

READING BOROUGH COUNCIL

REPORT BY HEAD OF LEGAL AND DEMOCRATIC SERVICES AND CHIEF VALUER

TO:	MAPLEDURHAM PLAYING FIELDS TRUSTEES SUB-COMMITTEE		
DATE:	9 JANUARY 2018	AGENDA ITEM:	4
TITLE:	THE HEIGHTS PRIMARY SCHOOL - RESULTS OF PUBLIC CONSULTATION		
LEAD COUNCILLORS:	COUNCILLOR EDWARDS	PORTFOLIO:	MAPLEDURHAM PLAYING FIELDS CHAIR OF TRUSTEES
SERVICE:	TRUSTEE OF CHARITY	WARDS:	MAPLEDURHAM
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1. PURPOSE AND SUMMARY OF REPORT

1.1 Further to Minute 4 of the Mapledurham Playing Fields Trustees Sub-Committee's meeting on 21 June 2017, this report reviews the Mapledurham Playing Fields consultation exercise that has taken place with the Beneficiaries over the summer on two proposals received by the Council as Trustee of the Mapledurham Recreation Ground Charity (the "Charity") for the future ownership and use of part or all of the Playing Field and Recreation Ground that is currently in Mapledurham ward ("the Ground"), as follows:

- 1) The proposal received from the Education & Skills Funding Agency (ESFA - formerly the Education Funding Agency) to take a 125 year lease of 1.231 acres of the Ground - less than 5% of the total acreage of 25 acres - for use as the site for The Heights free school, in return for a payment to the Trustee of £1.36M;
- 2) The 'Fit4All' proposal from the Mapledurham Playing Fields Foundation ("MPFF") to take a 30 year lease of all of the Ground to manage and improve the Ground during that period, at a peppercorn rent.

1.2 The report provides an analysis of consultation responses. It also gives details of ongoing communications between the Council as Trustee and the Charity Commission.

1.3 The following documents are attached:

Appendix 1 - Printed Version of the Consultation Document

Appendix 2 - Methodology used in the Evaluation of the Responses

Appendix 3 - Analysis of Consultation Responses

Appendix 4 - Spreadsheet of Consultation Responses (available in electronic format through the Council's website - <http://www.reading.gov.uk/mapledurham-playing-fields-trustees>)

Appendix 5 - Equality Impact Assessment

Appendix 6 - Mapledurham Playing Fields Foundation (MPFF) 'Fit4All' proposal

Appendix 7 - Heat Map

- 1.4 The Consultation Document (Appendix 1) set out in parts 2 and 3 the details of the two proposals, from the ESFA, and the MPFF's 'Fit4All' proposal.
- 1.5 The consultation exercise ran for 10 weeks between 14 July and 25 September 2017. It was centred on an on-line and hard copy questionnaire, *Mapledurham Playing Fields Consultation: Have Your Say*. It generated 3,045 responses from Beneficiaries of the Charity, the highest level of response to a Council-run public consultation exercise, of whom 2,705 - 82% - supported the view that investing the £1.36M lease premium from EDF into the Ground would improve its amenity value, even with the loss of open space to the school.
- 1.6 The Consultation Document attached at Appendix 1 includes, on page 1, a map (Map 1) showing both the area of land owned by the Charity and, outlined in red, that part of the Ground for which the ESFA are seeking disposal for use as the site of a new school for The Heights free school, in return for a lease premium of £1.36M to be applied solely and exclusively to meet the charitable recreational object of the Charity.
- 1.7 The Charity Commission requested a meeting with the Council as Trustee to review the outcome of the public consultation process and the process and timetable for taking a decision in relation to the future use of the Recreation Ground held by the Council as trustee. This was held on 10 November 2017. Following this, the Charity Commission has written to the Council as Trustee with regulatory advice. This is set out in a report elsewhere on tonight's agenda.
- 1.8 The Sub-Committee is asked to consider the report and its attachments, paying particular regard to the methodology used to evaluate the responses, and their analysis. The results have been shared with the Charity Commission, and the Sub-Committee is also asked to consider the views expressed by the Commission in its recent communications with the Council as Trustee, elsewhere on tonight's agenda.

2. RECOMMENDED ACTION

- 2.1 That the Consultation Document, *Mapledurham Playing Fields Consultation: Have Your Say*, attached at Appendix 1, and the process and timetable for the consultation exercise with the Beneficiaries of the Trust, undertaken over the summer of 2017, be noted; and the high level of response be welcomed;
- 2.2 That the methodology used for the evaluation of the responses, attached at Appendix 2, be endorsed;
- 2.3 That the analysis of the consultation responses, attached at Appendices 3 and 4, be received and considered, in particular the fact that over four-fifths of the Beneficiaries who responded believed that investing the £1.36M lease premium from the ESFA into the Ground would improve the amenity value of the Playing Fields even with the loss of open space to the proposed school.
- 2.4 That the equality impact assessment, attached at Appendix 5, be received, and its conclusion be noted that the proposal will not have a negative impact on any of the groups protected by the Equality Act 2010, subject to the implementation of some mitigation measures.
- 2.5 That the regulatory advice of the Charity Commission, set out in a separate report to this Sub-Committee, be considered.

3. POLICY CONTEXT

- 3.1 Reading Borough Council holds the Ground in its capacity as charity trustee (Trustee) of the Charity (the Charity). The Charity is registered with (and therefore regulated by) the Charity Commission. The charitable object of the Charity is:

"the provision and maintenance of a recreation ground for the benefit of the inhabitants of the Parish of Mapledurham and the Borough of Reading without distinction of political, religious or other opinions."

The beneficiaries of the Charity, therefore, are the inhabitants of the Parish of Mapledurham and the Borough of Reading. The Ground is an asset of the Charity and is held "in specie" i.e. specifically in order to advance the Charity's object.

- 3.2 The Sub-Committee has delegated authority, with the support of the Officers, to discharge Reading Borough Council's functions as charity trustee of the Charity. The Sub-Committee has a duty to make all decisions in what it considers to be the best interests of the Charity and in order to advance the object referred to above and any such decision must be in line with all relevant charity law and other legal restrictions.

- 3.3 At its meeting on 11 October 2016 this Sub-Committee resolved, *inter alia*:

- (3) That notwithstanding this unsatisfactory circumstance, the Sub-Committee is satisfied that, in principle and without creating any binding legal commitment, the ESFA's revised offer is capable of being in the best interests of the Charity (i.e. because it is considered to be capable of enhancing the amenity value of the Ground) and accordingly advises the ESFA that they are prepared to continue to discuss the revised proposal, subject to the ESFA:

- (i) Clarifying the location of its 1.231 acre site at the earliest opportunity.
- (ii) Seeking planning consent for its proposed development on the Ground in consultation with the Sub-Committee on the likely effect of the various design options upon the amenity value of the Ground, so that the planning application that is submitted is acceptable to the Sub-Committee.

- (4) That, subject to the ESFA carrying out the actions identified in resolution (3) above, the Sub-Committee shall:

- (i) Obtain and consider a report from Bruton Knowles pursuant to section 117 Charities Act 2011, which should also address the amenity value of the Ground in respect of (and as a consequence of) the ESFA proposal (including in particular any enhancements of the amenity value attributable to the ESFA proposal)
- (ii) Consult with the public and the Charity's Management Committee on the basis set out in section 8 of the report.
- (iii) Consult with the Charity Commission on the basis set out in section 8 of this report.

3.4 At its meeting on 20 December 2016, the re-named Sub-Committee resolved, *inter alia*:

- (4) That, taking into account the Property Report, the Amenity Report and the legal advice and other information set out in the report, the ESFA's offer is, subject to contract, capable of being in the best interests of the Charity (i.e. considered to be capable of enhancing the amenity value of the ground) and should therefore be pursued in line with the Heads of Terms;
- (6) That the Head of Legal and Democratic Services be instructed to:
 - (i) implement a consultation with the Charity's beneficiaries and Management Committee, as anticipated by the heads of Terms;
 - (ii) consult with the Charity Commission, as anticipated in the Heads of Terms;

3.5 At its meeting on 21 June 2017 the Sub-Committee resolved as follows:

- (1) That the Sub-Committee notes and accepts the officer comments on the Planning Statement [appended], set out in para 4.4 of the report, regarding the Planning Application and Planning Statement and their likely effect upon the amenity value of the Ground, and agrees that subject to those matters being addressed, the Planning Application which is proposed to be submitted by the ESFA is acceptable to the Sub-Committee;
- (2) That the comments on the public consultation document at [Appendix 1 to this report] be noted and that officers be authorised to progress the consultation, subject to the final document being agreed by members of the Sub-Committee via e-mail communication.
- (3) That it be noted that the legal challenge referred to in paragraph 1.3 of the report had been unsuccessful and that the Complainant had agreed to pay the Council's legal costs.
- (4) That the outcome of a complaint made to the Charity Commission in respect of the Council's role as Trustee of the Charity (as referred to in paragraphs 1.3 and 8.8 of the report) be noted.

3.6 In relation to the above extracts from the Minutes of the Sub-Committee, please note that the former Education Funding Agency has recently been re-named the Education & Skills Funding Agency ("ESFA"). The references above to the ESFA refer to it in its previous nomenclature.

4. PLANNING APPLICATION

4.1 The ESFA submitted their Planning Application and associated documentation to the Local Planning Authority in June 2017. This application is currently being considered by the local Planning Authority and it is understood that it is not likely to be considered until its February 2018 meeting at the earliest. The disposal to the ESFA is subject to its obtaining a satisfactory planning consent. In the event that the ESFA does not receive a satisfactory planning consent it would not proceed with the lease of the site at Mapledurham.

