Whitney
	O&S Work Programmes 2023/24	To commence the consultation process for developing the O&S Work Programmes for 2023/24	Annual Item	Neil Carr
	Executive Forward Programme	To consider the Executive Forward Programme and identify any issues for Scrutiny	Regular Update	Neil Carr
	O&S Work Programmes 22/23	To consider the work programmes for the four Overview and Scrutiny Committees	Work Programme	Neil Carr
	Action Tracker	To consider the regular Action Tracker report	Regular Update	Neil Carr

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
22 February 2023	Adoption of Estate Infrastructure	To scrutinise the process and reporting of the adoption of estate infrastructure	Committee Request	Neil Carr
	Air Quality	To scrutinise progress against the Council's Air Quality improvement targets	Committee Request	Steve Moore
	O&S Work Programmes 2023/24	To consider progress on the consultation process for developing the O&S Work Programmes for 2023/24	Annual Item	Neil Carr
	Executive Forward Programme	To consider the Executive Forward Programme and identify any issues for Scrutiny	Regular Update	Neil Carr
	O&S Work Programmes 22/23	To consider the work programmes for the four Overview and Scrutiny Committees	Work Programme	Neil Carr
	Action Tracker	To consider the regular Action Tracker report	Regular Update	Neil Carr

CHILDREN'S SERVICES OVERVIEW AND SCRUTINY COMMITTEE 2022/23 WORK PROGRAMME

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
2 November 2022	Fostering Transformation update	Update on progress with Fostering transformation.	Challenge item	Children's Services/ Adam Davis
	Key Performance Indicators	To monitor the performance of the service.	Challenge item	Children's Services/ Helen Watson
	Anti-Poverty Strategy	To understand the impact of the cost of living crisis on children and young people in the borough and on Children's Services.	Challenge item	Children's Services / Sally Watkins
	Report and Q&A with the Executive Member for Children's Services	To receive an update from the Executive Member for Children's Services.	Regular update	Councillor Prue Bray
	Schools Causing Concern – Part 2	To consider the working being undertaken to support schools causing concern in a part 2 session.	Standing item	Children's Services / Sal Thirlway
	CSO&S Forward Plan	To consider the forward plan of the Committee.	Standing item	Democratic Services/ Luciane Bowker

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
4 January 2023	Travel Assistance Policy Implementation	Update on outcomes from implementation of the Travel Assistance Policies (formerly Home to School Transport policies).	Challenge item	Children's Services / Sal Thirlway
	Report and Q&A with the Executive Member for Children's Services	To receive an update from the Executive Member for Children's Services.	Regular update	Councillor Prue Bray
	Schools Causing Concern – Part 2	To consider the work being undertaken to support schools causing concern in a part 2 session.	Standing item	Children's Services / Sal Thirlway
	CSO&S Forward Plan	To consider the forward plan of the Committee.	Standing item	Democratic Services/ Luciane Bowker
DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
22 March 2023	Key Performance Indicators	To monitor the performance of the service.	Challenge item	Children's Services / Helen Watson
	Report and Q&A with the Executive Member for Children's Services	To receive an update from the Executive Member for Children's Services.	Regular update	Councillor Prue Bray
	Schools Causing Concern – Part 2	To consider the work being undertaken to support schools causing concern in a part 2 session	Standing item	Children's Services/ Sal Thirlway
	CSO&S Forward Plan	To consider the forward plan of the Committee	Standing item	Democratic Services/ Luciane Bowker

COMMUNITY AND CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
PROVISIONAL EXTRAORDINARY 17 Oct 2022	Local Plan Update	To receive a progress update on the development of the Local Plan Update.	Committee Request	Ian Bellinger
	Fraud Prevention Update	To consider examples of how instances of Fraud are tackled within the Borough	Committee Request	Narinder Brar
	Voluntary Sector Update/Cost of Living	To consider an update on how the voluntary sector (including the hardship alliance) are working alongside WBC to support residents.	Committee Request	Sally Watkins
	Work Programme	To consider the work programme for the Committee for 2022-23	Standing Item	Democratic Services

