

7 March 2017

To: Councillor James (Chair);
Councillors David Absolom, Debs Absolom,
Davies, Dennis, Kelly Edwards, Gittings,
Grashoff, McDonald, McGonigle, O'Connell,
Steele, Terry, Tickner and Rose Williams.

Your contact is: Amy Bryan - Committee Services

**NOTICE OF MEETING - HOUSING, NEIGHBOURHOODS AND LEISURE COMMITTEE -
15 MARCH 2017**

A meeting of the Housing, Neighbourhoods and Leisure Committee will be held on Wednesday 15 March 2017 at 6.30pm in the Council Chamber, Civic Offices, Bridge Street, Reading.

AGENDA

	WARDS AFFECTED	PAGE NO
1. DECLARATIONS OF INTEREST Councillors to declare any disclosable pecuniary interests they may have in relation to the items for consideration.		-
2. MINUTES OF THE MEETING OF THE HOUSING, NEIGHBOURHOODS AND LEISURE COMMITTEE HELD ON 16 NOVEMBER 2016		1
3. MINUTES OF OTHER BODIES Community Safety Partnership - 10 November 2016		7
4. PETITIONS Petitions submitted pursuant to Standing Order 36 in relation to matters falling within the Committee's Powers & Duties which have been received by Head of Legal & Democratic Services no later than four clear working days before the meeting.		-

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5.	QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS		-
	Questions submitted pursuant to Standing Order 36 in relation to matters falling within the Committee's Powers & Duties which have been submitted in writing and received by the Head of Legal & Democratic Services no later than four clear working days before the meeting.		
6.	DECISION BOOK REFERENCES		-
	To consider any requests received by the Monitoring Officer pursuant to Standing Order 42, for consideration of matters falling within the Committee's Powers & Duties which have been the subject of Decision Book reports.		
7.	COMMUNITY ALCOHOL PARTNERSHIP (CAP) UPDATE	BOROUGHWIDE	-
	To receive a presentation on the work of the Community Alcohol Partnership.		
8.	READING FESTIVAL 2016 DEBRIEF	BOROUGHWIDE	-
	To receive a presentation on the 2016 Reading Festival.		
9.	RE3 COMMUNICATIONS UPDATE	BOROUGHWIDE	-
	To receive a presentation on Re3 communications, including information on food waste prevention campaign.		
10.	WASTE MINIMISATION STRATEGY 2017 - YEAR 2 UPDATE	BOROUGHWIDE	13
	This report updates the Committee on the progress achieved in the first two years of the Waste Minimisation Strategy 2015-2020 Action Plan.		
11.	PROGRAMME OF WORKS TO COUNCIL HOUSING STOCK 2017-18	BOROUGHWIDE	78
	This report sets out the key elements for delivery next year of the programme of works to council housing stock and highlights achievements over the past financial year.		
12.	'FIXING OUR BROKEN HOUSING MARKET' - HOUSING WHITE PAPER, FEBRUARY 2017	BOROUGHWIDE	93
	This report summarises the content of a new Housing White Paper published by the Government and considers some of its potential implications for the Council.		

13.	READING OLD CEMETERY GATE	PARK	106
	This report responds to a petition submitted to the Committee in 2015, about opening the access gate on the Wokingham Road to Reading Old Cemetery.		
14.	DEMOUNTABLE POOL AT RIVERMEAD LEISURE COMPLEX	ABBEY	112
	This report seeks Committee's endorsement of the intention to enter into a Development Agreement and a Lease to enable the installation and operation of a demountable swimming pool at Rivermead.		
15.	THE CULTURAL EDUCATION PARTNERSHIP	BOROUGHWIDE	117
	This report provides an update on progress in establishing a Cultural Education Partnership (CEP) for Reading in order to ensure access to high quality arts and cultural education for all children and young people.		
16.	SOUTH STREET ARTS CENTRE	KATESGROVE	-
	To receive a presentation on the recently refurbished South Street Arts Centre. The presentation will cover the works that have been carried out and how they will support an expanded programme at the centre whilst also improving financial sustainability.		

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**HOUSING, NEIGHBOURHOODS AND LEISURE COMMITTEE
16 NOVEMBER 2016**

Present: Councillor James (Chair);
Councillors David Absolom, Debs Absolom, Davies (items 16 to 23 only), Kelly Edwards, Gittings, McDonald, McGonigle, Steele, Tickner and Terry.

Apologies: Councillors Dennis, Grashoff and Rose Williams.

14. MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting of 5 July 2016 were confirmed as a correct record and signed by the Chair.

15. MINUTES OF OTHER BODIES

The Minutes of the following meetings were submitted:

- Community Safety Partnership - 22 September 2016.

Resolved - That the Minutes be received.

16. QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCILLORS

A Question on the following matter was submitted, and answered by the Lead Councillor:

Questioner	Subject
Councillor McGonigle	Homelessness of Children and Teenagers

(The full text of the question and reply was made available on the Reading Borough Council website.)

17. RIVERMEAD: SERVICE AND DEVELOPMENT UPDATE

Paul Shearman, GLL Reading Partnership Manager, and Jamie Coleshill, GLL Regional Director, gave a presentation on the performance on Rivermead Leisure Complex in 2016. Paul explained that GLL was a charitable social enterprise, which operated over 250 leisure centres, libraries, children's centres and adventure playgrounds. The contract for Rivermead started in 2006 and would run until 2022.

The presentation gave details of the improvements made over the past year. The new gym and changing rooms had opened in March, and refurbishments to the Thames Suite and reception area had been completed in April. The relocation of the maples day care centre to Rivermead would be completed in the next few days. Paul reported that in the annual user survey 100% of responses had rated the centre overall as good or excellent.

Paul talked about the projects and development opportunities in 2017, which included working on the new demountable swimming pool facility, further improvements to the building frontage and additional landscaping work, and

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continued work with Age UK (Berkshire) and the Council's health and exercise referral team.

Resolved - That GLL be thanked for their presentation.

18. CULTURAL HERITAGE UPDATE

Further to Minute 6 of the meeting held on 5 July 2016, the Director of Environment and Neighbourhood Services submitted a report updating the Committee on a range of culture and heritage projects and initiatives underway in Reading as Reading's Year of Culture 2016 entered its final two months, culminating in 'Light Up Reading' through December and the Christmas Pantomime - Snow White. The report demonstrated that the Year of Culture was not an end in itself but an initial stage in a sustained programme to raise Reading's profile and reputation and to deliver the aspiration of the Culture and Heritage Strategy that 'By 2030, Reading will be recognised as a centre of creativity with a reputation for cultural and heritage excellence at a regional, national and international level with increased engagement across the town.'

In summary, the report stated that to date, Reading Year of Culture 2016 had: witnessed hundreds of arts and cultural events as part of the programme; new pillar events in every month for the Reading cultural calendar; the engagement of national arts organisations in Reading; developed new relationships between artists, arts groups, Reading businesses and stakeholders; unlocked new funding for the arts in Reading and new platforms and venues for artistic output in the town and had increased the quantity and ambition of artistic output. The report also gave details of some of the funded projects that had delivery timescales over the next few years.

Information regarding the Snow White pantomime which would be performed at the Hexagon Theatre from 10 December 2016 to 8 January 2017 was attached to the report at Appendix 1. Attached to the report at Appendix 2 was a press release regarding the Artangel exhibition at Reading Prison, Appendix 3 was an update on the Reading Abbey Revealed (RAR) project, and Appendix 4 provided details of expanding cultural activities in Reading's libraries.

Resolved -

- (1) That the wide range of culture and heritage projects and initiatives being delivered and developed as set out in section 4.1, acknowledging that this was only a sub-set of the wide-ranging activities of many organisations in the town, be noted;
- (2) That the on-going direction of travel as set out in section 4.2 of the report, including establishing a legacy programme from the Year of Culture 2016, be welcomed and endorsed.

19. WASTE MINIMISATION STRATEGY UPDATE

The Director of Environment and Neighbourhood Services submitted a report that provided an update on the progress achieved in the first half of the second year of the Waste Minimisation Strategy 2015-2020 Action Plan. The Council had adopted the

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Waste Minimisation Strategy 2015 - 2020 in March 2015 demonstrating its commitment to promoting waste minimisation through reuse, recycling and composting, to minimise disposal and to achieving the EU Directive target recycling rate of 50% by 2020. Reading currently sent 22.73% of its municipal waste to landfill with 77.12% being recycled, composted or sent for Energy from Waste. The current recycling rate for Reading was 35.16% compared to the national rate of 44%. The updated Action Plan was attached to the report at Appendix A.

The report stated that the re3 Joint Waste Disposal Board had adopted a new strategy in 2016/17 in response to changes in government funding as a result of the central government austerity programme and the requirement of the Revised EU Waste Framework Directive (2008) which set the 50% target for reuse and recycling to be reached by 2020. In future the RBC Waste Minimisation Strategy and the re3 strategy would be more closely aligned, using a common format and reporting on the targets set by the re3 strategy. Both organisations and re3 partners were working towards the same goals, to save money and to reach the 50% recycling target by 2020.

The report stated that the implementation of the strategy action plan delivered the four objectives of the Waste Minimisation Strategy, which were: to increase recycling and re-use rates; to minimise the amount of waste sent to landfill, to increase understanding and engagement in waste and recycling for the local community and key stakeholders; and to ensure effective, efficient, value for money service delivery. The report detailed the progress that had been made against the targets set by the re3 strategy.

Resolved -

- (1) That the progress to date of the Waste Minimisation Strategy Action Plan be noted;
- (2) That the re3 and RBC Waste Minimisation Strategies be aligned and the second annual progress report be submitted to the Committee in March 2017;
- (3) That the Head of Transport and Streetcare, in consultation with the Lead Councillor, be delegated authority to make amendments to the action plan as required.

20. PRIVATE RENTED SECTOR CHARTER - UPDATE ON PROGRESS

Further to Minute 14 of the meeting held on 18 November 2015, the Director of Environment and Neighbourhood Services submitted a report which provided an update on the progress made in delivering the Private Rented Sector (PRS) Charter action points. The PRS Charter aimed to build a common understanding of values, standards and requirements for the private rented sector and it further demonstrated the Council's and partners' commitment to improving the sector. The PRS Charter was developed around 'providing a home for those most in need', as outlined in the Council's Corporate Plan 2015-2018.

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The report set out a table which showed progress against the action points in the Charter. The most significant action related to the work with Letting and Managing Agents, which had resulted in all letting agents registered within the Borough being members of a redress scheme and no fixed penalty fines had been issued. The local list of agents was constantly being reviewed and monitored to ensure continued compliance. Under Chapter 3, Part 3 of the Consumer Rights Act 2015 it was a legal requirement for all letting agents in England and Wales to publicise details of their relevant fees; state whether or not they were a member of a client money protection scheme; and give details of which redress scheme they had joined. The penalty for breaching this legislation was a fine of up to £5,000 for each offence. Officers had conducted 65 initial inspections of letting agents regarding their legal obligations in all aspects of their business but primarily on their obligations under the Consumer Rights Act 2015. 26 of the letting agents visited were fully compliant and 36 brought about compliance within the 28 day period afforded to them following initial inspection. Two letting agents more recently visited had been given the 28 days to bring about compliance and would be re-visited. One agent ignored warnings and was therefore issued a monetary penalty for the maximum £5,000. The agent appealed to the First Tier (Property) Tribunal. The Tribunal decision found in the Council's favour and the £5,000 monetary penalty was upheld.

The report also set out the proposed work for the next 12 months.

Resolved - That the progress made against the action of the Private Rented Sector Charter and the next steps outlined in the report be noted.

21. HOUSING REGISTER - RE-REGISTRATION

The Director of Environment and Neighbourhood Services submitted a report setting out the results of the Council's Housing Register re-registration exercise. The Council had conducted a wholesale re-registration exercise for applicants on the Housing Register in preparation for the introduction of a new housing allocations IT system.

The report stated that there were a total of 5,207 households on the Housing Register as at the end of September 2016 and 2,878 of those remained in housing need. 1,213 of these were in Bands A to D and 385 of these were homeless applicants. Table 1 in the report showed a breakdown of the Housing Register by priority band. The re-registration process had resulted in a significant reduction in the number of households on the Council's Housing Register. Despite the drop in numbers, there remained a shortage of affordable housing in Reading. Table 2 in the report showed the change in registered applicants by band following the re-registration exercise. The reduction in numbers registered by priority banding was mostly (4,601 or 91%) from the lowest band E and the 'no priority' category.

The report stated that following the implementation of the new IT system the Housing Service planned to carry out a full re-registration of the Housing Register on an annual basis.

Resolved - That the results of the housing re-registration exercise be noted.

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22. HOMELESSNESS: UPDATE ON DEMAND PRESSURES AND ACTIONS TO MITIGATE

Further to Minute 13 of the meeting held on 15 November 2015, the Director of Environment and Neighbourhood Services submitted a report updating the Committee on the pressures facing the local housing authority and approaches being taken to help those with housing needs.

The report set out the Council's current approach to managing the pressure of increasing homelessness and managing the use of bed and breakfast use. The report detailed some of the work that had taken place, which included: the development of an implementation plan to ensure the delivery of the Council's Homeless Strategy; the Council's Housing Advice Team had taken an active approach to preventing homelessness; increasing the supply of temporary accommodation; providing additional advice and support to landlords; the launch of the Rent Guarantee Scheme (RGS); a private sector offer to homeless households; a reduction in the average nightly cost of bed and breakfast accommodation; and housing register prioritisation.

The report also set out the future planned action, which included: a mobility scheme, to support those who wished to move out of the area; building new Council homes; developing new temporary accommodation; the establishment of Homes for Reading Ltd, which would increase the supply of quality rented accommodation in Reading; undertaking research to better understand the motivation and requirements of landlords; the promotion of the PGS offer; and making the best use of the Council's housing stock.

Resolved - That the progress to date to reduce the use of Bed and Breakfast accommodation and increase access to affordable accommodation and the further action planned, be noted.

23. MEETING HOUSING NEED FOR HOUSEHOLDS AFFECTED BY THE BENEFIT CAP

The Director of Environment and Neighbourhood Services submitted a report which informed the Committee of the impact of the further reduction of the benefit cap on households in Reading and the options for responding to the changes and helping those households that would be affected.

The report stated that in 2013 the Government had introduced a cap to the amount of benefits paid to non-working households. The Government had subsequently announced a further cut in the overall benefits for non-working households in the 2015 summer budget, introduced by the Welfare Reform and Work Act 2016. This was due to come into effect in Reading in November 2016.

The report stated that the added reduction to benefits would increase significantly the number of non-working families who would be affected by the cap. In Reading current estimates placed the number at 515 households, approximately 140 of which were likely to be Council tenants; 100 tenants of Registered Providers; and 250 were living in the private sector.

The report explained that the Council's housing teams had undertaken a targeted approach to supporting households affected by the cap who were living in both social and private tenancies, in order to prevent homelessness. Households had been

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supported to: understand whether any exemptions applied to their circumstances (for example by claiming disability benefits); enter into more than 16 hours employment per week; or move to alternative cheaper accommodation. Whilst in the main, households had been prevented from becoming homeless, unfortunately there were a small number of households affected by the original cap who were unable to resolve their situation and in some circumstances had to be provided with emergency accommodation by the Local Authority. In the future a case management approach would be taken to support affected households. Two Benefit Cap Coordinators and a Senior Welfare Reform Officer had been employed in the housing department through funding from the DWP to ensure that the impact of the cap was assessed and that relevant appropriate support was accessed for these households. The housing department was working across all relevant Council teams to ensure a collaborative approach was taken by officers in Children's and Adult Services and that there was a joint understanding of the options available to households. Benefit Cap Coordinators would be co-located between Housing and the Job Centre Reading to ensure that the most effective approach was taken.

Resolved -

- (1) That the impact of the further reduction of the benefit cap on the affordability of accommodation for Reading residents, be noted;
- (2) That the proposed approach and options for supporting households impacted by the benefit cap, be noted.

(The meeting started at 6.30pm and closed at 8.10pm).

COMMUNITY SAFETY PARTNERSHIP EXECUTIVE GROUP - 10 NOVEMBER 2016

Present:

Sarah Gee (in the Chair)	Head of Housing & Neighbourhoods, RBC
Chris Bagshaw	Royal Berkshire Fire & Rescue Service
Nicola Bell	Manager, Rahab Project
Anthony Brain	Community Safety Manager, RBC
Emma Burroughs	Thames Valley Police
Geoff Davis	Head of Operations, Thames Valley CRC
Romy Freiburghaus	Problem Solving Advisor for Thames Valley Police
Louise Griffiths	National Management Trainee, RBC
Liz Harrison	Chair, Berkshire Magistrates
Tina Heaford	Area Team Leader, Youth, RBC
Jo Middlemass	Anti-Social Behaviour Team Manager, RBC
David Newton	Royal Berkshire Fire & Rescue Service
Kathryn Warner	Communities Manager, PACT
Graham Wilkin	Head of Adult Social Care, RBC
Lisa Wilkins	Troubled Families Project Manager, RBC

Michael Popham Committee Services, RBC

Apologies:

Gabrielle Alford	Berkshire West CCGs
Ann-Marie Dodds	Head of Governance & Business Support, DCEEHS, RBC
Cllr Jan Gavin	Lead Councillor for Children's Services and Families, RBC
Stan Gilmour	Reading Police, TVP
Clare Muir	Policy, RBC
Cllr Tony Page	Deputy Leader and Police & Crime Panel representative, RBC
Bindy Shah	Early Help, RBC
Cllr Liz Terry (Chair)	Lead Councillor for Neighbourhoods, RBC
Nicola Webb	Asst. Chief Officer, National Probation Service

1. MINUTES AND MATTER ARISING

The Minutes of the meeting held on 22 September 2016 were agreed as a correct record. The following matter of arising was discussed:

Integrated Offender Management

Further to Minute 3, the CSP noted that the meeting of the four Delivery Group chairs had been arranged to discuss a co-ordinated approach to deliver the new harm/risk based Integrated Offended Management programmes and determine the respective responsibilities of the Groups in respect of this initiative.

2. DRUGS COUNTY LINES (LONDON DRUG GANGS) - NEED TO KNOW SESSIONS IN READING

Emma Burroughs and Romy Freiburghaus, Thames Valley Police, explained the threat from drug dealers who had adapted their operations from selling on the street to the 'County Lines' model in Reading. This model of drug-related criminality often

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targeted affluent areas with good transport links to major cities. These urban gangs were attracted by the combination of the potential customer base and low resistance from local dealers in the face of greater capability and intent. The gangs usually began by taking over premises in the target town, sometimes by coercion, by using property belonging to vulnerable people who were susceptible to exploitation. Once they had established a foothold, the gangs expanded their workforce, recruiting local runners to deliver drugs and money. The groups often used children, because they were less likely to be suspected of this type of crime and could be more easily manipulated. This particular criminal approach posed a significant risk to vulnerable adults and children many of whom would be known to local social services and voluntary organisations.

As a result of this new threat, the Police would be providing “Drugs County Lines - Need to Know” awareness training sessions to give an overview of the tactics these organised crime groups used to target young and vulnerable people living in Reading. It was hoped that the sessions would assist partner agencies to spot early signs of exploitation and therefore enable earlier intervention and support to those affected. A series of workshop sessions would be organised with the first one provisionally booked to take place on Wednesday 4th January 2017 at 10am. It was recommended that each session should not consist of more than 25 attendees to encourage participation from those present. At the end of the initial sessions, there would be a six-month review to keep practitioners up to date with progress. The initial awareness sessions would only be the beginning of a long-term process to tackle this new phenomenon.

AGREED:

- (1) That the proposal to hold “Drugs County Lines - Need to Know” awareness training sessions, starting in January 2017, be supported;
- (2) That the “Drugs County Lines” paper be recirculated to members of the CSP to enable them to comment on the proposed partners or practitioners to be invited to attend the “Need to Know Sessions” and to provide any comments on the list and suggestions for other invitees to Emma Burroughs or Romy Freiburghaus;
- (3) That the Partnership note that the sessions to be held over a period of approximately six months would only be the initial phase and practitioners would be updated regularly on the issues that would be raised at these sessions.

3. RBFRS - CONSULTATION ON CHANGES UPDATE

This item was deferred to the next meeting.

4. DELIVERY GROUP ACTION PLANS AND PERFORMANCE MEASURES

The four Delivery Groups presented their action plans and performance measures as follows:

- a) Domestic Abuse Strategy Group

Sarah Gee reported on the Group's six priorities, details of which were circulated at the meeting.

The Group had reviewed the Multi-Agency Risk Assessment Conference (MARAC) - a multi agency victim-focused meeting where information was shared on the highest risk cases of domestic abuse. The MARAC had experienced a growth in referrals, which had put additional pressure on the process. In some circumstances, where there had been poor attendance from certain agencies at the MARAC this had been escalated and it was critical for the success of the process to have full attendance. A need for further guidance and training about repeat referrals to the MARAC had been identified by the Group as these were currently below the expected level. The MARAC coordinator was now working in the Multi-Agency Safeguarding Hub (MASH), which would help the coordination of the process with other safeguarding activity. The Domestic Abuse Forum had received very positive feedback and forum sessions were very well attended. There were now over 240 people on the Domestic Abuse network list. The number of referrals to outreach work had levelled out but remained high, meaning that Berkshire Women's Aid was projected to receive 600 new referrals by the end of the year compared with 464 in the previous year. The re-procurement of Domestic Abuse services was currently being progressed and there would be further information to a future meeting of the Partnership in due course.

b) Violent Crime Delivery Group

Emma Burroughs, Thames Valley Police, gave the Group an update on the schedule of priorities and related tasks identified by the Violent Crime Delivery Group.

The work of the Group was focussing on violent crime associated with late night activity in the town centre. Work was being carried out with the security industry through door supervisors and Pubwatch. The Group was also working with the Street Pastors who routinely patrolled the town between 10pm to 4am on Fridays and Saturdays to help people who were on the streets during that period and could be in need of assistance. Reading was also using the Safe Town Radio scheme whereby the police could communicate securely through two-way radios whilst having the coverage of a mobile phone network.

c) Modern Day Slavery and Adult Exploitation Delivery Group

Nicola Bell updated the Partners on the Objectives and Actions identified by the Modern Day Slavery and Adult Exploitation Delivery Group. She explained that the strategic assessment of the situation in Reading would need to be reviewed to make sure that it was up to date. The Group was keen to develop training and awareness packages about modern day slavery and adult exploitation to be used across agencies, faith, community and voluntary sector groups. It was also important to make the public aware of the issues being tackled by the group. A case management group had been established to review cases of vulnerable adults and referred to them by other agencies. The point was made that it was also possible to refer a business rather than an individual for assessment where there were concerns. The Home Office had seen the action plan created by the Group and were interested in using it as a model of best practice nationally.

d) Vulnerable Communities Delivery Group

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Anthony Brain updated the Partners on the priorities and tasks identified by the Vulnerable Communities Delivery Group.

It was noted that there had been a reduction in racially and religiously motivated attacks despite the increase following the referendum decision to leave the EU. However, Reading had a poor success rate in prosecuting Hate Crimes through the Criminal Justice System. The reasons for this would be investigated. There were also plans being progressed to hold an event to raise awareness amongst the business sector of the threat of terrorism and how to recognise signs. The main potential threat was now considered to be a lone person using multiple weapons.

AGREED: That the Delivery Group Action Plans be received and that the Plans be adapted, as previously agreed, into a standard format and be produced in time to be circulated with the agenda for future meetings of the Partnership.

5. CRIME PERFORMANCE INFORMATION

Anthony Brain reported on the latest crime figures. This included the British Crime Survey Comparator Crimes. The survey measured crime by asking members of the public about their experiences of crime over the last 12 months in order to collect information on all types of crimes experienced by people, including those crimes that may not have been reported to the police. It was important to have information from people who had not experienced any crime in the last 12 months, so that this could be reflected as part of an accurate picture of crime in the country. In 2015/2016 around 50,000 households across England and Wales had been invited to participate in the survey. In Reading, comparator crime statistics had shown an upward trend, which had mainly been attributed to theft of bicycles and theft from vehicles. Reading was just above the average of its comparator authorities. In relation to violent crime against the person, Reading had performed well with only Oxford doing better in reducing this type of crime within the comparator group.

AGREED: That the crime figures and the performance of Reading against its comparator authorities in relation to the crime statistics be noted.

6. UPDATE FROM THE OFFICE OF POLICE AND CRIME COMMISSIONER - INCLUDING UPDATE ON FUTURE FUNDING

Anthony Brain reported that the Office of Police and Crime Commissioner (OPCC) was consulting on budget proposals to top slice 10% of the budget across the Thames Valley and continue to allocate the remaining budget on the basis of the current funding formula. The proposal would be applied to the CSP, which would equate to a funding reduction of approximately £50k. If the funding formula were to be changed the impact could be greater. The Partners would need to consider how the saving could be made for the 2017/18 financial year.

AGREED: That the Partners be asked to consider the implications of the OPCC's budget proposals and agree how to save the likely reduction of £50k from the CSP budget in 2017/18.

7. FUTURE ITEMS

The Partnership discussed items for future meetings. The Partners discussed the possibility of having a standing item on the agenda about communication and publicity of the agenda items being considered as a way of making better use of the local media to publicise issues of public interest.

AGREED: That the following potential items be agreed for future meetings:

- RBFRS - Consultation on Changes Update;
- Court System - Update on Changes (including a review of cases);
- Troubled Families (including an initiative about 'Women at risk of offending');
- Standing item on communicating and publicising issues under discussion by the CSP and engagement with the local media.

8. DATES OF FUTURE MEETING

Future meeting dates were confirmed as:

Thursday 2 February 2017, 9.30am

Thursday 27 April 2017, 9.30am

(The meeting commenced at 9.30 am and closed at 10.51 am)

DRAFT
READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	HOUSING, NEIGHBOURHOODS AND LEISURE COMMITTEE		
DATE:	15 MARCH 2017	AGENDA ITEM:	10
TITLE:	WASTE MINIMISATION STRATEGY 2015-2020 - YEAR 2 UPDATE		
LEAD COUNCILLOR:	COUNCILLOR LIZ TERRY	PORTFOLIO:	NEIGHBOURHOODS
SERVICE:	TRANSPORTATION AND STREETCARE	WARDS:	BOROUGHWIDE
LEAD OFFICER:	DAVID MOORE	TEL:	(0118) 937 2676
JOB TITLE:	NEIGHBOURHOOD SERVICES MANAGER	E-MAIL:	David.moore2@reading.gov.uk

1 PURPOSE AND SUMMARY OF REPORT

- 1.1 This report updates Members on the progress achieved in the first two years of the Waste Minimisation Strategy 2015 - 2020 Action Plan and proposes a revision to the strategy. This work has been carried out against a backdrop of stalling national recycling rates and reductions in government funding.
- 1.2 The Council adopted the Waste Minimisation Strategy 2015 - 2020 in March 2015 demonstrating its commitment to promoting waste minimisation through reuse, recycling and composting, to minimise disposal and to achieving the EU Directive target recycling rate of 50% by 2020. Reading currently sends 24.7% of its municipal waste to landfill with 75.3% being recycled, composted or sent for Energy from Waste. The current recycling rate for Reading is 32.6% compared to the national rate of 43.9%.
- 1.3 The re3 Joint Waste Disposal Board adopted a new strategy for 2016/17 in response to changes in government funding as a result of the central government austerity programme and the requirement to reach the EU 50% recycling target by 2020.

The Reading Borough Council and re3 strategies have the same aims, and as RBC, re3 and its partners increasingly work more collaboratively the Committee resolved in November 2016 that the RBC strategy should be aligned and that RBC will report on the targets set by the re3 strategy.

2. RECOMMENDATION(S)

- 2.1 That Members note the progress to date of the Waste Minimisation Strategy Action Plan.

- | | |
|-----|---|
| 2.2 | That Members note and endorse the alignment of the re3 and RBC Waste Minimisation Strategies. |
| 2.3 | That a half yearly update report is brought to the November Committee meeting and the third annual progress report is brought to the Committee in March 2018. |
| 2.4 | That Members delegate authority to the Head of Transport & Streetcare in consultation with the lead member to make amendments to the action plan as required. |

3. POLICY CONTEXT

- 3.1 One of the service priorities of the Council's Corporate Plan 2016 -2019 is 'Keeping the town, clean, safe, green and active', to ensure we retain and attract residents and businesses and remain an attractive place to live, work and visit'. One means of delivering this priority is to reduce the volume of waste sent to landfill and improve recycling rates through implementation of the Waste Minimisation Strategy.
- 3.2 The EU Waste Framework Directive 2008 sets a new recycling and re-use target of 50% for certain waste materials from households and other origins similar to households to be achieved by 2020.
- 3.3 On 15th March 2015 HNL Committee adopted the Waste Minimisation Strategy 2015 -2020, which set out an approach for working with residents, stakeholders and partners to improve the way waste is managed with a growing population and limited resources. The strategy was subject to a four week web based consultation.
- 3.5 The re3 Joint Waste Disposal Board adopted its strategy in May 2016.

4. THE PROPOSAL

- 4.1 There is a growing recognition that waste minimisation cannot be tackled in isolation and the re3 partners, Reading, Bracknell and Wokingham Borough Councils are working more closely to achieve the 2 aims of the re3 strategy:
- To reduce the net cost of waste
 - To achieve the 50% re-use and recycling target by 2020.

The RBC and re3 strategies have been aligned to focus on these 2 fundamental goals of reducing costs in a time of austerity and improving re-use and recycling rates.

The revised RBC strategy has adopted a number of objectives directly from the current re3 strategy as well as including some of the targets from the first RBC action plan. The intention is to focus on the aims outlined above as well as on a number of local objectives which can be delivered with the existing resources available to the Council.

The revised RBC Strategy and Appendices are shown in Appendix B to this report.

4.2 Strategy Progress Years 1 and 2.

Appendix A summarises the progress towards meeting the objectives set out in the Action Plan for the first 2 years of the waste minimisation strategy 2015 - 2020.

4.3 Increasing Recycling and reducing contamination- Progress in Quarters 1,2 and 3 2016/17.

Section G2 of the re3 strategy and section F of the revised RBC strategy set targets for the specific service areas in order to achieve 50% reuse and recycling by 2020. Table 1 sets out the annual targets that represent a pathway towards meeting the 2020 recycling target for Reading and progress against these targets will be reported going forward.

Table 1.

	2016/17	2017/18	2018/19	2019/2020
Reading	Target % Recycled by source			
HWRC	10%	11%	11%	12%
Council Collected	24%	28%	28%	32%
Bring Bank	5%	5%	5%	5%
Total Recycling Rate	39%	44%	48%	50%

4.4 Recyclate Contamination Reduction.

Waste sampling data suggests that there is recyclable material in the waste stream which can be diverted. Every tonne of recyclable material which remains in the residual waste stream represents a higher processing cost and lost income. Table 2 below shows the targets for Reading to reduce this contamination by 2020:

Table 2.

Reading	2015/16	2016/17	2017/18	2018/19	2019/20
	Current	27%	20%	15%	10%
	Target contamination rate				

4.5 Results for Quarters 1, 2 and 3 2016/17.

Table 3 below shows progress against these targets in Q1 and Q2 of 2016/17 compared to the baseline figure and the target figure.

Both indicators show some progress towards meeting the 2016/17 target, and the effects of the changes to the collection service standard will start to be seen in the 4th Quarter figures and into next year.

Table 3.

Monitoring					
Period	Review of Activity	Target status	KPI (Baseline)	KPI (Actual)	Target
Q1	Increased kerbside collection	Not met	20%	21%	24%
	Reduce kerbside contamination	Not Met	25%	24%	20%
Q2	Increased kerbside collection	Not met	20%	21%	24%
	Reduce kerbside contamination	Not Met	25%	22%	20%
Q3	Increased kerbside collection	Not met	20%	21%	24%
	Reduce kerbside contamination	Not Met	25%	23%	20%
Q4					

4.6 The re3 Partnership and collaborative working.

There is a growing recognition that waste minimisation cannot be tackled in isolation. One of the main aims of the Waste Minimisation Strategy is to work with our re3 partners, Bracknell and Wokingham Borough Councils. As well as collaboration at the Joint Waste Disposal Board, three Officer working groups were established to examine specific waste minimisation themes with the aim of sharing good practice and improving the use of the available resource.

The work has identified a number of areas of joint procurement and communications material sharing as well as using the combined resources of the 3 partners to carry out joint door stepping and promotional exercises.