4.2 There have been a large number of comments made regarding the planning application. These are for Planning Applications Committee to consider rather than

this Sub-Committee. As set out in para. 8 below, the focus of this Sub-Committee must be to consider both the ESFA proposal and the Fit4All proposal solely in terms of whether they are in the best interests of the Charity and its Beneficiaries (taking into account the option of not progressing either proposal i.e. the status quo); and whether they will enhance the amenity value of the Ground for the Charity's Beneficiaries, bearing in mind that the Beneficiaries are persons who benefit from the use of the Ground as a Recreation Ground.

- 4.4 The Planning Authority has been told that the Sub-Committee will expect the ESFA to meet the cost of mitigation in respect of the 1.23 acres required by the ESFA for the school.

5. COMMUNITY ENGAGEMENT AND CONSULTATION

- 5.1 In February and March 2016, the Council (as local education authority) undertook a public consultation exercise on behalf of, and at the request of, the (then) EFA, in respect of five sites proposed by the ESFA for the new The Heights Free School. The results of this consultation were handed to the ESFA, who subsequently gave the Council notice that their preferred site for The Heights free school was Mapledurham Playing Fields.

- 5.2 At your meeting on 20 December 2016 you were told that if the decision of the Sub-Committee was to proceed with the ESFA's proposal, the Council, as trustee of the Charity, would need to undertake the following consultation:

(1) Under section 121 of the Charities Act 2011, the Sub-Committee should give public notice of any proposal to dispose of part of the Ground and invite representations from the public which it should then consider before taking any final decision. This consultation should allow for at least 1 month during which representations can be made, but Officers recommended that a period of 6 to 8 weeks would be appropriate.

(2) Officers also recommend that the Sub-Committee should consult with the members of the Charity's Management Committee in relation to any proposal. This consultation should be carried out during the period of public consultation.

- 5.3 The Charity Commission has been consulted in relation to the ESFA's proposal, and was consulted on the content of the public consultation document before it was launched. The Officers advising the Sub-Committee have met with the Charity Commission, at its request, following the completion of the consultation exercise, to review the results of the exercise. The Charity Commission's regulatory advice is set out in a separate report to tonight's meeting.

5.4 Consultation Document

- 5.4.1 The hard copy public consultation document is attached at Appendix 1. It was published on line and advertised on the Council's website. The Council issued a press release, promoting the consultation, on 14 July 2017. In addition, leaflets were distributed to households in Mapledurham Parish and Mapledurham ward, and the consultation was advertised on Council website.

- 5.4.2 The methodology used both in advertising the consultation document and the evaluation of the responses is at Appendix 2.

- 5.4.3 The consultation exercise was with the Beneficiaries of the Ground as a Recreation Ground and Playing Fields currently in Mapledurham ward in the Borough of Reading.

These are defined in the Scheme of Charity: they are the residents of the Parish of Mapledurham and the Borough of Reading.

- 5.4.4 The consultation ran for 10 weeks, between 14 July and 25 September 2017. It was predominantly a web-based (on-line) exercise, although responses in hard copy were welcomed, and printed copies of the consultation document were distributed.
- 5.4.5 The consultation document attracted the highest level of response of any Council consultation exercise in recent years, by a significant margin. In total, 4,188 responses were received, of which 3,312 were from Beneficiaries. 73% of valid responses were made on line, and 27% in hard copy. It should be noted that a large number of responses (around 900) were received in hard copy within the last two working days of the consultation period.
- 5.4.6 The analysis of the 3,312 responses received from Beneficiaries is at Appendix 3. Para. 2.4 of Appendix 3 explains the criteria used to establish that respondents were not valid Beneficiaries of the Charity, and to identify duplicate responses.
- 5.4.7 The headline figures are:
- 82% of responding Beneficiaries considered that the ESFA proposal was likely to enhance the Amenity Value of the Ground for use by its Beneficiaries, even when taking into account the loss of amenity value arising from the grant of a lease to the ESFA
 - 80% of responding Beneficiaries supported considering only the ESFA proposal and not the MPFF proposal
 - 72% of responding Beneficiaries supported progressing discussions with MPFF on the Fit4All proposal if the ESFA proposal were accepted (albeit that the Fit4All proposal is regarded by MPFF and described in the consultation document as an alternative only to the ESFA proposal)
 - 84% of responding Beneficiaries supported the Trustees taking steps to impose a legal restriction on the remainder of the Ground to limit its future use to recreational purposes
- 5.4.8 In addition to the returned consultation documents, the Council also received 14 emails and 8 letters about the two proposals under consideration. These are included in Appendix 3.
- 5.4.9 A "heat map" showing the postcodes from which responses were received is attached as Appendix 7.

5.5 Consultation Exercise

- 5.5.1 The consultation took place as part of a wider public consultation exercise largely as described in the report to your meeting on 21 June 2017, and attached Appendix B. It was delayed and extended in duration as described below.
- The consultation launch was delayed until 14 July 2017 to consider and include suggestions for changes to the consultation document made by an observer from the Mapledurham Management Committee.
 - The consultation was extended to ensure at least two full weeks outside the school summer holidays to afford appropriate opportunity for all to respond.

5.5.2 Due to the change in timetable, it was not possible to commence the consultation with a workshop but three drop-in sessions on 27 July, 17 August and 12 September 2017 at the Civic Centre were offered to the following groups:

- Friends of Mapledurham Playing Fields
- Caversham Trents Football Club
- Mapledurham Lawn Tennis Club
- User Representatives
- RBC Parks
- Users of Pavilion
- Mapledurham Playing Fields Management Committee
- Fit4all

Only Caversham Trents Football Club, the Bridge Club, and Councillors Hopper and Ballsdon attended.

5.5.3 Two public drop-in sessions were held, as follows:

- Caversham Library - Wednesday 13 September 2017 (afternoon)
- Rivermead Leisure Complex - Monday 18 September 2017 - evening

They were promoted by a press release, issued on 11 September 2017, which also gave a reminder of the end of the consultation period.

5.5.4 As with the workshops, information was provided and questions answered to allow beneficiaries to complete either the on-line or hard copy feedback forms.

5.5.5 A written response was received from Caversham Trents Football Club. They are the largest single organisation using the Ground. Their response is set out in, and attached to, Appendix 3. In summary they consider that the development involved in the ESFA proposal should not go ahead as it will have a negative impact on the playing fields, even with the proposed improvements.

5.5.6 Mapledurham Parish Council (MPC) represents a number of the beneficiaries who live outside the Borough of Reading. Their response is set out in, and attached to, Appendix 3. In summary they consider that the beneficiaries would be best served by the grounds being managed by MPFF. The development involved in the ESFA proposal should not go ahead as it will have a negative impact on the playing fields.

5.5.7 The Mapledurham Playing Fields Management Committee, at the time of writing this report, have not provided feedback to the consultation.

5.6 Complaints about Consultation

5.6.1 Three specific complaints were received about the consultation exercise from three local residents with a connection with the MPF Action Group. These were received between mid-September and early October 2017, ie 8 weeks into the 10-week consultation period. The Head of Legal Services responded to all three complaints and complainants on 2 November 2017. The complaints, and the Head of Legal Service's response, are set out below.

5.6.2 *Question 3B (para. 7.3)*

The view was expressed that Question 3B gave the impression that the public can vote for the school and have the Fit4All solution as well, which made it appear to be a very attractive compromise.

This was first made by the Chair of the Action Group, who suggested that this was misuse and misleading information, and that the Trustee could not proceed with the consultation in good faith proceed with this consultation on this point alone until and unless this dispute was resolved; it evidenced clear predetermination as the precis of information supporting this question was highly misleading and set out to explore an option which had been emphatically ruled out. If the ESFA proposal proceeded at the Playing Fields then the FIT4ALL plan / involvement would be withdrawn entirely.

Officer response:

[From an email sent by the Head of Legal & Democratic Services on 2 November 2017]

"There is nothing in the consultation document which suggests that beneficiaries are being asked to "vote". Paragraph 10.2.1 of the consultation document makes it clear that the members of the Sub-Committee will review all responses and take them into account in relation to any decision, but there is no "vote" and any decision is for the Sub-Committee to take, taking into account the responses to the consultation.

It is correct that the Chairman of MPFF has confirmed on a number of occasions that MPFF would only proceed with the Fit4All proposal if the ESFA proposal does not proceed. As I have pointed out to him, our view is that, as charity trustees of MPFF, he and his co-trustees would not be acting in line with their duties as trustees if they were to refuse to at least consider a reasonable proposal put forward by the Sub-Committee which is capable of advancing MPFF's charitable objects without identifying valid reasons for doing so, particularly if they were to do so on the basis of personal preference rather than what is in the best interest of MPFF and its charitable objects.

In addition, provisions in paragraph 3.4 and question 3A make it absolutely clear that MPFF regards the Fit4All as an alternative only to the ESFA proposal. This does not, however, prevent the Sub-Committee from making a decision that it should seek to progress a discussion with MPFF should the ESFA proceed. This is expressly reflected in question 3B (which refers to the Sub-Committee seeking "to progress discussion of Fit4All with MPFF on the basis set out in paragraph 7.2").

The Sub-Committee takes the view that this is a potentially attractive outcome because the ESFA proposal has the potential to generate a significant amount of funding to enhance facilities which could then be operated by MPFF. If the responses to the consultation indicate that beneficiaries support exploring this possibility with MPFF but MPFF does not want to engage, then the Sub-Committee may wish to consider whether there are other charities or groups which may have an interest in working constructively with the Sub-Committee on a similar basis to enhance the amenity value of the Ground. Having the views of beneficiaries on this point is likely to be helpful to the Sub-Committee.

A number of you have made the comment that question 3B is "misleading". My view is that, if you read the consultation document objectively and logically, you will see that the position is made clear. I do not believe that it is correct to assume that beneficiaries are not capable of reading and understanding the text and responding in whatever way they wish (or, as a colleague of one of you has put it, that many beneficiaries do not have the time or "literacy" to be able to respond)."