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DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
EXTRAORDINARY 26 Oct 2022	MTFP	To receive a strategic overview of the draft MTFP	Work programme	Graham Ebers
	Work Programme	To consider the work programme for the Committee for 2022-23	Standing Item	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
3 Nov 2022	MTFP	To receive proposed capital and revenue bids within the MTFP	Work programme	Graham Ebers
	Domestic Abuse Update	To receive an update on the anti-abuse charter, KPIs relating to the Domestic Abuse service and to receive an updated breakdown of instances of domestic abuse from within the Borough.	Committee request	Narinder Brar
	Violence Against Women and Girls	To receive an update on the strategy to end Violence Against Women and Girls in the Borough.	Committee request	Narinder Brar
	Work Programme	To consider the work programme for the Committee for 2022-23	Standing Item	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
EXTRAORDINARY 29 Nov 2022	MTFP	To receive a strategic overview of the draft MTFP	Work programme	Graham Ebers
	Bus Service Update	To receive an update on bus services within the Borough	Committee Request	Rebecca Brooks
	LCWIP Update	To receive an update on the development of the Local Cycling and Walking Infrastructure Plan.	Committee Request	Chris Easton
	Work Programme	To consider the work programme for the Committee for 2022-23	Standing Item	Democratic Services

DATE OF MEETING	ITEM	PURPOSE OF REPORT	REASON FOR CONSIDERATION	CONTACT OFFICER
19 Dec 2022	MTFP	To receive a strategic overview of the draft MTFP	Work programme	Graham Ebers
	Arts & Culture Strategy Update	To receive an update on the Arts & Culture Strategy, including how every effort is being made to include as many groups and communities as possible	Work programme	Rhian Hayes
	Work Programme	To consider the work programme for the Committee for 2022-23	Standing Item	Democratic Services

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Task & Finish Group - To investigate the differences between Council managed social housing provision and preferred housing association managed homes. Members are concerned that there is a two-tier system, with good services offered by WBC managed homes compared to that offered by housing associations.

HEALTH OVERVIEW AND SCRUTINY COMMITTEE FORWARD PROGRAMME

DATE OF MEETING	ITEMS	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
7 November 2022	Overview of Mental Health Services post Covid	Challenge item/update	Update	ASC/ICB
	NHS Continuing Healthcare	Update	Update	
	Primary Care Network	Update	Update	PCN's
	Healthwatch update	Challenge item	Challenge item	Healthwatch Wokingham Borough
	ASC KPIs	Challenge item	Challenge item	Matt Pope

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DATE OF MEETING	ITEMS	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
25 January 2023	Autism Strategy	Challenge item	Challenge item	Adult Social Care
	Continence service	Update	Update	BHFT
	Healthwatch update	Challenge item	Challenge item	Healthwatch Wokingham Borough
	ASC KPIs	Challenge item	Challenge item	Matt Pope

DATE OF MEETING	ITEMS	PURPOSE OF REPORT	REASON FOR CONSIDERATION	RESPONSIBLE OFFICER / CONTACT OFFICER
27 March 2023	Healthwatch update	Challenge item	Challenge item	Healthwatch Wokingham Borough
	ASC KPIs	Challenge item	Challenge item	Matt Pope

Currently unscheduled topics:

- 2022 - Update on ICS and implications for Wokingham Borough
- South Central Ambulance Service
- Westcall
- Update on Burma Hills and Wokingham Medical Centre

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Overview and Scrutiny Management Committee – Action Tracker 2022/23