The re3 Councils' Shared Marketing and Communications Strategy 2017-2018 will be the basis of communications over the coming year, supplemented by RBC social media campaigns.

4.7. Introduction of Revised Service Standards.

The revised waste collection service standards were introduced on Monday 13th February at the same time as a revised collection round structure. All residents received information outlining the reason for the changes, a revised collection calendar, information about how to recycle better and details of the new chargeable green waste service through the post in early

January 2017. Information has been available on the website and via a social media campaign since before Christmas.

The effects of the changes on collection tonnages, recycling rates and contamination will be reported to future meetings.

5. CONTRIBUTION TO STRATEGIC AIMS

- 5.1 The Waste Minimisation Strategy will contribute to the council's Corporate Plan 2016 -2019 objective of 'Keeping the Town Clean, Safe, Green and Active'.

6. COMMUNITY ENGAGEMENT AND INFORMATION

- 6.1 The Waste Minimisation Strategy was subject to a public consultation via the website and any further significant changes to the waste service will be subject to further web based consultation as required.

7. LEGAL IMPLICATIONS

- 7.1 The Council has duties under various UK and EU legislation to deliver waste collection and disposal services, principally the Environmental Protection Act 1990 and the revised EU waste framework directive 2008.

8. EQUALITY IMPACT ASSESSMENT

- 8.1 In addition to the Human Rights Act 1998 the Council is required to comply with the Equalities Act 2010. Section 149 of the Equalities Act 2010 requires the Council to have due regard to the need to:-

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

- 8.2 An equality impact assessment is not required at this stage. However, as individual elements of the action plan are developed individual equality impact assessments will be undertaken.

9. FINANCIAL IMPLICATIONS

- 9.1 The development of the Waste Minimisation Strategy is funded from existing budgets. One of the main aims of the RBC and re3 strategies is to reduce the cost of the collection and disposal of waste and to deliver savings. Every aspect of the revised strategy is focussed on reducing landfill and increasing recycling both of which reduce costs.

10. BACKGROUND PAPERS

- 10.1 RBC Corporate Plan.
10.2 HNL Committee November 2016
10.3 HNL Committee July 2016

- 10.4 HNL Committee March 2015
- 10.5 HNL Committee November 2013



READING BOROUGH COUNCIL
WASTE MINIMISATION STRATEGY 2015 - 2020.

YEAR 1 and 2 ACTION PLAN UPDATE
HNL Committee 15th March 2017

APPENDIX A

The progress in delivering each objective in the Strategy Action Plan over the first 2 years is summarised in the table below. The Action Plan format and content has been replaced by the revised Strategy which has been aligned with the re3 strategy in order to focus resources on 2 main aims, reducing the cost of waste and reaching the target of 50% recycling and re-use by 2020.

Some objectives which are strategic or beyond the capacity of the available RBC resource have been removed. Some of the objectives have been carried into the new strategy.

The Action Plan will be subject to continual review in the light of the proposed resource changes in the NO, Waste Minimisation and Neighbourhood Support teams and changes in legislation and operational procedures.

Action	Progress in Years 1 and 2
<p>1a. Love Clean Reading Promote and embed Love Clean Reading as the waste minimisation and neighbourhood services campaign.</p> <p>Increase the number of LCR App users by 10%.</p>	<p>This aim has been achieved. The LCR 3 project continues using a limited in house labour source and is being delivered on a reduced scale between October and March each year.</p> <p>This aim has been achieved. The number of LCR App users has increased by from 685 to 946 since March 2016 an increase of 27%.</p>
<p>1b. Incentive Scheme</p> <p>Identify an appropriate waste minimisation incentive scheme for Reading, possibly linked with e passport to increase participation. Rewards could be in the form of credits to community groups and schools for recycling/environmental projects.</p>	<p>This aim has been achieved. Recycling incentive schemes have been introduced in various local authorities with very mixed results. A report by SERCO in 2014 concluded that many of the schemes do not offer value for money or result in an increase in recycling rates. In some cases they have proven very expensive to administer and of limited value other than as a means of communicating with residents who are compelled to give the authority contact details as part of the scheme. Unfortunately Reading does not have the capital funding to set up a scheme, and pressures on the revenue budget mean that we would not be able to sustain a scheme in the future.</p>
<p>1c. Review Communications</p> <p>Continually review and improve the Waste Minimisation Communications Plan. Develop communications channels which use mobile devices, Twitter, Facebook and other social media.</p>	<p>This aim has been achieved. The review again highlights the importance and difficulty of delivering the targeted, consistent communications activity required to affect behavioural change. Re3 social media and re-tweeting is ongoing built around the communications themes identified in the re3 Councils' Shared Marketing and Communications Strategy 2017-2018 Which aligns RBC communications with re3 campaigns as far as possible.</p> <p>As well as press releases, road shows and social media posts promoting both re3 and</p>

	<p>RBC initiatives, communications have been concentrated on the introduction of the new waste collection service standard and the introduction of a chargeable green waste collection service. In order to alert every resident to the changes and to give further information about how to recycle well, a direct mail shot was sent to every property in the Borough. This contained an explanatory letter, a revised bin calendar, information about how to recycle and information about the chargeable green waste service. The mail shot was backed up by adverts in the press, information on in-bus display screens, tweets and facebook posts.</p> <p>Re3 RBC is working closely with the re3 Marketing and Communications Officer to co-ordinate communications campaigns, re3's marketing and communications activity for 2017 -2018 will focus on the following areas:</p> <ul style="list-style-type: none"> a. Using the results of the compositional waste analysis to shape communications to target specific issues b. Addressing the questions that residents ask on a regular basis as to what, where, why and how they should recycle c. Other campaigns that feed into the re3 strategy objectives of reducing contamination rates and building the re3 brand <p>All of the above will support re3 in achieving the shared 50% recycling and reuse target by 2020. A more detailed breakdown is provided in Appendix 4 of the RBC revised strategy.</p> <p>The campaign will be supported by additional promotional material produced by RBC most notably on social media and the website.</p> <p>Factsheets.</p> <p>As part of the unified marketing and communications approach, a series of 46 recycling and waste process factsheets are also being produced by re3 for use across the partnership. They are being designed to be shared in a variety of formats, including for use online, printed in council publications or used at roadshows. They</p>
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provide clear messaging on what can be recycled and where, how it is recycled, and tips for people to produce less waste at home.

Example Factsheet - Plastic Bottles



1d. Review current campaigns

Reductions in staff resource, both now and in the future means communication activities will continue to be a challenge and continual review of how we

<p>The Council will review its current waste minimisation campaigns in the light of Neighbourhood working and available budgets.</p> <ul style="list-style-type: none"> • Providing Welcome Packs for Students, new council tax payers, and Council tenants. • The current Flats project • Roadshows • Educational talks <p>And how we work with:</p> <ul style="list-style-type: none"> • Management Agents and Housing Associations • HMO's (Houses in Multiple Occupation) • Schools • Universities and Colleges 	<p>communicate with the emphasis being on website content, social media posts and re3 communications activities is required.</p> <p>Resources will be concentrated on:</p> <ul style="list-style-type: none"> • Working with managing agents and landlords of HMO's. • Assisting the University with Student moving in and out times. • Enforcement Action <ul style="list-style-type: none"> • Working with re3 colleagues. • 4 Waste Road Shows per annum. <p>Student Moving In/Out Packs</p> <p>750 'Moving In' and 'Moving Out' packs were delivered annually to student households in conjunction with the University of Reading, Neighbourhood Action Group and Reading University Students' Union in 2016 and 2017. The packs encourage students to minimise and recycle their waste. This initiative will be supported if resource is available.</p> <p>Flats recycling initiative. This initiative will continue to be supported if resource is available.</p>				
<table border="1"> <tr> <td data-bbox="716 1064 1258 1289">No. of sites (households) where project implemented</td> <td data-bbox="1263 1064 1379 1289">55 (2850)</td> <td data-bbox="1384 1064 1863 1289">All sites now have the correct number of bins, residents have received a pack with a leaflet, reusable recycling bag and letter and signage has been installed in bin store areas.</td> </tr> </table>	No. of sites (households) where project implemented	55 (2850)	All sites now have the correct number of bins, residents have received a pack with a leaflet, reusable recycling bag and letter and signage has been installed in bin store areas.		
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No. of residents spoken to	868	During initial door-stepping			

			visits
	No. of 1100L landfill bins converted into recycling bins/additional recycling bins installed.	69	Equivalent to 305 tonnes of waste being diverted from landfill per annum. Equivalent to £21,800 per annum saving.
	No. of sites (households) where recycling introduced	8 (131)	Sites previously had no recycling facilities.
	<p>Roadshows were held in Broad Street and Morrisons, Basingstoke Road during Recycle Week in June. Officers spoke to approximately 350 people. Officers also carried out four smaller scale roadshows and attended 6 external events. The most successful roadshows we have carried out in 2016 have been in Broad Street due to the high footfall and we will concentrate on Broad Street in the future.</p> <p>Educational talks. Educational talks were carried out at Geoffrey Field School, Norcot Nursery and also at the Older People’s Working Group in 2015.</p>		
1e. Reading University Strengthen the working relationship with the University of Reading’s Environmental Science department. Possibly establish Gap Year student scheme.	This aim has been partially achieved. Contact has been made with the relevant University contacts and discussions are ongoing to establish an ongoing reciprocal arrangement in the future. This project depends on the available staff resource.		
1f. Recycling and Re-use Organisations Strengthen existing links	Resource has not been available to progress this action. Work is ongoing with re3 and the partner Boroughs to identify joint working opportunities and to investigate alternative ways of re-using materials.		

<p>Create new links with recycling and re-use organisations. Look to introduce innovative ways of working.</p>	
<p>1g. WEEE Roadshows Promote recycling of small electrical items</p>	<p>4 Roadshows have been delivered per annum for the first 2 years of the strategy. Due to staff reductions this will have to be reviewed from March 2018.</p>
<p>1h. Monitor re3 collaborative working initiatives and communication campaigns monitoring.</p>	<p>In the past 6 months, the re3 partner Councils have set up a number of working groups examining specific waste minimisation themes with the aim of sharing good practice and improving the use of the available resource. The work has focussed on 3 themes: Recycling in flats/HMO's. Increasing recycling rates. Contamination issues in kerbside recycle.</p> <p>The first phase of the work has produced the following recommendations which will now be progressed:</p> <ol style="list-style-type: none"> 1. Target worst areas of contamination and areas with low recycling rates (using MRF data and crew reports) using joint re3 communications materials. Consider joint Officer door-stepping initiatives to directly address low participation. 2. Further develop joint 'day to day' communications plan with re3 communications officer, focussing on contamination and increasing recycling. 3. Use joint communications materials and social media campaigns to address: What can I recycle? Why can't I recycle this?

	4. Cost joint food waste collection service options						
1i. Monitoring and reporting of the tonnage of small electrical items collected every year of the Strategy.	This aim has been achieved. 6.7 tonnes have been collected since March 2016 and a kerbside WEEE collection service is now available borough wide.						
1j. Monitoring and reporting of the tonnage of street sweepings recycled in every year of the Strategy.	<p>This aim has been achieved. Street sweepings recycling began in 2015 and the tonnages recycled since then are summarised in the table below.</p> <table border="1" data-bbox="826 635 1960 754"> <thead> <tr> <th>Year</th> <th>Tonnage recycled (tonnes)</th> </tr> </thead> <tbody> <tr> <td>2015 - 2016</td> <td>627</td> </tr> <tr> <td>2016 - 2017 (April to August)</td> <td>447</td> </tr> </tbody> </table> <p>The projected yearly recycling tonnage for 2016-2017 is 900-1000 tonnes, and the actual % contribution this makes to the annual recycling rate will be reported in March 2017, but it is likely to be equivalent to 0.75%.</p>	Year	Tonnage recycled (tonnes)	2015 - 2016	627	2016 - 2017 (April to August)	447
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1k. Service redesign - investigate means of reducing residual bin capacity by: Reducing side waste Closed lid policy Bin audit and possible removal of unauthorised wheelie bins Trial a 7.5 tonne RCV to assess its performance in narrow streets and	This aim has been achieved. The new service standard was introduced on 13 th February 2017. The effect of the changes on recycling rates, tonnages and costs will be reported to Committee in November 2017. A suitable vehicle is being sourced.						

its potential contribution to increasing collection efficiency.	
2a. Reduce Packaging Encourage local reduction of packaging in waste stream.	Resource has not been available to progress this action. Work is ongoing with re3 and the partner Boroughs to identify joint working opportunities and to monitor changes in national trends in packaging reduction and its effects on material resale revenue.
2b. Community Groups Establish strong working relationships with Neighbourhood and Community Groups and Associations via Neighbourhood Working and Love Clean Reading	This aim has been achieved. Community events have continued successfully and will continue with the support of Neighbourhood Services and Streetcare staff when they are available.
2c. Food and compostable Waste Aim: To reduce putrescible waste in residual bins through behaviour change. Review options for increasing food waste recycling, possibly by kerbside collection. Promote 'Love Food Hate Waste' campaign. Promote and sustain the use of home composters and food digesters. Re-launch of the Green Cones initiative.	<p>This aim has been partially achieved. A review of the current business case for the introduction of kerbside food waste collections was carried out as a High Priority action, the results of which were reported to HNL Committee in November 2015. The report concluded that the introduction of a stand- alone food waste collection service for Reading was not affordable at that time considering the potential yield, disposal costs and the single bodied configuration of the current collection fleet, but that further discussions with re3 partners should examine the possibility of a joint collection and disposal arrangement between the 3 Boroughs.</p> <p>Re3 are carrying out a joint education and awareness campaign with Love Food Hate Waste who are facilitating free workshop sessions in all 3 Boroughs to create a group of food waste champions who can explain to community groups the cost of food waste and how to avoid it.</p>

<p>Establish a network of Home Composting champions.</p> <p>Promote green waste collections</p> <p>Review the promotion of Real Nappy Information Service</p>	<p>Further details can be found at https://youtu.be/iUaTwy0u-bl</p> <p>Re3 have also produced a number of short films, one of which included infant age children, which explain the importance of portion control and how to avoid wasting food. These will be distributed via social media, Youtube and via websites.</p> <p>Myth busters will also be produced and distributed via social media which will scotch some of the assumed wisdom around recycling and what can and can't be recycled.</p>
<p>2d. SME'S (Small and Medium Enterprises)</p> <p>Encourage and support SME's to recycling more</p>	<p>Resource has not been available to progress this action</p>
<p>2e. Business Waste</p> <p>Review the development of web based waste for businesses through Business link and re3.</p>	<p>Resource has not been available to progress this action</p>
<p>2f. Cardboard Recycling</p> <p>Investigate expansion of the current cardboard recycling scheme in the town centre to include other materials, working with Reading UK CiC.</p>	<p>Resource has not been available to progress this action. However the cardboard recycling service continues and I to the expanded BiD area.</p>

<p>2g. Recycling (Bring) Sites</p> <p>Aim to increase the number and quality of bring sites in existing areas, the town centre, schools, colleges and new developments for materials not collected at kerbside.</p>	<p>The introduction of additional bring banks in both flats communal areas and on street was identified as a target for all 3 re3 boroughs and work is under way with the re3 contract provider to expand the bring bank service to include for materials like Tetra-Paks and foil.</p>
<p>2h. Alternative storage</p> <p>Investigate alternative on street waste storage and disposal facilities eg. Underground storage bins in new developments, permanent waste disposal facilities on areas of unused or under-utilised RBC land.</p>	<p>1100L communal bins have been introduced in Amity Street and Anstey Road replacing bag and bin collections. Both schemes have proven to be resource intensive to manage, unpopular with some residents and to be attractors for fly-tipping. Consideration will be given to the suitability of these installations and if a suitable alternative can be found.</p>
<p>2i. On the Go sites</p> <p>Increase the number of “on the go” recycling sites in the borough, especially in the town centre and in local shopping centres.</p>	<p>50 new On the Go recycling bins have been introduced in the Town Centre.</p> <p>A month long bag sorting trial on waste from On the Go bins was carried out. Over the period from 13/6/16 13/7/16 - 4325kg were delivered to Bennet Road Transfer Station to be hand sorted and analysed. In order to try and increase the recycling rate a new information graphic will be fixed to the bin to encourage users to dispose of coffee cups and food waste in the ‘general waste’ side of the litter bin.</p>
<p>2j. Tetra - pak</p> <p>Review the provision of Tetra-pak and foil bring banks with a view to</p>	<p>The introduction of additional bring banks in both flats communal areas and on street was identified as a target for all 3 re3 boroughs and work is under way with the re3 contract provider to expand the bring bank service to include for materials like Tetra</p>

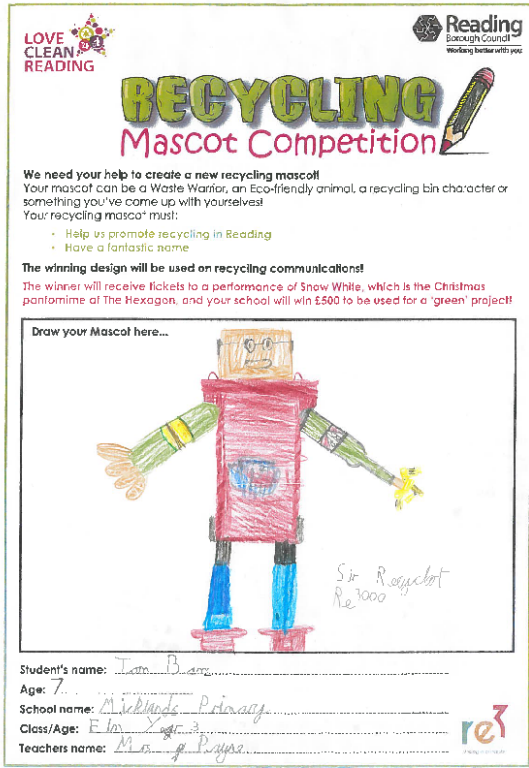
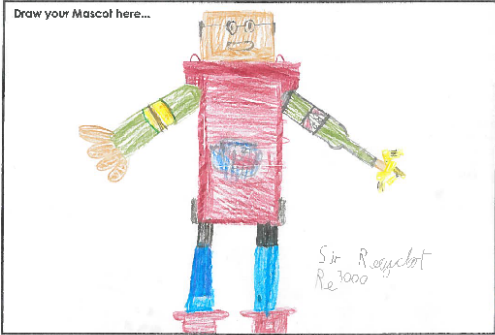

increasing numbers.	-Paks and foil.
2k. Waste storage - New Housing and Commercial Developments.	Resource has not been available to progress this action but it remains a strategy ambition.
2k. WEEE sites Investigate trialling on street WEEE banks	<p>WEEE bin trial.</p> <p>A trial was introduced in December 2015 in 4 blocks of flats in the borough where 360L wheelie bins for recycling small electrical items (see attached photo) were provided. Explanatory leaflets were delivered to households in the four blocks:</p> <p>Branagh Court - (In Bin store outside 126-142 & in the smaller bin store between blocks 28-94 & 95-110)</p> <p>Lulworth Road - (In the central bin store between Pentridge House & Abbotsbury House)</p> <p>Riversley Court, 205 Wensley Road - (next to green 1100L recycling bins)</p> <p>Trafalgar Court - (By the binstore outside block 32-37)</p> <p>As a result of the trial and following joint working with re3 partners we will be introducing 6 larger 1100L WEEE collection bins at various sites in spring 2017. These bins and their enclosures will be moved periodically as the frequency at which items are disposed of drops.</p>



<p>3a. Neighbourhood Engagement</p> <p>Introduce an outreach/publicity campaign for the 5 year life of the strategy. Use Love Clean Reading and cost comparisons to promote waste minimisation.</p>	<p>Please refer to the response in 1c above.</p>
<p>3b. A-Z Waste Minimisation Guide</p> <p>Update and regularly update an A-Z guide to waste minimisation in Reading.</p>	<p>This aim has been achieved. The guide is available on the RBC website at www.reading.gov.</p>

<p>3d. Work with schools and colleges.</p> <p>Continue and develop links with schools to promote Love Clean Reading and the Reduce, Re-use, Recycle and Compost message by promoting term long projects for school children.</p>	<p>This aim has been achieved. We appointed a grant funded Waste Minimisation Officer in March 2016 and part of their work has been to re-establish contact with schools and to raise the profile of recycling and re-use with children, parents and staff.</p> <p>Schools are very busy and it is often difficult to gain a foothold in the curriculum but despite that a good start has been made. The table below shows the number of school visits carried out in 2016.</p> <table border="1" data-bbox="734 539 1957 1185"> <thead> <tr> <th><u>School Name</u></th> <th><u>Date visited</u></th> <th><u>What type of visit?</u></th> <th><u>How many children?</u></th> </tr> </thead> <tbody> <tr> <td>Alfred Sutton</td> <td>14/09/2016</td> <td>Assembly</td> <td>Juniors</td> </tr> <tr> <td>Thameside Primary</td> <td>26/09/2016</td> <td>Assembly</td> <td>Whole School without foundation year</td> </tr> <tr> <td>Coley Primary</td> <td>28/09/2016</td> <td>Assembly</td> <td>Whole School, approximately 30 children per year</td> </tr> <tr> <td>Meadow Park School</td> <td>03/10/2016</td> <td>Assembly + 4 class sessions, years 4, 5, 6</td> <td>260 (whole school), approx. 30 in each class</td> </tr> <tr> <td>Hemdean House</td> <td>10/10/2016</td> <td>Assembly</td> <td>Approx. 100</td> </tr> <tr> <td>Caversham Park Primary</td> <td>20/10/2016</td> <td></td> <td></td> </tr> <tr> <td>Geoffrey Field Junior</td> <td colspan="3">Meeting held, and in January I will be working with the eco-group. An assembly will be held on 9th November also.</td> </tr> </tbody> </table>	<u>School Name</u>	<u>Date visited</u>	<u>What type of visit?</u>	<u>How many children?</u>	Alfred Sutton	14/09/2016	Assembly	Juniors	Thameside Primary	26/09/2016	Assembly	Whole School without foundation year	Coley Primary	28/09/2016	Assembly	Whole School, approximately 30 children per year	Meadow Park School	03/10/2016	Assembly + 4 class sessions, years 4, 5, 6	260 (whole school), approx. 30 in each class	Hemdean House	10/10/2016	Assembly	Approx. 100	Caversham Park Primary	20/10/2016			Geoffrey Field Junior	Meeting held, and in January I will be working with the eco-group. An assembly will be held on 9 th November also.		
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	<p>Recycling Mascot Competition.</p> <p>As part of the engagement with schools we ran a competition in the Autumn term of 2016 to design a recycling mascot that could be used to identify and promote recycling initiatives in the future. We received 270 entries and the judging panel of Councillor Terry, Kate Powell from Jelly Arts Studio and Debi Daniels chose 7 year Tom's entry "Sir Recyclelot" as the winner. Tom received Panto tickets as his prize and Micklands School received a £500 prize which they are using to provide a living willow structure in the school grounds.</p>
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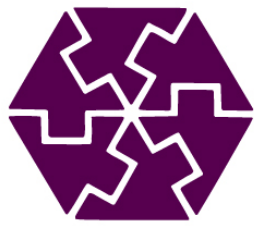
	<div data-bbox="745 261 1272 1031" data-label="Complex-Block">  <p>LOVE CLEAN READING</p> <p>Reading Borough Council Working better with you</p> <h1>RECYCLING Mascot Competition</h1> <p>We need your help to create a new recycling mascot! Your mascot can be a Waste Warrior, an Eco-friendly animal, a recycling bin character or something you've come up with yourselves! Your recycling mascot must:</p> <ul style="list-style-type: none"> • Help us promote recycling in Reading • Have a fantastic name <p>The winning design will be used on recycling communications! The winner will receive tickets to a performance of Snow White, which is the Christmas pantomime at The Hexagon, and your school will win £500 to be used for a 'green' project!</p> <p>Draw your Mascot here...</p>  <p>Sir Recyclelot Re 1000</p> <p>Student's name: <u>Tom Brown</u> Age: <u>7</u> School name: <u>Michelle's Primary</u> Class/Age: <u>Elm Year 2</u> Teachers name: <u>Mrs. J. Payne</u></p>  </div> <div data-bbox="1339 368 1832 935" data-label="Image"> </div> <div data-bbox="728 1062 1191 1098" data-label="Caption"> <p>This is the original entry design.</p> </div> <div data-bbox="1326 1062 1854 1098" data-label="Caption"> <p>This is how Sir Recyclelot may look!!</p> </div> <div data-bbox="728 1137 1951 1246" data-label="Text"> <p>Sir Recyclelot will be used as the focus for waste and recycling initiatives in schools and other ways of using him to spread the 50% recycling message such as on vehicles and in social media communications will be developed.</p> </div> <div data-bbox="185 1289 600 1321" data-label="Text"> <p>3e. Review roadshow events</p> </div> <div data-bbox="728 1289 1205 1321" data-label="Text"> <p>Please refer to section 1d above.</p> </div>
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through Neighbourhood Working and Community groups and tailor events in areas to specific issues	
3f. Kerbside Stickers Review and develop kerbside yellow /green stickers and develop a communications strategy as part of LCR.	This aim has been achieved. Stickers are being applied to excess waste to alert residents that they will no longer be collected as part of the regular waste collections. Tags will also be attached to recycling bins to help residents to recycle better.
3g. External advertising Review all current external advertising eg. Green Pages.	This aim has been achieved. External advertising will only be used when major service changes are planned.
3h. Enforcement Review our enforcements practices in relation to current legislation	The issue of Community Protection Notices (CPN's) is an ongoing process for fly-tipping and other contraventions of Sections 34, 46 and 47 of the Environmental Protection Act 1990 and the Unauthorised Deposit of Waste (Fixed Penalties) Regulations 2016. Two 2 year fixed term Environmental Enforcement Officers posts have been created from 1 st April 2017 to enhance our capacity to issue the relevant sanctions, but no resource has yet been identified from March 2019.
4a. RBC housekeeping Review RBC internal waste disposal and waste minimisation practices with a view to maximising re-use and recycling.	Resource has not been available to progress this action.
4b. Reduce contamination in	Please refer to sections 1h, 1k and 2c.

residual waste. More effective identification of contaminators by Waste Operations staff.	
4c. Shared collection service Investigate feasibility and benefits of shared collection services between re3 councils.	Objective C of the re3 waste strategy states that “The re3 partnership will investigate the business case for optimised additional sharing and collaboration between re3 councils”. Modelling work has been carried out and a preliminary options report is due by the end of March 2017.
4d. Bulky Waste Review bulky waste collection service and investigate ways of reusing or recycling bulky waste items (especially furniture and WEEE items) collected.	This aim has been achieved. The system was subject to review in 2015 and a revised charging and collections schedule was introduced in July 2016. The service remains cost neutral but the number of collections has increased by 209 pa from 1687 in 14/15 to 1896 in 16/17.
4e. One Bin Policy Review one bin policy	This aim has been achieved. As part of its revised service standard the Council will collect one standard 240l grey bin from domestic properties and at least one recycling bin/box on a fortnightly frequency. Households with 5 or more adults permanently residing in the property, or with 2 children in nappies may be eligible for a larger 360l bin. This policy will be enforced in the 6 months following the 13 th February.
4f. 180l Bins Investigate introduction of 180l bins instead of 240l bins for lost/stolen and new bins from April 2016.	The reduction in waste capacity for households remains a focus of joint re3 working and national trends will be monitored and assessed in relation to cost, future budgets and the results of the revised waste collection service standard.

<p>4g. Waste Transfer Station and Weighbridge</p> <p>Carry out a review of the waste transfer station at 19 Bennet Road, including the weighbridge and staff resource, with a view to improved sorting and recycling of valuable materials. Monitor and reduce the amount of residual waste coming into the WTS.</p>	<p>This aim has been achieved.</p> <p>The weighbridge operation has been reviewed and all vehicles are now weighing in and out of the yard to give an accurate picture of materials movements and tonnages of individual materials and their ultimate destination. The weighing software has been upgraded and a new contingency plan is being introduced with re3 partners and FCCE.</p>
<p>4h. WEEE collections</p> <p>Introduce WEEE collection and recycling by use of purpose built cages on the new freighter fleet.</p>	<p>This aim has been achieved.</p> <p>Following a successful bid in March 2015 we received £30,000 of additional funding from the WEEE Distributor Takeback Scheme Local Project Fund. The funding was used to set up and promote the collection of small electrical items from all households in the borough that receive a kerbside recycling collection. It was also used to fund four WEEE reuse/recycling events combined with the planned roadshows in Broad Street. The scheme began on the 5th October 2015 with a trial collection from 17,000 households in the east and west of the borough which had been given instructions on what to present and how to get involved from bin hangers which had been distributed in the preceding weeks. The scheme was also publicised by a press release, twitter and Facebook updates and the Council's website. Residents were asked to present items on their recycling collection day which were collected in the purpose built cages on the freighters and taken to the Council depot for bulking and onward transfer to the HWRC where they were recycled. Provision for mop up collections were put in place but these have not been necessary. Items collected: irons, toasters, kettles, hair styling appliances.</p> <p>The feedback on the trial from the collection crews was positive and a kerbside WEEE</p>

	collection was introduced boroughwide in April 2016.
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Reading
Borough Council

Working better with you



WASTE MINIMISATION STRATEGY 2015 - 2020. YEAR 3 REVISION.

"The Council is committed to control the growth of waste by promoting waste minimisation through re-use, recycling and composting and to minimise disposal."

Date: February 2017



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Introduction

1.0 The Current RBC Strategy.

- 1.1 The Waste Minimisation Strategy was introduced in 2015 in response to the main challenges faced by the Council Waste Collection and Disposal service, most notably the requirement to reach the 50% re-use and recycling target set by the Waste (England and Wales) Regulations 2011, to provide a high quality service for the increasing population of Reading and to make the service more cost efficient.
- 1.2 The Strategy Action Plan listed specific priorities grouped into work streams which reflected 4 main objectives:
 - Objective 1. To increase recycling and re-use rates.
 - Objective 2. To minimise the amount of waste sent to landfill.
 - Objective 3. To increase understanding and engagement in waste & recycling for the local community and key stakeholders.
 - Objective 4. To ensure effective, efficient value for money service delivery.
- 1.3 Local government finances continue to be put under pressure by central government austerity and the need to reduce the costs of waste collection and disposal is more pressing than ever.
- 1.4 It is not possible for any Council to work in isolation and this strategy recognises that an important means of delivering efficiencies and improving the recycling rate is to strengthen collaboration with re3 and our waste partners, Bracknell Forest and Wokingham Borough Councils. Over the first 2 years of the RBC Strategy delivery period joint working with re3 officers and partners has significantly improved. Officers from the three councils now meet quarterly to share best practice, discuss further collaboration and to produce joint work programmes on common themes.
- 1.5 The re3 Joint Waste Disposal Board adopted a year on year rolling strategy in 2015 as a practical means of addressing the 2 main challenges facing all waste services, to reduce the net cost of waste and to reach the 50% re-use and recycling target. It is now appropriate for the re3 and RBC waste minimisation strategies to be aligned. RBC will adopt key targets set by re3

and report on them regularly in order to monitor performance and to identify where resources are best deployed to achieve strategy aims. Aligning the strategies in this way helps to keep them dynamic and responsive to change and helps to re-focus the available resources.

2.0 The Revised RBC Strategy.

2.1 The re3 strategy has 4 numbered themes:

1. Reduce the net cost of waste
2. Recycle >50% by 2020
3. Planning and Capacity
4. Supportive systems and communication,

2.2 Each of which includes a number of objectives listed alphabetically. Three of these themes will be adopted by the RBC strategy as shown below, except Theme 3 “Planning and Capacity” which relates to strategic work that re3 carries out on behalf of the partnership.

Objective 1. To reduce the net cost of waste

Objective 2. To recycle > 50% by 2020

Objective 3. To support and communicate

2.3 The RBC Action and Communications Plan will form part of the main strategy document rather than being separate as previously, to allow easier monitoring, and the outstanding actions at the end of Year 2 of the RBC strategy have been included as objectives. The progress of each of the RBC strategy objectives will be monitored by way of a review sheet, an example of which is shown in Appendix 1 produced twice a year to reflect the HNL Committee reporting cycle.

2.3 Despite financial pressures the Council remains committed to Neighbourhood working and this is how the strategy will be delivered. It affords the opportunity to improve both waste minimisation and service delivery at a local level and to encourage Neighbourhoods and communities to manage their waste more sustainably.