5.6.3 Question 2 (para. 6.1)

"The responses to question 6.1 of the on-line version of the consultation are different to those contained in the printed version of the consultation for exactly the same question. You cannot have two different sets of answers and then pretend the outcome of any voting is fair and equitable. This has been brought to the attention of the RBC officer responsible who advised that the Less Likely and Not Likely options would be counted as one. How can you possibly have two different versions of a consultation which may or may not favour a specific outcome? How did this happen? When did it happen? Who allowed it to go unnoticed? How can the public be sure it wasn't deliberate? The mystery of how two sets of responses can be different is unacceptable and the answers to this question cannot be used in determining the outcome."

Officer response:

This is correct. The online version response was amalgamated so that instead of having two boxes to tick as regards less likely and not likely these were transposed. This was not a conspiracy. It was human error in the inputting of the consultation document onto the Council's website. Once this error was drawn to our attention, after 8 weeks, the view was taken that it would be wrong to change the website while the consultation period was running. The error applied only to negative responses, and did not involve any confusion with positive responses. The common sense response was to recognise that all the negative responses from this question in the consultation exercise should be amalgamated in the final analysis, to show all such respondents as favouring the strongest position of 'Not Likely'.

5.6.4 *Acknowledgment of Receipt*

"Whilst anyone completing the consultation on-line receives a reference number by return of email, no such reference is being issued for printed versions handed in to the Council. I understand there was a deluge of printed versions on the final day of the consultation. This means there is no way that RBC can categorically prove that all printed responses have been counted in the overall results. This favours those people who regularly use social media, or the Internet, but puts those who do not access these systems at a serious disadvantage. Many elderly people live in the roads around the playing fields and do not have Internet access or email addresses. This implies that the consultation favours younger people responding and disadvantages those whose lives will be most affected if the school is built on MPF because there is a very large elderly population residing in this area. This shows undue preference and could be described as discrimination against the older community".

Officer response:

It is correct that the bulk of the hard copy responses - around 900 out of 1,142 - were received in the last two working days of the consultation period. In the main these responses followed set templates supporting both the 'yes' and 'no' positions in this intensely-felt local controversy. About 70% (from sampling 300 entries) had pre-printed responses to which the respondents added their personal details. In addition, we are aware that templates were circulated by interested groups requesting respondents complete surveys following their recommended replies.

In line with best practice, the Council is conducting its public surveys on line. With an online response, automated receipts are given. This does not occur with a paper copy.

Officers are satisfied that all hard-copy responses delivered to the Civic Offices have been accounted for. We are not able to provide a list of those who responded as this

would involve a breach of personal data. The volume of hard copy responses, which amounted to 27% of all responses received, suggests that there has not been a problem in their delivery or processing.

As explained above, the consultation document was made available as a positive option to encourage public response, and to ensure that Beneficiaries without internet access were not disadvantaged. The Council strongly refutes the suggestion that undue preference has been shown to on-line respondents, this is not the case, and complainants have presented no grounds for suggesting it.

5.6.5 *Images used in Consultation Document*

A separate complaint was received, also after 9 weeks, from a person connected with the Greater Reading Nepalese Community Association (the Association), concerning the use of one image in the Consultation Document. This was a picture of Nepalese ladies sitting at the Playing Fields, having a picnic, which was used in association with Question 2 (para. 6.1). Their faces had been pixilated to avoid personal identification. The complaint was that the image was published without the prior consent either of the Nepalese ladies or of the Association. The image was removed from the consultation document published on the website, and not replaced.

5.7 Charity Commission Feedback

This is set out in a separate report to tonight's meeting.

6. EQUALITY IMPACT ASSESSMENT

6.1 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.

6.2 In this regard you **must** consider whether the decision will or could have a differential impact on: racial groups; gender; people with disabilities; people of a particular sexual orientation; people due to their age; people due to their religious belief.

6.3 An equality impact assessment is attached at Appendix 5, be received. It has concluded that the proposal will not have a negative impact on any of the groups protected by the Equality Act 2010 subject to implementation of some mitigation measures.

7. LEGAL IMPLICATIONS

7.1 The Sub-Committee has been delegated the power to consider the ESFA and the MPFF proposals by the Council acting in its capacity as sole corporate Trustee of the Charity.

7.2 The principal duty owed by the Council (and therefore the Sub-Committee) in relation to consideration of the ESFA proposal is whether it is in the best interests of the Charity and its beneficiaries. Because the Ground is held "in specie" for the purposes of recreational use by the Charity's beneficiaries, the duty owed in relation

to a decision to dispose of part of the ground by way of a lease for use by the school is effectively to decide whether or not the ESFA proposal will (or will not) enhance the amenity value of the Ground for the Charity's beneficiaries, taking into account both the loss of amenity value for the beneficiaries attributable to the disposal of part of the Ground to be used by the school, and whether the ESFA proposal (and in particular the price it has offered) will enable the amenity value of the part of the Ground which is not sold for the purposes of the school to be enhanced. The same duty is owed in relation to the Fit4All proposal.

- 7.3 The Sub-Committee, at its meeting on 20 December 2016, and having taken into account the Property Report, the Amenity Report and the legal advice and other information presented to you at that meeting, took the decision that the ESFA's offer was, subject to contract, capable of being in the best interests of the Charity (i.e. because it is considered to be capable of enhancing the amenity value of the Ground) and should therefore be pursued in line with the Heads of Terms, subject to the ESFA providing an additional undertaking in respect of the Charity's costs which the Sub-Committee noted had been agreed for up to £35,000.
- 7.4 There is a specific requirement under the Charities Act 2011 (Section 117) which means that the Sub-Committee as Trustee cannot decide to enter into any legally binding agreement to sell or dispose of part of the Ground for the purposes of the school without having first either obtained the consent of the Charity Commission or having obtained a report on the proposed disposition from a qualified surveyor and that, having considered that report, being satisfied that the terms of the sale are the best which are reasonably obtainable for the Charity. The Property Report considered at your meeting on 20 December 2016 addressed this requirement, as well as addressing the amenity value of the part of the Ground which would not be purchased by the ESFA, taking into account the proceeds of disposal available to the Charity. The Sub-Committee should note that, for the reasons set out in the Property Report, the authors Bruton Knowles did not advise that the grant of a lease in line with the Heads of Terms should be advertised.
- 7.5 There is also a specific requirement under the Charities Act 2011 (Section 121) in relation to "specie" land that any proposal to dispose of it must be notified and any representations received in response are considered. This requirement applies to the Charity. Any disposal of the Ground must therefore be subject to this process of consultation.
- 7.6 The Sub-Committee should also take into account that the Council (as Trustee) does not have an express power to sell any part of the Ground unless the proceeds of sale are used to purchase replacement property with an equivalent or enhanced amenity value (which is not proposed by the ESFA) or, in line with the Charity Commission's own guidance, if the disposal is of only a small proportion of the Charity's land that will not affect its ability to carry out its charitable recreational object (when the Charity may be able to dispose of the land using the statutory power of disposal under the Trusts of Land (Appointment of Trustees) Act 1996). The Charity Commission will therefore need to authorise a disposal of part of the Ground for use by the school, unless the Commission accepts that the part of the Ground being disposed of is "small" and will not affect the Charity's ability to carry out its object. In either case, therefore, the Charity Commission must be consulted in relation to any proposal to dispose of part of the Ground and will expect that to have happened before any final decision to dispose of part of the Ground to the ESFA is taken by the Sub-Committee.
- 7.7 The Charity Commission wrote to the legal advisors to the Council (acting as Trustee) on 9 March 2017, concluding as follows:

"The transfer proposal relates to an offer by ESFA to have transferred to it a parcel of land currently held in trust (1.231 acres of the 27 acre site, which represents 4% or thereabouts of the whole) under a lease for a term of 125 years in order to build a free school. The ESFA land, if transferred, will not be available to further the objects of the Charity. Under the proposal, however, the Charity stands to obtain a significant amount of money (in the order of £1,360,000) which could be used to enable it to further its objects, in return for the loss of a relatively small area of its land. We are therefore satisfied that the decision to explore the proposal is a decision that a reasonable body of trustees might make."

- 7.8 A meeting with the Charity Commission was held, at its request, following the conclusion of the consultation exercise, on 10 November 2017. The Charity Commission has subsequently written to the Council as Trustee with regulatory advice, which is reported in a separate report to tonight's meeting. The attention of the Sub-Committee is directed to this regulatory advice, which must be read in conjunction with the legal implications set out in this Section.

Conflict of Interest

- 7.9 The Charity Commission has also previously received and considered a complaint made to them about the Council's approach to managing its conflicts of interest on the prospective transfer of part of the Ground to the ESFA, including the establishment of this Sub-Committee to manage the conflict. As officers understand it, the argument put to the Charity Commission was that the Council as Trustee of the Charity is unable to make a valid decision because the inherent conflict is so pervasive that it is impossible for the Trustee to make an un-conflicted decision. On this matter, the Charity Commission, in its letter of 9 March 2017, concluded as follows:

"Having considered the available information, we do not agree that the conflicts of interest are so persuasive [sic] that they cannot be managed. You have provided evidence to indicate that the Trustee has taken appropriate steps to manage the conflict" [Please note that this was subject to a point made about Councillor Edwards also being a member of the Council's Adult Social Care, Children's Services and Education Committee. Councillor Edwards stepped down from that Committee from 27 January 2017].

The Commission is of the view that the subcommittee can make a delegated decision that will be a valid decision if they ensure they act in accordance with their legal duties to take into account all relevant matters, including appropriate professional advice (including legal and chartered surveyor advice), and to also bear in mind the responses to public consultation and any issues or steps that arise as a consequence. In addition all irrelevant matters must be ignored."