O&S Management Committee – 17 March 2022		
Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> • Agreed 	<ul style="list-style-type: none"> • Completed
Q3 21/22 Performance Report	<ul style="list-style-type: none"> • Additional information requested by Members to be circulated to the Committee 	<ul style="list-style-type: none"> • Completed
Business Change	<ul style="list-style-type: none"> • Arrange a Member training session on the service and its impact on the organisation 	<ul style="list-style-type: none"> • Ongoing
Tree Protection & Biodiversity Task & Finish Group	<ul style="list-style-type: none"> • Recommendations to be submitted to the Executive • Recommendations on Ecological Emergency to be submitted to Council 	<ul style="list-style-type: none"> • Ongoing - Oct • Ongoing - Sept
Overview and Scrutiny Work Programmes 2022/23	<ul style="list-style-type: none"> • Refer work programmes to each O&S Committee to allocate items to meetings • Any additional items to be considered at the June 2022 Management Committee 	<ul style="list-style-type: none"> • Completed • Completed
Council Motions	<ul style="list-style-type: none"> • Annual update report to November meeting of the Management Committee • Details of Motions plus progress to be set out on the WBC website • Stand-alone report on air pollution to be submitted to the Management Committee 	<ul style="list-style-type: none"> • Ongoing • Ongoing • Ongoing – in work programme

O&S Management Committee – 13 June 2022		
Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> • Agreed • Performance follow-up data to be circulated to all O&S Members • Business Change training to be delivered • Council Motions – set out on WBC website – update to November meeting 	<ul style="list-style-type: none"> • Completed • Completed • Ongoing • Ongoing

Q4 2021/22 Performance Report	<ul style="list-style-type: none"> • Additional information requested by Members to be circulated to all O&S Members • HOSC recommended to consider suitability of KPIs and impact of increasing complexity 	<ul style="list-style-type: none"> • Completed • Completed
Scrutiny Improvement Review	<ul style="list-style-type: none"> • Executive-O&S Protocol to be circulated to all O&S Members • Committee to receive regular updates on changes to national legislation 	<ul style="list-style-type: none"> • Completed • Ongoing
Work Programme 2022-23	<ul style="list-style-type: none"> • Members to notify Democratic Services of top three work programme priorities • Leader and Chief Executive to be invited to attend the July meeting • Member training programme to include Equalities and Climate Emergency • Community and Corporate O&S to scrutinise Local Plan, LCWIP, Bus Strategy and Bus Improvement Enhanced Partnership • Work programme include item on Refugees and Asylum Seekers (September 2022) 	<ul style="list-style-type: none"> • Completed • Completed • Ongoing • Completed • Completed
Action Tracker Report	<ul style="list-style-type: none"> • Include historic items not yet completed • Each O&S Committee to develop its own Action Tracker 	<ul style="list-style-type: none"> • Ongoing • Ongoing

O&S Management Committee – 7 July 2022		
Agenda Item	Action	Update
Minutes of Previous Meeting	<ul style="list-style-type: none"> • Agreed 	<ul style="list-style-type: none"> • Completed
Leader of the Council and Chief Executive	<ul style="list-style-type: none"> • Invite Leader and CEX to future meetings (suggest 6 monthly) 	<ul style="list-style-type: none"> • Ongoing
Climate Emergency O&S Committee	<ul style="list-style-type: none"> • Report to September meeting with more information on issues raised by Members 	<ul style="list-style-type: none"> • Ongoing
Climate Emergency Action Plan – Progress Report	<ul style="list-style-type: none"> • Member comments to be fed into CEAP • Andy Croy/Sarah Kerr meet with officers to consider accuracy of data • Report on Barkham Solar Farm project to September meeting 	<ul style="list-style-type: none"> • Completed • Completed • Ongoing
Work Programme 2022-23	<ul style="list-style-type: none"> • Chair/Vice-Chair to agree draft work programme for discussion at next meeting • Draft terms of reference for Task & Finish Group on corporate performance to next meeting 	<ul style="list-style-type: none"> • Ongoing • Ongoing

	<ul style="list-style-type: none">• Consider potential item on the proposed Public Spaces Protection Order	<ul style="list-style-type: none">• Ongoing
Action Tracker Report	<ul style="list-style-type: none">• Noted	<ul style="list-style-type: none">• Completed

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TITLE	Barkham Solar Farm - Financial Business Case
FOR CONSIDERATION BY	Overview and Scrutiny Management Committee on 5 October 2022
WARD	Barkham;
LEAD OFFICER	Deputy Chief Executive - Graham Ebers
LEAD MEMBER(S)	Executive Member, Climate Emergency and Resident Services – Sarah Kerr; and Executive Member, Finance – Imogen Sheperd-DuBey

OUTCOME / BENEFITS TO THE COMMUNITY

The delivery of the Barkham Solar Farm is identified as a key priority of the Council's Climate Emergency Action Plan.