3.0 Context

3.1 The Corporate Plan 2016-2019 - Building a better Borough

Priority 4 of the Corporate Plan; Keeping the town clean, safe, green and active commits the Council to improving the quality, cleanliness and safety of the street environment and ensuring waste and recycling are managed effectively through the following 2 aims:

- “We need to increase recycling rates from 33% to the national average of 44.2% as soon as possible with the aim of achieving a 50% rate by 2020”.
- “Implement the ‘Love Clean Reading’ project to improve the appearance and cleanliness of the public realm”.

These two commitments remain central to the revised Waste Minimisation Strategy and form the basis of the objectives.

3.2 The re3 Partnership

The re3 partnership was formed under the 25 year Private Finance Initiative (PFI), to manage and develop solutions for the management of waste in Central Berkshire and to encourage people to reduce, re-use, recycle and compost more of their waste.

The partnership developed, built and operates the Household Waste Recycling Centre (HWRC) transfer station and Materials Recycling Facility (MRF) at Smallmead in Reading, and operating the HWRC at Longshot Lane in Bracknell.

The three re3 councils’ area covers 33,000 hectares and has a population of 423,280 (2011 Census) a figure which has risen by 12,700 over the life of the partnership to date, in 180,000 households.

3.3 Legislation and the EU.

Legislation defines the environment in which Local Authorities work and this strategy will react to any legislative changes which emerge, either following consultation or with little warning.

It is vitally important that RBC maintains its knowledge of and expertise in dealing with legislative changes, and this must be recognised in the

allocation of management resource going forward. It remains unclear what legislative changes that will impact on waste collection and disposal will result from Brexit. However, the 50% recycling target is enshrined in British law and is unlikely to be changed or revised. Legislation is the tool by which the EU or UK Government addresses the regulation of waste activity. The significant pieces of UK or EU legislation are set out in Appendix 2.

4.0 Continuing Challenges.

4.1 Local Government Funding

Cuts in local government funding are driving change within the waste services of the re3 Councils. Waste Services need to operate at a reduced cost and the introduction of new service standards and round efficiencies in Reading are a direct response to this agenda. However, as the re3 strategy states all parties must recognise that almost everything the Councils collect and manage can contribute to the net cost of the service. Recyclables may derive an income or reduce a cost and even waste for disposal may be directed to a cheaper form of reprocessing.

4.2 Population and Housing growth.

Reading's population has grown by 11,300 or 8.8% from the year 2001 and was 155,698 at the 2011 census. If that rate of increase is sustained the population is forecast to rise to 169,400 by 2020. The number of households stands at 70,000 but is predicted to rise to 73,200 by the year 2019/2020. Whilst creating a vibrant town with a strong economy this growth puts increasing pressure on the delivery of Council services and waste management in particular.

More demographic information is given in Appendix 3.

4.3 Recyclate Contamination.

The levels of non-target and non-recyclable materials (contamination) in kerbside recycling are too high and this strategy recognises this and has set challenging targets to reduce the current rate of 27% to 10% by 2020. Both the re3 and RBC strategies are committed to improving residents understanding about what can be recycled and why certain materials such as hard plastics and food trays cannot. Where resources allow RBC will continue to use crew and compositional analysis to target residents who are not recycling well enough and will door-step them to help them recycle more effectively. If appropriate, enforcement action will be taken.

4.4 Food Waste

Food waste still forms a significant percentage of the waste in residual bins. A review carried out in Year 1 of the strategy concluded that the significant cost of introducing a kerbside food waste collection service in Reading is unaffordable at the present time.

The re3 strategy objective A is to target the cost of food waste to residents by trying to address food waste at source and encouraging re3 residents to become less wasteful. RBC supports this approach and will work with the re3 Communications and Marketing Officer to promote this message at every opportunity. Re3 *objective 1* sits alongside this approach as it tasks re3 with exploring the introduction of forms of treatment for surplus food from residents that ends up in the waste stream. This work directly contributes to the long term service planning of both RBC and the re3 partnership should economic conditions make a kerbside food waste collection service viable in the future.

4.5 re3 Performance

Figure 1 summarises the re3 partnerships recycling performance (NI 192: Recycling Rate.) and provides context for the current targets.

Figure 1

re3 Partnership - NI 192: Recycling Rate

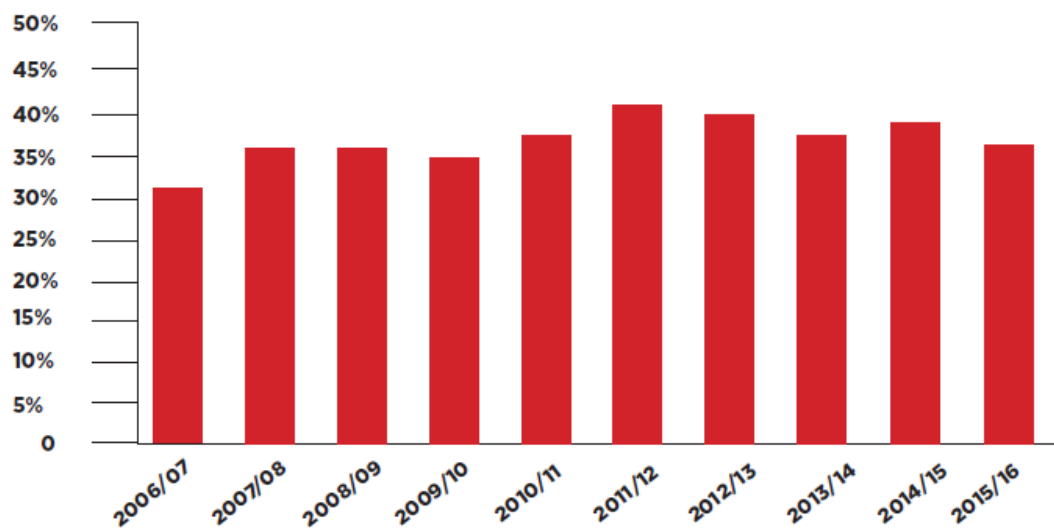


Table 1 shows the amount of waste disposed of by landfill, Energy from Waste, recycling and composting in Reading over the past 5 years as a percentage.

Table 1.

Reading	11/12 (%)	12/13 (%)	13/14 (%)	14/15 (%)	15/16(%)
Landfilled	54	28	25	21	29
EfW	13	38	38	38	36
Recycled	24	23	25	28	24
Composted	9	11	12	13	11

4.6 Current Performance and 2020 targets

Figure 2 below summarises current contributions to Reading's recycling rate of 32.6 % and sets out target contributions to meet the 2020 target of 50%.

Figure 2

READING

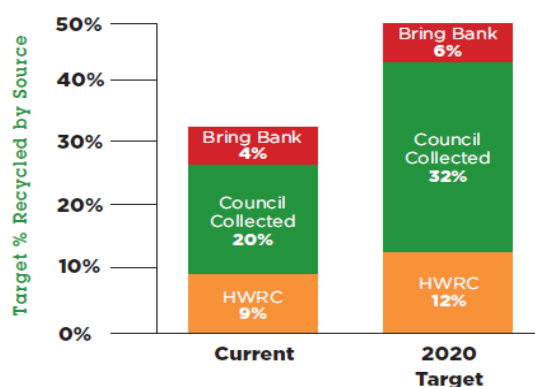
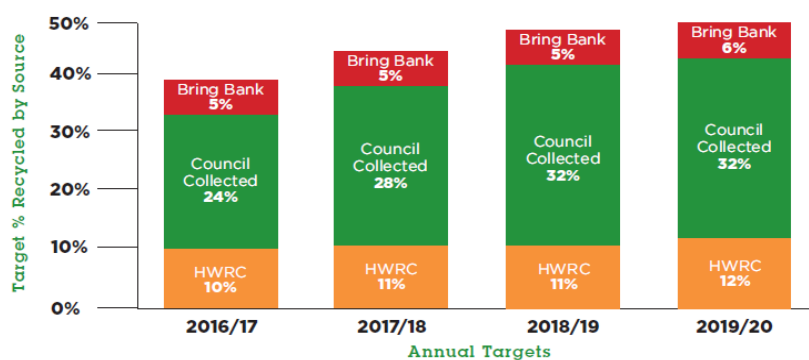


Figure 3 below sets out the annual targets which represent a pathway to meeting the 2020 recycling target.

Figure 3

READING



The 2 main targets which will be adopted from the re3 strategy and monitored are % recycling and % contamination of recyclate. Achieving these objectives will significantly reduce costs. These targets are challenging, and sampling data suggests that the recyclable tonnage is present in the waste stream and has the potential to be diverted. It should be noted, from a purely commercial perspective, there is a value to the Council in recycling as much waste as possible as processing costs for recyclables is lower than for residual waste.

Table 2 below sets out the contamination targets to 2020.

Table 2.

Reading	2015/16	2016/17	2017/18	2018/19	2019/20
	Current	Target Contamination Rate			
	27%	20%	15%	10%	10%

Performance against these 2 targets will be monitored on a quarterly basis and reported twice annually.

5.0 Monitoring the Strategy.

- 5.1 The progress of the revised Waste Minimisation Strategy will be monitored on a continual informal basis as part of everyday operations, and twice annually on a formal basis reported via the Strategy review sheets, an example of which is shown in Appendix 1. Data from re3 and Council sources will be used as the basis for monitoring the challenging targets which have been adopted.
- 5.2 The annual review of the strategy is intended to encourage progress and to ensure that updated targets are used to direct resources and set priorities in order to achieve the main aims of reducing the net cost of waste and achieving the 50% recycling and re-use target.
- 5.3 Progress, successes, issues and pressures will be monitored by the Head of Transportation and Streetcare, Neighbourhoods and Streetcare Officers and Senior Management and will be reported to the relevant Lead Member, Programme Board and Council Committee.

Strategy - Themes and Objectives

1. Reduce the net cost of waste.

Ref.	Objective	
A	Monitoring new RBC collection service standards.	
Additional background		
RBC HNL Committee adopted a new waste collection service standard in July 2016 aimed at reducing the amount of waste presented for collection by householders, thus reducing the available capacity. No side waste will be collected, a closed lid policy will be implemented as of the 13 th February 2017 and properties with multiple bins will be subject to a waste audit to identify the correct capacity. Recycling bins which are presented with contamination will not be collected.		
Principal Owners		Target
RBC Waste Operations	Reduce tonnage of household waste. Reduce contamination in recycling bins. Increase recycling rates.	01.07.17
Notes		
This will be monitored using the following: crew reports, customer complaints, compositional analysis and material tonnages collected and disposed of.		

Ref.	Objective	
B	Assessment of the viability of introducing a kerbside food waste collection service. Joint working with re3 partners to assess possible future viability with current collection round arrangements.	
Additional background		
The viability of this additional service was reviewed in Year 1 of the strategy as a priority action. It was concluded that with the current RCV body configuration the service was un-economic, with annual running costs of £1.4m, capital costs of £1m and a potential take up rate of <5000 tonnes per annum, which represents less than 50% of the tonnage of food waste in the residual bins. RBC will continue to discuss viability in view of the current collection regimes of the re3 partners (contracted out and in-house) and report progress during 2017/18.		
We will also support the re3 work to promote the 'Love Food Hate Waste' campaign via community meetings and by using social media with the aim of establishing a network of Home Composting champions. Promote and sustain the use of home composters and food digesters on our website. We will assess the viability of Re-launching the Green Cones initiative. Promote green waste collections		
Principal Owners		Deadline
RBC Waste Operations		31.03.18
Notes		
Links to re3 objectives A and I. Re3 strategy target I sets a target to purposefully explore the introduction of forms of treatment for the surplus food from residents that ends up in the waste stream, supporting the wider aspiration of the re3 partnership and RBC's commitment to assess food collection.		

Ref.	Objective	
C	Joint collaborative working with re3 officers and partners.	
Additional background		
The 3 cross authority working groups will continue to work to identify efficiencies and savings by joint procurement and the adoption of common policies and procedures. The groups will report to the Joint Waste Disposal Board and performance and priorities set. The re3 councils will review their relevant policies and procedures and share expertise, learning and delivering where possible.		
Principal Owners		Target
RBC Waste Operations, Neighbourhood Services - Waste minimisation.		Quarterly meetings
		Deadline
		31.03.18
Notes		
Links to re3 objective C and P.		

Ref.	Objective
D	Further investigate & assess the link between bin volume (per week) and recycling performance.
Additional background	
Waste collection is often planned on the basis of volume (litres per week equivalent) of the bins provided for collection. Re3 will produce an assessment of existing and new evidence which will provide a clear basis on which future policy decisions can be made. RBC will use this assessment in all future service planning.	
Principal Owners	Deadline
RBC Waste Operations, Neighbourhood Services - Waste minimisation.	31.03.18
Notes	
Links to re 3 strategy objective K	

Ref.	Objective	
E	Review of bulky waste collection and disposal service.	
Additional background		
The bulky waste collection service was reviewed and changed as a priority action of the waste strategy in 2015. The new collection system has been in place since 1 st July 2016 and has been operating successfully. The scheme will be kept under review and service changes will be made in response to the volumes of items collected and the capacity of the collection crews.		
Principal Owners	Target	Deadline
RBC Waste Operations	Increase items collected for re-use by 10% pa.	01.07.17
Notes		

2. Recycle > 50% by 2020.

Ref.	Objective	
F	RBC recycling rates. Specific targets have been set in alignment with the goal of achieving 50% reuse and recycling by 2020. Reducing contamination levels.	
Additional background		
These are re3 targets and one of the principal performance monitoring tools. There are 2 targets within this objective. The first relates to the specific contribution of the kerbside collection service to the overall recycling rate of the Council. The second relates to the level of contamination (or non- target and non-recyclable material) delivered by the Council as a part of its kerbside recycling collections. All gains however small they are, should be considered and, wherever it is affordable, sought.		
Principal Owners	Target	Deadline
RBC Waste Operations, Neighbourhood Services - Waste minimisation.	Increase collected recycling/composting/reuse rates to 24% of total household waste	31.03.17
	Reduce contamination of kerbside recycling delivered to the MRF to 20%	31.03.17
Notes		
<ul style="list-style-type: none"> • The targets adopt the terminology and methodology of the MRF Code of practice. • The overall recycling rate includes composting and reuse. • Reductions in contamination help efficient sorting of materials into marketable streams. • Compositional analysis and collection tonnages will be used to monitor. • Links with re3 objective G2. 		

Ref.	Objective	
G	Monitoring of waste electrical and electronic equipment (WEEE) collection tonnages.	
Additional background		
<p>Following a successful bid in March 2015 RBC received £30,000 of additional funding from the WEEE Distributor Takeback Scheme Local Project Fund. The funding was used to set up and promote the collection of small electrical items from all households in the borough that receive a kerbside recycling collection from October 2015. 2.5 tonnes of WEEE items were collected and sent for reuse and recycling diverting material from landfill in the first year. 6, 1100 litre WEEE bins are being introduced into selected large flats in February 2017. Officers will continue to explore alternative re-use off-takers.</p>		
Principal Owners	Target	Deadline
RBC Waste Operations, Neighbourhood Services - Waste minimisation.	To increase WEEE tonnage by 10% per annum.	01.03.17
Notes		

Ref.	Objective	
H	Monitoring of street sweeping tonnages collected and recycled per annum.	
Additional background		
<p>Street sweepings have been collected and sent as recycling since 1st October 2015 & have been averaging 100 tonnes per month. It is estimated that recycling street sweepings adds 0.75% to our recycling rate per annum & saves £65,000 in landfill charges.</p>		
Principal Owners	Target 1100 -1200 tonnes pa	Deadline
RBC Waste Operations and Streetcare		01.03.18
Notes		

Ref.	Objective
I	Support re3 in increasing the recycling of glass bottles and jars via bring sites. Improve and extend scope of existing bring sites.
Additional background	
<p>Re3 objective L sets a target by 2020 for re3 to increase glass recycling to average of 6% of household waste. The aim is to increase the number and quality of bring sites in existing areas, the town centre, schools, colleges and new developments for materials not collected at kerbside. We will continue to investigate the introduction of WEEE, foil, Tetra-pak and textile bring banks with re3 partners and FCCE. RBC will continue to seek partners to provide additional reuse and recycling opportunities. Increased provision will depend on the availability of funding and a business case.</p>	
Principal Owners	Deadline
RBC, re3	31.03.18
Notes	
Re3 objective L	

Ref.	Objective	
J	RBC Flats Recycling Project. Increase recycling rates and reduce contamination in waste from flats.	
Additional background		
No. of sites (households) where project implemented	55 (2850)	All sites now have the correct number of bins, residents have received a pack with a leaflet, reusable recycling bag and letter and signage has been installed in bin store areas.
No. of residents spoken to	868	During initial doorstepping visits
No. of 1100L landfill bins converted into recycling bins/additional recycling bins installed.	69	Equivalent to 305 tonnes of waste being diverted from landfill per annum. Equivalent to £21,800 per annum saving.
No. of sites (households) where recycling introduced	8 (131)	Sites previously had no recycling facilities.
Next Steps		
<ul style="list-style-type: none"> • Charnwood Court - Basingstoke Road - Contamination (15 flats) • Brayford House - Hartland Road - RBC Flats • Royal Court - Kings Road (36 flats) • Kielder Court - RBC Flats (23 flats) • Denton Court - RBC Flats (23 flats) • Bispham Court - Contamination (15 flats) 		
Principal Owners		Deadline
RBC Waste Operations, Neighbourhood Services - Waste minimisation.		31.03.18
Notes		
The flats project is resource intensive and can only be progressed when staff resource is available.		

3. Support and Communication.

Ref.	Objective	
K	Love Clean Reading App.	
Additional background		
The Love Clean Reading App is used by staff, Members and residents to report a wide range of environmental issues. There are currently 1000 users.		
Principal Owners	Target	Deadline
RBC Streetcare	10% increase in user per annum	31.03.18
Notes		

Ref.	Objective	
L	Communications campaigns - review and development. re3 Councils' Shared Marketing and Communications Strategy 2017-2018. RBC Website content improvement. Continued use of the Love Clean Reading brand. Promotion of the re3 brand and the use of social media.	
Additional background		
<p>The re3 partnership has agreed to work together in the delivery of marketing and communications where they relate to common aspects of the waste service. Re3 communications activities are being co-ordinated by the re3 Marketing and Communications Officer and are set out in the annual re3 Communications Strategy.</p> <p>The re3 Councils' Shared Marketing and Communications Strategy 2017-2018 will focus on the following areas:</p> <ol style="list-style-type: none"> Using the results of the compositional waste analysis to shape communications to target specific issues Addressing the questions that residents ask on a regular basis as to what, where, why and how they should recycle Other campaigns that feed into the re3 strategy objectives of reducing contamination rates and building the re3 brand <p>All of the above will support re3 in achieving the shared 50% recycling and reuse target by 2020. A more detailed breakdown is provided in the re3 strategy document in Appendix 4.</p> <p>In year 2 of the RBC strategy communications were primarily concerned with the introduction of the revised waste service standard and the introduction of the chargeable green waste collection service, using a direct postal method.</p> <p>In Year 3 RBC communications will be based on the re3 communications plan and focus resources on:</p> <ul style="list-style-type: none"> • Door stepping using information leaflets. • Waste audits with residents where appropriate. • RBC website content improvement. • Social media face-book posts, tweets. • Re3 re-tweets and content on RBC platforms. • 4 Roadshows and events per annum. • Direct mail-shots if appropriate and affordable. 		
Principal Owners		Deadline

RBC Waste Operations, Neighbourhood Services - Waste minimisation, Corporate M and Pr, re3 Marketing and Communications.	31.03.18
Notes	
Links to Re3 objective Q and R	

Ref.	Objective	
M	Reading University Student Moving In/Out. Establishment of a reciprocal information exchange and working relationship.	
Additional background		
<p>We will continue to work with the University to facilitate the moving in and out of students into residential accommodation by issuing information packs. Due to the need to deliver efficiencies it is no longer possible to provide the same amount of Officer support in the run up to the end of year.</p> <p>We will aim to strengthen the working relationship with the University of Reading's Environmental Science department, possibly establishing a Gap Year student scheme.</p>		
Principal Owners	Target	Deadline
RBC Neighbourhood Services - Waste minimisation.	Establish reciprocal arrangement.	31.03.18
Notes		
Ref.	Objective	
N	Schools Continue and develop links with schools to promote Love Clean Reading and the Reduce, Re-use, Recycle and Compost message by promoting term long projects for school children.	
Additional background		
<p>The grant funded Waste Minimisation Officer will remain in post until March 2018 and will continue to focus on roadshows and school and community educational visits and initiatives such as the recycling logo competition in 2016.</p>		
Principal Owners	Deadline	
RBC Waste Operations, Neighbourhood Services - Waste minimisation.	31.03.18	
Notes		

Appendix 1

Progress Review Sheet.

Ref.	Objective	
A	Monitoring new RBC collection service standards.	
Additional background		
RBC HNL Committee adopted a new waste collection service standard in July 2016 aimed at reducing the amount of waste presented for collection by householders, thus reducing the available capacity. No side waste will be collected, a closed lid policy will be implemented as of the 13 th February 2017 and properties with multiple bins will be subject to a waste audit to identify the correct capacity.		
Principal Owners	Target	Deadline
RBC	Reduce tonnage of household waste.	01.07.17
Notes		
This will be monitored using the following: crew reports, customer complaints, compositional analysis and material tonnages collected and disposed of.		

Monitoring			
Period	Review of Activity	Target Status	KPI (actual)
Q 1 and 2			
Q 3 and 4			

Appendix 2

Legislation.

1. Introduction

This section reviews key current and forthcoming legislation and regulations to ensure that Reading Borough Council's statutory obligations are fully understood and addressed and to ensure that impending regulatory changes are also taken into consideration in the development of the Waste Minimisation Strategy document. This section does not cover all waste management regulations but highlights the key pieces of legislation that may impact on the development and implementation of the waste management strategy. This section should be kept under regular review as the details within this document are subject to change in line with any regulatory change that may occur.

Most UK legislation is now a result of European Directives and therefore future changes can be tracked by looking at proposed EU Directives and monitoring developments at an EU level.

2. The Legislation

- Environmental Protection Act 1990
- Controlled Waste Regulations 1992
- EU Landfill Directive 1999
- Revised EU Waste Framework Directive 2008
- WEEE Directive 2002 (and Recast 2014)
- Waste Regulations 2011
- Waste Emissions Trading Act 2003
- Material Recovery Facilities (MRF) Regulations 2014

Environmental Protection Act (EPA) 1990:

www.opsi.gov.uk/acts/acts1990/Ukpga_19900043_en_1.htm

The EPA 1990 sets out a wide range of environmental legislation and is the primary Act that controls the management of waste. Part II of the Act deals with waste management, in particular the key duties and powers of local authorities are set out in:

Section 33 - makes it an offence to treat, keep or dispose of controlled waste without a waste management licence.

Section 34 - relates to a statutory Duty of Care for all those who handle and produce waste to ensure that it is managed, recovered and disposed of safely and in accordance with the Duty of Care Regulations (1991).

Section 35-44 - details specific requirements in relation to the Waste Management Licensing system for waste treatment and disposal facilities.

Sections 45-61 - relates to the responsibilities of WCAs and WDAs.

Controlled Waste Regulations 1992:

www.opsi.gov.uk/si/si1992/Uksi_19920588_en_1.htm

The Controlled Waste Regulations describe the type and nature of waste and how Local Authorities may approach the collection of it in terms of charging. In four Schedules it describes Household Waste, Household Waste which may be collected for a charge, Industrial Waste and Commercial Waste.

Environmental Protection (Duty of Care) Regulations 1991 (SI 2839) (England and Wales & Scotland) (as amended 2003)

www.opsi.gov.uk/SI/si1991/Uksi_19912839_en_1.htm

There is a duty of care in respect of waste, placing responsibility for that waste on any person who produces imports, carries, keeps, treats or disposes of controlled waste, or as a broker who has control of such waste. This includes WCAs, WDAs and Unitary Authorities (UAs). The duty of care is designed to be an essentially self-regulating system that is based on good business practice. It places a duty on anyone who in any way has a responsibility for controlled waste to ensure that it is managed properly and recovered or disposed of safely.

These regulations establish a mandatory system of transfer notes, which must be completed and retained when waste is transferred.

The re3 partners endeavour to give due regard to the Duty of Care regulations in all waste activities undertaken.

Landfill Tax Regulations 1996

www.opsi.gov.uk/si/si1996/Uksi_19961527_en_1.htm

The Landfill Tax came into effect on the 1 October 1996. It is a specifically targeted levy on the disposal of waste to landfill, introduced by the

government to prompt change in UK waste management. The main Objectives of the tax are:

- To ensure that the cost of landfill properly reflects its environmental impact, and to help ensure that UK national policy targets for more sustainable waste management are achieved.
- There are two rates of landfill tax:
 - A lower rate (currently of £2/tonne) for specified inactive or inert wastes. These are wastes which do not give off methane or other gases after disposal and that do not have a potential to pollute groundwater; and
 - A standard rate (currently of £24/tonne for 2007/08) is applied to all other wastes.
- In the March 2007 budget the Government announced that ‘from April 2008 and until at least 2010/11, the standard rate of landfill tax will increase by £8 per tonne each year’.
- All waste disposed to landfill by re3 authorities is subject to the landfill tax charges set out above.

Producer Responsibility Obligations (Packaging Waste) Regulations 1997:

www.opsi.gov.uk/si/si1997/19970648.htm

The main aim of these Regulations is to increase reuse of packaging where possible, increase the recovery and recycling of packaging waste in the UK and implement the recovery and recycling targets in the EC Directive on Packaging and Packaging Waste 94/62/EC. The Regulations came into effect in March 1997 and are enforced by the Environment Agency for England and Wales.

The Regulations give substance to ‘Producer Responsibility’ which is an extension of the polluter pays principle, and is aimed at ensuring that businesses take responsibility for the products they have placed on the market once those products have reached the end of their life. The Packaging Waste Regulations directly affect most UK companies or groups of companies who have a turnover exceeding £2million and who handle more than 50 tonnes of packaging. These companies must either register with the relevant agency or join a compliance scheme.

Once a company has registered or joined a compliance scheme they must recycle or reuse the required percentage of their packaging and provide evidence of compliance to the appropriate authority. Businesses whose main activity is "selling" must also carry out consumer information obligations. In turn the Environment Agency is required to carry out and publish details of the monitoring they have carried out on companies that come under the

scheme on a yearly basis. The regulator is also responsible for non-registration/"freeloader" monitoring which is carried out to detect those companies who may be obligated under the regulations but have not registered.

The Packaging Waste Regulations do not place a direct responsibility on local authorities to recycle packaging waste. This responsibility lies with those in the packaging supply chain. However, as the targets imposed on business to recycle packaging waste increase, there are likely to be more opportunities for local authorities to work with business to ensure that the amount of packaging waste being recycled increases. Some authorities receive financial support from obligated packaging producers and further funding opportunities may emerge in the future.

Waste Minimisation Act 1998:

www.opsi.gov.uk/acts/acts1998/19980044.htm

The Waste Minimisation Act 1998 enables local authorities throughout the UK (except Northern Ireland) to take steps to minimise the generation of household, commercial or industrial waste. The Act was initiated in 1998 by the Women's Environmental Network. It gives recognition to the fact that local authorities are not just WCAs and WDAs, but have duties to promote waste minimisation.

The Act allows a local authority to "do or arrange for the doing of, anything which in its opinion is necessary or expedient for the purpose of minimising the quantities of controlled waste, or controlled waste of any description, generated in its area".

The Act does not place any obligation on authorities to carry out such initiatives or set targets, nor does it allow councils to impose any requirements on businesses or householders in their area. The Act does not actually mean that local authorities have to do anything about waste minimisation but allows either the WDA or WCA to provide funding for waste reduction activity.

Local Government Act 1999 - Best Value

The 'best value' regime was introduced under the Local Government Act 1999 and became compulsory for all authorities from April 2000.

The Act obliges local authorities to secure continuous improvement in the way that they exercise all their functions "having regard to a combination of economy, efficiency and effectiveness".

Following the introduction of the 'best value' regime, a set of Best Value Performance Indicators (BVPIs) was devised in 2000/01. Current BVPIs for waste management include the key indicators of total waste arisings, waste disposal, composting and recycling.

The following performance indicators are a selection of the ones that authorities must report against:

- The percentage of total tonnage of household waste recycled (BV82a);
- The percentage of total tonnage of household waste composted (BV82b);
- The percentage of total tonnage of household waste used to recover heat,, power and other energy sources (BV82c);
- The percentage of total tonnage of household waste landfilled (BV82d);
- Kg of household waste collected per head (BV84);
- Percentage of residents served by kerbside recycling (BV 91);
- Cost of waste collection per household (BV96); and
- Cost of waste disposal per tonne of municipal waste (BV87).

The targets for recycling and composting under the BVPIs have been reviewed at a national level. This resulted in the new National Indicators for Local Authorities and Local Authority Partnerships being implemented from April 2008. These indicators are better suited to report those recommended targets for recycling and landfill avoidance which were suggested in the Waste Strategy 2007. The waste related indicators which are required from each authority are:

- NI 191: Residual household waste per household
- NI 192: Household waste reused, recycled and composted; and
- NI 193: Municipal Waste landfilled.

Ozone Depleting Substances Regulations No 2037/2000:

www.opsi.gov.uk/SI/si2006/20061510.htm

European Council Regulation No 2037/2000 on substances that deplete the ozone layer, which came into effect in October 2001, requires Member States to remove ozone depleting substances (ODS) (including CFCs and HCFCs) from refrigeration equipment prior to disposal. This recovery is in addition to the 'degassing' of cooling circuits that local authorities had carried out for some time.

This requirement came into force immediately for industrial and commercial appliances and applied to domestic appliances from 1 January 2002. The introduction of these regulations resulted in the development of treatment

capacity to remove ODS from refrigeration equipment and it is considered unlikely that this treatment capacity will expand significantly in the future. Local authorities are responsible for the collection and handling of items such as fridges and freezers at household recycling centres and in bulky waste collection rounds, therefore they must ensure that any items collected that contain ODS are sent for degassing and appropriate treatment.

Landfill Directive 91/31/EC and Landfill (England and Wales) Regulations 2002 The Landfill Directive represents a step change in the way waste is managed in UK and will help drive waste up the hierarchy through waste minimisation and increased levels of recycling and recovery.

The Directive's overall aim is "to prevent or reduce as far as possible negative effects on the environment, in particular the pollution of surface water, groundwater, soil and air, and on the global environment, including the greenhouse effect, as well as any resulting risk to human health, from the landfilling of waste, during the whole life cycle of the landfill". The Directive has provisions covering location of landfills, and technical and engineering requirements for aspects such as water control and leachate management, protection of soil and water and methane emissions control. The key objective of the Landfill Directive is to improve waste management practices with regard to landfill disposal.

The key provisions in the Directive are summarised below:

- Prohibition of the co-disposal of hazardous and non-hazardous waste in the same landfill site;
- Categorisation of landfill sites by whether they accept 'inert', 'non-hazardous' or 'hazardous' wastes only;
- Requirement to reduce the quantity of biodegradable waste sent to landfill;
- Ban on landfilling of tyres, liquids, certain hazardous wastes (including flammable, corrosive, explosive, oxidising) and infectious wastes; and
- Requirement for pre-treatment of landfilled waste.

The major impact in terms of municipal waste management is the requirement to reduce the quantities of BMW to landfill by the following targets (using the UK derogation timetable):-

- Reduction in tonnage of BMW to landfill by 25% on 1995 levels by 2010
- Reduction in tonnage of BMW to landfill by 50% on 1995 levels by 2013
- Reduction in tonnage of BMW to landfill by 65% on 1995 levels by 2020

The targets are made more challenging by an annual increase in MSW arisings in the UK, year on year, from 1995-2002/3.

The technical landfill requirements of the Directive are implemented in England and Wales through the Landfill (England and Wales) Regulations 2002 (SI 1559). The regulations set Waste Acceptance Criteria (WAC) in order to determine the properties of a waste which are acceptable for landfilling. The criteria are set for inert, hazardous and non-hazardous wastes. In order to fulfil the WAC, a waste must demonstrate that it does not contain substances which leach from the waste in breach of the leaching limit values. If the waste does breach the thresholds, it will require treatment prior to landfilling.