Obligations as Trustee

- 7.10 In reaching any decision in relation to the Charity, the members of the Sub-Committee when performing the Council's function as Trustee have a number of obligations:

(1) You must act in good faith and exclusively in the interests of the Charity i.e. in a way which you honestly believe to be in the Charity's best interests.

- (2) You must act within your powers (and as explained above, the Charity Commission will again need to be consulted if, following consultation, the Sub-Committee be minded to authorise any disposal of land at the Ground to the ESFA).
- (3) You must ensure that you have any legal, property or other advice you consider is required in order to inform and support your decision-making. The Sub-Committee should also consider whether there is any other or further advice you believe is required before making a decision.
- (4) You must ensure that you are adequately and properly informed and have all relevant information.
- (5) You must ensure that you take into account all relevant factors. Such factors will only relate to the Charity and its ability to advance its charitable, recreational object. Such relevant factors include:
 - The risks associated with the ESFA proposal and, in particular, whether a decision to dispose of part of the Ground will negatively impact on the Charity's ability to advance its charitable, recreational object.
 - The benefits associated with the ESFA proposal and, in particular, whether a decision to dispose of part of the Ground will positively impact on the Charity's ability to advance its charitable, recreational object (and, if so, whether this outweighs any negative impact and can be justified in the best interests of the Charity).
 - Whether progressing the ESFA's proposal will incur any cost for the Charity.
 - The Charity Commission's guidance on public benefit, which is relevant to decisions taken by charity trustees:
<https://www.gov.uk/government/publications/public-benefit-the-public-benefit-requirement-pb1/public-benefit-the-public-benefit-requirement>
- (6) The same relevant factors will apply in relation to the consideration of the other options (being maintaining the status quo and the Fit4All proposal) that the Sub-Committee are likely to be asked to consider at a subsequent meeting. Further legal advice will be provided to the Sub-Committee at that stage.
- (7) You must not take into account any irrelevant factors. In particular, the Sub-Committee must not take into account the interests of the Council as local education authority or planning authority, nor any interest that the public will or may have in the provision of education to local children (including the results of the public consultation previously carried out the Council as local education authority at the behest of the ESFA).
- (8) You must manage conflicts of interest. The Sub-Committee has been established with delegated powers in order to manage the potential conflicts of duty that may otherwise arise for members and officers of the Council in relation to the Charity and the ESFA's proposal. Any role played by any member of the Sub-Committee which may relate to the Charity in any other respect or may conflict with their role as a member of the Sub-Committee should be declared at the outset of the Sub-Committee meeting.
- (9) You must make a decision that falls within the range of decisions a reasonable trustee body could make. This is in line with the Charity Commission's guidance on decision-making.

(10) You should take into account the view expressed by the Commission referred to in paragraph 7.9 above.

7.11 Each of these considerations is set out in more detail in the Charity Commission's guidance on decision-making by charity trustees (CC27). This makes it clear that some of these factors are inter-related e.g. a member of the Sub-Committee who takes into account the interests of the Council as local education authority is unlikely to be acting in good faith and solely and exclusively in the best interests of the Charity. The Commission's guidance is available here:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/476870/CC27.pdf

7.12 The same (or similar) considerations to those outlined above will apply to any subsequent decision by the Sub-Committee to enter into a binding agreement with the ESFA to grant a lease of part of the Ground for the purposes of the school. As indicated above, the decision Officers consider the Sub-Committee should make at every stage is whether or not, in the light of the information which is then available, the ESFA proposal is capable of being in the best interests of the Charity (i.e. because it is considered to be capable of enhancing the amenity value of the Ground) and should therefore be pursued, subject to any conditions recommended by Officers.

7.13 Fields in Trust

7.13.1 As reported to your last two meetings, the Council has been approached by Fields in Trust, (a successor organisation to the NPFA) regarding the possibility of the Trustees entering into a Deed of Dedication in respect of this site. This would place a restriction on the site in perpetuity, further supporting the object of the charity. This option was raised in the consultation document at question 4 (para. 8).

7.13.2 Provisions of the Deed of Dedication could however still allow the Trustees to dispose of charitable land; however the consent of FIT would also be required, which would involve replacement land and a further Deed of Dedication for that replacement land.

7.13.3 Charity Commission consent would also be required before a Deed could be entered into with Fields in Trust.

7.14 Fit4All Proposal

7.14.1 The consultation document sought views on whether the Council should prefer the Fit4All proposal to the ESFA proposal (question 3 para. 7). The financial elements of the Fit 4 All proposal are predicated on MPFF being able to:

(1) Access bank funding to meet a shortfall for funding its proposed works to the pavilion, estimated at £75,000 which assumes that WADRA and the S106 payment monies amounting to £185,000 are released - the group has advised that the loan application cannot be made until such time as a decision is taken by the Trustees to proceed with its proposal.

(2) Obtain annual funding from Reading Borough Council in the sum of £21,000 per annum. This will require a decision by the Council's Policy Committee and is not something that this Sub-Committee has the power to agree to.

7.14.2 The Fit4All proposal also assumes that the cost of repairs to the pavilion is in the region of £266,000. The latest estimate is that this sum may not be sufficient to restore or replace the pavilion.

7.14.3 This should be cross-referred to the complaints made by three local residents with a connection with the MPF Action Group, at paras. 5.6.1 and 5.6.2 above.

8. FINANCIAL IMPLICATIONS

8.1 The financial implications of the options open to the Sub-Committee in relation to the Ground must be taken into account by the Sub-Committee when they are in a position to review the options report and masterplan referred to earlier in this report.

9. BACKGROUND PAPERS

Appendix 1 - The printed version of the consultation document

Appendix 2 - The methodology used in the evaluation of the responses

Appendix 3 - Analysis of Consultation Responses

Appendix 4 - Spreadsheet of Consultation Responses (available in electronic format through the Council's website -

<http://www.reading.gov.uk/mapledurham-playing-fields-trustees>

Appendix 5 - Equality Impact Assessment

Appendix 6 - MPFF 'Fit4All' Proposal

Appendix 7 - Heat Map

Charity Commission letter of 20 November 2017 (see separate report)

Mapledurham Playing Fields Consultation *Have Your Say*

Overview

Reading Borough Council (the **Council**) is the trustee of the Recreation Ground Charity at Mapledurham (registered charity no. 304328) (the **Charity**). As trustee, it is responsible for delivering the object of the Charity, which is the provision and maintenance of the recreation ground at Mapledurham (the **Ground**) for the benefit of the inhabitants of the Parish of Mapledurham and the Borough of Reading without distinction of political, religious or other opinions (the **Beneficiaries**).

The Council has received two proposals relating to the Ground and is undertaking this consultation in its capacity as trustee of the Charity to seek Beneficiaries' views on those proposals, particularly in relation to the Amenity Value of the Ground (i.e. the value of the Ground for recreation).

- **Proposal from Education Funding Agency:**
To lease part of the Ground to build a school and to provide £1.36 million to improve facilities.
- **Proposal from Mapledurham Playing Fields Foundation:**
To lease all of the Ground so they may fund raise to improve facilities and manage the Ground, without any loss of open space.

More detail is provided in this document.

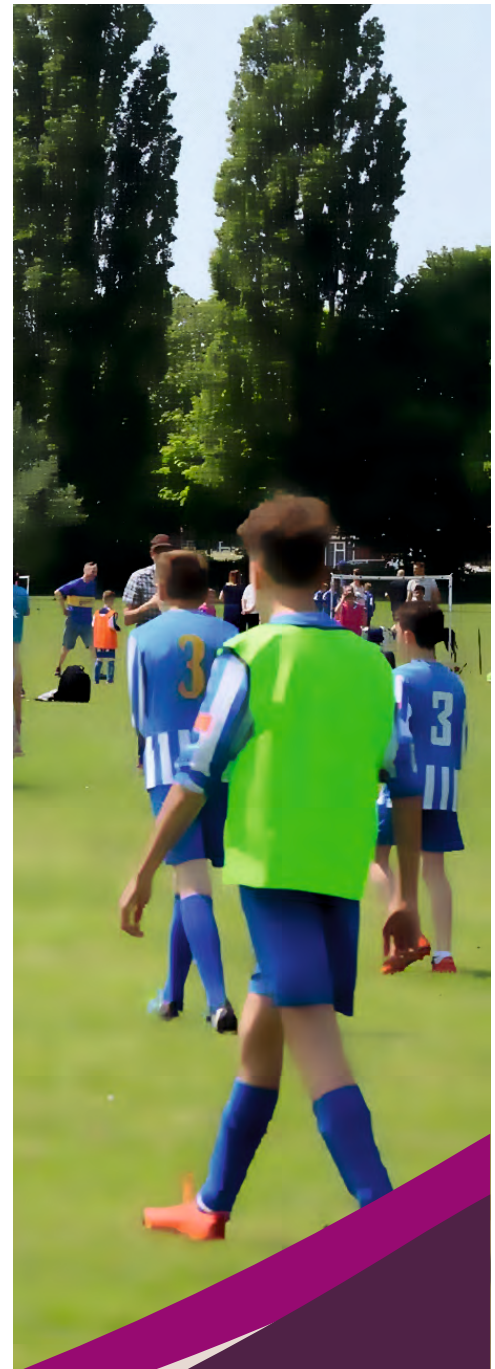
Please note that responsibility for decisions in relation to the Charity and the Ground has been delegated to a Sub-Committee of the Council (the Mapledurham Playing Fields Trustees Sub-Committee). The members of this Sub-Committee are referred to in this document as the Trustees.

We want to hear your views regarding these proposals.

You can respond and view all documents on-line at:
www.reading.gov.uk/mapledurhamplayingfields

Or why not visit Caversham Library where you can view proposals in full. Alternatively, you can return your completed Feedback Form on the back of this document to: **Mapledurham Consultation**, Civic Offices, Bridge Street, Reading. RG1 2LU.