The project will also generate a considerable net income for the Council over 25 years which will be introduced into the Council's annual budget using an equalisation reserve.

RECOMMENDATION

To review and scrutinise the soundness of the financial business case for the Barkham Solar Farm.

SUMMARY OF REPORT

The purpose of this report is to present the up-dated business case for the Barkham Solar Farm.

Renewable energy generation comprises a key priority of the Council's Climate Emergency Action Plan (CEAP - 2020) and the Barkham Solar Farm is a specific target identified therein. Tree planting, a residual element of the solar farm project, is also a specific CEAP target.

The financial business case for the solar farm was initially approved by Executive and Council in 2021. The forecasted costs and revenues were based on best estimates at the time.

An update of the forecasted Capital Costs of the project, together with the General Fund Income and Expenditure forecast, is included at Part 2 of this report. The forecasts identify a net income (after capital financing costs) over the 25 year life of the development of £67.16m (£2.69m per annum on average). This is set against an initial capital expenditure of £26.85m.

The forecasted returns indicated compare extremely favourably against the forecasted returns of £480k per annum on average that were identified when the Executive/Council considered the business case in 2021.

Procurement of the contractor is progressing via a framework with appointment anticipated in November 2022. The current delivery programme for the project shows operation of the solar farm commencing in Summer 2024.

Background

In response to the rising concern over the urgent need for action, in July 2019, Wokingham Borough Council members unanimously declared a climate emergency. In January 2020, the Council published its first Climate Emergency Action Plan (CEAP), establishing the eight key priority areas to focus on for reducing CO2. Renewable energy generation remains a key priority of the Action Plan and the Barkham Solar Farm is a specific target identified therein (Target 12.1). Tree planting, a residual element of the project, is also a specific Action Plan target.

The financial business case for the solar farm was initially considered and approved by Executive in July 2021 and by Full Council in September 2021. The forecasted costs and revenues were based on best estimates at the time. Since that date the industry has experienced considerable inflation in build costs and interest rates have risen. At the same time however there has been an unprecedented rise in energy prices. Whilst it is therefore evident that the solar farm will now cost more to build than was forecasted back in 2021, the forecasted returns to the council have significantly improved also.

Full planning permission for the project was granted in September 2021 and the farm tenancies on the sites have been determined such that the site will be available for development this month. In addition, a grid connection offer has been received from SSEN and formally accepted by the Council. These are key milestones in the delivery of the project.

On 30th June 2022 a Special Council Executive Committee: 1) approved the procurement strategy for the contractor required for the construction of the Barkham solar farm; and 2) delegated authority the Director of Resources and Assets, in consultation with the Executive Member for Finance and the Executive Member for Climate Emergency and Resident Services, to implement the procurement strategy. Procurement of the contractor is progressing via a framework with appointment anticipated in November 2022.

2021 Business Case and changes since that time

The Executive/Council decisions in 2021 agreed a capital expenditure of £20,283,000 funded from borrowing; and delegated decisions around the final extent and configuration of the Solar Farm to the Deputy Chief Executive (S151 Finance Officer) in conjunction with the Lead Member for Resident Services, Communications and Emissions where scheme amendments would not result in the average annual net income after capital financing costs falling below £200k. At that time the net income (after running costs and capital financing costs) was forecasted at £12.0m over 25 years (equal to £480k per year on average).

The net income from the Solar Farm will be introduced into the Council's annual budget using an equalisation reserve. The equalisation reserve will hold all the revenue costs and income for the project across its life cycle, smoothing the impact on the General Fund; of net costs in the early years, and significant net profits in later years. An "average" annual net income will be transferred from the reserve into the General Fund each year, allowing the Council to manage its overall revenue position in a consistent way and reflecting the overall financial benefit to the Council evenly across the full term of the project.