The type of waste treatment required will depend on whether the waste is considered to be inert, hazardous or non-hazardous. Inert waste does not require pre-treatment. According to EA guidance treatment includes physical, thermal, chemical or biological processes. Source segregation of materials also counts as physical treatment. Separation of materials from the household waste stream for recycling activity therefore counts as pre-treatment prior to landfilling. Compaction or baling of material does not. Other forms of treatment and disposal will be required for waste types which are banned from landfilling and it is likely that the costs of disposal and treatment will increase, as will the requirement for treatment capacity.

Waste & Emissions Trading Act 2003:

www.opsi.gov.uk/acts/acts2003/20030033.htm

In order for the UK to meet its national targets for the diversion of BMW from landfill as set out in the Landfill Directive, the Government has set targets for each WDA. Through the Waste and Emissions Trading Act (WET Act), each WDA has been allocated a maximum allowance of BMW that it is permitted to dispose of to landfill in each year between 2005 and 2020. Failure to achieve these targets either through increased diversion from landfill, landfilling within the allowance limit or through trading (and some banking/borrowing) mechanisms will lead to punitive financial penalties. The rate of financial penalty is currently set at £150 per tonne for each tonne of BMW landfilled above the LATS target.

The quantity of BMW within municipal waste has been set at 68% in England. This figure is used to calculate the tonnages going to landfill, as determined through the Environment Agency mass balance approach.

re3 must therefore ensure that the partnership meets its LATS obligations or face a financial penalty.

Additional provisions of the WET Act include:

- Section 31 amends the EPA 1990 to allow WDAs in England to give direction to a collection authority to include requirements about the separation of waste that is delivered to the waste disposal authority.
- Section 32 places a duty on WCAs and WDAs in two tier areas in England to have a joint strategy for the management of municipal waste by April 2005. The strategy must be kept under review and authorities must have regard to any guidance given by the secretary of state. There are exemptions for certain high performing authorities and certain two tier authorities who have also met high performance standards in terms of recycling and diversion of waste from landfill.
- Section 35 - repeals the requirement for waste collection authorities in England and Wales to prepare and publish a waste recycling plan in accordance with EPA Section 49.

Household Waste Recycling Act 2003:

www.opsi.gov.uk/acts/acts2003/20030029.htm

The Household Waste Recycling Act (previously known as the Municipal Waste Recycling Bill) was a Private Members Bill introduced by Joan Ruddock MP. The Act makes provision regarding the collection, composting and recycling of household waste.

The Act requires English WCAs to collect from the kerbside at least two recyclable materials from households separate from residual waste by 2010. Councils with particular difficulties in meeting the demands of the legislation could be granted derogation. The provision of 'comparable' recycling facilities, such as a bring bank or civic amenity site within 100 metres of households, could satisfy the Act's requirements.

The key impact is the adherence to the first legislative requirement for local authorities to collect two streams of recyclable materials from the kerbside. It is anticipated that in many authorities this is already happening, however in areas where it is not, further action will be required or derogation sought whilst suitable infrastructure is developed.

All re3 authorities currently comply with this requirement to collect at least two recyclable materials from householders. This requirement is also now measured under the Best Value Performance Indicator BV91.

Clean Neighbourhoods and Environment Act 2005:

www.opsi.gov.uk/acts/acts2005/20050016.htm

The Clean Neighbourhoods Act has introduced a number of provisions that give local authorities greater enforcement powers in relation to abandoned vehicles, illegal waste activities such as litter, fly-tipping and graffiti. Other powers introduced include the ability to issue fixed penalty notices for failure to use specialised containers and the requirement for local authorities to transfer a waste disposal function to a specially formed company has been removed.

The key enforcement powers extended to waste collection authorities include the following:

- Abandoned Vehicles - local authorities have the power to remove an abandoned vehicle immediately and issue a fixed penalty notice of £200.
- Litter - An £80 on-the-spot fine for littering can be levied. Cigarette butts and chewing gum are defined as litter. Dropping litter anywhere, including on private land, is now an offence. LAs can require local businesses to clear up the waste that they generate.
- Graffiti/Fly-Posting - on-the-spot fines of £80 can be levied.
- Waste - powers include fines of up to £100 for waste left out at the wrong time. Maximum penalty for fly-tipping increased to £50,000 or 5 years' imprisonment. Powers to order landowners to clear up fly-tipping if knowingly caused or permitted. Fines for business if they fail to produce duty of care documentation, fines of up to £300.

Recycling Credit Scheme

Changes to the recycling credit scheme were recently introduced via the Clean Neighbourhoods and Environment Act 2005 and the Recycling Environmental Protection (Waste Recycling Payments) (England) Regulations 2006.

The key elements of the regulations are that:

- For the 06/07 financial year the value of disposal credits are capped at 05/06 levels and are based on the average cost of the most expensive form of disposal in each WCA area;
- For subsequent financial years the disposal credits will continue to be capped at the levels above but averaged out across a WDA area to provide a single value credit for all WCAs in the area.

Any increases will be in line with inflation at 3%. Payments of recycling credits to third parties for recycling and reuse will be calculated on the same basis.

Within this the legislation has introduced a flexibility for WCAs and WDAs to agree alternative arrangements for the payment of credits and need not follow the regime above unless agreement cannot be reached.

This legislation intends to create a greater incentive for joint working between authorities and enable flexibility in the achievement of LATS obligations. It presents an opportunity for WCA/WDAs to work together.

End of Life Vehicles Regulations 2003 and End of Life Vehicles (Producer Responsibility) Regulations 2005 The End of Life Vehicles (ELV) Directive (2000/53/EC) is transposed into UK law through the End of Life Vehicles Regulations 2003 and End of Life Vehicles (Producer Responsibility) Regulations 2005. The Directive aims to reduce the amount of waste produced from ELVs and increase the recycling and recovery of any wastes that do arise.

The Directive sets out measures aimed at the prevention of waste from vehicles and, in addition, at the reuse, recycling and other forms of recovery of end-of-life vehicles and their components so as to reduce the disposal of waste. It also requires the improvement in the environmental performance of all the economic operators involved in the life cycle of vehicles and especially the operators directly involved in the treatment of end-of-life vehicles.

Vehicle owners must be able to have their complete ELVs accepted by the new collection systems free of charge, even when they have a negative value, from 1 January 2007 at the latest (earlier in respect of vehicles put on the market on or after 1 July 2002). This has implications for the ELV recovery network which will need to have the capacity to accept, store and treat the ELVs. The legislation also contains targets for the recycling of certain materials from End of Life Vehicles.

The Regulations do not place a duty on local authorities to provide facilities for dealing with end-of-life vehicles; instead it will be producers who must provide these facilities, called Authorised Treatment Facilities (ATFs). Local authorities will be able to make use of these facilities for the disposal of abandoned vehicles that they collect. They must however, ensure that they send these vehicles to authorised treatment facilities.

Animal By-Products Regulations (ABPR) 2003, and updated in 2005:
www.opsi.gov.uk/si/si2005/20052347.htm

The Animal By-Products Regulations (ABPR) came into force in England on 1 July 2003 and implements EU Regulation 1774/2002 and were updated in 2005.

The regulations impose restrictions on the handling and treatment of waste, particularly separately collected organic waste such as that collected from household kitchens, that contains or potentially contains animal by-products.

The ABPR divides animal by-products into three categories and sets rules for the collection, handling, transport and disposal of animal by-products which include catering waste, former foodstuffs and other animal waste, such as fallen stock.

Category 1 is the highest risk category - including carcasses and materials infected or suspected of being infected with diseases such as scrapie in sheep or BSE in cattle, the carcasses of zoo and pet animals, Specified Risk Material (SRM) and catering waste from means of international transport. Category 2 is also high-risk material, and includes diseased animals, animals that die on farms and which do not contain SRM at the point of disposal and animals which are not slaughtered for human consumption.

Category 3 is essentially material which is fit (but not intended) for human consumption and as such includes parts of slaughtered animals, blood, raw milk, fish caught in the open sea, and shells. Permitted disposal methods include treatment in a biogas or composting plant.

The most significant aspect that affects recycling and composting is that different controls are placed on composting processes depending on the types of waste being composted. The Regulations set out operating temperature and retention times for processes which are related to the waste types being treated.

Authorities who collect organic waste that contains food waste that contain animal by-products (meat) must treat waste through a two stage process, e.g. in-vessel or anaerobic digestion systems. Open windrow facilities are not suitable. Facilities must be operated in accordance with the Regulations.

Introduction of schemes to collect kitchen waste must consider the impact of these Regulations and ensure appropriate treatment facilities are in place.

Hazardous Waste Regulations 2005:
www.opsi.gov.uk/SI/si2005/20050894.htm

In July 2005, new controls on Hazardous Waste came into force in England, Northern Ireland and Wales. The Regulations replace the previous Special Waste regime.

This change in UK legislation brought into force the revised European Waste Catalogue (EWC). The EWC has been combined with the Hazardous Waste List (HWL) to provide an extended list of wastes. The list indicates which wastes are classified as hazardous.

The key impacts of the regulations include the replacement of the term 'Special Waste' with 'Hazardous Waste', and the likelihood of increased hazardous waste arisings, given that more waste is classified as 'hazardous' than was classified as 'special'. Examples of 'new' hazardous wastes include fluorescent light tubes, televisions and dental amalgam.

Where any hazardous waste is collected from the municipal waste stream, in particular at household recycling centres, separate provision must be made for the storage and disposal of these items and waste notification procedures will apply.

Where an authority operates a separate collection of hazardous materials from households, the requirements of the hazardous waste regulations will apply to the transfer and storage of these items before final treatment or disposal.

Renewable Obligations Order 2002, (as amended 2006)
www.opsi.gov.uk/si/si2002/20020914.htm

The Renewables Obligations Order is the Government's main mechanism for supporting renewable energy. The Obligation is enforced by an Order (Statutory Instrument) made under the terms of the Utilities Act 2000. The Order was introduced in April 2002 and sets out which forms of energy generation qualify for Renewable Obligation Certificates (ROCs).

The Obligation requires suppliers to source an annually increasing percentage of their sales from renewables. For each megawatt hour of renewable energy generated, a tradable certificate called a Renewables Obligation Certificate (ROC) is issued.

Suppliers can meet their obligation by:

- acquiring ROCs
- paying a buy-out price of £30/megawatt hour

- a combination of ROCs and paying a buy-out price.
- When a supplier chooses to pay the buy-out price, the money they pay is put into the buy-out fund. At the end of the 12-month Obligation period, the buy-out fund is redistributed to ROC holders.
- Anaerobic digestion and advanced thermal treatment qualify for ROCs under this scheme and recent revisions (2006) have incorporated waste recovery operations combusting over 90% biomass and Energy from Waste plants combusting waste with 'good quality' Combined Heat and Power (CHP) schemes into the scheme.

This works to increase the range of alternative treatment technologies that qualify for ROCs and should contribute to increasing the financial viability of these options if they are being considered by local authorities as part of long term waste strategy implementation.

RECENT LEGISLATION (to May 2007)

Agricultural Waste Regulations 2006

The Government has recently extended existing waste management controls to cover agriculture. These controls came into force in 2006 under The Waste Management (England and Wales) Regulations 2006, also known as the Agricultural Waste Regulations. These new regulations implement EU legislation, in particular the Waste Framework and Landfill Directives and to ensure that farming is under the same controls that have applied to other sectors for many years.

The changes will mean that farmers will no longer be able to burn or bury many types of waste on farms, instead they will have to:
 Send or take their waste for disposal off-farm at licensed sites;
 Register a licensing exemption with the Environment Agency to recycle waste on-farm; or apply to the Environment Agency for a licence to continue on-farm disposal.

Therefore unregulated burying and burning of agricultural waste on farms will be prohibited. The use of manure, slurry and effluent on farms as a fertiliser as part of good agricultural practice, where not being discarded as waste, will continue to be permitted, subject to certain conditions. The main impact of these Regulations is likely to be on the non-natural waste streams from farms such as plastic and cardboard packaging materials, tyres, oils, metals.

A potential impact of these Regulations for local authorities is that some agricultural waste may end up being diverted into the municipal waste

stream. For example farmers may request waste to be collected via trade collections or that additional waste enters the municipal waste stream through refuse collections from domestic properties or at civic amenity sites.

Waste Electrical & Electronic Equipment Directive 2002/96/EC:

www.dti.gov.uk/innovation/sustainability/weee/page30269.html

In February 2003, the European Waste Electrical and Electronic Equipment (WEEE) Directive became European law and was due to be implemented by August 2004.

Collection, treatment and financing systems for WEEE must be in place by September 2005 and the first collection and treatment targets are to be attained by December 2006.

Key requirements of the WEEE Directive include:

- A compulsory household collection by the end of 2006 - a target of 4 kg per household is set and a new target will be set in 2008;
- A compulsory producer responsibility - this ensures that the producers finance the management of consumer electronic and electrical waste;
- Financing - producers are able to use collective or individual financing schemes; Measures to decrease the disposal of WEEE by consumers as unsorted municipal waste by the Member States;
- Treatment costs - the cost of treating historical waste to be shared
- proportionately between producers in the market when the costs arise;
- Financial guarantees - made by producers (up front) to guard against costs arising from orphan WEEE.

The UK Regulations implementing the WEEE Directive were laid before Parliament on 12 December 2006 and entered into force on 2 January 2007. Non-Statutory Guidance was published on 28 February 2007.

The WEEE Regulations do not place a statutory duty on local authorities to collect WEEE products, as that duty rests with the product producers. However local authorities have an opportunity for collection sites, such as Recycling Centres to become Designated Collection Facilities (DCF). The CA sites at Smallmead, Reading and Longshot Lane, Bracknell have both been designated as DCFs from July 2007.

Proposed EU Directive on Batteries and Accumulators

This Directive applies to batteries containing lead, mercury or cadmium, and its primary focus is controlling the disposal of spent batteries and accumulators (energy storage devices) containing potentially dangerous materials.

The Directive requires Member States to ensure that appropriate systems are in place for consumers to return used batteries. The Directive will also require the redesign of appliances to allow for the easy removal of spent batteries and ban the use of nickel/cadmium or NiCad batteries from 2008. It is envisaged that a Directive will be introduced to set targets for the collection and recovery of consumer batteries, most of which are disposed of via the household waste collections.

The financing of collection systems has not yet been established and it is likely that producers will be responsible. However there may be opportunities for local authorities to work with producers who wish to use any existing collection facilities that are in place.

EC Working Document on Biological Treatment of Biowaste

In 2001 the European Commission issued a second draft of the EU Directive on the Biological Treatment of Biological waste (known as the Biowaste Directive).

The Directive objectives are to promote the biological treatment of biodegradable waste (e.g. anaerobic digestion or composting) to help meet the Landfill Directive targets for the diversion of biodegradable waste from landfill.

The proposed Directive covers not only municipal waste (including household waste) but also biodegradable residues produced by industry, such as agricultural or food and drink wastes.

The draft Directive proposes that local authorities may be required to set up separate collections of biodegradable waste in order to maximise the scope for composting and anaerobic digestion. Urban areas with over 100,000 inhabitants would be required to set up such systems within three years of implementation.

Urban areas with over 2,000 inhabitants would have five years to do the same. In order to minimise the waste material left over following biological treatment of municipal waste i.e. contaminants, the draft Directive

proposes that separate collections of materials such as packaging, metals and hazardous wastes are undertaken.

In addition, the draft Directive sets out standards for air emissions and leaching, during the treatment of 'biowaste'. Biowaste management is a cross-cutting environmental issue, which impinges upon sustainable resource use and is relevant to the EU Thematic Strategy on Soil Protection.

Amendments to the EC Waste Framework Directive 1975 (75/44/EEC)

The original European legislative framework document for waste management is the Waste Framework Directive (75/442/EEC). It requires national competent authorities to draw up waste management plans. Plans must encourage the prevention and recovery of waste and provide suitable infrastructure for recovery and disposal and the appropriate regulatory framework to protect the environment and public health. The Directive sets out basic requirements for waste management licensing control and planning. It also includes the definition of waste and associated waste management terms. This document has been extensively amended and a consolidated and updated version is currently under development, following responses by EU member states that were submitted in February 2006.

The new version of the Directive is anticipated to include an updated interpretation of recycling and recovery and incorporate hazardous waste and other Directives within its scope. It is also intended to adopt a Life Cycle Approach within the framework.

Appendix 3

Population and Demographics - CENSUS 2011 - Summary for Reading.

1.0 Total Population - Reading

The 2011 Census estimates the population of Reading at 155,700. This a 9% increase on the 2001 census figure of 143,096 and a 2% bigger change than the one between 1991 and 2001 when there was 7.1% increase in the Reading population.

1.1 Population by Age

Table 1

Population	Reading 2011	Reading 2001	Reading % change 2001 - 2011	Reading % change 1991- 2002
All Ages	155,700	144,400	8.8	7.1
0-14	28,500	25,100	13.5	0.8
15-19	9,800	9,000	8.8	3.4
20-29	29,700	29,700	0	-3.6
30-59	63,500	57,300	10.8	23.0
60-74	15,500	14,300	8.3	-7.7
75+	8,700	8,800	-1.2	4.8

There have been significant increases in the 0-19 age groups, particularly the 0-14s. The 30-59 age group whilst increasing shows a slower rate of change than that over the previous 10 years. The 60-74 age group has increased by 8% compared to a decrease of 8% in 2001. There has been a slight decrease in the 75+ age group.

In broad terms Reading has a higher than England (and the South East) average of its population in the 0-4, 20-39 year age bands and lower than average in the 10-14 and 45+ age bands.

1.2 Households

The total Households is estimated at 65,900, an 8% increase since 2001.

1.3 Ethnicity

Reading's population has increased in ethnic diversity. 25.3% of the population is now currently 'non-white', a 12.1% increase since 2001. Within the 'white' classification, 'other white' has increased from 4.2% to 7.9%.

Reading continues to have the second highest proportion of non-white ethnic groups in the South East after Slough. There has been a shift in the diversity over the 10 year period with Black African becoming marginally the largest non-white group (4.9), followed closely by Pakistani (4.5%) and Indian (4.2%). Mixed, Other Asian and Black Caribbean are all represented above the national average.

Table 2

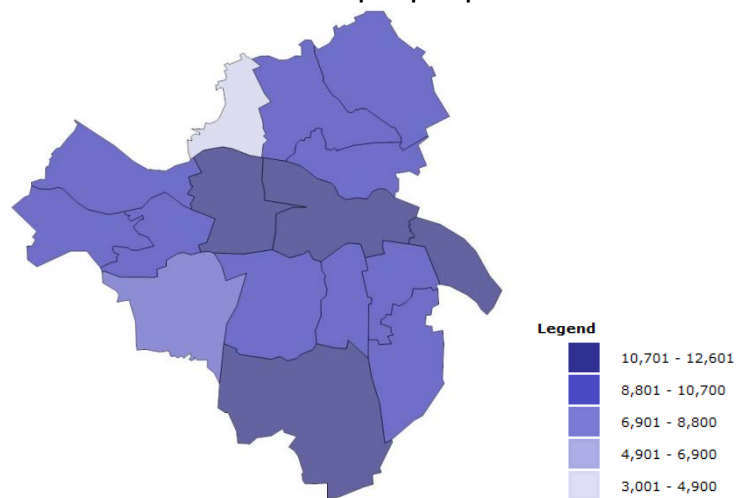
	Reading 1991	Reading 2001	Reading 2011	England 2011
White British	90.5%	86.80%	66.9%	80.9%
Other White		4.2%	7.9%	4.6%
Mixed (new category for 2001)	--	2.4%	3.9%	2.2%
Indian	1.4%	1.7%	4.2%	2.6%
Pakistani	2.2%	2.7%	4.5%	2.1%
Other Asian	0.7%	0.8%	3.9%	2.3%
Black Caribbean	2.7%	2.2%	2.1%	1.1%
Black African	0.6%	1.6%	4.9%	1.8%
Black other	0.8%	0.4%	0.7%	0.5
Chinese	0.4%	0.7%	1%	0.7%
Other ethnic group	0.9%	0.7%	0.9%	1.0%

Source: Office for National Statistics, 2001 Census KS06. SASPAC Version 6. 2011 Table KS201EW

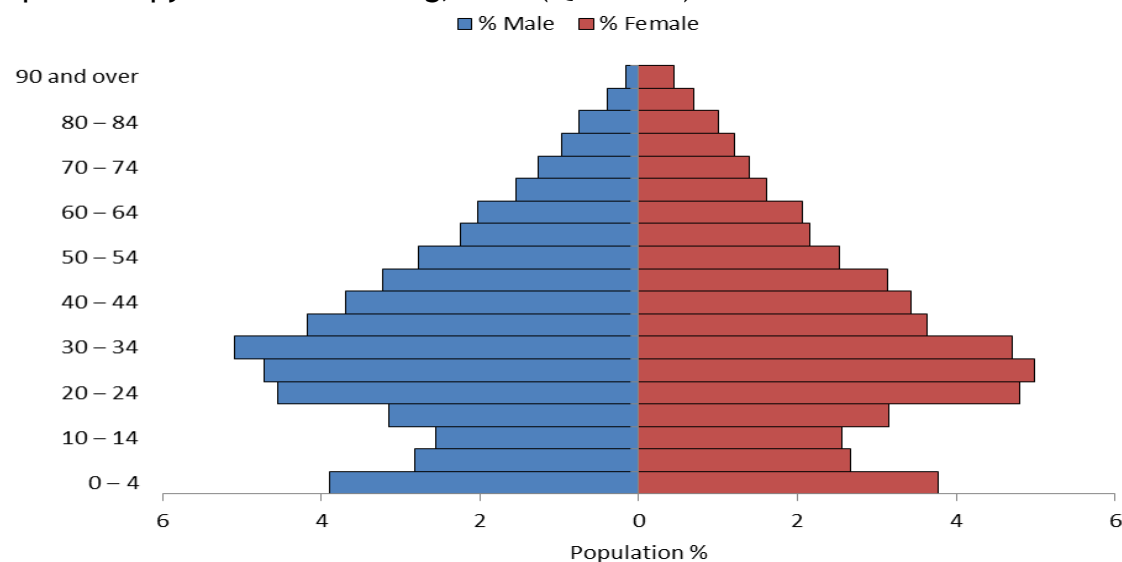
- 82.2% identify themselves as British wholly or partly compared with 91.6% nationally.
- 8.8% of households have no people in the household where English is a main language. This compares with 4.4% nationally.
- 14.8% (9,256) of households contain multiple ethnic groups compared to 8.9% nationally.

Population Fact Sheet 2011 Census

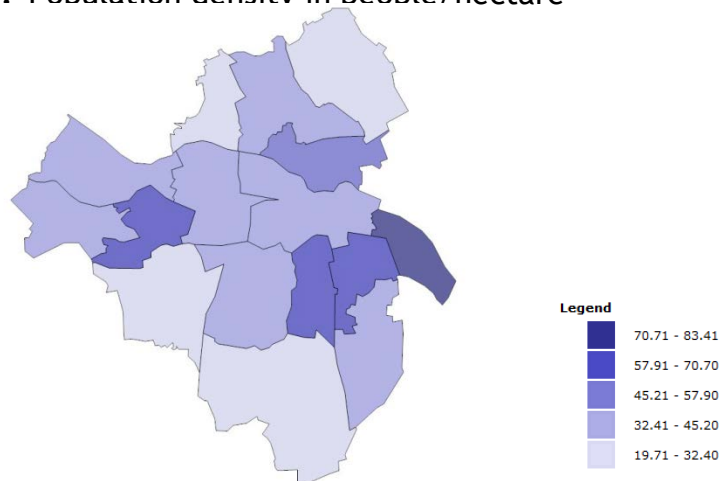
1. Overall number of people per ward.



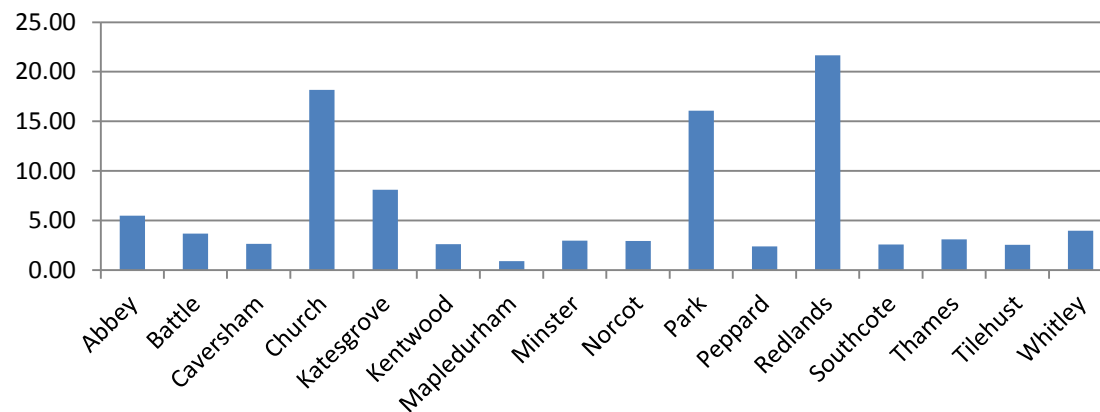
3. Population pyramid for Reading, 2011 (QS104EW)



3. Population density in people/hectare



4. Proportion of students per ward (QS603EW)



Source: ONS 2011 Census of Population. Crown Copyright

Appendix 4



re3 Councils' Shared Marketing and Communications Strategy 2017-2018

Introduction

This document outlines the marketing and communications activity that will be undertaken by the re3 Partner Councils in order to support the continuing shared objectives of reducing waste and contamination and improving recycling rates in the re3 area.

It is divided into four parts, one for each partner council, and starting with re3.

re3 has a dedicated Marketing and Communications Officer who supports Bracknell Forest, Reading and Wokingham Borough Councils in their waste minimisation and recycling objectives. Through re3, consistent, supportive, relevant and targeted communications will be produced for use throughout the re3 area, and to supplement individual council marketing and comms campaigns.

Part 1 – re3

re3's marketing and communications activity for 2017 -2018 will focus on the following areas:

- a. Using the results of the compositional waste analysis to shape communications to target specific issues
- b. Addressing the questions that residents ask on a regular basis as to what, where, why and how they should recycle
- c. Other campaigns that feed into the re3 strategy objectives of reducing contamination rates and building the re3 brand

All of the above will support re3 in achieving the shared 50% recycling and reuse target by 2020. A more detailed breakdown is provided below:

A. Compositional Waste Analysis

i. Using data in comms campaigns

The compositional waste analysis data has already been used in the launch of the Love Food Hate Waste cascade training – being delivered throughout 2017 – and the annual Christmas and New Year campaign to encourage more and better recycling of paper and cardboard.

The data can be used to shape messages that demonstrate the difference between residents' perception of how much they waste, and actual waste tonnage.

The reasons as to why residents should recycle and the benefits of doing so to them will be revisited and communicated. This can include environmental, community and financial benefits and will include food waste prevention messages designed to help residents to save money from their grocery bills, and by extension, reducing re3's food waste collection costs.

Data from the compositional waste analysis is shaping the campaigns listed below.

ii. Love Food Hate Waste

A series of Love Food Hate Waste training sessions are being arranged throughout the re3 area to reach different parts of the community and encourage residents to act as food waste 'messengers' or champions. Specific groups have already been enlisted through the Wokingham Children's Centres, Catalyst Housing Association in Reading and the Bracknell Open Learning Centre (home of the U3A in Bracknell) in addition to sessions open to everyone, such as a Saturday course that took place at a Wokingham community centre.

The training sessions are being supplemented with a food waste reduction social media campaign, including the further development of the re3 Facebook page where attendees can share what they have learnt and encourage others to join by posting their own recipes, photos of leftover meals, freezer tips etc.

Media releases, including films shot at the sessions, will reinforce and refresh key messages beyond the timescale of the training sessions.

LFHW and re3 branded tools (e.g. food bag clips, spaghetti measurers, shopping list fridge magnets etc.) that can be used within the community by attendees and by waste reduction officers have been ordered by re3 to encourage, incentivise and facilitate the sharing of messages. Their practical food waste prevention benefits are in supporting residents to cook the correct portion sizes, store

food properly so that it stays fresh for longer and in planning ahead in order to get the most out of food purchases.

An online survey has been delivered to assess residents' perceptions about food waste compared to the behaviour reflected in the waste tonnage data, and as a way to evaluate re3's marketing and comms reach so far. A follow-up compositional waste analysis in the autumn will be used to gauge any changes in food being disposed of in the general waste.

iii. Recycling of Paper and Cardboard

A poster and social media campaign on recycling paper and card in the run up to Christmas and into the New Year advised on how to recycle paper products properly. It addressed some of the contamination issues encountered at this time of year e.g. wet card that has been left out in the rain, plastic gift wrap, sticky tape and polystyrene packaging contaminating recycling etc. It is due to be repeated for Christmas 2017.

A film on wet paper and card recycling contamination is being completed at the end of February, early March 2016.

B. Addressing common concerns and questions

re3 is developing a 'Mythbusters' series of communications that will address residents' prevalent concerns using a common design that can be reproduced in a variety of formats e.g. postcards, posters, social media posts, banners etc. and that can be used in different ways by the partner Councils e.g. at roadshows, on bin hangers, in e-newsletters etc.

An accompanying 'recycling wrongs and rights campaign' in the press and social media will address similar issues to the 'mythbusters' campaign, but in a slightly different format e.g. a wrong assertion, the correct answer and a 'top tip' to help residents continue to do the right thing.

Both these campaigns are designed to address common concerns that affect people in all three council areas, and which frequently crop up in conversations with residents, either through social media, through door knocking or in complaints.

The campaigns are designed to support the Councils' waste collection teams' implementation of bin capacity and content guidelines and restrictions, and to assist them in communicating to residents why they are needed.

C. Other comms

Supplementary comms activity will be tailored to the partner councils' individual or shared concerns, but always with reference back to the re3 Strategy as a way to contribute to the shared objectives of wasting less and recycling more and better. These will include:

- Improving reach through digital marketing e.g. wherever possible, each press release will be accompanied by a re3 video and series of social media posts with related quotes, images, data or advice, all presented in the house style
- Improving 'opportunities to see' for re3 by using waste management staff e.g. re3 meet and greet teams, bin crews, neighbourhood officers and waste reduction officers to spread recycling messages. This can be done through the display of simple graphics or messages on staffs' PPE, by handing out cards to residents who approach them with a question, through word of mouth after having been briefed on shared messages etc.
- A continued and concerted efforts to communicate internally with staff across all three councils to identify opportunities where different departments can work together to achieve common goals e.g. working with school meals support officers to reduce school dinner food waste
- Adapting the messages used in the recycling centre change comms to communicate the cost of waste and the value of recycling to residents

An outline plan for re3 2017/18 marketing and comms activity is included below:



Re3 PLANNED MARKETING AND COMMS ACTIVITY 2017/18

		Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
re3 Recycling Centres	Refreshed signage at both sites												
	1 year comms review & media release - access changes												
	1 year comms review & media release - CV permit & charges												
	Meet & greet staff message review & comms opportunities training												
	Summer safety comms												
	AER, including media release												
	Customer satisfaction survey, including media release												
	Christmas and New Year opening comms												
Recycling Campaigns	Mythbusters												
	Compositional waste analysis inc. food, & further media releases												
	Compositional waste analysis, review												
	Recycle Week												
	Campaign based around kerbside recycling bins												
	Campaign involving waste management staff e.g. bin crews												
	Waste prevention comms with other depts. e.g. school meals												
	Paper and card												
Love Food Hate Waste	Train the trainer sessions in the community												
	Social media campaign												
	Community-based activity support												
re3 Operational comms	Potential new material kerbside collections												
	Residents' online consultation												
Support for Partner Council Comms (these schedules are flexible and can be rearranged)	Bracknell Forest film												
	Reading film												
	Wokingham film												



READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT & NEIGHBOURHOOD SERVICES

TO:	HOUSING, NEIGHBOURHOODS AND LEISURE COMMITTEE		
DATE:	15 MARCH 2017	AGENDA ITEM:	11
TITLE:	PROGRAMME OF WORKS TO COUNCIL HOUSING STOCK 2017-18		
LEAD COUNCILLOR:	COUNCILLOR DAVIES	PORTFOLIO:	HOUSING
SERVICE:	HOUSING AND NEIGHBOURHOODS	WARDS:	BOROUGHWIDE
LEAD OFFICER:	ZELDA WOLFLE	TEL:	0118 9372285
JOB TITLE:	HOUSING OPERATIONS MANAGER	E-MAIL:	Zelda.Wolfle@reading.gov.uk

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 Reading Borough Council's Housing Property Services manages the day to day repairs, planned maintenance and void repair works to approximately 5,600 Council properties which are let throughout the borough.
- 1.2 The report summarises the key elements for delivery next year and highlights achievements over the past financial year. Appendix 1 provides some illustrations of programmes of work and the impact that these have for our tenants and communities. Appendix 2 sets out the proposed work programme for 2017-18.