Closing date for response: 25 September 2017



Background

The Charity owns the freehold title to the 25 acres of land which make up the Ground.

The playing fields provide for a number of sports and activities shown on **Map 1**.

The Ground provides for a wide variety of activities and a Pavilion which includes limited changing (for users of the Ground) but which is in poor condition and does not meet current standards.

The Pavilion also includes a hall, kitchen and meeting space, which have been closed for over a year and requires major building work before they can be reopened.

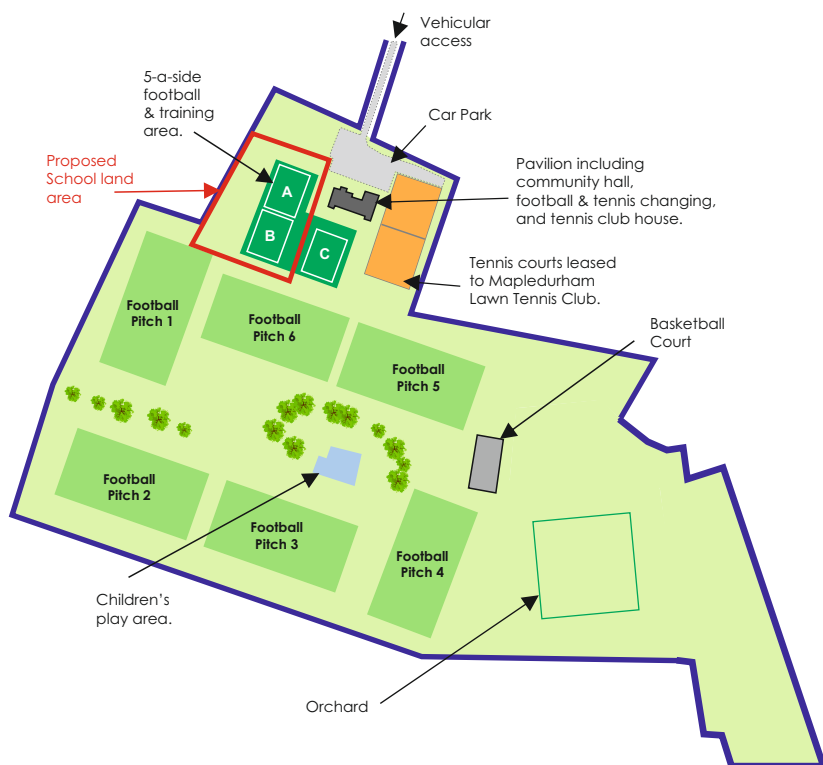
1.1 While the Council provides support for the Charity, it has very limited financial resources. Over the last few years the Charity's income was between £15K and £20K per annum while its expenditure is normally between £40K and £50K, the Council providing a grant to the Charity of about £30K per annum.

The Charity's income is generated primarily by letting space at the Ground and the Pavilion (when open) and is subsidised by the Council out of its own resources as local authority.

1.2 The Council does not currently have the financial resources available to it to pay for any capital improvements to the recreational facilities at the Ground. While the Council has allocated £85,000 from its own resources to help pay for the refurbishment or replacement of the Pavilion at the Ground, this sum is not sufficient to pay for the refurbishment or reconstruction of the Pavilion which is required in order to make it fit for purpose.

1.3 The Council understands that the Warren and District Residents Association (WADRA) has raised £75K with a further £25K promised towards the refurbishment of the Pavilion. WADRA has stated that this funding will only be released should the EFA proposal not proceed.

Map 1 NOT TO SCALE



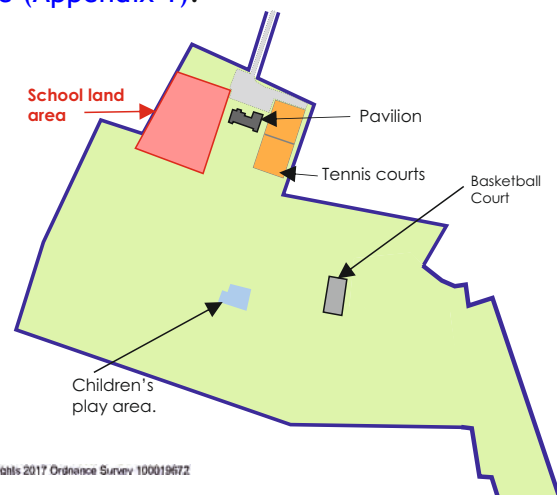
2 Proposal from Education Funding Agency

2.1 The Secretary of State for Communities and Local Government, acting by the Education Funding Agency (the EFA), has made an offer to the Council to take a 125 year lease (the **Lease**) of part of the Ground for use as the site for a free school (see Plan A). The conditions relating to the proposed Lease are set out in an outline document called Heads of Terms which may be viewed [here](#) (Appendix 1).

2.2 If the Trustees were to agree to grant the Lease proposed by the EFA (see Plan A), the Charity will receive a payment of £1,360,000. (This is known as the **Payment** in this document).

2.3 In return for the Payment, the Trustees would grant the Lease to the EFA of 1.231 acres of the Ground (less than 5% of the total acreage of the Ground). The part of the Ground which would be subject to the Lease is outlined in red on Plan A.

Plan A



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2.4 The Trustees have obtained a report (the **Amenity Report**) from the Council's Leisure and Recreation Manager in relation to the amenities that would be affected by agreeing to grant the Lease to the EFA. The full Amenity Report is available [here \(Appendix 3\)](#) but the key points are:

- The highest quality pitch (pitch 1 on Map 1) will be constrained in how it is used and maintained, reducing its availability and standard.
- Two 5 a side pitches/training areas A and B (on Map 1) will be lost.
- Previous proposals to upgrade changing rooms to meet current Sport England standards by rebuilding them to the west of the Pavilion will no longer be possible.
- The overflow car parking next to the Pavilion area will be lost.
- The area of trees to the north of the Ground will have a significantly lower Amenity Value than at present.
- The effective space for recreation will be reduced.
- The number of people aware of and using the Ground may increase as a result of greater awareness of the Ground due to the increased footfall to the proposed free school.
- The visual amenity of the Ground will be affected.



2.5 The Trustees have obtained a report from a firm of independent professional surveyors called **Bruton Knowles** (the **Bruton Knowles Report**) in relation to the impact of the grant of the Lease to the EFA on the Amenity Value of the Ground. The full **Bruton Knowles Report** is available [here \(Appendix 4\)](#) but the key comments are:

- The EFA will pay to upgrade and enhance the existing access to the Ground to a Highway Standard, this being widened to 4.8m, thereafter allowing for two way traffic. Such an improvement will reduce traffic congestion and improve the use of Ground, as well as minimising the Charity's cost of maintaining the existing access in the short/medium term. Future maintenance costs will be shared with the EFA on a 'user pays' basis. Greater pressure on access was identified within the Amenity Report - the EFA proposal appears, subject to planning, to be a deliverable solution and of benefit for the part of the Ground which would not be subject to the Lease to the EFA, enhancing the Amenity Value of the Ground.
- The EFA will upgrade/surface the existing unmade car parking spaces, enhancing the use of the Ground and reducing short and medium term maintenance costs. Future maintenance will also be on a "user pays" basis with the EFA.
- The EFA have confirmed that they will improve services (utilities) into their development of the school, which the Charity will be given rights to connect to (at the Charity's cost). This may assist with the regeneration of the Pavilion and reduce associated costs.
- The EFA will provide improved lighting and security to the access and car parking, thereby enabling the Ground to be used more safely and extensively, particularly during winter months.
- A Community Use Agreement is a condition for exchange of contracts with the EFA. It will provide the opportunity to agree terms which should result in the improved use of Ground and school facilities for the benefit of the Charity's Beneficiaries. Increased use of facilities may help to increase the sustainability of the Pavilion when it is regenerated and maintenance costs for the Ground will be supported through EFA funding.
- Use of the school hall by Beneficiaries is likely to provide an additional facility for alternative sporting facilities such as indoor football and badminton.
- The EFA development will be built in such a way that the facilities widen the reach and attraction to groups of people currently excluded through impairments.

2.5 Cont.

- The EFA has confirmed that boundary treatments will be agreed to be undertaken in a sensitive way with appropriate landscaping and planting to protect the natural setting and the Ground.
- The EFA proposal does reduce overflow car park space to the north of the proposed new school boundary, but not entirely and furthermore new school parking spaces will be available for Beneficiaries. The new access to the school over the part of the Ground which is not subject to the Lease will require careful planning and traffic management. The EFA has accepted this and confirmed that a travel plan will be agreed through the planning process, which will seek to limit unnecessary traffic - the Community Use Agreement will be used to further clarify how different community groups can make best and most efficient use of available car parking and the access.
- The loss of pitches A and B and possible short term impact on pitch C may be regarded as a negative impact on the Amenity Value of the Ground. However the completion of a landscape plan will define how a reconfiguration of the existing playing fields can offset this negative impact with the Payment from the EFA, with the possible provision of a new artificial turf pitch.
- The loss of land and impact upon trees to the north of the Ground, as well as the likely removal of 4 poplar trees to enable a reconfiguration of playing pitches, can be offset through a planned tree planting scheme(s) which can enhance the appearance of the Ground whilst concurrently encouraging biodiversity, flora and fauna for the benefit and enjoyment of Beneficiaries.