The forecasted costs and revenues were based on best estimates at the time, informed by technical advisors with market experience. The project has evolved since that time and the market and economic climate have changed significantly also.

In the first instance the business case previously presented in 2021 was based on a 36MWP solar farm. Following various amendments required to secure planning permission, the size of the solar farm (number of panels) has subsequently been reduced to a 29MWP installation. The project also now includes new greenways and woodland planting; costs for which have now been incorporated into the overall project costs. In addition, the Council has now received and formally accepted a ‘Grid Connection’ offer from SSEN which gives certainty over the costs of that element of the project.

Whilst the solar farm may have reduced in size, the industry has experienced significant inflation on construction and materials/equipment costs. Interest rates have also risen. These all put pressure on the overall costs of the development.

At the same time, however, there has also been an unprecedented rise in energy prices; such that the forecasted returns to the Council over the lifetime of the project have dramatically improved.

Financial Business Case – August 2022

A breakdown of the forecasted Capital Costs of the project, together with the General Fund Income and Expenditure forecast, is included at Part 2 of this report.

Subsequent to Special Council Executive Committee approval of the procurement business case for the main contractor (June 2022), the Council has now commissioned LHW Partnership to support the delivery of the Barkham Solar Farm project. LHW are a specialist consultant with extensive experience in the delivery of low carbon energy projects. LHW are undertaking an Owner’s Engineer / consultant role and will provide technical support to enable the Council to appropriately procure and manage thereafter the build contract. The appointment of the consultant is integral to delivery of the solar farm and has been factored into the budgeting across the lifetime of the project.

The forecasts presented in Part 2 of this report (and summarised below) therefore have been developed using expert advice on costs and performance, provided by external consultants with significant experience in this field.

It is important to note that the costs/values included in the forecasts are at this time best estimates and reflect a base case scenario. That said, the cost of connection into the grid is now fixed with SSEN; as are LHW’s consultancy fees. The actual costs of construction of the solar farm will, however, only be established following procurement of the main contractor. The forecasts have therefore taken a prudent approach to costings, informed by market knowledge, and inclusive of a 10% contingency.

The current financial forecast for the project is as follows – Note: figures in red/brackets indicate income/surplus, figures in black (without brackets) indicate expenditure:

Capital Expenditure	
	£m

Capital cost (to 24/25)	26.85
<i>End of life costs (after 25 years)</i>	
Decommissioning Cost	0.95
Scrappage receipt	(1.00)

General Fund - Income and Expenditure	£m
Revenue income	(126.50)
Revenue operating expenditure	19.48
Revenue operating surplus	(107.02)
Repayment of capital expenditure	26.85
Interest costs	13.01
Revenue surplus after financing costs	(67.16)
<i>Average surplus per year</i>	<i>(2.69)</i>

As identified above, the forecasts identify a net income (after capital financing costs) over the 25 year life of the development of £67.16m (£2.69m per annum on average). This is set against an initial capital expenditure of £26.85m.

The above forecast assumes 4% annual inflation on energy prices in line with industry advice. If inflation is included at a lesser rate of 2%, it is still forecasted that the net income over the 25 year life of the development would be £34.45m (£1.38m per annum on average).

The returns indicated above compare favourably against the £480k per annum identified when the Executive/Council considered the business case in 2021. The return also significantly exceeds the £200k per annum threshold that allowed delegation of decisions around the final extent and configuration of the Solar Farm to the Deputy Chief Executive (S151 Finance Officer) in conjunction with the Lead Member.

The MTFP currently identifies an equalised net surplus, after capital financing costs, of circa £1m per annum from the Barkham Solar Farm. Based on these forecasts, the scheme would deliver (and exceed) the current MTFP expectations.

It is anticipated that the costs of decommissioning and returning the land to agricultural use following the 25 year operation of the facility will be directly offset at that time by the scrap value of the solar farm equipment; such that a sinking fund for the decommissioning need not be factored in.

Additionality

It should be noted that the General Fund Income and Expenditure presented in Part 2 is a base case scenario based on project specific income and expenditure. As is set out, a prudent approach has been taken to the inclusions, informed by expert technical advice.