2. RECOMMENDED ACTION

- 2.1 That Housing, Neighbourhoods and Leisure Committee approves the programme of planned work for Council Housing Stock for 2017-18 set out in Appendix 2, and that authority is given to the Head of Housing and Neighbourhood Services following consultation with the Lead Councillor to make minor amendments during the course of the year to the planned programme of works.

3. POLICY CONTEXT AND BACKGROUND

- 3.1 The Council seeks to ensure that its housing stock is appropriately maintained in accordance with an agreed Reading Decent Homes Standard (agreed with tenants); that estates are well-managed; and that Council homes are healthy and safe places to live (free from Category 1 Housing Health and Safety Rating System hazards).

- 3.2 The Council has also actively pursued a programme to improve the thermal efficiency of its stock so that homes can be heated efficiently and cost effectively (reducing overall environmental impact and fuel poverty). Beyond bricks and mortar the Council works with tenants to improve the wider environment on our housing estates to meet the needs and aspirations of residents.
- 3.3. Reading must ensure that the requirements of the stock are affordable in the context of its Business Plan.
- 3.4 Repairs are delivered predominantly by an in-house workforce, with some works (to allow for fluctuations in volumes) and specialist services delivered externally.

Key Achievements In 2016-17

- 3.5 In addition to carrying out day to day to day repairs and a cyclical maintenance programme the Housing Property Services Team achieved the following in 2016-17:
 - Completed the refurbishment of 2-54 Bamburgh Close as part of the Hexham Road Refurbishment Project of five blocks of flats and environs.
 - Took on the responsibility for minor and major disabled adaptations work in the borough (excluding major private sector works) after Aster Living's contract came to an end. Since June 2016, the team have delivered 33 major and 193 minor adaptations to RBC's Housing stock and 574 minor adaptations to private dwellings.
 - Obtained Planning permission to build 28 units of temporary accommodation at Lowfield Road.
 - Awarded accreditation from Safecontractor for its commitment to achieving excellence in health and safety. Safecontractor is a leading third party accreditation scheme which recognises very high standards in health and safety management amongst UK contractors.

4. PROPOSAL: PROGRAMME OF WORK

- 4.1 The budget for the works programme for 2017-18 is £15,146,000. Key elements for delivery include:
 - Refurbishment of Kielder Court flats - the continuation of a flagship programme to greatly improve the four storey block properties at Hexham Road Estate. This affects 135 flats in total and each year work is carried out on a block of 27 flats. Following completion of works at Kielder Court, the remaining two of the five blocks will be refurbished over the following two years.
 - Installation of gas central heating as a replacement for storage heating at the 8 storey blocks at Granville Road;
 - Commencing work to replace the water mains at the Wensley Road high rise flats. The programme will take 3 years and will cost circa £1.8 million in total.
- 4.2 Work will continue with the kitchen and bathroom replacement programme with an extended colour range for kitchen doors and an enhanced specification for bathrooms which includes over bath showers.

5. COMMUNITY ENGAGEMENT AND INFORMATION

- 5.1 The Tenant Improvement Fund budget is used by RBC tenant groups to provide local improvements to our housing estates. This has been used to improve lighting, notice boards and mobility access, as well as to add security features, tarmac paths and improved signs. It has also been spent on new drying and bin areas for flats. This budget is marketed as “tenant choice” at the request of resident groups and managed by the Tenant Services team.
- 5.2 Schedules of refurbishment at a local level are shared with Ward councillors annually.

6. EQUALITY IMPACT ASSESSMENT

- 6.1 There is no requirement for an equality impact assessment associated with this report.

7. LEGAL IMPLICATIONS

- 7.1 The Decent Homes Standard is a government-set standard for council housing. The standard describes a decent home as one that is fit to live in, in a reasonable state of repair, has reasonably modern facilities and services, and is warm and weatherproof. The standard was updated in 2006 to take account of the Housing Act 2004, included the implementation of the Housing Health and Safety Rating System (HHSRS).

8. SUSTAINABILITY IMPLICATIONS

- 8.1 The approach to an energy strategy for Reading’s Council owned housing is to secure the maximum energy saving or return for the investment made. In effect this means placing a strong emphasis on providing high levels of insulation and modern efficient heating systems within homes. Consequently, Reading Borough Council has the highest energy rated stock within our benchmarking group (currently SAP 73.3 - Standard Assessment Procedure or SAP is an agreed scale to measure the energy of homes).
- 8.2 The Council also places importance on improving the poorest energy rated stock and have externally insulated all of our concrete built homes. There are now only a dozen homes with a rating of E or below (a SAP energy rating less than 55) and these are properties where tenants have refused improvements or heating.
- 8.3 Last year circa 500 homes benefited from the installation of solar panels. The Council additionally aims to insulate all lofts to a minimum of 200mm insulation within two years.

9. FINANCIAL IMPLICATIONS

- 9.1 The budget for the works programme is £15,146,000 and is funded through the Housing Revenue Account. The budget is set as part of the Council's annual budget setting programme.
- 9.2 The Housing Revenue Account (HRA) deals with council housing finance. The main income is housing rent, and all expenditure related to council housing is charged to this account. The Housing Revenue Account is 'ring-fenced' (separate) from other Council activity (this is accounted for through the 'General Fund' account). In April 2012 council housing finance moved to a 'self-financing' regime nationally. Councils took on full responsibility for the long-term financial management of council housing. This means that councils keep their rental income and use it to manage and maintain their housing stock. At the point of self financing councils whose debt was lower than the value of their stock borrowed to pay the difference to the government.
- 9.3 Self-financing requires the Council to take a long-term planning approach - to ensure that practically all of the Council's housing stock continues to meet the 'decent homes standard', to repay the debt and to ensure the continued viability of the Housing Revenue Account.
- 9.4 Based on a range of assumptions, and taking into account the national requirement introduced from 2016/17 for rent in social housing to reduce by 1% per annum for four years, there are sufficient resources to manage, maintain and invest in the Council's existing housing homes and surroundings over the next 30 years. The rent reduction has curtailed the extent to which the authority can deliver wider improvements, for instance, to accelerate our programme of external insulation for hard to treat cross-wall properties, to extend and convert properties to optimise use of our stock, to increase our re-let standard and to improve the visual amenity and external decoration of some flatted blocks.

Budget Summary

Works to Council Housing Stock	16/17 Budget	16/17 Probable	17/18 Budget
	£'000	£'000	£'000
Responsive & Planned Repairs	5,518	5,650	5,865
Major Repairs	7,843	7,243	7,541
Hexham Road	1,400	1,400	1,400
Hexham Road c/f	-1,200	-1200	0
Emergency Provision	200	200	200
Total	13,761	13,293	15,006

- 9.5 The 2016/17 responsive and planned repairs expenditure is likely to be broadly on budget (the probable expenditure above contains a contingency of £200k). Major repairs expenditure will be underspent mainly due to a provisional £600k included in the budget for an updated heating system at Coley High Rise. This is not happening in 2016/17 and instead budget has been identified to replace the water mains at the high rise flats in 2017/18.

9.6 The 2017/18 budget is similar to the 2016/17 with the main difference being that there is no carried forward budget associated with Hexham Road. There is a net increase of £45k ignoring the Hexham Road budgets. The main changes are an increase of £150k to the roofs and structures budget and smaller increases in the communal lighting, flooring and insulation budgets. The gas servicing budget has been reduced by £200k as the 2016/17 budget containing funding for legionella checks which have been completed. The corresponding legionella works budget has also been reduced to reflect this.

10. BACKGROUND PAPERS

10.1 None

Appendix 1: Our Success to Date

Regeneration/Refurbishment

Dee Road

The Dee Park regeneration which is being delivered by the Dee Park Partnership is well underway and has seen 260 council units demolished. These units have been replaced by over 400 homes and this includes 177 general needs and 60 extra care flats.

Houses at Dee Park have also benefited from a Council programme of external insulation to cross-wall constructed properties as illustrated.



Before



After

Hexham Road

A scheme to completely regenerate 5 apartment blocks at the centre of the Hexham Road estate has begun to radically influence the ambience of the estate and improve the living conditions and wellbeing of residents in the blocks. The scheme includes new kitchens, bathrooms, improved insulation and external cladding as well as safety works.



Before



After

Roof Works

Reading has undertaken a number of flat to pitch roof conversions with the aim of eliminating maintenance issues.

Flat roofs often require costly maintenance and repair to resolve leaks. Conversion has reduced repairing requirements as well as enhancing the appearance of the property. Schemes have been completed at:

- Southcote Parade
- Granville Road
- Aveley Walk



Double Glazing and Composite Doors



The vast majority of the Reading housing stock now has double glazed windows. A very high proportion also benefit from reduced heat loss glazing. Reading have also been fitting trickle vents, restrictor stays and fire escape hinges prior to this being a regulatory requirement and many of our older installations have been upgraded through planned maintenance programmes. Reading will soon be embarking on replacement programmes for our early double glazed units.

Reading has been fitting high security and low maintenance composite front doors and shed doors for many years now. Front doors are supplied with shoot bolt locking which enhances security, safety chain, letter plate with draft excluder, thumb turn locking on the inside for ease of escape in fire. A range of styles and colours are available in wood grain effect.

Damp and Condensation

The biggest problem in social housing relates to damp and condensation primarily through life-style issues and a lack of adequate heating and ventilation.

We have invested in thermo hydrographs so we can monitor temperature and humidity readings in properties that have issues.

We have written a damp and condensation leaflet for tenants specifically about our stock to educate them on heating and ventilating their properties adequately to prevent problems arising.

We provide detailed advice to tenants and leave them with monitoring gauges that they can use to see where condensation levels are becoming problematic.

Programme of Works to Council Housing Stock
2017/18 Budget

£'000

Responsive Repairs

1	Responsive Repairs	2,200
2	Garage Repairs	50
3	Estate Maintenance	100
4	Temporary Accommodation	140
5	Voids (includes £400k Capital work)	1,325

Planned Programmes

6	Tenants Improvement Fund	100
7	Gas Servicing and domestic legionella checks	330
8	Essential Cyclical	270
9	Pensioner Decorations	130
10	Common Areas	160
11	Garages Planned Maintenance	60
12	Electrical Checks	110
13	External Repairs and Decorations	1180
14	Health and Safety Risk Assessments - Reducing risk following surveys	50

Major Capital Works

15	Special adaptations	390
16	Roofs/Structural Works	250
17	Rewiring	440
18	Smoke detector replacement	50
19	Windows and Doors	300
20	Central Heating and Boilers	1000
21	Fire Protection works	80
22	Insulation	80
23	Kitchens & Bathrooms	1800
24	Door Entry Systems	30
25	Communal Lighting	200
26	Asbestos / legionella	500
27	Decent Neighbourhoods Works	275
28	Hexham Road Flats	1,400
29	Coley water mains	600
30	Lifts	176
31	Storage heaters	360
32	Major Repairs	460
33	Communal Flooring	100
34	Feasibility	50

APPENDIX 2

35	Contingencies	400
		<u>15146</u>

£15,146,000 WORKS TO COUNCIL STOCK 2016-2017

RESPONSIVE REPAIRS

1 Responsive Repairs £2,200,000

Benchmarking costs against other social providers (with similar size and type of stock) shows that repair costs have remained comparatively low, this can be attributed to an investment in planned and replacement programmes over many years. This aside however, there has been an increase in the number of jobs as well as in the cost of jobs across all trades. This year's budget is levelled to reflect annual spend, which is believed to have now peaked and will fall slightly in future years due to planned investment in the housing stock through cyclical maintenance and replacement of failing components.

Repairs are delivered predominantly by an in-house workforce, with some works (to allow for fluctuations in volumes) and specialist services delivered externally. Improvements to the service include:

- Continued standardisation of parts to reduce costs
- Improvements in IT/asset management systems - this has improved data and allows more in-depth repairs/cost analysis
- Control of high cost jobs and the development of new programmes of work to redirect investment to planned work
- Batched gutter cleaning works to reduce use of scaffolding cost
- Use of new types of scaffold system which are quicker and easier to use and more cost effective
- Additional and improved Health and Safety provision and monitoring, and training on legislation
- Improved specifications for work
- Improved customer feedback mechanisms
- Extended guarantees on boilers
- Increased budget on door replacements to reduce carpentry costs
- Continuing to deliver reactive repairs services to Wokingham Borough Council

2. Responsive Garage Repairs £50,000

This budget is for the provision of day-to-day repairs to the 1060 garages.

3. Estate Maintenance £100,000

A Tenant Services controlled budget to attend to day-to-day estate management issues and repair needs.

4 Temporary Accommodation £140,000

A budget used for the repair and maintenance of temporary accommodation properties. Last year budgets increased by £40,000 to anticipate bigger demand for repairs due to newly refurbished temporary accommodation coming back into use in recent years, increasing the number of properties available.

APPENDIX 2

5 Voids £1,325,000

Work is carried out at a change of tenancy so that homes can be re-let to new tenants in a safe state and to an approved standard. Funding remains steady and reflects the aim of keeping a good balance between expenditure, re-let times and re-let standards. This budget anticipates no change in specification.

PLANNED PROGRAMMES

6 Tenants Improvement Fund (Tenant's Choice) £100,000

This budget is used by tenants groups to provide local improvements to council estates. Previously this has been used to improve lighting, notice boards and mobility access, as well as to add security features, tarmac paths and improved signs. It has also been spent on drying and bin areas in the borough. This budget is marketed as “tenant choice” at the request of resident groups and managed by the Tenant Services team.

7. Gas Servicing £330,000

A landlord is legally required to make every reasonable effort to carry out gas checks every 12 months or at change of tenancy to all landlord owned gas appliances/ properties with gas meters. The number of gas services required each year will increase as more properties switch from electric to gas heating. Currently 4652 properties require services/ checks annually. There is 100% compliancy with the gas safety regulations and there have not been any overdue gas services in the last two years.

8. Essential Cyclical Inspections £270,000

This budget covers work in the following areas and has remained unchanged for five years:

- Basic lift maintenance and safety certification
- Warden call system maintenance
- Fire alarms, dry risers
- Fire extinguisher maintenance
- Checks and repairs to door entry systems
- Burglar alarms
- Communal lights maintenance
- Communal TV aerials maintenance
- CCTV

9. Pensioner Decorations £130,000

This is a three year cyclical programme with the stock divided into three geographical areas. This year's programme includes Church and Whitley, and areas of the PFI. Work is carried out by outside contractors and 259 addresses will be visited.

To be eligible, customers must be of pensionable age or receive a disability benefit and have no one to carry out the work for them. The service is only provided where the condition of the existing decoration is poor.

Tenants receive a pre-work visit to:

- Ensure eligibility
- Discuss choices in colour and finishes

APPENDIX 2

10. Common Areas £160,000
- A seven year cyclical programme is set, whilst maintaining additional budget for highly trafficked or vandalised areas in exceptional cases. This year looks at parts of Grove Road, 54, 56 Granville Road, Southcote Lane Wates flats, Windermere Road flats, The Dell and Virginia Way.
11. Planned Maintenance to Garages £60,000
- Garage maintenance is done on a seven year cycle of planned maintenance. This budget is to keep garage sites in a lettable condition to maintain the revenue stream and the asset. Over the last decade investment in garages has much improved the appearance of estates and removed areas of neglect. Numbers of garages have fallen in recent years as sites are redeveloped or land is included in regeneration projects (such as at Dee Park). Last year planned maintenance was carried out to garages North of the Thames. This year Woodley, Hexham Road estate and Windermere Road will benefit.
12. Periodic Electrical Checks £110,000
- An electrical check was, until two years ago, carried out every ten years or at a change of tenancy. Good practice has been reviewed at national level and now suggests checks should be made every 5 years. The electrical checks programme has been upgraded to move towards this and it is intended that the target of a 5 year programme will be met in two years' time. The data collected from the electrical checks is used to inform the rewiring programme and to upgrade and renew smoke detectors.
13. External Repairs and Decoration £1,180,000
- Typically this includes a repair package, looking at the outside fabric of the homes and carrying out suitable improvements or repairs to:
- Roofs, down pipes and gutters and vent pipes
 - Brickwork
 - Windows and doors
 - Porches, sheds
 - Repairs to kitchens
- An external painting programme follows the repair programme. Painting is subject to weather conditions and stops during the winter period.
- Work is carried out on a rolling 7 year cycle, which this year is planned to cover Christchurch Gardens, Trinity Place, Isis Court, 125 Basingstoke Rd, Woodlands Court, Burford Court and Hexham Road estate (excluding the 4 storey blocks which are mid-way through a 5 year redevelopment programme).
14. Health and Safety Risk Assessment £50,000
- This covers work requests following stock surveys that historically have been included as day to day repairs but are now separated out and separately managed. This is done to ensure work is completed (even when refused or access is difficult) and to ensure follow up visits can be made where necessary to support the customer and their needs or to monitor the home to ensure it is not damaged. Typically works include:
- Resolving major damp or monitoring it and offering advice
 - Involving the Tenant Services Team where there are support needs
 - Eliminating risk of fall from heights or stairs

APPENDIX 2

MAJOR / CAPITAL REPAIRS

15. Special Adaptations £390,000

The purpose of this budget is to provide adaptations to properties in order to improve living conditions for customers with disability or mobility needs. The majority of the budget is spent on adapting bathrooms. Out of a stock of 5484, 460 currently have adapted level access showers.

16. Roofs and Structural £250,000

This budget is for:

- Structural repairs and monitoring and tree control.
- £15,000 gully cleaning of accessible housing surface water gullies
- Roof replacements

Component lifetimes in the assessment of a decent home suggest that roof coverings should be considered old at 50 years of age for houses and bungalows and 30 years of age for flats. Reading has for many years had a 7 year cyclical planned programme repairing all roofs as part of the external repairs and decorations contracts and as a result of this strong maintenance programme the level of disrepair to roofs is low.

17. Rewires £440,000

Condition rather than age drives the rewiring budget. The need for full rewires has decreased and the focus has switched to upgrading systems. Rewires tend to be partial, focusing on circuit board replacement and socket upgrades. Selection for these upgrades is on the recommendation of the electric's team (following electrical checks) rather than from general building surveys.

Electric checks are done either as planned checks or checks at change of tenancy. As electrical checks are moving towards every 5 years rather than 10 years a rise in electrical works is anticipated for five years and only then a fall in the level of electrical repairs.

18. Smoke Detector replacement £50,000

Smoke detector replacement is generated from electrical checks, Decent Homes checks, Gas service checks and specific checks of electrically heated homes.

Replacement smoke alarms were fitted in over 1000 properties in 2016 and it is expected that a further 750 will be replaced in 2017.

19. Window and Doors Replacements £ 300,000

Half of all carpentry repair costs relate to doors. 2016 was the start of an extensive door replacement programme, looking at 100 doors in the first year and 520 in the following two years. Each door is individually surveyed. This should lead to a marked reduction in carpentry costs in day to day repairs. Windows are generally replaced on a thirty to forty year programme. Most were replaced from 1986 onwards, replacing comparatively few before 1991 but then the numbers increased. The replacements currently planned are generally to redress parts availability or isolated problems of condition. In 2017 new windows will be fitted to Field Road and Garnet Road flats

20. Boilers and Heating £1,000,000

APPENDIX 2

The high investment made in this area in past years has contributed to a considerable saving in annual repair costs resulting from:

- A fall in the number of gas engineers employed to carry out repairs and servicing
- Fuel efficiency of homes increasing
- Extended parts and labour guarantees of up to 10 years on new boilers.

The replacement of boilers is fixed on a 15-year plan and full systems every 30 to 40 years.

The budget initially focused on boilers but in the last four years the focus has generally been on replacing full systems. Since 2010 1526 boilers (out of 4341) have been replaced. In 2017, 290 boilers and heating systems will be upgraded and communal boilers will be replaced at Tyrell Court and Trinity Place sheltered housing.

21. Fire Protection Works £80,000

The focus on fire protection works is the start of a four year programme to upgrade fire alarm systems at a number of sheltered housing blocks. Systems are currently being replaced at Tyrell Court and Christchurch Court. In 2017 fire alarm systems will be replaced at Trinity Place and Padley Court.

22. Insulation / Energy £80,000

Loft and cavity insulation remain the most cost effective measures that can be applied to the housing stock to reduce carbon footprint and counter fuel poverty and associated health issues. There are 3000 lofts in the housing stock. 1700 lofts have been reinsulated in the last 7 years. With the exception of a few refusals all lofts have 100mm minimum of insulation, the 800 lofts with less than 250 mm of loft insulation will be targeted for an upgrade in the next three years. A separate budget outlines the commitment to investment in communal lighting and improving insulation to cross wall housing and flats. Heating systems have also benefitted from high investment levels. When benchmarked against 25 similar organisations Reading has the most energy efficient housing stock, which helps address fuel poverty in council homes.

23. Kitchens and Bathrooms £1,800,000

Kitchens and bathrooms will be replaced across all areas of the borough based strictly on the condition of existing facilities (and their age).

In the last 7 years half of all kitchens (2889) have been replaced and over a third of all bathrooms (1983). The business plan budgets for a replacement kitchen every 20 years and bathroom replacements every 30 years.

There are 1203 kitchens and 1114 bathrooms identified as due for replacement in the next 5 years and will require £1.8m investment annually for the next five years to address this.

Kitchen renewals involve adequate electrical sockets, storage and surfaces. New kitchens take account of the size and range of tenant's 'white goods' and aims to accommodate these (space permitting). The kitchen specification aims to offer a long design life to kitchens, for example, by using thicker kitchen carcasses, hinges that open doors 180 degrees and metal draw runners, whilst at the same time offering better tenant choice. All taps for kitchens and bathrooms are lever taps these permit easier use for arthritic tenants. The aim is to strike a responsible balance between modernisation and cost. Oak and white are new colour options added in recent months to the kitchen door options. Policy on standard bathrooms now offers shower facilities and an upgraded appearance of sanitary wares all of which show a commitment to modern standards in line with tenants' wishes, but will result in increased repair costs over the longer term.

24. Door Entry Systems £30,000

APPENDIX 2

This budget upgrades and replaces older door entry systems rather than fitting new systems. Addresses are not pre decided. The programme responds to systems that become inoperable and irreparable as the year progresses.

25. Communal Lighting £200,000

Investment in communal lighting results in substantial returns both in terms of the energy saved and in a reduction of the number of electrical repairs to failing lights and fittings.

In the last three years lighting has been replaced in most of our major blocks and sheltered blocks. Lights dim to a tenth of their energy output and only fully activate when they detect movement. They are fully guaranteed for 5 years and are LED low energy fittings.

In the coming year new lights will be fitted to Hadrian's Walk West, Sampage Road 4 storey blocks, Granville Road 8 storey blocks, Redland Road flats, Coley Place and Bamburgh Close (evens)

It is expected that the whole of the sum invested will be recovered within four years as a result of energy savings and reduced repair costs. 25% of all electrical repairs in 2010 related to communal lighting repairs. This figure fell to 9% last year but then began to rise slightly. (Accordingly conventional bulbs are being bulk changed to respond to this rise). A planned bulb change program was carried out in 2012 to all communal lights not in a replacement programme and the same is planned in early 2017.

26. Asbestos and Legionella £500,000

This year surveys and measures continue and the budget has reduced by £100K to reflect the fall in Legionella surveys and subsequent work that occurs every 5 years. The asbestos spend remains unchanged.

27. Decent Neighbourhood Funding £275,000

This budget is designed to make small improvements that improve the neighbourhood for tenants. The Strong investment choices follow from developing clearer plans for neighbourhood renewal and improvement. With this in mind, full surveys of all blocks and communal areas have been commissioned and a dedicated officer has the responsibility of checking the needs of safety requirements in communal space. Stock needs of drying areas and paths, lighting and landscape and boundaries are also considered. Within communal areas, entry doors, door closers, mat wells, stairs and balustrades, finishes, stores, security and refuse disposal are also looked at .

The Stock Survey team work closely with Tenant Services and Building Maintenance to develop a detailed improvement programme.

28. Hexham Road Estate Flats £1,400,000

This budget is for a flagship project over five years to greatly improve the four storey block properties at Hexham Road Estate. This affects 135 flats in total and each year work is carried out on a block of 27 flats.

Work is required to resolve fire stopping issues, cladding/structural faults, provide new windows, add new wall insulation and address concerns relating to asbestos and its removal. To complete the work, tenants are moved out on a temporary basis whilst curtain walls are taken down and rebuilt. Work has just completed at 2 to 54 Bamburgh Close and in 2017 Kielder Court (38 to 90 Hexham Rd) will be refurbished - leaving two of five blocks to be refurbished thereafter.

29. Coley Water Main £600,000

APPENDIX 2

The initial spend in year one of this programme to replace the water mains at Wensley Road high rise blocks is anticipated at circa £600,000. The work is being carried out to reduce leaks from the existing failing system and to achieve compliance with recent regulations. The programme will take 3 years and will cost circa £1.8 million in total.

30. Lifts £176,000

An extensive survey of lifts was undertaken 5 years ago to provide better long-term investment planning. Surveys continue to be undertaken and the provision of alternative lifts at Sheltered blocks has done much to improve the welfare needs of customers should an individual lift fail. In 2017 the focus will be on lifts at Burford Court and St Stevens Court and work will continue at Wierside Court (new second lift).

31. Storage Heaters £360,000

Fitting new heating systems to Granville Road 8 storey flats, replacing any older type storage heaters with gas central heating. The programme reaches its second year and new systems should allow better heating control, reduced condensation and lower running costs.

32. Major Repairs £460,000

Major repairs are batched together for increased efficiencies. Work includes a variety of projects such as replacing fencing, flooring, damp treatments etc.

33. Communal Flooring £100,000

£100,000 of the budget is earmarked to provide new flooring, replacing badly damaged flooring or concrete finished. This investment is a response to customer feedback from a tenant survey which highlighted the appearance of communal areas as an area of concern for customers.

34. Feasibility £50,000

To look at options for modifying, demolishing, change of use or development of stock, or to support bids for grants

35. Contingencies £400,000

A contingency in case of unforeseen events is set every year at £400,000.

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOODS

TO:	HOUSING, NEIGHBOURHOOD AND LEISURE COMMITTEE		
DATE:	15 MARCH 2017	AGENDA ITEM:	12
TITLE:	FIXING OUR BROKEN HOUSING MARKET - HOUSING WHITE PAPER FEBRUARY 2017		
LEAD COUNCILLOR:	COUNCILLOR DAVIES	PORTFOLIO:	HOUSING
SERVICE:	HOUSING	WARD:	ALL
LEAD OFFICER:	SARAH TAPLISS	TEL:	0118 9373203
JOB TITLE:	SERVICE DEVELOPMENT OFFICER	E-MAIL:	Sarah.tapliss@reading.gov.uk

1. PURPOSE AND SUMMARY OF REPORT

- 1.1 The Housing White Paper, entitled “Fixing Our Broken Housing Market,” was published by the Department for Communities and Local Government in February 2017. The White Paper explains how the Government intends to provide lasting reform that will get more homes built now and for years to come. It sets out the support the Government will provide to enhance the capacity of local authorities and industry to build these new homes.
- 1.2 This report briefly summarises the content of the White Paper. It considers some of the possible implications for housing development and specifically for this Council. The Government intends to consult on elements of the White Paper and on linked documents that have been published at the same time, such as a consultation document on Build to Rent proposals (the details of the consultation are in an Appendix 1 to the White Paper).
- 1.3 Committee are asked to note the content of the White Paper and potential implications for the Council. Committee should note that a separate report on the White Paper, which concentrates on the implications for the Council’s Planning responsibilities, will be presented to the Strategic Environment, Planning and Transport Committee (SEPT) on the 4th April 2017 and Planning Applications Committee on 5th April 2017.
- 1.4 It is intended that Reading Borough Council will submit a response to the consultation to cover both the questions posed and the wider implications of the paper.

2. RECOMMENDED ACTION

- 2.1 That the Committee notes the contents of the White Paper published by DCLG in February 2017 and implications for Reading Borough Council.

3. POLICY CONTEXT

3.1 The Secretary of State has presented a White Paper to Parliament setting out how the Government intends to ensure that more housing is provided in the future. This has been published by DCLG under the title “Fixing Our Broken Housing Market.”

3.2 The White Paper sets out briefly the effects of England having some of the highest house price inflation and worst affordability in the developed economies. These include:

- An average home costing almost 8 times average earnings or more - this both encourages people who are able to invest in property as a second home and makes ordinary owner occupiers with large mortgages very sensitive to any changes in interest rates
- With such high prices, younger people struggle to afford their first home and many remain living with family or friends for longer than they wish
- The overall housing shortage results in rents in the private sector rising rapidly in many areas and, in areas of acute shortage, this can result in landlords exploiting their tenants.
- The loss of a private-sector tenancy is now the most common reason for homelessness

3.3 The White Paper acknowledges the need to build 250,000 new homes a year in England and it seeks to shift away from primarily trying to help people into home ownership to looking at all types of tenure.

3.4 The Housing White Paper covers a wide range of proposals. It details the initiatives and proposals under 4 main headings as follows:

- Step 1: Planning for the right homes in the right places
- Step 2: Building homes faster
- Step 3: Diversifying the market
- Step 4: Helping people now

3.5 The content of the Executive Summary List of Proposals from the White Paper is copied and set out in Appendix 1 to this report. The main points of the White Paper as they relate to the Council’s Planning function are also summarised in Appendix 2. Government’s revised definition of affordable housing is attached at Appendix 3.

4.0 HOUSING WHITE PAPER 2017 - SUMMARY AND IMPLICATIONS FOR HOUSING

4.1 The overall emphasis of the Housing White Paper is on increasing the supply of housing over the longer term, primarily through changes to the planning system and these account for 3 of the White Paper’s 4 chapters. In particular, the Government proposes to introduce a standardised assessment of local housing need; to encourage cross-boundary working to meet housing needs; and will encourage the use of compulsory purchase powers by local authorities where development sites are stalled. The consultation questions included in the White paper deal largely with these Planning matters.

4.2 The White Paper places greater responsibility on local authorities to adopt up to date plans that meet local need; increases pressure on house-builders to accelerate construction; and provides support for a wider range of tenures - reducing the mandatory proportions of starter home provision on new developments and allowing that affordable new build can encompass tenures other than owner occupation.

- 4.3 The White Paper potentially presents risks and opportunities for the local authority but detail is limited on key proposals. Many of the measures are to be subject to further consultation and in part it has been suggested the White Paper has the appearance of a Green Paper in terms of the extent to which policy remains to be defined.
- 4.4 Significant challenges for the sector remain too which are outside of the scope of the White Paper and are matters for other Government departments - notably welfare reform and potential financial and market risks as a result of Brexit.

Existing social housing

- 4.5 A consultation will be completed on a new social housing rent standard/policy from 2020 for housing associations and local authority landlords 'to help them to borrow against future income' and therefore investment in development. The paper confirms that the 1% rent reduction mandated for social housing from 16/17 for four years will stay in place until 2020.
- 4.6 No further detail is available to date. Prior to the Welfare Reform and Work Act 2016 introduction of the rent reduction, national rent policy applied a CPI+1% uplift per annum to social housing rents. There is a risk that the rent standard will further restrict any annual rent increases, which would have a significant impact on the Council's Housing Revenue Account (HRA). Increasingly local authority HRA's are under pressure as a result of mandated rent reductions and the impacts of welfare reform on income.
- 4.7 Housing Associations will continue to be considered as part of the private sector. Pressure will be placed on Housing Associations to build and to release funds for development through efficiencies. The White Paper expects the sector 'to create a single set of metrics to make it easier to compare housing associations' efficiency'.