2.6 In summary, the grant of the Lease would generate a capital sum of £1,360,000 which the Trustees would be able (and legally obliged) to spend by enhancing the Amenity Value of the Ground, but would also reduce the area of the Ground which is available for use as a recreation ground by Beneficiaries. In addition to the Payment of £1,360,000, the Council has identified the sum of £85,000 which it could apply to advance the recreational objects of the Charity. The Trustees understand that the Warren and District Residents' Association ("WADRA") has also raised £75,000 (with another £25,000 committed) which could also potentially be made available to advance the Charity's recreational objects. However, the Trustees' understanding is that this funding will only be released if the EFA proposal **does not** proceed, due to WADRA's concerns over the sustainability of the Pavilion if the school is built. The total amount that could be available to the Charity for its recreational objects if the EFA proposal were to proceed (and assuming no contribution from WADRA) would be £1,445,000.

3 Proposal by Mapledurham Playing Fields Foundation

- 3.1 Mapledurham Playing Fields Foundation (**MPFF**) www.ProtectMPF.uk, (Appendix 6) is a charity established to provide or assist in the provision of recreational facilities at the Ground in the interests of social welfare for recreation or other leisure time occupation where such facilities are to be available to members of the public at large, with the object of improving the conditions of their lives.
- 3.2 MPFF has made a proposal to the Trustees (referred to as the **Fit4All proposal**) which envisages that the Trustees should grant a lease of all of the Ground of 30 years to MPFF which would enable MPFF to make all decisions in relation to the management and improvement of the Ground during the term of the lease and which is also intended to enable it to raise funds to enhance the Amenity Value of the recreational facilities at the Ground. The proposed lease would be granted at a peppercorn rent, so that MPFF would rely upon its ability to raise funds from third party sources (including obtaining some bank lending) in order to make improvements, but in the Trustees' view access to funds is less certain. A copy of the Fit4All proposal is set out in [Appendix 2](#) and is also available at www.reading.gov.uk/mapledurhamplayingfields.
- 3.3 MPFF has confirmed that it has received an assurance from WADRA that the sum of £95,000 it has raised (or had committed) for the refurbishment of the Pavilion at the Ground could be used by MPFF to contribute towards the refurbishment.
- 3.4 The Trustees understand that WADRA will only make this funding available to MPFF if the proposed Lease to the EFA does not proceed. The Trustees also understand that, from the perspective of MPFF, the Fit4All proposal is only available if the proposed grant of the Lease to the EFA does **not** proceed.

4 What is this consultation about?

- 4.1 The Trustees have previously concluded that, in principle, the EFA's proposal to take the Lease is, subject to contract, capable of being in the best interests of the Charity (i.e. because it is considered to be capable of enhancing the Amenity Value of the Ground) and should therefore be pursued in line with the Heads of Terms.
- 4.2 As trustee of the Charity, the Trustees must ultimately decide whether granting the Lease to the EFA is (or is not) in the best interests of the Charity and its ability to advance its charitable recreational objects. While this is ultimately a decision for the Trustees, the views of the Charity's Beneficiaries are obviously very important.
- 4.3 This consultation is therefore intended to seek the views of the Beneficiaries of the Charity on the following issues:
- 4.3.1 If the Trustees were to grant the Lease to the EFA, how should they consider applying the Premium of £1,360,000 in order to best enable the Charity to provide the Ground for recreation?
- 4.3.2 Is the grant of the Lease to the EFA likely to enhance the Amenity Value of the Ground for Beneficiaries?
- 4.3.3 Or should the Trustees prefer the Fit4All proposal made by MPFF?
- 4.3.4 If the Lease is granted to the EFA, should the Trustees take steps to impose a legal restriction on the remainder of the Ground in order to ensure that it can only be used by the Charity for recreational purposes in the future?
- 4.4 The remainder of this document explains these questions in more detail and provides some more information to help you decide how you wish to respond.

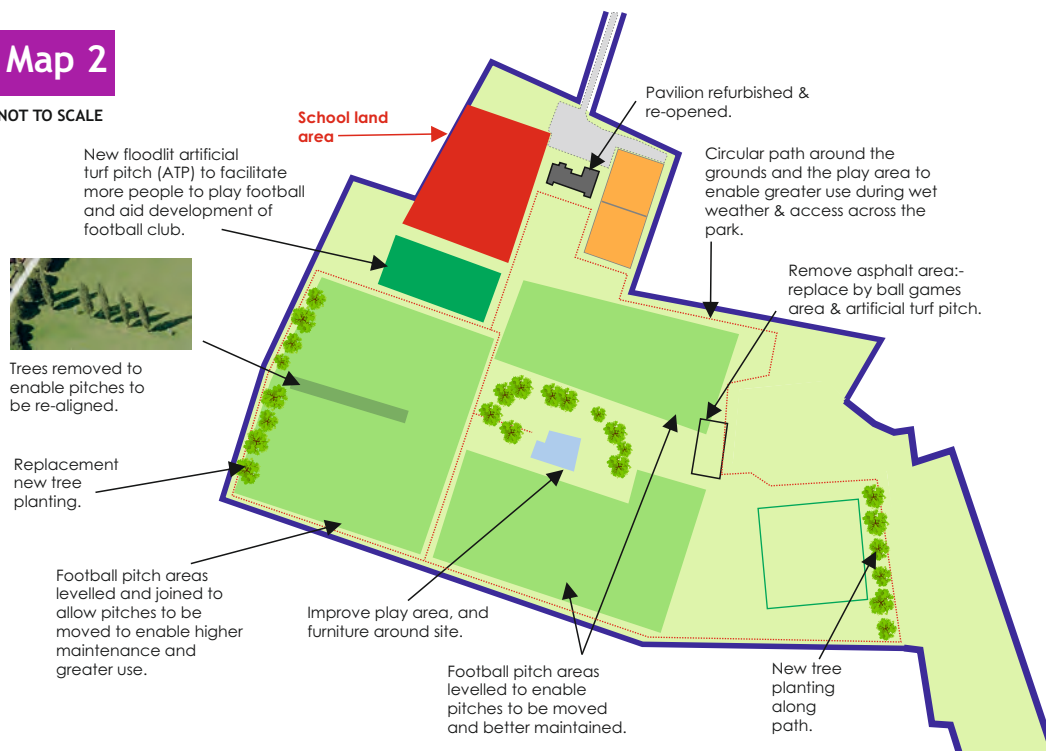
5 Issue 1 If the Lease is granted to the EFA and the Payment is received, how should it be used by the Charity?

- 5.1 In the Trustees' view, whether granting the Lease to the EFA is in the best interests of the Charity and its ability to advance its charitable recreational objects will depend upon whether and how the Payment (and other available funding) can be applied to enhance the Amenity Value of the Ground for the Beneficiaries in a way which outweighs the loss of Amenity Value attributable to the grant of the Lease.

A number of possible improvements have been identified along with an indicative cost estimate.

Map 2

NOT TO SCALE



The following two questions seek the Beneficiaries' views on the options open to the Trustees in seeking to apply the Payment to enhance the Amenity Value of the Ground.

5.2 Question 1A

If the Lease were to be granted to the EFA, do you think the enhancements based upon the proposal in Map 2 are likely to enhance the Amenity Value of the Ground for use by the Beneficiaries?

Please give your response on the Feedback Form at the back of this document.

5.3

IF INCLUDED
IN PLAN 2

Elements included/not currently included:

Element	Estimated Cost	IF INCLUDED IN PLAN 2
A Pavilion Refurbishment/Rebuilding, maintaining a similar layout to existing	£450k - £800k	<input checked="" type="checkbox"/>
B A perimeter footpath and linking paths to play area and ball court. Likely to promote use of the walk in wet periods.	£125k - £150k	<input checked="" type="checkbox"/>
C Entrance improvements such as gates, signs and link to in perimeter path	£25k - £50k	<input checked="" type="checkbox"/>
D Small Floodlit Artificial Turf Pitch (60mx40m capable for small 7v7 games)	£385k	<input checked="" type="checkbox"/>
E New furniture (seats/bins etc)	£10K - £20K	<input checked="" type="checkbox"/>
F New tree planting next to selected paths	£20K - £30K	<input checked="" type="checkbox"/>
G Grass football pitch improvements	£50k - £100k	<input checked="" type="checkbox"/>
H Upgrade Small Floodlit Turf Pitch to Full size Floodlit Artificial Turf Pitch	£500k	<input checked="" type="checkbox"/>
I Play Area - Upgrade and relocate next to Pavilion (*upgraded but not moved)	£150k* - £200k	<input checked="" type="checkbox"/>
J Fitness stations around perimeter path	£25k - £50k	<input checked="" type="checkbox"/>
K Relocate asphalt area nearer to school	£60 - £100k	<input checked="" type="checkbox"/>
L Boundary improvements	£15k	<input checked="" type="checkbox"/>
M A sum reserved for future maintenance and capital investment	£100K - £200K	<input checked="" type="checkbox"/>

5.4

Question 1B

Do you think these (or different) options should be included in the proposal referred to in Question 1A? If so, please identify these on the Feedback Form at the back of this document.

6

Issue 2

Is the grant of the Lease to the EFA likely to enhance the Amenity Value of the Ground for Beneficiaries?

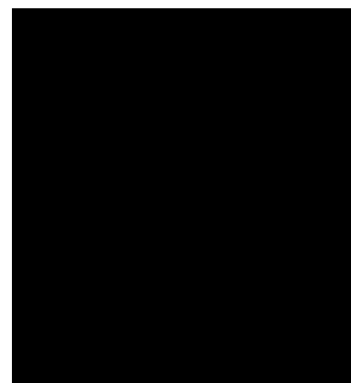
6.1

As explained, the Trustees' view is that whether granting the Lease to the EFA is in the best interests of the Charity and its ability to advance its charitable recreational objects will depend upon whether the Payment (and other available funding) can be used to enhance the Amenity Value of the Ground for the Beneficiaries in a way which outweighs the loss of Amenity Value attributable to the grant of the Lease.