Whilst business rates are included as a project expenditure, the forecast does not however record any of the revenue that WBC will receive corporately through the retention of business rates payable by the Solar Farm. WBC could retain up to 100% of business rates paid against renewable energy projects; in which case the Solar Farm could generate up to circa £2m of additional revenue to the Council over the 25 years of the facility.

In addition, for the purposes of the business case, it has been assumed that all electricity generated will be exported directly to the grid via an electricity supplier under a Power Purchase Agreement. The forecasts, at this time, do not seek to take into account further additionality as may be achievable through 'sleeving' the electricity output (through a licenced supplier) direct to WBC's operational portfolio. This would allow WBC to regulate its own energy prices to a greater or lesser degree. Where the solar farm equates to 73% of WBC's overall corporate Energy consumption, and with the recently experienced hike in energy prices, this has potential to capture significant operational savings to the Council.

These opportunities will be explored and progressed in greater detail with the relevant Members as the scheme progresses through to delivery. The ultimate decision on what WBC do with the electricity will be partly dependant on government and grid developments on energy pricing over the next year. LHW and WBC officers will review this as it develops; with a view to making decisions in late 2023 / early 2024 as to whether to retail the energy or use it for WBC's own purposes. The Council will need to be guided by the best 'payback' opportunity in this regard.

Market Engagement

The project team has already engaged with the wider market through a recently completed market engagement event; wherein an advert was published on Find a Tender, Contracts Finder and ProContract inviting suppliers to participate. The intention was to test market interest in the project and to gather information in advance of going out to tender.

The market engagement was positive and identified 6-8 suppliers that have the capability and indicated availability to deliver the project in line with the currently outlined programme. All the companies that participated in the engagement meetings have been advised of the Council's procurement framework route; therefore giving them opportunity to register as suppliers on that framework and to competitively tender for the works. This should ensure competitive tendering and better value for money.

Delivery Programme

The project team are currently in the process of procuring a contractor for delivering the solar farm. The current delivery programme for the project is as follows:

- November 2022: Appointment of main contractor
- December 2022 – Summer 2023: Contractor Mobilisation, Surveys, Design and Planning condition discharge

- Autumn 2023 – Summer 2024: Construction of Solar Farm (including testing and commissioning)
- Summer 2024: Connection of solar farm to grid

Please note that the above timetable is entirely contingent upon connection to the grid by the stated date. These connection works are to be carried out by SSEN so are outside of WBC's direct control.

Key Risks

Grid Connection:

The delivery of the project and the commencement of operation of the solar farm (and the revenue to the Council thereafter) is subject to the scheme connecting into grid. At this time a grid connection offer has been received from SSEN and accepted by WBC; with a drop dead connection date of Summer 2026. This is the latest date by which SSEN are contractually obliged to provide the connection.

Building on existing relationships with SSEN that have been developed during the grid connection application process, the project team will work proactively with SSEN to bring that date forward to enable earlier connection. However, to optimise the Council's ability to achieve this, contractor procurement is requirement so that SSEN can start to forward programme their work against better established completion dates. The Procurement Business Case, as approved, is cognisant of the requirement for early contractor appointment so as to increase the likelihood of positively influencing/securing a connection date better aligned to its delivery aspirations.

Inflating Costs:

The business case has been informed by market experts and a prudent approach to pricing has been taken at this stage. Final construction costs cannot however be fixed until a contractor is appointed. The Framework route currently being undertaken to appoint the main contractor will allow for earlier contractor engagement, quicker access to the market and therefore earlier cost certainty. As outlined in the approved Procurement Business Case, these were significant considerations in light of the current market inflation, material availability issues and market demands in this industry.

Fluctuating Energy Prices/Revenues:

Electrical energy prices have gone up in the UK by 120% over the last eighteen months and show no signs of abating. Current forecasts for quarter one 2024 show an uplift on the above figure of an additional 20%. Power Purchase Agreement Export Prices (PPAEPs) were in the region of 5 pence per kWh in 2021. The market is currently seeing some PPAEPs up to 3-4 times in excess of those prices, with prices forecast to rise yet further in the near future. In addition, as the UK grid network degasifies and moves towards ambitious carbon reduction targets, electrical energy from renewable energy will only become more in demand.