Affordable and supported housing development

- 4.8 Local Authorities and new build - the White paper welcomes councils playing a role in delivering new housing and says that the Government will 'work with local authorities to understand all the options for increasing the supply of affordable housing'. The Government indicates that it is interested in the scope for bespoke housing deals with authorities in high demand areas and that it is willing to use all levers available to support the development of additional housing. It is unclear what this could mean in practice - the White Paper has indicated no relaxations in respect of rent reductions, raising the HRA debt cap or increasing flexibility in the use of Right to Buy receipts - all matters on which authorities have lobbied Government.
- 4.9 Funds have been made available through the Accelerated Construction Programme and £45m LA Land Release Fund for land remediation or small scale infrastructure. Reading Borough Council will continue to review opportunities to bid for funding through these and other programmes to support local development opportunities.
- 4.10 New development vehicles including housing companies and joint ventures are supported, but there is an expectation that tenants of 'affordable housing' that is developed by a council owned housing company should have the same rights as those of council owned properties - in particular the Right to Buy. Government has previously been clear that local housing companies should not be utilised to avoid RTB. No further detail is available at this time. Reading Borough Council has incorporated Homes for Reading Ltd which will acquire new and existing housing stock for private rent, including some property at Local Housing Allowance levels. It is unclear if the company's business model will be impacted by the proposed extension of RTB.
- 4.11 The Affordable Homes Programme will now fund a range of homes including affordable rent following a relaxation in restrictions and investment has been increased in the

programme (totalling £7bn). This is a change from the scheme's previous focus on low cost home ownership - which is positive in areas such as Reading with a demonstrable need for affordable rented homes to meet housing need.

- 4.12 New definition of Affordable Housing - Following a consultation in 2015 the Government intends to expand the existing definition of Affordable Housing to include Starter Homes (with restrictions, details in 'supporting home ownership section') and 'affordable private rent housing'. The proposed definition of affordable housing (copied from page 100 of the White paper) is attached at Appendix 3.
- 4.13 'Affordable housing' in the context of S106 requirements could therefore include 'affordable private rent' homes and this could potentially have a significant impact on the nature of future affordable rent supply in the town. Due to competitive land prices in Reading the borough is almost solely reliant on S106 affordable housing contributions and by diversifying the options available to developers the supply of traditional Affordable Housing will reduce.
- 4.14 New build 'Affordable private rent' housing is required to be 80% of market rent, but details are still required as to how developers will be expected to calculate this nor how tenancy rights will compare with 'traditional' social housing. The suggestion within the White Paper is that these units will be linked to more 'family friendly tenancies' of three years or more but further clarification is necessary.
- 4.15 Sustainable approach to supported housing - There will be a new statutory duty via the Neighbourhood Planning Bill on the Secretary of State to produce guidance for Planning authorities on how their plans should meet the needs of older or disabled adults. The Government will also explore a range of ideas to incentivise down-sizing and to enable older people to live independently for as long as possible in housing that meets their needs. Detailed arrangements for the new supported housing funding model are to be implemented from 2019/20 and the approach for short term accommodation (such as refuges) will be set out in a subsequent Green Paper in the spring.
- 4.16 The Homes and Communities Agency will be relaunched as Homes England and the Social Housing Regulator will split off as a stand-alone body, reflecting the HCA's changing and more commercial role in the sector and conflicts of interest arising.

Private Rented Sector

- 4.17 The White Paper notes that the number of households in private rented homes has doubled over ten years. The White Paper notes that, although physical standards remain below the social rented and owner occupied sectors, they are improving and the main areas for tenants' concern are security and affordability. A consultation will be completed in 2017 before bringing forward legislation to ban letting agent's fees to tenants. The Government will also implement measures in the Housing and Planning Act 2016 and introduce banning orders to remove the worst landlords or agents from operating. Local Authorities will be able to issue fines as well as prosecute. The paper reiterates the Government's intention to extend mandatory licensing of Houses in Multiple Occupation (HMOs) beyond the current threshold.
- 4.18 Developing new private rented housing - the White Paper seeks to encourage more institutional investors into housing, especially in relation to private sector rented properties - there will be a consultation on mechanisms to support 'Build to Rent' models. The Government will encourage developers to provide affordable private rented properties alongside other sorts of affordable housing.
- 4.19 Private rented tenancies - the Government proposes to encourage 'family friendly tenancies' of three years or longer on new build private rental homes delivered by housing associations, institutional investors and local authority housing companies. Ministers have

made it clear that this will only apply to new build for rent schemes. No steps will be taken to encourage longer tenancies for existing renters.

Supporting Home Ownership

- 4.20 Through a range of measures, Right to Buy and the extension of the regional RTB for housing association tenant pilots, the Government expects to help 200,000 people become homeowners by the end of parliament. Rent to Buy schemes will continue to be rolled out and supported.
- 4.21 Starter homes - new income restrictions (less than £80,000 per household, £90,000 in London) are intended to ensure that starter homes are only available to those that need them most. There will no longer be a mandatory requirement for all developments over a certain size to provide 20% as starter homes. Whilst there will be a general duty on local authorities to promote starter homes, it will be up to local areas to agree an appropriate level of delivery as part of mixed package of affordable housing that responds to local needs/markets. It is intended that the National Planning Policy Framework (NPPF) will be amended to introduce a clear policy expectation that 10% of all sites (above 10 units or 0.5ha) will be affordable home ownership (shared ownership, discounted market sale or starter homes).
- 4.22 In Reading the existing policy is that 30% of any large housing development will be affordable housing, and that 30% of that can be low cost home ownership. Because of this low cost home ownership can already equate to 9% of any policy compliant site in Reading and therefore a 10% mandate on any site is not a significant issue for the authority. The suggested change to the NPPF means that starter homes will be developed at the expense of shared ownership properties rather than affordable/social rented units.
- 4.23 The Lifetime ISA will be introduced as of April 2017 a further £8.6bn has been allocated to the Help to Buy ISA that has been in place since 2015. The Lifetime ISA will provide younger adults with a 25% bonus on up to £4,000 savings per year, which can be put towards the purchase of a house or withdrawn when they are 60.
- 4.24 A consultation will be completed on a range of measures to tackle unfair and unreasonable abuses of leaseholders.
- 4.25 Consideration will also be given to the need for additional measures in respect of second homes in the context of the significant demand for housing and further to the stamp duty (SDLT) increases on additional residential purchases last year. The SDLT changes impacted more widely on buy-to-let and institutional investors, not just those purchasing second homes, including Homes for Reading's business plan. Further measures could present a risk for the housing company.

Homelessness

- 4.26 Preventing Homelessness - the Government reiterates support for the Homelessness Reduction Bill and is establishing a 'network of expert advisors to work closely with all local authorities to help bring them to the standard of the best'. A number of 'trailblazer' pilots are testing new approaches to preventing homelessness. The Homelessness Reduction Bill is expected to result in significant additional costs for authorities (particularly those such as Reading in areas of high demand/costs) but the level of additional funding to support the changes has not been determined.

Construction

- 4.27 Diversifying the market and accelerating construction - the Government wants to encourage competition, institutional investment, and more innovation in methods of construction.

- 4.28 A £2.3bn Housing Infrastructure Fund offering capital grants will be targeted at the areas of greatest need and will be open to bids in 2017 with money available for the next 4 years.
- 4.29 Support will be increased for small and medium sized building companies via the £3bn House Building Fund (launched in October 2016) providing loan finance and the Accelerated Construction programme will support diversification through partnering with SMEs.
- 4.30 The challenge of a skills shortage within the industry is recognised and government support for training in the area will be reviewed. A 'new route into construction' will be launched in September 2019. The Government will also establish a Construction Leadership Council.
- 4.31 Annex A to the White Paper provides "Further detail and consultation on proposals." This includes 38 separate consultation questions on different aspects of the White Paper. It is not proposed that the Council respond on every question, which would take considerable time and resources. However there are a number of aspects that are of particular relevance to Reading Borough and responses are proposed to selected questions.

5. CONTRIBUTION TO STRATEGIC AIMS

- 5.1 The Planning and Housing Services contribute to the Council's strategic aims in terms of:
- Seeking to meet the 2016 -19 Corporate Plan objective for "Keeping the town clean, safe, green and active."
 - Seeking to meet the 2016 -19 Corporate Plan objective for "Providing homes for those in most need."
 - Seeking to meet the 2016 -19 Corporate Plan objective for "Providing infrastructure to support the economy."

6. COMMUNITY ENGAGEMENT AND INFORMATION

- 6.1 Only minor reference is made to these matters in the changes proposed.

7. EQUALITY IMPACT ASSESSMENT

- 7.1 Where appropriate the Council must have regard to its duties under the Equality Act 2010, Section 149, to have due regard to the need to—
- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
 - advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 7.2 There are no direct implications arising from the proposals.

8. LEGAL IMPLICATIONS

- 8.1 These are dealt with in the Report.

9. FINANCIAL IMPLICATIONS

- 9.1 There are no direct financial implications resulting from this report. Financial impacts will be appraised as further detail in respect of proposals is available. Risks and opportunities are highlighted in the main body of the report.

10. BACKGROUND PAPERS

Fixing Our Broken Housing Market - Housing White Paper February 2017

<https://www.gov.uk/government/publications/fixing-our-broken-housing-market>

Housing and Planning Bill, October 2015.

<http://www.publications.parliament.uk/pa/bills/cbill/2015-2016/0075/16075.pdf>

Planning and affordable housing for Build to Rent: A consultation paper, DCLG 2017,

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/589939/Build_To_Rent_consultation_document.pdf

Various other reports and documents were also published by DCLG at the same time including:

- Response to the starter homes regulations: technical consultation
- Response to changes to the National Planning Policy Framework consultation
- Summary of responses to the technical consultation on implementation of planning changes, consultation on upward extensions and Rural Planning Review call for evidence.

These can be found at the following link:

<https://www.gov.uk/government/collections/housing-white-paper>

Fixing Our Broken Housing Market, Housing White Paper

Proposed Changes to the Planning System.

Executive Summary: List of proposals

Step 1: Planning for the right homes in the right places

- Making sure every part of the country has an up-to-date, sufficiently ambitious plan so that local communities decide where development should go;
- Simplifying plan-making and making it more transparent, so it's easier for communities to produce plans and easier for developers to follow them;
- Ensuring that plans start from an honest assessment of the need for new homes, and that local authorities work with their neighbours, so that difficult decisions are not ducked;
- Clarifying what land is available for new housing, through greater transparency over who owns land and the options held on it;
- Making more land available for homes in the right places, by maximising the contribution from brownfield and surplus public land, regenerating estates, releasing more small and medium-sized sites, allowing rural communities to grow and making it easier to build new settlements;
- Maintaining existing strong protections for the Green Belt, and clarifying that Green Belt boundaries should be amended only in exceptional circumstances when local authorities can demonstrate that they have fully examined all other reasonable options for meeting their identified housing requirements;
- Giving communities a stronger voice in the design of new housing to drive up the quality and character of new development, building on the success of neighbourhood planning; and
- Making better use of land for housing by encouraging higher densities, where appropriate, such as in urban locations where there is high housing demand; and by reviewing space standards.

Step 2: Building homes faster

- Providing greater certainty for authorities that have planned for new homes and reducing the scope for local and neighbourhood plans to be undermined by changing the way that land supply for housing is assessed;
- Boosting local authority capacity and capability to deliver, improving the speed and quality with which planning cases are handled, while deterring unnecessary appeals;
- Ensuring infrastructure is provided in the right place at the right time by coordinating Government investment and through the targeting of the £2.3bn Housing Infrastructure Fund;
- Securing timely connections to utilities so that this does not hold up getting homes built;
- Supporting developers to build out more quickly by tackling unnecessary delays caused by planning conditions, facilitating the strategic licensing of protected species and exploring a new approach to how developers contribute to infrastructure;
- Taking steps to address skills shortages by growing the construction workforce;

- Holding developers to account for the delivery of new homes through better and more transparent data and sharper tools to drive up delivery; and
- Holding local authorities to account through a new housing delivery test.

Step 3: Diversifying the market

- Backing small and medium-sized builders to grow, including through the Home Building Fund;
- Supporting custom-build homes with greater access to land and finance, giving more people more choice over the design of their home;
- Bringing in new contractors through our Accelerated Construction programme that can build homes more quickly than traditional builders;
- Encouraging more institutional investors into housing, including for building more homes for private rent, and encouraging family-friendly tenancies;
- Supporting housing associations and local authorities to build more homes; and
- Boosting productivity and innovation by encouraging modern methods of construction in house building.

Step 4: Helping people now

- Continuing to support people to buy their own home - through Help to Buy and Starter Homes;
- Helping households who are priced out of the market to afford a decent home that is right for them through our investment in the Affordable Homes Programme;
- Making renting fairer for tenants;
- Taking action to promote transparency and fairness for the growing number of leaseholders;
- Improving neighbourhoods by continuing to crack down on empty homes, and supporting areas most affected by second homes;
- Encouraging the development of housing that meets the needs of our future population;
- Helping the most vulnerable who need support with their housing, developing a sustainable and workable approach to funding supported housing in the future; and
- Doing more to prevent homelessness by supporting households at risk before they reach crisis point as well as reducing rough sleeping.

Summary of Changes to the Planning System.

Plan-making

1. The white paper continues the thrust that has existed for a number of years for getting up to date local plans in place in all local authority areas through measures to speed up plan-making. Its main proposal for speeding up plan-making is that the government will consult on options for introducing a standardised approach to the assessment of housing requirements. It is hoped that this will reduce the contentiousness over determining the Objectively Assessed Need in an area. This calculation which was introduced into the planning system under the NPPF published in 2012 has become a highly contentious part of plan making. Under the proposed change, plans will need to be based on a standardised calculation, presumably meaning that there can be much less argument over the number of houses being planned for. The intention is that the new calculation will govern housing requirements from April 2018.
2. The document also seeks to make more land available for housing. However, it indicates little change in policy on Green Belt; it will remain very challenging for development to occur in areas of such designation. The focus remains on brownfield sites. It will continue to seek to increase housing density in urban areas partially through reviewing housing space standards.
3. A new mechanism is introduced for where there is unmet housing need in an area. This indicates that there will need to be a statement of common ground (SOCG) that clearly stipulates how the need will be accommodated. It is not clear how this fits in with the existing Duty to Cooperate and many of us are already working on this basis. It is possible that the SOCG should really be a joint strategic plan.
4. Knowing who owns or has control over land is seen as a way of freeing up land. There is a proposal to improve the transparency of land registry entries and also the nature of options over land. With this knowledge LPAs will be expected to be innovative and ambitious in the way in which they produce plans and assemble land to deliver them.

Boosting local authority capacity and capability

5. Local authorities will be able to increase fees by 20 per cent from July 2017 if they "commit to invest the additional fee income in their planning department". This will help local authorities to provide sufficient resources to get their up to date local plans in place and to deal more speedily with planning applications.
6. The White Paper includes an intention to consult on deterring unnecessary planning appeals by introducing fees for them. It also continues to refer to tackling delays caused by planning conditions. It indicates that the government want to review the current system for protected species and roll out a new system of strategic licensing..
7. The White Paper indicates that the government will amend national policy to expect local planning authorities to have policies that support the development of small 'windfall' sites (those not allocated in plans, but which come forward on an ad hoc basis).
8. Providing infrastructure - the government proposes to target the £2.3bn Housing Infrastructure Fund at the areas of greatest housing need. The government will make available £25 million of new funding to help "ambitious authorities in areas of high housing need to plan for new homes and infrastructure". This will be channelled into engaging communities on the design and mix of new homes. The white paper refers to measures to assist the provision of strategic infrastructure, digital infrastructure and the Utilities.

9. In order to simplify developer contributions, the White Paper proposes a review of whether the Community Infrastructure Levy (CIL) should be replaced with a "hybrid system. This has been recommended by an expert group.

Giving communities a stronger voice

Proposes to change regulations on neighbourhood plans

Holding developers to account

10. The government is looking at ways that developers can be held to account for the delivery of new homes. Possible measures include:
- requiring developers to start building within two years, rather than three;
 - encouraging "more active use of compulsory purchase powers to promote development on stalled sites for housing" as part of a raft of measures to ensure that planning permissions are built out;
 - use the default two year timescales for permissions possibly using the anticipated delivery rate as a material consideration. This, together with the use of simplified completion notices and the expectation of agreed delivery rates and timescales could give Councils more control over their land supply. This only really works, however, if the Council has sufficient flexibility within their development plan to release other sites on the basis of under delivery;
 - The government will prepare new guidance, following separate consultation, to encourage local authorities to use compulsory purchase powers to seize stalled sites from developers and then auction off the land to other builders. The proceeds from the auction will then pay back the original developer;

Holding local authorities to account

11. A new housing delivery test will be introduced. The test will "ensure that local authorities and wider interests are held accountable for their role in ensuring new homes are delivered in their areas". According to the white paper, the first assessment period for the test will be for the financial years 2014/15 to 2016/17. "From November 2017, if housing delivery falls below 95 per cent of an authority's annual housing requirement, the government wants the local authority to publish an action plan. If delivery of housing falls below 85 per cent of the housing requirement, authorities would in addition be expected to plan for a 20 per cent buffer on their five-year land supply, if they have not already done so,"
12. There will also be a strengthened 'presumption in favour' definition to ensure that further land is released. The 5YHLS test will remain as a further stick to ensure housing delivery.
13. To have the housing delivery test layered on top of the 5YHLS test seems to work against the principles of a plan-led system. The housing delivery test promotes the plan-led system in terms of encouraging Councils to allocate more land than they need to allow for plan-led flexibility. The 5YHLS test works against this by punishing under delivery with unplanned sites.

Diversifying the market

14. The White Paper indicates that rental properties have a significant role to play in terms of housing our communities. The wider array of tenancies that are now being promoted for inclusion within the revised affordable housing definition will help both the private and public sector to find the appropriate mix for each available site.
15. With all of these measures comes a package of £25m capacity funding, the Housing Infrastructure Fund and the accelerated construction fund to help us all work together to achieve growth.

16. Whilst there are unanswered questions in the HWP about how a lot of this will work, it is encouraging to see how much the thinking has moved on and a recognition that delivering for our communities is a joint responsibility between public and private, rather than public bureaucracy being seen to hold back private aspirations. The various initiatives can be summarised as follows:

- Backing small and medium-sized builders to grow:
 - £3bn home building fund will provide loans to small developers, custom builders and offsite construction with the aim of diversifying the market
 - The government want to bring forward more small sites for development which are more easily accessed by these firms. Further to this, the Home Building Fund will provide £1 billion of short-term loan finance targeted at SMEs and custom builders to deliver up to 25,000 homes during this Parliament and £2 billion of long-term loan funding for infrastructure and large sites, creating up to 200,000 homes.
- Custom building
- Institutional Investment:
 - intends to amend planning policy to make it easier for developers of purpose-built developments for the rental market and to offer affordable private rented homes instead of other forms of affordable housing;
 - The 2017 Housing White Paper sends a clear message of the Government's support for Build to Rent. The White Paper details the government's desire to achieve more institutional investment in the private rental market. It has developed the Build to Rent Model. It has supported this through the £3.5 billion Private Rented Sector Housing Guarantee Scheme, and the £1bn Build to Rent Fund. (para 3.19). The White paper sets out the following proposals:
 - change the National Planning Policy Framework so authorities know they should plan proactively for Build to Rent where there is a need, and to make it easier for Build to Rent developers to offer affordable private rental homes instead of other types of affordable housing;
 - ensure that family-friendly tenancies of three or more years are available for those tenants that want them on schemes that benefit from our changes. We are working with the British Property Federation and National Housing Federation to consolidate this approach across the sector.
 - It talks about PRS being suitable for family accommodation.
- Supporting housing associations and local authorities to build more homes
- encouraging modern methods of construction
- The government will legislate to allow locally accountable New Town Development Corporations to be set up, enabling local areas to use them as the delivery vehicle if they wish to.
- Continuing to support existing Help to Buy and Starter Homes schemes;

Supporting people with need for housing

- although retaining starter homes as a form of affordable housing, the White papers drops previous plans to impose a legal duty on councils to ensure provision of at least 20 per cent Starter Homes on all reasonably sized development sites.
- include incentives for older people to sell big family homes and plans for more sheltered housing schemes.
- Planning rules will be overhauled so councils can plan to build more long-term homes for rent and encouraging more stable, longer-term tenancies to be offered by landlords.
- relax restrictions on funding for the affordable homes programme, originally designed for shared ownership building, so developers can build homes for rentals, including rent to buy schemes.

Housing White Paper: Proposed Definition of Affordable Housing

Affordable housing: housing that is provided for sale or rent to those whose needs are not met by the market (this can include housing that provides a subsidised route to home ownership), and which meets the criteria for one of the models set out below.

Social rented and affordable rented housing: eligibility is determined with regard to local incomes and local house prices. Affordable housing should include provisions to remain at an affordable price for future eligible households or for the subsidy to be recycled for alternative affordable housing provision.

Social rented housing is owned by local authorities and private registered providers (as defined in section 80 of the Housing and Regeneration Act 2008), for which guideline target rents are determined through the Government's rent policy. It may also be owned by other persons and provided under equivalent rental arrangements to the above, as agreed with the local authority or with the Homes and Communities Agency.

Affordable rented housing is let by local authorities or private registered providers of social housing to households who are eligible for social rented housing. Affordable Rent is subject to rent controls that require a rent of no more than 80% of the local market rent (including service charges, where applicable).

Starter homes is housing as defined in Sections 2 and 3 of the Housing and Planning Act 2016 and any subsequent secondary legislation made under these sections. The definition of a starter home should reflect the meaning set out in statute at the time of plan-preparation or decision-taking. Local planning authorities should also include income restrictions which limit a person's eligibility to purchase a starter home to those who have maximum household incomes of £80,000 a year or less (or £90,000 a year or less in Greater London).

Discounted market sales housing is housing that is sold at a discount of at least 20 per cent below local market value. Eligibility is determined with regard to local incomes and local house prices. It should include provisions to remain at a discount for future eligible households.

Affordable private rent housing is housing that is made available for rent at a level which is at least 20 per cent below local market rent. Eligibility is determined with regard to local incomes and local house prices. Provision should be made to ensure that affordable private rent housing remains available for rent at a discount for future eligible households or for alternative affordable housing provision to be made if the discount is withdrawn. Affordable private rented housing is particularly suited to the provision of affordable housing as part of Build to Rent Schemes.

Intermediate housing is discount market sales and affordable private rent housing and other housing that meets the following criteria: housing that is provided for sale and rent at a cost above social rent, but below market levels. Eligibility is determined with regard to local incomes and local house prices. It should also include provisions to remain at an affordable price for future eligible households or for any receipts to be recycled for alternative affordable housing provision, or refunded to Government or the relevant authority specified in the funding agreement. These can include Shared Ownership, equity loans, other low cost homes for sale and intermediate rent (including Rent to Buy housing).

READING BOROUGH COUNCIL
REPORT BY MANAGING DIRECTOR

TO:	HOUSING, NEIGHBOURHOODS & LEISURE COMMITTEE		
DATE:	15 MARCH 2017	AGENDA ITEM:	13
TITLE:	READING OLD CEMETERY GATE		
LEAD COUNCILLOR:	PAUL GITTINGS/ LIZ TERRY	PORTFOLIO:	CULTURE, SPORT & CONSUMER SERVICES/ NEIGHBOURHOODS
SERVICE:	CEMETERIES	WARDS:	PARK
LEAD OFFICER:	LISA MUNGA	TEL:	01189373526
JOB TITLE:	Registration & Bereavement Services Manager	E-MAIL:	Lisa.munga@reading.gov.uk

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 This report is responding to a petition, which was submitted to the Housing, Neighbourhoods and Leisure Committee on 18 March 2015 (Minute 21 refers) about opening the access gate on the Wokingham Road to Reading Old Cemetery to allow local residents the opportunity to walk through the cemetery.
- 1.2 Appended to the report is a plan of the cemetery showing two possible options to upgrade the footpaths within the Old Reading Cemetery to comply with the requirements of the Disability Discrimination Act and enable the Cemetery to be open for general public use.

2. RECOMMENDED ACTION

- 2.1 That, having taken into consideration the petition to open the access gate on the Wokingham Road to Reading Old Cemetery to allow local residents the opportunity to walk through the cemetery, the request be declined and the access gate on the Wokingham Road remain closed for the reasons specified in Section 4 of the report.

3. POLICY CONTEXT

- 3.1 This paper is a report back on a request contained within a petition that was considered at the Housing, Neighbourhoods and Leisure Committee on 18 March 2015 in the following terms:

Open the access gate on Wokingham Road to Reading Cemetery at Cemetery Junction to give local residents the choice to walk through this green space

“We feel that increased access to this green space would be beneficial for the wellbeing of East Reading residents and provides a safer and more pleasant route than the busy A329 when walking to Palmer Park.

We appreciate that the following concerns may be raised:

- Disruption/ escape of the muntjac deer in the cemetery;
- Concerns from St Batholomews Road residents.

The cemetery arch is open all day and as far as I am aware the deer do not run out into the road although they can be seen grazing quite close to it. The cemetery is a wide space and we do not anticipate vast numbers using this route.

The residents have voiced concerns that burglary rates will increase if the access gate is open in the day between 8am to 8pm (currently there is a security firm who close the front gates, we would suggest that they simply closed and opened the side gate also) this would incur minimum costs to the Council. Also although we do not have the exact figures for burglary rates for when the gate was opened historically we proposed that a trial period be arranged as now that burglary rates are generally lower in the area (Thames Valley Policy crime statistics 2014) this may alleviate residents’ concerns. Moreover generally better access to the cemetery by local people will hopefully discourage anti-social behaviour and the fact that the cemetery arch now houses a police station should also help.

Some clearing work (branches/grass etc) may be needed around the area of the access gate which we would propose to get a group of volunteers to help us with.”

3.2 The then Chair of the Committee, Councillor Hacker, responded to the petition as follows:

Officers are looking at a number of options. There are a number of considerations to be made which include:

- the financial implications for any changes;
- collaboration with the police;
- and a public and grave owner consultation.

Following this exercise a report will be presented to a future HNL committee.

4. THE PROPOSAL

4.1 Current Position:

Officers have looked into a number of options all which require a financial commitment given the state of the footpaths. There are also a number of

considerations to be made when implementing either of the options listed below.

Improvement Works Needed

- 4.1.1 The work has identified the following possible options, all of which require compliance with Disability Discrimination Act (DDA) regulations ensuring wheelchairs and prams access.
- 4.1.2 Option A (Area one & two on Appendix 1): Upgrade the central driveway leading to the rear boundary then across to the rear gates. This will necessitate removing large branches from a huge conifer which is almost in the middle of the path.
- 4.1.3 Option B (Area three & four on Appendix 1): Upgrade the footpath on the southern side of the cemetery parallel to Wokingham Road. It is worth noting that due to the proximity of graves to the footpath, Option B will be difficult to implement. However, should Option A be implemented exclusively, the route outlined in Option B will still be accessible to locals who may choose to use it despite its state of disrepair. This will therefore increase the council's liability exposure should an accident occur.
- 4.1.4 In order to facilitate the opening of the rear gates to the Cemetery it will require a range of remedial work and investment into the site.

4.2 Option Proposed

- 4.2.1 It is recommended that the Reading Old Cemetery Gate should remain closed.

4.3 Other Options Considered

- 4.3.1 As part of the investigation into the request to open the Cemetery gates it should be noted that Thames Valley Police no longer have a presence at Reading Old. This is of concern as there is evidence of anti-social behaviour at the Cemetery and access via the rear gates may offer further opportunities for anti-social behaviour in the more secluded parts of the Cemetery.
- 4.3.2 DDA compliance stipulates paths widths of least 1m, and a maximum gradient of 1:20. The 1m minimum width requirement would present a challenge in a small section (Option B on attached map) of the cemetery given the proximity of graves to paths.
- 4.3.3 While some people find turning closed cemeteries and churchyards into public amenity land acceptable, others do not. They continue to feel that a cemetery will always be a 'sacred' place of some kind, even if they are agnostic or without any religious belief at all.'
- 4.3.4 There would be an increased risk of losing the herd of Muntjac at the Cemetery.

4.3.5 While the Cemetery itself may be publicly owned and accessible, the individual plots and monuments remain in private hands and their views on the proposal to open the access gate should be sought.

4.3.6 At the last HNL, it was suggested that a public consultation be undertaken. In view of the findings of this report, particularly the DDA requirement and the associated financial costs, a public consultation is not appropriate.

5. CONTRIBUTION TO STRATEGIC AIMS

5.1 The action described in the report not to open the Reading Old Cemetery Gate is consistent with the Corporate Priority to remain financially sustainable to deliver the Council's service priorities.

6. COMMUNITY ENGAGEMENT AND INFORMATION

6.1 The Council encourages the submission of petitions and has carried out an investigation into this request to open the Reading Old Cemetery Gate, which has resulted in a report being submitted to a public meeting for consideration by Councillors.

7. EQUALITY IMPACT ASSESSMENT

7.1 Under the Equality Act 2010, Section 149, a public authority must, in the exercise of its functions, have due regard to the need to—

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

7.2 As the report is recommending no change to current practice it is not considered that an Equality Impact Assessment (EIA) is relevant to the decision. However, if the decision were to open the gate an EIA would need to be undertaken to address the issues highlighted regarding compliance with the DDA.

8. LEGAL IMPLICATIONS

8.1 The Council does not have a legal duty to open the access gate to Reading Old Cemetery Gate to allow the general public unrestricted access to the Cemetery. However, if the decision were taken to open the gate, the Council would be responsible for ensuring compliance with the DDA regarding access to the Cemetery and any other relevant legislation.

9. FINANCIAL IMPLICATIONS

9.1 The financial implications of opening the Reading Old Cemetery Gate and undertaking the necessary works to upgrade the footpaths and undertake appropriate ground maintenance are set out in the table below:

Activity	Cost	Frequency
Option A Repair of main drive & Footpath - with DDA compliance	£24k	N/A
Option B Repair of footpaths to comply with DDA	19K	N/A
Increase in annual Grounds maintenance	3k	Annual cost
Cutting back foliage to reduce dark corners	2.5k (or undertaken by volunteers)	Annual Cost
Daily opening and closing of rear gate	4.5k	Annual cost
Total for options A, B & annual costs	£53.5k	

9.2 There is no financial provision in the Budget to carry out the works set out above.

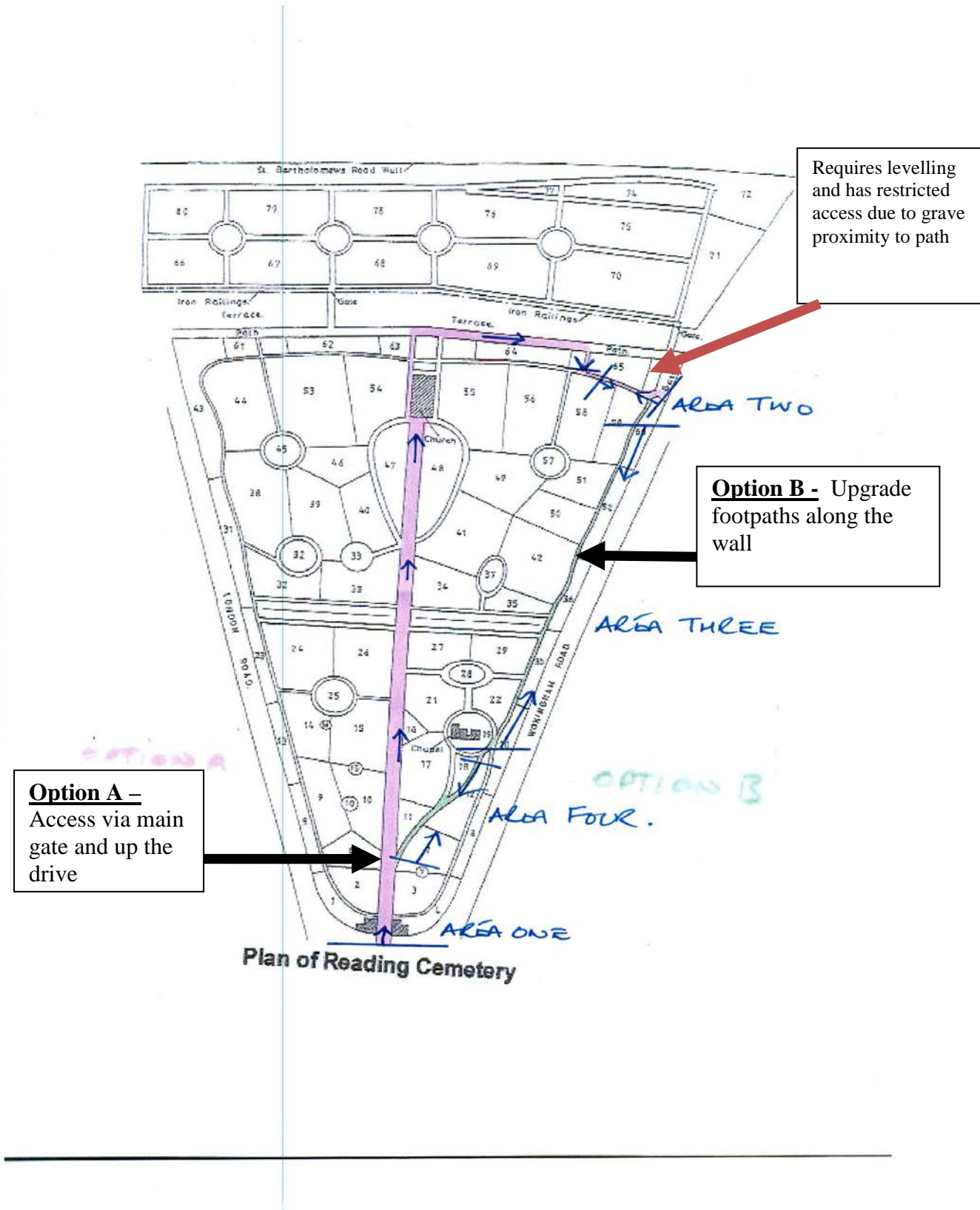
10. BACKGROUND PAPERS

10.1 None

11. Appendix

11.1 Map of Reading Old Cemetery

Appendix 1 - Map of Reading Old Cemetery with options annotated.



READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	HOUSING, NEIGHBOURHOODS & LEISURE COMMITTEE		
DATE:	15 MARCH 2017	AGENDA ITEM:	14
TITLE:	DEMOUNTABLE POOL AT RIVERMEAD LEISURE COMPLEX		
LEAD COUNCILLOR:	PAUL GITTINGS	PORTFOLIO:	CUTLURE, SPORT & CONSUMER SERVICES
SERVICE:	LEISURE & RECREATION	WARDS:	BOROUGHWIDE
LEAD OFFICER:	GRANT THORNTON	TEL:	0118 937 2416
JOB TITLE:	HEAD OF ECONOMIC & CULTURAL DEVELOPMENT	E-MAIL:	grant.thornton@reading.gov.uk

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 Policy Committee at its meeting on the 30th November 2015 approved the proposal to develop a demountable swimming pool at Rivermead; delegated the finalisation of procurement arrangements and the negotiations with Greenwich Leisure Limited (GLL) and gave delegated authority to enter into any necessary contracts that are required to deliver a demountable pool at Rivermead to the Director of Environment and Neighbourhood Services in consultation with the Lead Councillor for Sport, Culture & Consumer Services, the Head of Finance and the Head of Legal & Democratic Services. This report seeks Committee's endorsement of the actions to date and the intention to enter into a Development Agreement for Lease and a Lease with Greenwich Leisure Ltd (GLL) to enable the installation and operation of a demountable swimming pool. The report also seeks detailed scheme approval for the capital costs of constructing the demountable pool.

2. RECOMMENDED ACTION

- 2.1 That Committee notes and endorses the intention to enter into a Development Agreement for Lease and a Lease with Greenwich Leisure Ltd (GLL) to enable the installation and operation of a demountable swimming pool at Rivermead.
- 2.2 That Committee gives scheme approval for the demountable pool of up to £2.4m of capital expenditure, as per the approved capital programme.

3. POLICY CONTEXT

- 3.1 Reading has a range of leisure facilities that are of mixed quality and the Council has identified the need for investment to modernise the leisure estate. The Council recognises that the provision of suitable and readily accessible sports facilities

underpins participation in sports and physical activity and supports the delivery of the social and economic benefits that can be attributed to an active community.

- 3.2 The Council's Corporate Plan specifically identifies a review of the current leisure offer as a priority in order to deliver key objectives regarding improving quality of life and health and well-being, especially as regards reducing inequality and poor outcomes for some of our residents.
- 3.3 Policy Committee in November 2015 endorsed the key findings of the Leisure Review and the recommended way forward. The findings of the facilities needs assessment were that whilst there is sufficient pool space in the Borough the quality of provision needed upgrading. The options appraisal recommended the replacement of the most outdated facilities with more modern cost-effective leisure facilities that would also offer a much better service to residents and users. This included a planned closure of Central Pool and the development of a demountable pool at Rivermead to provide continuity of provision.

4. THE PROPOSAL

4.1 Current Position:

As reported to Policy Committee in November 2015, a range of urgent works were required at Central Pool to address health and safety issues and to prevent further deterioration and reduce the likelihood of building or plant failure. These works were completed in January 2016 with the aim of enabling the pool to remain operational until a planned closure in December 2017. To extend the operational life span of central pool further, significant structural works would be required necessitating a closure for a number of months. The condition of the building and plant is being closely and regularly monitored and Central Pool continues to be well used.

In parallel work has continued to secure the delivery of a demountable pool at Rivermead. The Council has been working co-operatively with Greenwich Leisure Limited (GLL) and their design consultants to deliver a temporary pool at Rivermead to enable the planned closure of Central Pool. GLL have agreed in principle to manage the demountable pool and Heads of Terms for a management agreement has been agreed. A final design has been agreed and planning permission was granted by Planning Committee on 8th February 2017.

GLL have procured a preferred contractor who has developed a costed design proposal and are looking to finalise the contract sum and enter into a contract shortly. Construction work aims to start on site early May and complete by December ready for opening in January 2018. The total project value is circa £2.4m including all build costs and professional fees (section 9 of this report identifies the reasons for this higher cost than the £1.8m estimated in the report to Policy Committee in November 2015). The building housing the demountable pool is a permanent structure and has an expected lifespan well beyond the current anticipate use. Subject to appropriate permissions it may subsequently be used for alternative activities should the Council wish and the building will therefore potentially have future value beyond the use as a swimming pool.

4.2 Options Proposed

It is proposed that the Council enter into a Development Agreement for Lease and a Lease with Greenwich Leisure Ltd (GLL) to enable the installation and operation of a demountable swimming pool extension incorporating a permanent building structure with a view to enabling a planned closure of Central Pool in December 2017.

4.3 Other Options Considered

Do nothing is not considered to be a tenable option as the current state of facilities would mean that the Council would be forced into a position of either closing facilities or investing large amounts of money to refurbish and keep them open. This would not provide security over future provision or deliver the quality of facilities that Reading and service users require into the future.

5. CONTRIBUTION TO STRATEGIC AIMS

5.1 The proposals set-out in this report for a major enhancement in the quality of the leisure estate and in the attractiveness of local facilities for residents, employees and visitors in Reading contribute to the following priorities in the Corporate Plan:

- Providing the best start in life through education, early help and healthy living;
- Keeping the town clean, safe, green and active;
- Providing infrastructure to support the economy.

5.2 A key driver for the provision of high quality leisure facilities is to promote the health and well-being of the population. New facilities generally result in increased level of use and participation in the communities they are located. In turn this provides more opportunities to target specific initiatives to increase engagement and participation from those on low incomes or who have a range of health conditions that can be ameliorated through exercise and well-being programmes.

5.3 Replacing ageing and outdated facilities with modern ones will also have significant benefits in reducing levels of energy use, contributing to both sustainability and cost-effectiveness.

6. COMMUNITY ENGAGEMENT AND INFORMATION

6.1 Consultation with key stakeholders was carried out as part of the work to develop the indoor sports facilities strategy, including a range of sports clubs and operators. Consultation has also involved the Amateur Swimming Association (ASA) and Sport England to ensure that lead governing bodies for a variety of sports have been able to directly influence the strategy and are confident that it reflects their interests and input.

6.2 The demountable pool at Rivermead required planning permission and was subject to statutory public consultation. Information on the proposed demountable pool, including design and related images, was displayed at both Rivermead Leisure Centre and Central Pool to inform local people and to encourage responses to the public consultation.

7. EQUALITY IMPACT ASSESSMENT

7.1 Under the Equality Act 2010, Section 149, a public authority must, in the exercise of its functions, have due regard to the need to—

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

7.2 It is not considered that an Equality Impact Assessment (EIA) is relevant to the decision at this stage. It is anticipated that an EIA will be relevant to the future decisions required regarding the provision and location of permanent new leisure facilities and this will be undertaken in parallel with the development of more detailed proposals.

8. LEGAL IMPLICATIONS

8.1 The provision of a demountable swimming pool is classified as a ‘Works’ contract and the cost falls well below the threshold which would require an OJEU advertisement for a ‘Works’ contract. The procurement of a demountable pool will be conducted in accordance with the Council’s Contract Procedure Rules. Policy Committee on the 30th November 2015 delegated the finalisation of the procurement arrangements, the negotiation with GLL on specification and management arrangements and authority to enter into the necessary contract/s for the demountable pool to the Director of Environment and Neighbourhood Services in consultation with the Lead Councillor for Sport, Culture & Consumer Services, the Head of Finance and the Head of Legal & Democratic Services.

8.2 At its meeting of 14 February 2005 (Minute 148 refers) The Chief Valuer was given Delegated Authority to enter in to lease agreements with a rental value of less than £50,000 pa

8.2 The Council provides its leisure facilities under the provision of Section 19 of the Local Government (Miscellaneous Provision) Act 1976.

9. FINANCIAL IMPLICATIONS

9.1 The approved capital programme includes an allocation of £2.4m for the cost of delivering the demountable pool at Rivermead. The projected cost is higher than the initial outline budget estimate made in November 2015, which was based on indicative costs from other locations. Unfavourable ground conditions have required a specific piling solution and as a consequence a more permanent building structure. This in turn increased the requirements for BREEAM compliance as part of the planning process; all of which has increased professional fees and build costs.

9.2 The financial implications relating to the delivery of a demountable pool at Rivermead are set out below:-

Revenue Implications

	2016/17 £'000s	2017/18 £'000s	2018/19 £'000s
Net saving (-) from Central Pool operating costs	0	0	-67

The potential revenue savings identified above relate to the savings from the operating costs at Central Pool once it closes from January 2018.

Capital Implications

Capital Programme reference from budget book: see page B164	2016/17 £'000s	2017/18 £'000s	2018/19 £'000s
Proposed Capital Expenditure: (See February 2017 Cabinet: Capital Programme Appendix10: Cultural & Leisure Facilities)	160	2,180	60
Total scheme funding	160	2,180	60

In addition, the closure of Central Pool will remove a significant on-going property liability in terms of future repairs and maintenance.

Value for Money (VFM)

The proposal to build a demountable pool at Rivermead is a key stage in a strategic programme to replace old and costly facilities with fit for purpose and affordable water space.

10. BACKGROUND PAPERS

- 10.1 'Review of Leisure Facilities and Future Provision' - Update report to Policy Committee 31st October 2016.

'Review of Leisure Facilities and Future Provision' - Report to Policy Committee 30th November 2015.

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	HOUSING, NEIGHBOURHOODS AND LEISURE COMMITTEE		
DATE:	15 MARCH 2017	AGENDA ITEM:	15
TITLE:	THE CULTURAL EDUCATION PARTNERSHIP		
LEAD COUNCILLOR:	PAUL GITTINGS	PORTFOLIO:	CULTURE, SPORT AND CONSUMER SERVICES
SERVICE:	ECONOMIC & CULTURAL DEVELOPMENT	WARDS:	BOROUGHWIDE
LEAD OFFICER:	GRANT THORNTON	TEL:	0118 937 2416
JOB TITLE:	HEAD OF ECONOMIC & CULTURAL DEVELOPMENT	E-MAIL:	grant.thornton@reading.gov.uk

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 This report provides an update on progress in establishing a Cultural Education Partnership (CEP) for Reading in order to ensure access to high quality arts and cultural education for all children and young people, especially those young people who otherwise might not have access to such opportunities. The report outlines the strategic context set by Arts Council England (ACE) and the role of its bridge organisation 'Artsworld' in working with Reading to establish the CEP as a priority 'early adopter' in the south-east. It outlines the key stakeholders engaged with the CEP and the content of an initial Action Plan, as well as highlighting some emerging opportunities to deliver significant benefits to Reading's children and young people. The report seeks the Committee's endorsement of actions taken to date to establish the CEP and the support of the Committee and its members in advocating for the work of the CEP and the importance of access to high quality cultural experiences for all our young people whatever their background or circumstances.
- 1.2 A copy of the CEP's 'Action Plan September 2016 - August 2019' is attached at Appendix 1. Appendix 2 provides more detail on the 'Sound Around' project referenced in section 4.2 of the report.

2. RECOMMENDED ACTION

- 2.1 That Committee notes and endorses the progress made in establishing a Cultural Education Partnership (CEP) for Reading.
- 2.2 That Committee endorses promoting access to high quality arts and cultural education for all children and young people as a means of improving outcomes, especially for those young people who otherwise might not have access to such opportunities.

2.3 That Committee welcomes the commitment and support of a range of partner organisations involved in the CEP and the ongoing delivery of its associated Action Plan, noting the significant opportunities outlined in section 4.2 of the report.

3. POLICY CONTEXT

3.1 Arts Council England's (ACE's) 10 Year Strategic Framework (2010-2020)- 'Great Art and Culture for Everyone' provides the overarching national ambition for cultural excellence and specifically includes as one of its 5 key goals:

'Every child and young person has the opportunity to experience the richness of the arts, museums and libraries'.

The importance of this goal has been reinforced by ACE's 'Cultural Education Challenge' - a call for the arts, culture and education sectors to work together in offering a consistent, and high quality, arts and cultural education for all children and young people. The concept and development of Cultural Education Partnerships has been promoted to specifically deliver on this challenge in 50 priority areas for ACE across the country.

3.2 The particular focus of Reading's CEP on those young people who otherwise might not have access to high quality cultural opportunities resonates strongly with local priorities to address inequality and to 'narrow the gap'. Exposure to arts and culture is widely acknowledged to have a wide range of benefits both for individuals and for society and communities more widely. In particular for young people engagement with arts and culture is strongly associated with personal development, aspiration, achievement and well-being. The overarching aim of the CEP is:

'To allow every child and young person in Reading to have the opportunity to aspire, achieve and participate in high quality arts and culture, and to develop a collaborative, sustainable infrastructure to maintain such engagement'.

The CEP and its Action Plan are aligned with and support the delivery of Reading's Culture and Heritage Strategy, the Children and Young People's Plan and the Health and Well-being Strategy.

4. THE PROPOSAL

4.1 Current Position:

ACE have a national network of 'Bridge' organisations specifically commissioned to ensure that all children and young people experience the richness of the arts both in and outside school through connecting arts and cultural organisations, schools and communities. Unsurprisingly Bridge organisations across the country have been tasked with a key role in developing CEPs and for Reading this has meant working closely with Artsworld - the Bridge organisation for the South East.

In 2015/16 based on measures such as levels of deprivation and achievement, ACE and Artsworld identified a number of places to be prioritised for support as early adopters of CEPs. In the South East these included Brighton, East Kent, Milton Keynes, Hastings, Slough and Reading. Brighton is recognised as leading the way in the South East because of their existing development of an initiative called 'Our Future City' focused on the development of all children and young people's creative talent. Artsworld hosted a workshop with Brighton and other prospective CEP areas in the South East in July 2015. At this time a range of organisations in Reading were already

involved and engaged in planning for Reading's Year of Culture 2016 and the proposed creation of a CEP resonated strongly with local aspirations and strengthening partnerships. This enabled rapid progress to be made in gaining support for creating a CEP for Reading and this development phase was further supported by grant funding of £10,000 from Artswork. This funding supported facilitated workshop sessions to establish the partnership, undertake an initial consultation with young people and to develop and agree an Action Plan.

A copy of the Action Plan is attached at Appendix 1 and this document includes membership of the Partnership, terms of reference, information on Artsmark and Arts Award (accreditation schemes supported by ACE for the cultural activities of schools and individual young people respectively) and summary feedback from the initial consultation with young people that took place between May and July 2016. Of particular note with regard to the consultation are young people's quoted responses to the question:

'I think taking part in arts activities is important for me because....'

These, often perceptive, responses are very affirmative of how young people themselves value arts activities and of the potential for the CEP's work to be impactful.

The partnership has strong and committed representation from key local stakeholders, including schools, Berkshire Maestros, the College, the University, Reading UK CIC and the 'Culture and Arts Network' (CAN) representing all community arts organisations in the town. Artswork are also members of the Partnership and continue to provide proactive support. The CEP is currently Chaired by Cllr. Sarah Hacker as Chair of the Arts and Heritage Forum and there is a range of Council services represented. The Terms of Reference make clear that the current membership of the CEP is not immutable and can be altered or flexed should the need arise.

The detailed Action Plan has clear objectives and targets to help drive delivery and accountability:

- By August 2019 5,000 children and young people who were previously unlikely to engage with or participate in arts and culture will have engaged with and participated in an activity;
- Over the term of the CEP Action Plan 1,500 young people will have undertaken training, and achieved skills and appropriate accreditation, making them ready to seek employment in the cultural sector, or to use creative skills in their chosen employment field;
- Between September 2016 and August 2019 1,500 children and young people in Reading will have engaged in Arts Award with at least 750 achieving accreditation at one or more levels;
- Over the term of the CEP Action Plan 30 schools and colleges in Reading will have gained Artsmark status;
- Between September 2016 and August 2019 20+ partner organisations will actively participate, in collaboration, in delivering the CEP Action Plan;
- By August 2019 a further 3 Year CEP Action Plan will have been developed and resources secured to maintain a sustainable infrastructure for comprehensive ongoing arts and cultural engagement and participation from Reading's children and young people.

The delivery mechanism adopted by the CEP for the Action Plan is through establishing three partnership subgroups which focus on the following:

1. Support and develop new engagement, especially with young people who do not currently benefit from high quality cultural activity or experiences.
2. Activity that promotes and enables readiness for creative employment or upskilling.
3. Facilitate achievement of 'Arts Award' objectives and target Artsmark numbers.

It is acknowledged that these sub-groups and related programmes of work need to be further developed but it is still early days in the development of the CEP and significant progress has been made. This is recognised by both ACE and Artswork with Reading invited to speak about the development of its CEP as an example of good practice at a national workshop in January this year.

4.2 Options Proposed

The relatively rapid formation of the CEP and the early development of an Action Plan very much reflects a coalition of the willing with a genuine belief that organisations working together can achieve more than is possible individually, even at a time when public sector resources are constrained. Artswork have an ongoing remit and resources from ACE to promote Artsmark and Arts Award, especially but not exclusively to schools and the Reading First Partnership provides potential for strategic engagement in this regard. Artswork also have a small partnership investment fund to help pump-prime additional activity. An application has been submitted to Artswork initially for work with Reading College. The proposed one year programme aims to create a strategic step change in young people aged 15+ participating in cultural education and accessing cultural opportunities that enhance employability in the cultural sector. A decision on this application is anticipated by the end of March.

In addition to this specific application there are many and potentially growing opportunities for the CEP to embed benefits to children and young people in a range of programmes and activities, including targeted work to support those children and young people who are least likely to otherwise access high quality arts and cultural experiences. Whilst it would be impossible to list all those organisations engaged or activities being developed, including huge amounts of ongoing work in mainstream education settings and through CAN, set out below are examples that are indicative of the potential to enhance children and young people's access to arts and culture in the town. Firstly, there are a number of major projects already underway that have a strong community engagement strand that can provide significant opportunities to engage with children and young people, including schools:

- The 'Abbey Revealed' project which also incorporates refurbishment of the Abbey Gate building for use as an education centre (also resonating with its past use as a school that Jane Austen attended);
- The ambitious three year visual arts programme 'Reading International', led by the University's new Institute of Heritage & Creativity and embedding engagement with local arts organisations, schools and communities in the programme;
- Reading University's MERL reopened on 18 October after a £3 million redevelopment project, supported by the Heritage Lottery Fund and, as with the Abbey Revealed project, there is an extensive engagement and activity programme extending into future years;

- Reading Museum and MERL have also secured ACE funding for a collaborative project looking at the potential of digital technology to increase access and reach with clear potential for engagement with children and young people.

Secondly there are a range of planned or potential initiatives and funding bids that have either a specific focus on children and young people or can embed strands of activity to incorporate this:

- Reading Library Service is developing its range of cultural activities on offer, including a newly enhanced 'Rhyme Time', a programme of high quality theatre across its entire network of libraries, and will work with Jelly to deliver a new Arts Award programme with a long-term aspiration to expand the popular under 5's programme to other cultural venues. In addition the planned integration of libraries with community hubs has clear potential to increase linkages with other services to the benefit of children, young people and their families;
- The Reading-on-Thames Festival in September 2017 will be a legacy project from the Year of Culture with a high quality free to access programme that will explicitly seek to engage children and young people. An international project for children and young people - 'Rivers of the World' - will also be included. This project is a partnership with London's 'Totally Thames Festival' and will involve Reading secondary schools linking with Nepalese schools with a related exhibition on London's South Bank and in Reading;
- Reading has been selected as one of three locations nationally for delivery of the 'Sound Around' project in 2018. This project is a collaboration between Orchestras Live and the Royal Philharmonic Orchestra (RPO) and delivery will be managed locally through Berkshire Maestros and participating schools. The project has a specific targeted component to ensure participation of SEN pupils and special schools. Further details on this project are provided in Appendix 2.
- 'Jelly' is currently completing a 3 year funding application to continue their children and young people offer, including delivery of Arts Awards;
- Reading Museum and MERL are collaborating with Oxford's Pitt Rivers Museum who are leading on a bid for Heritage Lottery Funding (HLF) from their 'Kick the Dust' funding stream. This Thames Valley wide bid for over £900k over 5 years will focus specifically on opportunities for young people to engage with museums and for participating museums to extend their work with young people;
- Bids for National Portfolio Organisation (NPO) status have been submitted to ACE for both South Street and for Reading Museum in collaboration with MERL (ACE's National Portfolio provides regular funding for organisations that have a long-term and sustained commitment to a programme of high quality work that meets ACE's strategic objectives. A key benefit of NPO status, over and above the reputation and kudos it provides, is multi-annual core funding over a 5 year period and applications for the period 2018-22 are currently being considered by ACE). Whilst the national funding round for NPOs will be hugely competitive, if the bids are successful the capacity for outreach and engagement will be significantly enhanced. Reflecting ACE's Cultural Education Challenge it is an explicit requirement that NPOs deliver demonstrable benefits for children and young people.

Whilst selective, the above are indicative of the great potential in Reading for access to high quality arts and culture to make a real difference to quality of life and outcomes for children and young people and the CEP will be working to ensure that these benefits are realised and maximised.

4.3 Other Options Considered

As reflected in their Cultural Education Challenge and overarching strategic framework, children and young people are a high priority for ACE. The Council, and a range of partner organisations, have been working closely with ACE who have identified Reading as one of a number of priority locations for strategic investment in the South East and nationally. The work to develop the CEP is closely aligned with and related to this wider strategic engagement. The objectives of CEPs also strongly align with the Council's priorities and the local aspiration to ensure a lasting and impactful legacy from the Year of Culture in 2016, including for children and young people. Given this strategic and local context, pursuing the potential benefits from establishing a CEP was considered to be the only appropriate option and has been strongly supported by a range of organisations.

5. CONTRIBUTION TO STRATEGIC AIMS

5.1 As outlined above the work and objectives of the CEP are closely aligned with a range of Council and Partnership strategies and children and young people's engagement with arts and culture is strongly associated with personal development, aspiration, achievement and well-being. In this regard the CEP primarily contributes to the Council's priority in the Corporate Plan for:

'Providing the best start in life through education, early help and healthy living.'

5.2 The aim of the CEP is also aligned with the Council's strategic aims:

- To establish Reading as a learning City and a stimulating and rewarding place to live and visit;
- To promote equality, social inclusion and a safe and healthy environment for all.

6. COMMUNITY ENGAGEMENT AND INFORMATION

6.1 The CEP is committed to ensuring that children and young people's views and direct involvement are at the heart of its activities and will inform the development of its priorities and work programme. As outlined in section 4.1 of the report an initial consultation with young people has been carried out and the results are summarised in the Action Plan attached at Appendix 1. Ongoing engagement with children and young people, including direct representation of the Youth Cabinet on the Partnership, will be central to the work of the Partnership and a particular focus for the sub-group established to support and develop new engagement.

7. EQUALITY IMPACT ASSESSMENT

7.1 This report covers a diverse programme of activities and engagement linked to the work of the CEP that aims to ensure that culture plays a full role in improving the quality of life for Reading's children and young people. Promoting the role of cultural opportunities in combating inequalities and the need to address inequalities in participation in Reading are explicit objectives of the CEP.

7.2 It is not considered that an Equality Impact Assessment is relevant to the content of this report.

8. LEGAL IMPLICATIONS

8.1 None arising from the content of this report.

9. FINANCIAL IMPLICATIONS

9.1 The Council's contribution to the work of the CEP is being managed within existing constrained resources and budget allocations and is primarily an enabling role rather than as a direct funder. Identifying both existing and new resources that can support delivery of the CEP's objectives are an explicit component of the Action Plan.

10. BACKGROUND PAPERS

10.1 'Great Art and Culture for Everyone' - 10 Year Strategic Framework 2010-2020, 2nd Edition Revised 2013, ACE.

Reading's Culture and Heritage Strategy 2015-30



READING CULTURAL EDUCATION PARTNERSHIP

Action Plan September 2016 - August 2019

I. NATIONAL CONTEXT:

Arts Council England 10-Year Strategic Framework – Great Art and Culture for Everyone

A cultural education should be a right, not a privilege

The arts fuel children's curiosity and critical capacity. They are about expression and imagination, learning and development.

Secondary pupils engaged in arts and culture are twice as likely to volunteer in the community and 20% more likely to vote as young adults.

An arts and cultural education has a positive effect on mental health and depression.

Arts and culture illuminates our inner lives, enriches our emotional world and teaches us compassion and empathy.

The arts are essential to childhood – they teach confidence and give children the chance to shine, both as performers and as the skilled creative workers and leaders of the future.



2. LOCAL CONTEXT:

Based on latest (2015) ONS mid-year estimates and the 2011 Census

The population of Reading is 161,739 living within 16 Wards

There are 31,556 children aged 0-14 and 9,452 young people aged 15-19

The Black and Minority Ethnic (BME) population of Reading is 33% of the total population, however this is higher amongst younger age groups, especially younger children where 49% of 0-4 year olds are BME

Reading has the third highest proportion of ethnic minority groups in the South East (excluding London) after Slough and Oxford

Reading ranks 146th most deprived out of 326 LAs (129th in 2010)

But 10 Lower Super Output Areas(LSOAs)* in the worst 20% nationally, 2 within the most deprived 10% This compares with 12 LSOAs in the most deprived 20% in 2010, but with none in the most deprived 10%. This suggests that while overall relative deprivation has decreased, it has actually increased in certain small areas - predominantly in the south, with four areas in the west and one in the north. These areas are within the wards of Caversham, Church, Norcot, Redlands, Southcote and Whitley

Child Health & Wellbeing

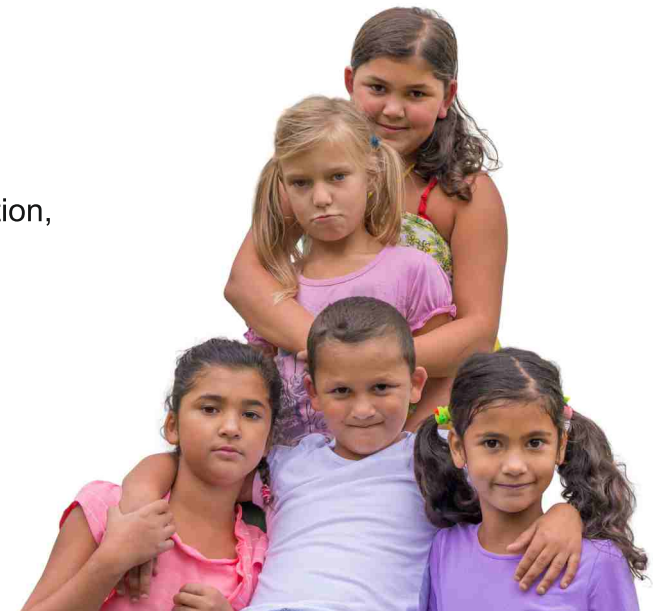
In Year 6, 19.9% (270) of children are classified as obese

The rate of alcohol-specific hospital stays among those under 18 was 17.5 per 100,000 population, better than the average for England. This represents 7 stays per year.

Levels of breastfeeding and smoking at time of delivery are better than the England average

About 17.8% of children live in Poverty

*areas of approx. 1,000 - 3,000 people



3. MEMBERSHIP OF READING CULTURAL EDUCATION PARTNERSHIP

The following organisations are formal members of Reading Cultural Education Partnership and have agreed to Terms of Reference for the Partnership attached as Appendix A:

Artswork

Berkshire Maestros

Reading Borough Council (including Reading Museum and Reading Library)

Reading First Partnership

Reading Culture and Arts Network (CAN) – including all community arts organisations in the town

Reading College

Reading Cultural Partnership

Reading UK CIC

University of Reading

Thames Valley Housing

Representatives of Reading Primary and Secondary Schools



4. CEP SUB GROUPS

There will be three formal Sub Groups to support Reading's Cultural Education Partnership.

These Sub Groups will be focused as follows:

To support and develop new engagement

To focus on activity that promotes and enables readiness for creative employment

To facilitate achievement of Arts Award objectives and target Artsmark numbers

It is anticipated that every organisation involved as a formal partner within the CEP will participate in an appropriate Sub Group with CAN represented, through different cultural and community arts organisation, on each sub group.

The Sub Groups are anticipated as the drivers to enable delivery of the Action Plan, harnessing the skills and existing resources available through partners and other sector organisations. Through the Sub Groups the resources already available to support planned delivery will be identified, as well as the gaps. Where additional resources need to be secured Sub Groups will feed identified need back to the CEP to inform the development and implementation of the Fundraising Strategy.

Sub Group membership:

To support and develop new engagement – Reading University, Berkshire Maestros, Reading Library, Arts and Heritage Forum (Chair), Thames Valley Housing and CAN

To focus on activity that promotes and enables readiness for creative employment – UK CIC/Elevate, Reading University, Reading College and CAN

To facilitate achievement of Arts Award objectives and target Artsmark numbers – Reading First Partnership, Artswork, Reading Cultural Partnership and CAN

5. OVERARCHING AIM:

To allow every child and young person in Reading to have the opportunity to aspire, achieve and participate in high quality arts and culture, and to develop a collaborative, sustainable infrastructure to maintain such engagement.

Definition: the work of the CEP focuses on children and young people aged 0-19 and on vulnerable young people up to the age of 25.