Question 2

With the options referred to in relation to Question 1 in mind, Question 2 seeks the views of Beneficiaries about whether the grant of the Lease to the EFA and the receipt of the Premium is very likely, more likely, less likely or not likely to enable the Charity to enhance the Amenity Value of the Ground, taking into account in particular whether the benefits of enhancement are likely to outweigh the loss of Amenity Value attributable to the grant of the Lease to the EFA.

Please respond on the Feedback Form at the back of this document.



7 Issue 3 Should RBC prefer the Fit4All proposal to the EFA proposal?

- 7.1 The Fit4All proposal ([Appendix 2](#)) as described at 3.2 envisages that the Trustees would lease all of the Ground (including the Pavilion) to MPFF which would enable them to make all decisions relating to the management and improvement of the Ground during the term of the lease. MPFF intend to raise funds through sources such as voluntary activity, from third parties and some bank lending to refurbish the Pavilion and improve the Ground over time. This would not involve the loss of part of Ground but in the Trustees' view MPFF's access to funds is less certain.
- 7.2 The Trustees' view is that there are potential benefits to the Charity and the Amenity Value of the Ground in exploring whether it is possible to both accept the EFA proposal (so that the Payment is available to the Charity) and to progress the MPFF proposal.

Question 3A *Have Your Say*

MPFF regard their Fit4All proposal as an alternative to the EFA proposal. The Trustees would be grateful for Beneficiaries' views as to whether the Trustees should consider only the MPFF proposal and reject the EFA proposal or whether the Trustees should consider only the EFA proposal and reject the current MPFF proposal.

Please give us your views on the Feedback Form at the back of this document.

Question 3B *Have Your Say*

The Trustees would be grateful for Beneficiaries' views as to whether, if the EFA proposal is accepted, it would or would not be in the interests of the Charity for the Trustees to seek to progress discussion of the Fit4All proposal with MPFF on the basis set out in paragraph 7.2 of this document.

Please give us your views on the Feedback Form at the back of this document.

8 Issue 4 If the Lease is granted to the EFA, should the Trustees take steps to impose a legal restriction on the remainder of the Ground in order to ensure that it can only be used by the Charity for recreational purposes in the future?

- 8.1 The Trustees are aware of concerns raised previously by some Beneficiaries that the grant of the Lease to the EFA would "open the door" to further disposals of parts of the Ground in the future which would have an impact on its Amenity Value for Beneficiaries.
- 8.2 While the EFA and Fit4All proposals are the only such disposals which the Trustees are currently considering, the Trustees have looked at the options open to them in order to secure the use of the Ground for recreational purposes only in the future.
- 8.3 The Trustees have identified that it would be possible for them to enter into an arrangement with Fields in Trust which could have this effect. Fields in Trust (previously known as The National Playing Fields Association) is a registered charity (registered number 306070), whose purpose is to promote the provision and maintenance of recreational grounds and other facilities for the public.
- 8.4 Fields in Trust operates a scheme which allows the owners of recreational space to enter into a covenant with Fields in Trust not to dispose of that space without Fields in Trust's consent.

Question 4 *Have Your Say*

The Trustees would be grateful for Beneficiaries' views as to whether they should seek to discuss how an arrangement of this kind could work in relation to the Ground with Fields in Trust.

Please give us your views on the Feedback Form at the back of this document.



9 Responding to this consultation

- 9.1 This consultation document has been issued on Friday 14 July and will be open for a period of 10 weeks, ending on 25 September. Responses received by the Council after the closing date will not be considered.
- 9.2 Beneficiaries are encouraged to respond to this document in the following ways:
- 9.2.1 Responses can be submitted online, by email or by the paper copy Feedback Form.
- 9.3 Beneficiaries should please ensure that before responding they read the important information set out in section 11 of this document.

10 What will happen after this consultation?

- 10.1 As explained above, the Trustees have concluded that, in principle, granting a Lease to the EFA is capable of being in the best interests of the Charity because the Payment (and other available funding) will enable the Amenity Value of the Ground to be enhanced.
- 10.2 However, before any final decision is taken by the Trustees to grant the Lease proposed by the EFA, the following steps must be taken:
- 10.2.1 Following the close of this consultation with Beneficiaries, the Trustees will review and consider all responses and take them into account in relation to any decision. This is expected to take approximately 4 weeks.
- 10.2.2 If, having reviewed and considered the consultation responses, the Trustees remain of the view that granting the Lease proposed by the EFA is capable of being in the best interests of the Charity, the Council will need to make an application to the Charity Commission for its consent to the grant (or confirmation from the Charity Commission that no such consent is required).
- 10.2.3 If, on the other hand, the Trustees conclude that granting the Lease to the EFA would not be in the best interests of the Charity, they will not proceed with the EFA proposal and will, taking into account the responses to this consultation, consider what (if any) other steps it should take in relation to the Charity and the Ground, including progressing the Fit4All proposal and/or engaging in discussion with Fields in Trust.
- 10.3 As has been the approach to date, decisions in relation to the Charity and the Ground will continue to be made transparently, with public access to the papers made available to the Trustees and to meetings of the Trustees.



11 Important Information

- 11.1** This document has been prepared and issued by the Council solely and exclusively in its capacity as trustee of the Charity and not its capacity as local planning authority or local education authority. This document has also been issued in compliance with section 121 of the Charities Act 2011.
- 11.2** Only Beneficiaries are eligible to respond to this consultation. In order to qualify as a Beneficiary, you must be a resident of the Parish of Mapledurham or the Borough of Reading aged 16 or over at the time you make your submission. Each resident can only make one submission in response to this consultation. The Council will take steps to verify this and will not take into account any or (at its discretion) only one of multiple submissions made by the same Beneficiary.
- 11.3** Consultation responses should relate only to the Charity's recreational purposes and the Amenity Value of the Ground to Beneficiaries.
- 11.4** Comments within consultation responses which in the Trustees' view relate to issues of planning will not be taken into account by the Trustees but, where possible, will be passed to the officers responsible for planning decisions within RBC for consideration by them (to the extent that they are relevant).
- 11.5** Comments within consultation responses which in the Trustees' view relate to education issues (e.g. the educational benefits of a free school being located on the Ground as a result of the EFA's proposal) will not be taken into account by the Trustees.
- 11.6** As indicated above, responsibility for decisions in relation to the Charity and the Ground has been delegated to the Mapledurham Playing Fields Trustees Sub-committee.
- 11.7** Please note that the figures included in this document for the cost of enhancements to the Ground are indicative only and subject to change. They do not commit the Council as trustee of the Charity to expenditure of the kind described.
- 11.8** The Charity's Management Committee has been consulted by the Trustees in relation to this document and, where possible, their comments have been taken into account in preparing it. This committee is composed of 3 Reading Borough Councillors (including the Mapledurham ward Councillor within which the playing fields are located), a representative of Mapledurham Parish Council and a representative of the users of the pavilion and grounds.



The Pavilion has been closed for over a year.

12 Data Protection

In order to carry out this consultation, the Council will hold information about Beneficiaries who respond.

What information is held?

Name (mandatory), Home address (mandatory), Date of Birth (mandatory), Email address.

How is the information used?

The information is used to assess consultation responses and to verify that those who respond are eligible to do so.

Who can access this information?

A limited number of Council staff and the Trustees will have access to the information.

Who else is this information passed to?

We will pass the information to third party organisations if we are legally obliged to do so. We may also pass information to the Charity Commission, if we are asked or required to do so by the Commission. Information will not be passed to the EFA or MPFF.

How is the information stored?

The information is stored on a secure encrypted electronic system. The secure area can only be accessed with a username and password. Each system user has an individual username and password and a user profile which only allows them to access the details they need to carry out their job or discharge their role.

How long is the information kept?

The information will be kept for 6 months.

How can I access my personal information?

You can ask us for a copy of the information we hold about you at any time. While you are not obliged to do so, you can use the link below to make a request: [www.reading.gov.uk/media/1577/Subject-Access-Request-Form/pdf/Subject Access Request Form1.pdf](http://www.reading.gov.uk/media/1577/Subject-Access-Request-Form/pdf/Subject%20Access%20Request%20Form1.pdf)

Background Information

The following information is available on the RBC website: www.reading.gov.uk/mapledurhamplayingfields

Appendix 1: Heads of Terms from Education Funding Agency (to lease part of the Ground)

Appendix 2: Fit4All proposal

Appendix 3: Amenity Report

Appendix 4: Bruton Knowles Report

Appendix 5: EFA site plan

Appendix 6: Mapledurham Foundation www.ProtectMPF.uk

Appendix 7: Sub-committee papers* 12/07/16

Appendix 8: Sub-committee papers* 11/10/16

Appendix 9: Sub-committee papers* 20/12/16

Appendix 10: Sub-committee papers* 21/06/17

Further Information: Planning application has been submitted details of the proposal along with the and PLANNING consultation can be viewed at http://planning.reading.gov.uk/fastweb_PL/welcome.asp, please enter 171023 in the planning application number to access information. Please note this is a completely separate consultation to this trustees consultation.

*Please note the Heights Free School Sub-Committee was renamed the Mapledurham Playing Field Trustees Sub-Committee.

Copies of previous Sub-Committee meeting papers are available on the Council's website within the committee meeting archived agendas and papers.

Mapledurham Playing Fields Consultation *Feedback Form*

We are seeking your feedback for the following points:

5 Issue 1 If the Lease is granted to the EFA and the Payment is received, how should it be used by the Charity?

5.2 Question 1A If the Lease were to be granted to the EFA, do you think the enhancements based upon the proposal in Map 2 are likely to enhance the Amenity Value of the Ground for use by the Beneficiaries?
 YES NO

5.4 Question 1B Do you think these (or different) options should be included in the proposal referred to in Question 1A? If so, please identify these in the table below, together with your reasons. This can include items not identified in the list of options at 5.2.

Please list additional items to 5.3 if necessary.