Electricity prices will be influenced by government and grid developments on energy pricing over the next year. The approach to energy prices adopted within the financial forecasting – as is set out in Part 2 – has therefore been very prudent.

The base case scenario runs the forecast on the basis of a 4% inflation in energy prices per annum. The appraisal has also been run with only 2% annual inflation on energy

prices as a sensitivity test - demonstrating that returns to the Council would still meet the equalised net surplus expectations set out in the current MTFP (£1m per annum).

Sensitivity testing has also been undertaken around the PPAEP; showing that even in the extremely unlikely event that energy prices drop back to 2019 levels (5 pence per kWh), the project would still generate a positive net surplus (£130k per annum on average) and therefore ‘payback’ to the Council.

Contractor Availability

The project team has engaged with the market through a recently completed market engagement event; wherein 6-8 suppliers indicated interest and availability to deliver the project in line with the currently outlined programme. The project team are currently procuring the main contractor and are anticipating appointment in November 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)	£4.9m	Yes	Capital
Next Financial Year (Year 2)	£13m	Yes	Capital
Following Financial Year (Year 3)	£9m	Yes	Capital

Other financial information relevant to the Recommendation/Decision

The financial business case for the solar farm was considered and approved by Executive in July 2021 and by Full Council in September 2021.

The MTFP identifies an equalised net surplus, after capital financing costs, of circa £1m per annum from the Barkham Solar Farm. The project is forecasted to exceed this provision.

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

The net income from the Solar Farm will be introduced into the Council’s annual budget using an equalisation reserve.

Public Sector Equality Duty

An Equality Impact Assessment has been undertaken. The Initial Impact assessment did not identify any potentially negative impacts upon persons with protected characteristics

Climate Emergency – This Council has declared a climate emergency and is committed to playing as full a role as possible – leading by example as well as by exhortation – in achieving a carbon neutral Wokingham Borough by 2030

Renewable energy generation is a key priority of the Climate Emergency Action Plan (CEAP). Target 12 of the action plan specifically identifies the generation of renewable energy through investment in solar farms. Under target 12 the delivery of four sites is identified.

The solar farm proposal at Barkham is the first of these sites to come forward (target 12.1). The solar farm will have the capacity to generate in excess of 29MWp of energy. It is estimated that exported energy at year 1 of operation will be in the region of 27,263,000kWh; which equates to a 73% of WBC's overall corporate Energy consumption; or to a 51% reduction in overall corporate carbon emissions, from corporate Energy.

In addition to target 12, target 18 of the Council's Climate Emergency Action Plan commits to the planting of 250,000 trees throughout the borough by 2025 for the purposes of reducing carbon in the atmosphere through carbon sequestration. With the inclusion of 2.9ha of woodland planting (circa 11,000 new trees) as part of the landscaping of the site, the proposals would also contribute significantly towards that tree planting target. A Natural England Research Report estimates an average sequestration rate of 22.71 tCO₂e in the first year and 39.73 tCO₂e per year thereafter.

As part of this project a new rural greenway through the site will provide a publicly accessible Greenway to link existing PROWs from the south-west of the site (BARK BR 14) to the north-west of the site (BARK FP 10). Greenways are shared cycling, walking and horse-riding paths which encourage access to the countryside, exercise and more sustainable patterns of transport.

The site also presents significant opportunities for Bio-diversity Net Gain. Initial estimates indicate that the bio-diversity of the hedgerow habitats could be increased by up to 63% and area based habitats by up to 162% as a result of the development.

Reasons for considering the report in Part 2

By Virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972:

Information relating to the financial or business affairs of any particular person (including the authority holding that information).

List of Background Papers

Part 2 – Barkham Solar Farm Capital Costs

Part 2 – Barkham Solar Farm General Fund Income and Expenditure

Part 2 – Notes and Assumptions

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of the Local Government Act 1972.

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