6. OBJECTIVES:

By August 2019 5,000 children and young people who were previously unlikely to engage with or participate in arts and culture will have engaged with and participated in an activity*

Over the term of the CEP Action Plan 1,500 young people will have undertaken training, and achieved skills and appropriate accreditation, making them ready to seek employment in the cultural sector, or to use creative skills in their chosen employment field**

Between September 2016 and August 2019 1,500 children and young people in Reading will have engaged in Arts Award with at least 750 achieving accreditation at one or more levels

Over the term of the CEP Action Plan 30 schools and colleges in Reading will have gained Artsmark status

Between September 2016 and August 2019 20+ partner organisations will actively participate, in collaboration, in delivering the CEP Action Plan

By August 2019 a further 3 Year CEP Action Plan will have been developed and resources secured to maintain a sustainable infrastructure for comprehensive ongoing arts and cultural engagement and participation from Reading's children and young people

* By targeting activity in areas of deprivation this objective can be focused and evaluated

**Meaning that young people from Reading will have achieved relevant accreditation through arts related degree programmes, BTEC Arts programmes, Silver or Gold Arts Awards, Level 5 or above Music Grades, specific and recognised theatre and dance awards, or equivalents

7. ALIGNMENT:

The Reading Cultural Education Partnership Action Plan aligns with:

Reading Borough Council Corporate Plan 2016-2019 (Building a Better Reading)

Reading's Culture and Heritage Strategy 2015-2030

Reading Children's Trust Children and Young People's Plan 2015-2018

Reading's Health and Well-Being Strategy 2013-2016 (and subsequent updates)

Arts Council England's 10 Year Strategic Framework 2010-2020 – Great Art and Culture for Everyone

Arts Council England's Cultural Education Challenge



great art & culture for everyone

8.action Plan:

Objective	Tasks	Responsibility	Alignment with other strategies
<p>1. By August 2019 5,000 children and young people who were previously unlikely to engage with or participate in arts and culture will have engaged with and participated in an activity</p>	<p>1. By December 2016 have mapped the existing activity planned to take place over the next three years that contributes to this objective (including plans through the Abbey Ruins engagement programme) and have undertaken a survey sample in two appropriate schools (one primary and one secondary) to assess numbers of children and young people who are not currently engaged (also drawing on Taking Part survey information)</p> <p>2. By January 2017 agree the target areas and schools for focused activity over the next three years</p> <p>3. By March 2017 agree the priorities, delivery agencies and fundraising requirements for new activity delivery to meet Action Plan targets, including assessing potential use of Pupil Premium</p> <p>4. By July 2017 have implemented the fundraising activity designed to secure resources for new activity</p> <p>5. Through Sept 2017-Aug 2019 – new activity delivery informed by resources secured</p> <p>6. Continuously monitor, evaluate and review achievements and establish new targets for future delivery by March 2019</p>	<p>CEP Partners led by RBC and CAN</p> <p>CEP Partners</p> <p>CEP Sub Group (including Artwork, CAN + representative of Pupil Referral Units)</p> <p>To be determined</p> <p>Reading Museum, MERL, Readipop, Jelly, Real Time Video, South St Arts Centre, Culture Mix</p> <p>CEP Partners</p>	<p>Reading's Culture and Heritage Strategy</p> <p>Reading Corporate Plan + Health and Well Being Strategy</p> <p>Reading's Children and Young People's Plan</p> <p>Reading's Culture and Heritage Strategy</p> <p>Reading's Culture and Heritage Strategy,</p> <p>Reading's Children and Young People's Plan, Health + Well Being Strategy</p>

Objective	Tasks	Responsibility	Alignment with other strategies
<p>2. Over the term of the CEP Action Plan 1,500 young people will have undertaken training, and achieved skills and appropriate accreditation, making them ready to seek employment in the cultural sector, or to use creative skills in their</p>	<p>1. By September 2016 establish a CEP Sub Group to have an active role in driving and monitoring the work towards this objective –additional partner recruits secured (including LEP representative, Elevate Reading and New Directions)</p> <p>2. By December 2016 have mapped the existing activity planned to take place over the next three years that contributes to this objective, have defined the accreditation that will be monitored to determine achievement and have fully engaged the LEP in the CEP</p> <p>3. By March 2017 determine delivery agencies and targets for achieving Gold and Silver Arts Award in the period to August 2019</p> <p>4. By July 2017 have agreed new delivery aspirations and resource requirements to contribute to achieving this objective</p> <p>5. From September 2017-August 2019 secure resources and new commitments and implement actions to achieve the target agreed</p> <p>6. Continuously monitor, evaluate and review achievements and establish new targets for future</p>	<p>Reading University, Reading College, Readipop, Elevate Reading, New Directions, Reading First Partnership</p> <p>CEP Sub Group</p> <p>RBC and Artswork</p> <p>CEP Sub Group</p> <p>Reading University, Reading College, Readipop, Elevate Reading, New Directions</p> <p>CEP Sub Group and full partnership</p>	<p>Reading Corporate Plan</p> <p>Reading’s Culture and Heritage Strategy</p> <p>Reading’s Culture and Heritage Strategy</p> <p>Reading Corporate Plan and Reading’s Culture and Heritage Strategy</p> <p>Reading Corporate Plan and Reading’s Culture and Heritage Strategy</p>

Objective	Tasks	Responsibility	Alignment with other strategies
<p>3. Between September 2016 and August 2019 1,500 children and young people in Reading will have engaged in Arts Award with at least 750 achieving accreditation at one or more</p>	<p>1. By September 2016 establish a CEP Sub Group to have an active role in driving and monitoring the work towards engagement in and achievement of accreditation activity (Arts Award and other opportunities)</p> <p>2. By December 2016 have mapped existing engagement in Arts Awards in Reading and identify/review partners and individuals accredited to deliver</p> <p>3. By March 2017 have an action plan to extend numbers of accredited partners for delivery and to focus where Arts Awards will be promoted and activity initiated to recruit target participants</p> <p>4. Wide delivery by organisations working in target Wards and with children and young people from target communities</p> <p>5. Continuously monitor, evaluate and review achievements and establish new targets for future delivery by March 2019</p>	<p>RBC, Artsworld, CAN, Reading First Partnership, CultureMix, , Reading Museum, MERL</p> <p>RBC, Artsworld and Reading First Partnership</p> <p>CEP Sub Group</p> <p>CAN, CultureMix, Reading Museum, MERL, Reading Youth Theatre, primary and secondary schools</p> <p>CEP Sub Group and full partnership</p>	<p>Reading's Culture and Heritage Strategy, Children and Young People's Plan, Health and Well Being Strategy</p> <p>Reading's Culture and Heritage Strategy</p> <p>Reading's Culture and Heritage Strategy, Children and Young People's Plan, Health and Well Being Strategy</p> <p>Reading's Culture and Heritage Strategy</p>



Objective	Tasks	Responsibility	Alignment with other strategies
<p>4. Over the term of the CEP Action Plan 30 schools and colleges in Reading will have gained Artsmark status</p>	<p>1. Primary and secondary education representatives fully participating in the CEP partnership by October 2016 – particular focus needed on recruiting secondary schools</p>	<p>Reading First Partnership</p>	<p>Reading Children and Young People’s Plan</p>
	<p>2. 10 Reading schools to have attended an Artsmark development day by March 2017</p>	<p>Reading First Partnership and Artswork</p>	<p>Reading Children and Young People’s Plan, Reading’s Culture and Heritage Strategy</p>
	<p>3. 10 Reading schools to have achieved new Artsmark status by July 2017</p>	<p>Reading First Partnership and Artswork</p>	<p>Reading Children and Young People’s Plan, Reading’s Culture and Heritage Strategy</p>
	<p>4. 10 more Reading schools to have attended an Artsmark development day by December 2017</p>	<p>Reading First Partnership and Artswork</p>	<p>Reading Children and Young People’s Plan, Reading’s Culture and Heritage Strategy</p>
	<p>5. 10 additional Reading schools to have achieved new Artsmark status by July 2018</p>	<p>Reading First Partnership and Artswork</p>	<p>Reading Children and Young People’s Plan, Reading’s Culture and Heritage Strategy</p>
	<p>6. By August 2019 30 Reading schools and colleges have achieved and are maintaining Artsmark status</p>	<p>Primary and secondary schools CEP Sub Group</p>	<p>Reading Children and Young People’s Plan, Reading’s Culture and Heritage Strategy</p>
		<p>CEP Partners</p>	<p>Reading Children and Young People’s Plan, Reading’s Culture and Heritage Strategy</p>



Objective	Tasks	Responsibility	Alignment with other strategies
<p>5. Between September 2016 and August 2019 20+ partner organisations will actively participate, in collaboration, in delivering the CEP Action Plan</p>	<ol style="list-style-type: none"> 1. Primary and secondary education representatives fully participating in the CEP partnership by October 2016– particular focus needed on recruiting secondary schools 2. 3 key Sub Groups of the CEP set up, established and effectively operating by December 2016 3. CAN effectively re-established and operating as a comprehensive partnership network by March 2017 4. Any gaps in the CEP membership identified and filled by March 2017 5. Review of the CEP Action Plan achievements in each of July 2017, July 2018 and July 2019 	<p>Reading First Partnership</p> <p>CEP Partners</p> <p>Readipop, Jelly, RBC and Artswork</p> <p>CEP Partners</p> <p>CEP Partners</p>	<p>Reading Children and Young People’s Plan</p> <p>Reading’s Culture and Heritage Strategy</p> <p>Reading’s Culture and Heritage Strategy</p> <p>Reading’s Culture and Heritage Strategy</p> <p>Reading’s Culture and Heritage Strategy</p>



Objective	Tasks	Responsibility	Alignment with other strategies
<p>6. By August 2019 a further 3 Year CEP Action Plan will have been developed and resources secured to maintain a sustainable infrastructure for comprehensive ongoing arts and cultural engagement and participation from Reading's children and young people</p>	<p>1. Any gaps in the CEP membership identified and filled by March 2017</p> <p>2. By March 2017 agree the priorities, delivery agencies and fundraising requirements for new activity delivery to meet Action Plan targets</p> <p>3. By July 2017 have implemented the fundraising activity designed to secure resources for new activity planned 2017-2019 (including seeking Artsworld partnership funds)</p> <p>4. Continue the process of consultation and dialogue to with those involved in the sector to ensure targets and objectives remain ambitious and relevant</p> <p>5. By December 2017 have created a long term Fundraising Strategy to meet the needs of establishing a sustainable infrastructure to fulfil CEP aim and objectives</p> <p>6. Implementation of the long term Fundraising Strategy through 2018</p> <p>7. By August 2019 30 Reading schools and colleges have achieved and are maintaining Arts Mark status</p> <p>8. By August 2019 a new 3 Year CEP Plan is in place with committed resources for implementation</p>	<p>CEP Partners</p> <p>CEP Sub Groups and Partners</p> <p>CEP Sub Groups and Partners</p> <p>CEP Partners, led by RBC</p> <p>CEP Partners, led by RBC</p> <p>CEP Partners, led by RBC</p> <p>Primary and secondary schools</p> <p>CEP Partners</p>	<p>Reading Corporate Plan and Reading's Culture and Heritage Strategy</p> <p>Reading's Culture and Heritage Strategy</p> <p>Reading Corporate Plan, Reading's Culture and Heritage Strategy, Children and Young People's Plan and Health and Well Being Strategy</p> <p>Reading Corporate Plan, Reading's Culture and Heritage Strategy, Children and Young People's Plan and Health and Well Being Strategy</p> <p>Reading Corporate Plan, Reading's Culture and Heritage Strategy, Children and Young People's Plan and Health and Well Being Strategy</p> <p>Reading Children and Young People's Plan, Reading's Culture and Heritage Strategy</p> <p>Reading Corporate Plan, Reading's Culture and Heritage Strategy, Children and Young People's Plan and Health and Well Being Strategy</p> <p>Reading Corporate Plan, Reading's Culture and Heritage Strategy, Children and Young People's Plan and Health and Well Being Strategy</p>

APPENDIX 1

TERMS OF REFERENCE

Purpose and role of the group:

The purpose of the group is to drive forward a shared vision in providing high quality arts and cultural experiences for children and young people in Reading; ensuring them the opportunity to aspire, achieve and participate.

Outcomes:

As partners working together the aim is to achieve the following:

- Ensure art and culture is strategically positioned to influence senior level decision making
- Increase the profile of art and culture for children and young people and advocate its benefits
- Ensure the Culture and Heritage Strategy, children and young people targets are developed and implemented
- Create and implement a cultural education infrastructure to provide sustainable access to a diverse range of communities and cultural activities, complementing the ACE creative case for diversity
- Collaboratively work with Reading CAN to provide access to artist, cultural organisations, best practice and workforce development
- Support the ongoing art and culture activities for children and young people and develop new initiatives where identified.

The Cultural Education Partnership (CEP) is responsible for commissioning any financial resource which will actively contribute to the agreed outcomes. It is also responsible for identifying and generating revenue to support outcomes.

Membership

Reading Borough Council

- Chair of Arts and Heritage Forum (Chair)
- Mayor
- Head of Culture and Economic Development
- Head of Education Services
- Children Services- cross sector representation x3 (e.g. youth service, children centres)
- Library Service Manager
- Reading Museum Manager
- Culture Development Officer

Community Engagement

- 1 leading representative of Reading CAN
- 1 representative from the Local Strategic Partnership
- 1 representative Cultural Partnership (Arts)
- 1 local artist

Education Engagement

- 1 representative from School Governors
- 2 head teachers (primary and secondary)
- 1 representative of further education (Reading College)
- 1 representative from Higher Education (University of Reading)
- 1 representative Music Education Hub



1. Aged 0-19 and up to 25 for children and young people with a disability

TERMS OF REFERENCE (CONT)

Core Strategic Partners

- 1 representative from Artswork
- 1 representative for the Reading Youth Cabinet
- 1 representative from the Health and Wellbeing Board

Other Partners

- 1 representative Police and Crime Commissioners
- 1 representative Housing Association
- 1 representative Thames Valley LEP
- 1 representative Business and Skills- UK CIC

Each role will be reviewed on an annual basis. The purpose of this is to ensure that the partnership represents the communities changing views, bring new perspectives and innovation to the partnership.

Membership of the partnership will be by invite only.

Accountability:

Governance- Readings CEP is a formal partnership brought together under this Terms of Reference document.

Working methods:

CEP members agree to:

- Work collaboratively towards the outcomes agreed
- Use an Outcomes Framework to plan project activity delivered individually and in partnership
- Share project ideas and learning with the CEP members at partnership meetings or within Reading CAN to inform the development of the Outcomes Framework and the shared expertise of the group
- CEP members understand that there needs to be a long term commitment and collaboration in order to ensure sustainability and longevity

Organisation

The venue for meetings will be held in Reading.

Meetings will be held on a quarterly basis

Decision Making

The partnership will be asked for decisions and recommendations on a range of cultural opportunities in Reading for children and young people. When voting the majority carry's the vote, if the vote is tied the chair has the deciding vote. In the event that a board member is unable to attend their substitute can attend to vote on their behalf or they can vote in advance of the meeting by sending their vote through to the chair.

Review

The CEP will review its outcomes, membership and activity on an annual basis.

Changes

This is intended to be a working document and as changes are made it will be circulated to the partnership.

APPENDIX 2



WHY ARTSMARK?

The new Artsmark has been redesigned, by schools for schools, to make it relevant and straightforward.

Benefits to Schools

- Access to exceptional resources as well as networks of the country's most treasured cultural organisations, helping them develop and strengthen their arts provision
- Evidence of how a school is meeting its social, moral, cultural and spiritual requirements for OFSTED
- Endorses and highlights a schools schools high quality arts and cultural offer

Benefits to Students

- Build the confidence, resilience and drive that will help children grow into happy, articulate, successful young people
- Arts and culture unlock potential helping children and young people develop character and talent, knowledge and understanding
- Gives every child the opportunity to create, compose, and perform, gain knowledge and understanding, and to visit, experience and participate in extraordinary work

Find out more here:
www.artsmark.org.uk

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ENGLAND**

DISCOVER GREAT ARTS & CULTURE

Connectingwithculture.com - the quick, easy way for schools, children & youth organisations to connect with arts and culture across the South East



WHY ARTS AWARD?

Arts Award is a unique national qualification that supports anyone up to 25 years old to grow as an artist and arts leader, inspiring them to connect with, and take part in, the wider arts world. Arts Award enables young people to progress their learning throughout their school life and beyond into further education and employment.

Arts Award has five levels, four of which (Explore, Bronze, Silver, Gold) are on the Qualifications and Credit Framework (QCF). Arts Award Discover is an introductory award.

At each level, children and young people work with an Arts Award

www.artwork.org.uk

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Adviser, a trained adult who supports them to gain arts experiences, provides guidance and assesses their arts logs and portfolios. Teachers, teaching assistants, museum learning staff, art practitioners, youth workers and volunteers can all train as advisers.

Offering Arts Award can also help schools to demonstrate certain elements of the OFSTED and Teaching Standards framework and provides great links across the curriculum.

Find out more here:
www.artsaward.org.uk

For more information contact the
Arts Award team at Artwork:

Kristianne Drake
kristianne@artwork.org.uk

Claire Wakefield
claire@artwork.org.uk

DISCOVER GREAT ARTS & CULTURE

Connectingwithculture.com - the quick, easy way for schools, children & youth organisations to connect with arts and culture across the South East

Great art & culture for everyone

APPENDIX 3

INTRODUCTION

The Reading Cultural Education Partnership members agreed that it was paramount to its development to hear the voices of young people when developing a three year action plan. Therefore, a consultation was created for children and young people to provide their feedback. The consultation was delivered between May-July 2016. 280 children and young people completed the consultation, below are key findings. Further analysis is possible, via data that is collected.

Key Learning:

About the Young People

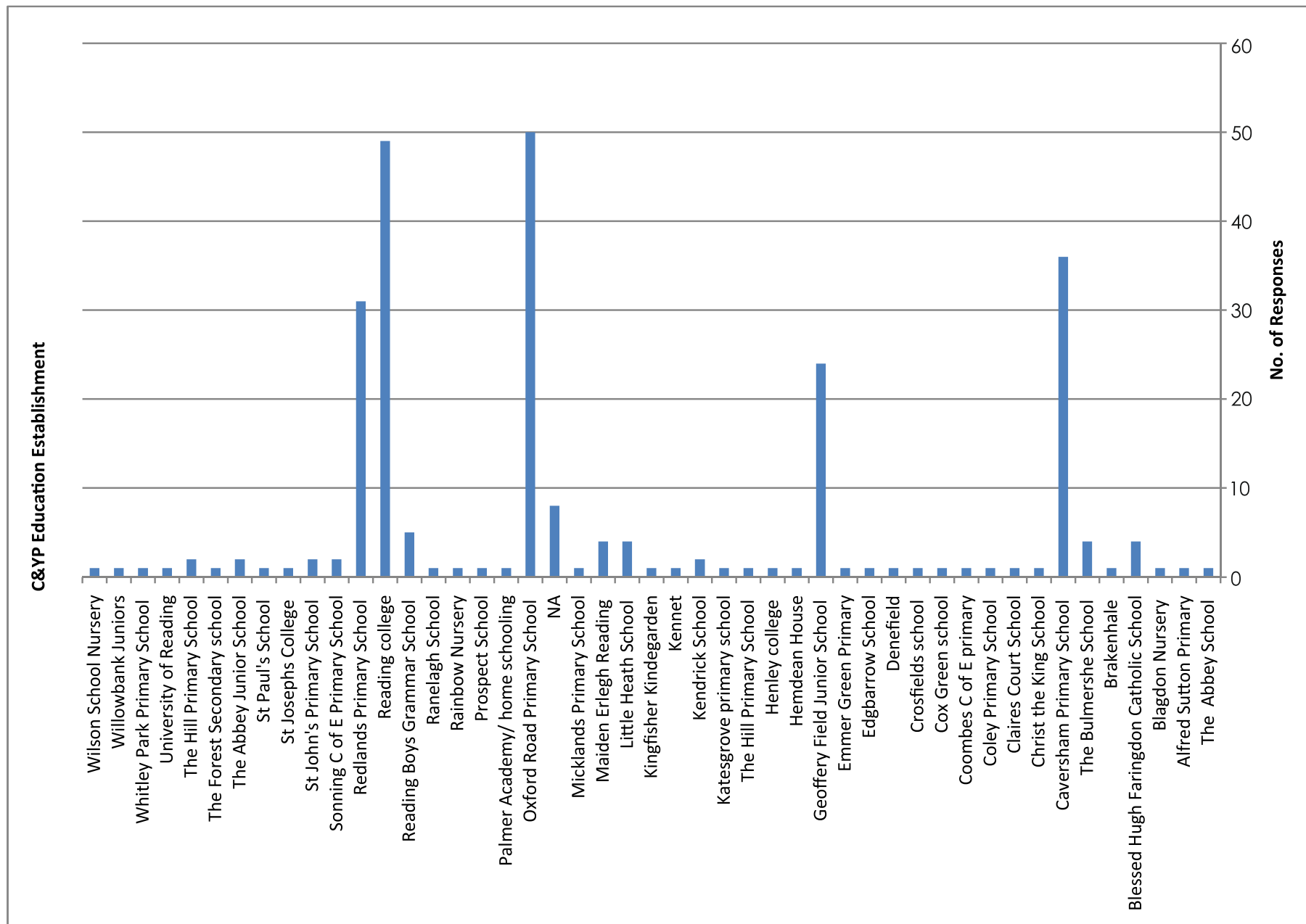
54% Female 44% Male 1% preferred not to say

56% White British 44% BME

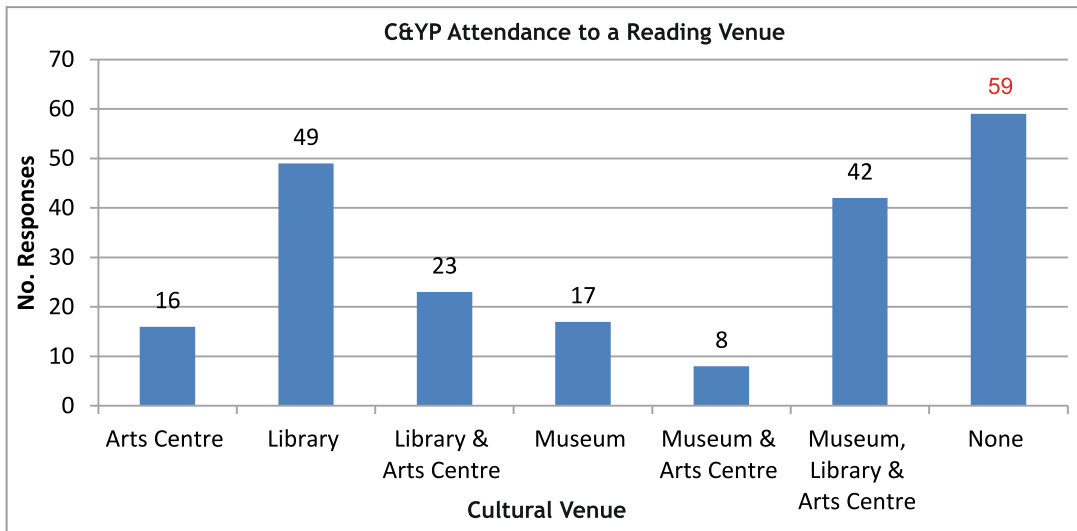
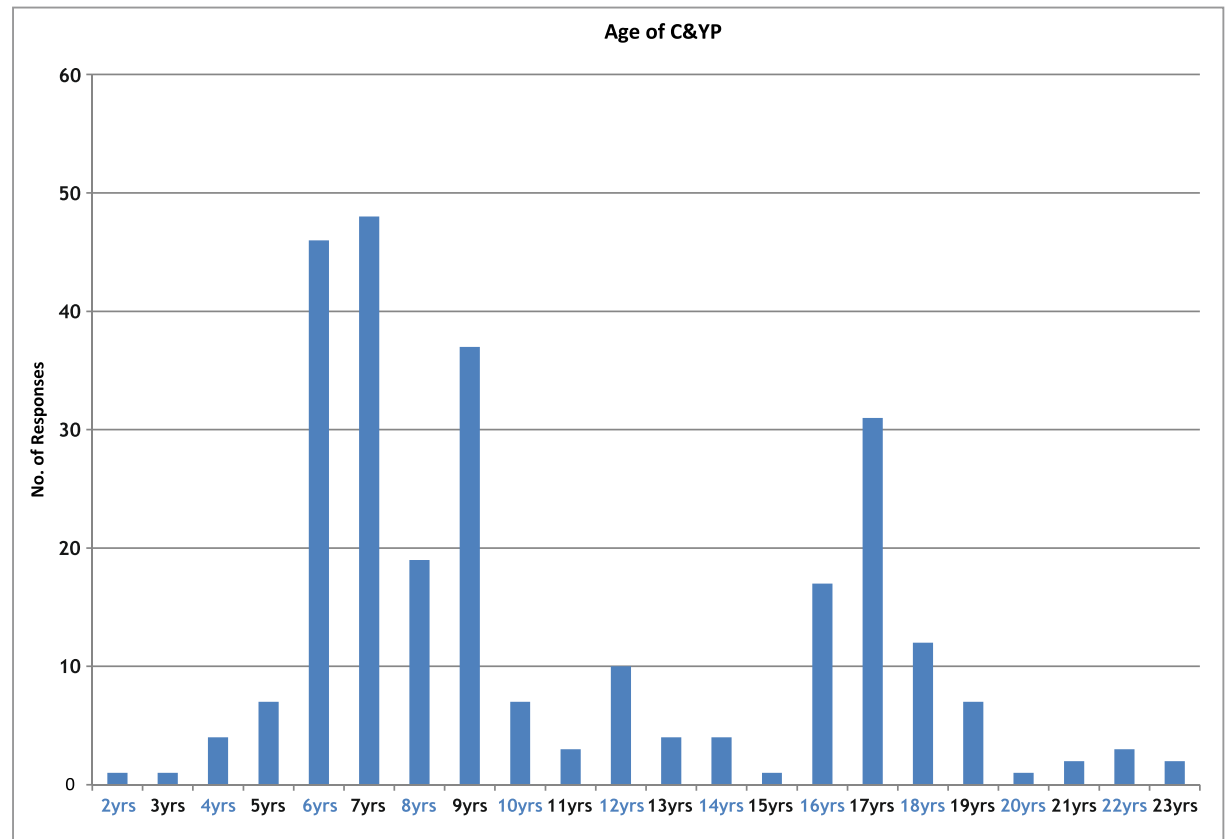


HEAR THE VOICES OF
YOUNG PEOPLE

Education Settings Engaged



Further details (Cont.)



Art Events

Have you attended or taken part in a gallery exhibition, street art performance, carnival or festival?

51% yes **49% No**

32% in School, 50% out of School, in and out of school 17%

9% once a week or more

19% 2 times a month

72% once a month or less



Writing

Have you written your own story or piece of creative writing?

82% yes 18% No

52% in School, 9% out of School, in and out if school 39%

52% once a week or more

20% 2 times a month

28% once a month or less



Drama and Theatre

Have you watched or taken part in a play or other drama/theatre activity?

69% yes 31% No

39% in School, 21% out of School, 40% in and out of school

22% once a week or more

8% 2 times a month

73% once a month or less



Art

Have you drawn or painted a picture, put together a model or made a sculpture, pot or piece of jewellery?

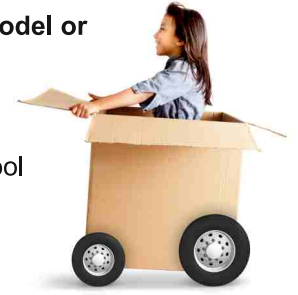
82% yes 18% No

48% in School, 16% out of School, 36% in and out of school

56% once a week or more

16% 2 times a month

29% once a month or less



Music

Have you sung, played a musical instrument, watched or taken part in a musical performance or created a new piece of music using a computer?

79% yes 21% No

53% in School, 39% out of School, 61% in and out of school

58% once a week or more

4% 2 times a month

39% once a month or less



Photography

Have you taken some photographs using your mobile phone, tablet computer or other camera?

88% yes 12% No

14% in School, 62% out of School, in out of school 24%

47% once a week or more

23% 2 times a month

30% once a month or less



Reading

Have you read books for fun or listened to someone else read you a book or story?

91% yes 24% No

18% in School, 23% out of School, 60% in and out of school

83% once a week or more

5% 2 times a month

11% once a month or less



Dance

Have you watched or taken part in a dance performance?

60% yes 40% No

44% in School, 37% out of School, 20% in and out of school

24% once a week or more

4% 2 times a month

72% once a month or less



Media

Have you visited the cinema or made your own film, animation, computer game, radio broadcast, written a blog or created a website?

84% yes 16% No

8% in School, 62% out of School,
29% in and out of school

15% once a week or more

14% 2 times a month

71% once a month or less

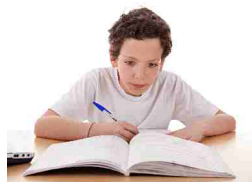


Arts Award

Have you taken part in an Arts Award?

36% yes 64% No

81% in School 10% out of School 7% in and out of school



Are there any other arts or cultural activities that you take part in that are not listed above? If there are, please note them below and then state where you take part in them and how often.

Sculpturing

Paper Mache and clay

Mask making

More activities from Jelly if they were in a town centre studio

I want to try more art from other countries

3D drawings

Water colours

Animals sketch

Building a house made of blocks

Ballet piano guitar

Would like more computer activities

Would like to perform on TV for music videos or do more performances

Film making

Would like to try radio activities

Animal drawing

Making TV programmes out of animation

Making models

Making my own game

Exhibiting at a gallery

Doing the Arts Award

Animation film

Doing directing

Illustration workshops

Writing group

Graffiti class

Making video games

Animal drawing

Sewing

Pottery

Model clay



I think taking part in arts activities is important for me because...

'Life would be boring without arts'

'It is usually not an academic subject and is different from school lessons. More relaxing and enjoyable'

'Interesting and fun'

'I love arts'

'Art can help you'

'Art provides a bit of escapism from the daily grind - allows the mind to unwind'

'It enriches my creativity and allows my mind to go free'

'I can join in with art'

'I can increase my creativity through art'

'Art is interesting'

'Art is good for learning and cool'

'Art can increase my creativeness and challenge me to creative things I wouldn't usually'

'Art helps to broaden your horizons'

'Art helps you learn new skills'

'I can meet new people and enjoy myself whilst being me'

'Art activities help to build social skills & to understand people's culture , views on today's society'

'I like doing messy and colourful things. Playing the drums is noisy and cool'

'Dancing and singing makes me feel very happy. Writing and listening to stories can be exciting. I find taking photos interesting'

'Art is fun to do with family and friends'

'Art teaches me how to do things that I wouldn't do normally at home'

'Art helps me make friends and it's fun'

'Art gives you an insight into different communities'

'Art gain an understanding of myself'

'Art makes me happy'

'Art enhances my social skills and involves you in public situations'

'It helps keep my brain and body active'

'Arts, like drawing and playing the piano are hard for me as I have cerebral palsy which makes it hard to control my fingers. But it's great when I succeed and if I keep trying I succeed!'

'Art helps me to make new friends and develop my brain for creative problem solving'

'I find art very fun and it is an important part of my life. My instruments mean a lot to me so does acting and dancing'

'Art gives me confidence - I enjoy it a lot'

'Art helps me express myself and is fun'

'It encourages me to spend my time expanding my mind and skill set in all manner of ways. For some it is therapy, for some it is education and for some it is just plain fun. It is all three for me and think the benefits to doing arts activities are endless'

'Art is an important aspect of a person's life, it can be the best way to express someone's inner thoughts and feelings without having to use words, it can help develop someone's confidence and creativity skills that could help them during later life'

'Art is important because it can have a real impact on someone's life'

'Art helps me get more connected to the wider society as so many people enjoy that. It's like being a part of ever present community'

'I love art because art has different things like drawing and colouring'



Sound Around is a large-scale project delivered by Orchestras Live and the Royal Philharmonic Orchestra (RPO) aimed at empowering young people to plan, produce and present concerts introducing orchestral music to their peers. Taking place over two years, the project will visit a total of 6 areas of low engagement and work with local teams of Young Producers from mainstream and special needs backgrounds. Young Producers will meet a range of industry professionals and be supported to tackle all aspects of putting on orchestral concerts, from programming repertoire to creating lighting plans and supporting front of house. Designed to be truly inclusive and accessible to all young people, concert outcomes in each area will include a small ensemble visiting special schools, a chamber orchestra performing a 'relaxed' concert for families with special needs, and two large-scale concerts for mainstream and special schools.

Aims & Objectives

- To engage young people in under-served areas with orchestral music, by empowering local young people to develop concerts by and for their peers.
- To give young people unprecedented access to professionals in the music industry, developing transferrable and industry-specific skills.
- To integrate young people from mainstream and special educational needs backgrounds, by bringing them together to produce concerts for inclusive audiences.
- To develop a new orchestral model of 'relaxed' concerts, taking into account the needs of families with children with special educational needs.

Young Producers

In each area, a team of 20 mainstream and special educational needs pupils will take responsibility for producing all aspects of the orchestral concerts. Monthly workshops with a professional team of industry experts will provide guidance and support to Young Producers to programme the concerts, and take on specific events roles:

- Marketing/Communications
- Technical
- Event Managers
- Presenters

Concert Outcomes

Each area will receive:

- **1 Special Schools Mini-tour**, featuring an octet of RPO musicians visiting local special schools to perform short, interactive performances.
- **2 Schools Concerts** with full symphony orchestra, aimed at a Key Stage 2 & 3 audience.
- **1 Relaxed Concert** for families with children with special educational needs, featuring a more intimate chamber orchestra.



Areas Reached

2017

Doncaster
 Northampton
 Sunderland

2018

Carlisle
 Lowestoft
 TBC

Expected Audience Reach

Mainstream Pupils: 17,200
 SEND Pupils: 1,800
 Families with SEND: 800
Total: 19,800