Option/s to be **included** in the proposal:

Option/s to be **excluded** from the proposal:

6 Issue 2 Is the grant of the Lease to the EFA likely to enhance the Amenity Value of the Ground for Beneficiaries?

6.1 Question 2 With the options referred to in relation to Question 1 in mind, do you think that the grant of the Lease to the EFA and the receipt of the Payment is very likely, more likely, less likely or not likely to enable the Charity to enhance the Amenity Value of the Ground to be enhanced, taking into account in particular whether the benefits of enhancement are likely to outweigh the loss of Amenity Value attributable to the grant of the Lease to the EFA.

Response (Please tick ONE box only)

Very likely to enable the Amenity Value of the Ground to be enhanced.	
More likely to enable the Amenity Value of the Ground to be enhanced.	
Less likely to enable the Amenity Value of the Ground to be enhanced.	
Not likely to enable the Amenity Value of the Ground to be enhanced.	

Further comments on the above issue:

.....

7

Issue 3

Should RBC prefer the Fit4All proposal to the EFA proposal?

7.1 **Question 3A**

The MPFF has made the Fit4All proposal to RBC. MPFF regard their Fit4All proposal as an alternative to the EFA proposal. Should the Trustees consider only the MPFF proposal and reject the EFA proposal or should the Trustees consider only the EFA proposal and reject the current MPFF proposal?

Response (Please tick ONE box only)

Consider **only** the MPFF proposal and **reject** the EFA proposal.

Consider **only** the EFA proposal and **reject** the current MPFF proposal.

7.3 **Question 3B**

If the EFA proposal is accepted, would it or would it not be in the interests of the Charity for the Trustees to seek to progress discussion of the Fit4All proposal with MPFF on the basis set out in paragraph 7.2 of the consultation document.

Response (Please tick ONE box only)

The Trustees **should** progress discussions with MPFF

The Trustees **should not** progress discussions with MPFF

8

Issue 4

If the Lease is granted to the EFA, should the Trustees take steps to impose a legal restriction on the remainder of the Ground in order to ensure that it can only be used by the Charity for recreational purposes in the future?

8.5 **Question 4**

The Trustees would be grateful for Beneficiaries' views as to whether they should seek to discuss how an arrangement of this kind could work in relation to the Ground with Fields in Trust:

Response (Please tick ONE box only)

The Trustees **should** seek to discuss an arrangement of this kind with Fields in Trust.

The Trustees **should not** seek to discuss an arrangement of this kind with Fields in Trust.

Please add any further comments:

.....

.....

.....

.....

Name: DOB:

Home address:

..... Postcode:

Email:

Thank you for your feedback.

Please return your completed form to: Mapledurham Consultation, Civic Offices, Bridge Street, Reading. RG1 2LU

Consultation closing date: 25 September 2017

1 Methodology

- 1.1 This document confirms the approach adopted to verifying, assessing and reporting on the outcome of the consultation undertaken on behalf of the Mapledurham Playing Fields Trustees Sub-Committee (the "**Sub-Committee**").
- 1.2 The Sub-Committee has delegated responsibility for trusteeship of the Recreation Ground Charity (registered charity number 304328) (the "**Charity**") in relation to proposals received in relation to the recreation ground at Mapledurham (the "**Ground**") from the Education Funding Agency and the Mapledurham Playing Fields Foundation. The consultation opened on 14 July 2017 and closing on 25 September 2017.

2 Consultation document

- 2.1 The draft consultation document was prepared by the Officers supporting the Sub-Committee. It was considered by the Charity's management committee in draft. A draft was also supplied to (and noted by) the Charity Commission. The draft document was approved by the Sub-Committee at its meeting on 21 June 2017, subject to some further amendments made by Officers prior to the start of the consultation in order to reflect comments received by them.
- 2.2 The consultation was extended to over 10 weeks to include a substantive period outside the school holidays.

3 Distribution

- 3.1 The consultation is open to all beneficiaries of the Charity who are residents of either the Parish or the Borough of Reading (each a "**Beneficiary**") although a Beneficiary must be aged 16 or over on the date on which they respond to the consultation in order for them to be eligible.
- 3.2 Notice of consultation was posted on the Council's website, with hard copy notices posted at the Ground itself and to publically accessible Council buildings within the Borough of Reading.

Laminated posters were put up at the following locations:

- Christchurch Meadows x 3 (Gosbrook Road, Wolsey Road, George Street)
- Hills Meadows
- Kings Meadow
- Westfield Road Recreation Ground
- Albert Road Recreation Ground
- Thames Promenade
- Clayfield Copse
- Milestone Centre notice board
- Budgens car park notice board (Emmer Green)
- Mapledurham Playing Fields (entrance notice board)

- Mapledurham Pavilion (front and back doors of building)
 - Hewett Avenue x 2 separate footpath entrances
 - Chazey Road x 2 separate entrances
- St Andrews Church notice board

Laminate posters were supplied to:

- Rivermead Leisure Complex
- Caversham Court
- Meadway Sports Centre
- Battle Library
- Central Library
- Hexagon
- Prospect Park
- Town Hall & Museum
- Forbury Kiosk
- Palmer Park
- Academy Sport Leisure Centre
- Central Swimming Pool
- Emmer Green District Nurses (medical clinic)
- Peppard Road Surgery
- Balmore Park Surgery
- Priory Avenue Surgery
- Caversham Park Surgery (Farnham Drive)
- Caversham Heights Dental Practice

3.3 Because the Parish of Mapledurham does not fall within the Borough of Reading, hard copy letters were delivered to all households within the Parish by Royal mail. The local Parish Council was also notified of the consultation and how to access it, with a view to encouraging them to seek responses from local people.

3.4 Hard copies of the consultation were delivered to all households within a 400m radius of the Ground.

3.5 Notice of the consultation was also published in the Reading Chronicle.

- 3.6 Workshops were offered to regular hirers of the pavilion on 3 nights through July, August and September. Two public consultation events were run in September, one afternoon in Caversham Library and one evening in Rivermead.

4 Verification process

- 4.1 All responses will be verified in order to confirm that the respondent is a Beneficiary who is eligible to respond. Where a respondent is not eligible, their response will be dis-regarded. The number of responses disregarded for this reason will be reported to the Sub-Committee, with a breakdown of the reasons why (e.g. not resident in the Parish or Borough or under the aged of 16 years).
- 4.2 Where Officers are satisfied that multiple responses are received from an individual but all of the entries provide the same substantive response, only one of the multiple responses will be taken into account. Where the multiple responses are different, Officers will disregard all responses. The number of responses disregarded for this reason will be reported to the Sub-Committee.
- 4.3 Where they consider it necessary, Officers will take such steps as are reasonably possible to contact Beneficiaries to confirm their eligibility.
- 4.4 Addresses will be cross reference with a data base of Reading and Mapledurham Parish addresses. A cross check with the electoral role will not be undertaken, an initial assumption that people claiming to be residents at the address given will be made. Multiple responses of over 3 from a single household will then be reviewed.

5 Weighting

- 5.1 All valid responses will be attributed the same weight or value.

6 Responses

- 6.1 Officers will prepare a report for the Sub-Committee which will contain the following information:

6.2 Valid and invalid responses:

- 6.2.1 The total number of valid responses and the numbers submitted by hard copy and on-line respectively.
- 6.2.2 The total number of responses which were disregarded and the reasons why.
- 6.2.3 The total number of respondents who submitted multiple responses and the number of those responses treated as valid or disregarded
- 6.2.4 The total number of responses disregarded in line with paragraph 6.5.1 below.
- 6.2.5 The total number of responses treated in line with paragraph 6.5.2 below.
- 6.2.6 The total number and extent of responses disregarded in line with paragraph 6.19.

6.3 Questions 1A, 2 3A, 3B and 4

- 6.4 The report will confirm the total number of responses to each of Questions 1A, 2 3A, 3B and 4 (which are tick box questions where only one box can be ticked) and the number and percentage of responses for each optional answer to these questions.

6.5 In relation to this information:

6.5.1 Where a Beneficiary has ticked more than one box, the response to that Question will be disregarded.

6.5.2 The online questionnaire in question 2 combined the responses "Less likely to enable the Amenity Value of the Ground to be enhanced" and option "Not likely to enable the Amenity Value of the Ground to be enhanced". Either option could be individually selected on the paper consultation document. All responses to either the "Less likely...." or the "Not Likely...." options will be categorised as being "Not likely to enable the Amenity Value of the Ground to be enhanced".

6.6 **Question 1B**

6.7 Question 1B asks respondents to suggest options that should be included in or excluded from the EFA proposal.

6.8 In relation to this, the report will confirm:

6.8.1 The options included in the consultation document (paragraph 5.3) supported by respondents and the number of responses which support each option.

6.8.1 The options included in the consultation document (paragraph 5.3) not supported by respondents and the number of responses which do not support each option.

6.8.2 Any other options suggested by respondents in their responses and the number of responses supporting each such option.

6.9 **Question 2 - comments**

6.10 Question 2 asked respondents to provide comments on whether the grant of a lease to the EFA will enhance the Amenity Value of the Ground.

6.11 All comments will be reviewed in order to identify any common responses or themes arising from them. Officers will provide a report which identifies each such common response or theme (which may include quoting from individual responses which they feel illustrate a particular common response or theme particularly clearly) and the number of responses which support each such common response or theme.

6.12 Officers will also report on any other comments which are relevant but which do not form part of a common response or theme.

6.13 **Further comments**

6.14 Officers will take the same approach to any further general comments provided by Beneficiaries as to comments on Question 2.

6.15 **Comments which are not relevant**

6.16 Consultation responses should relate only to the Charity's recreational purposes and the Amenity Value of the Ground to Beneficiaries (i.e. the value of the Ground for recreation).

6.17 Comments which relate to issues of planning will be disregarded and, where possible, passed to the officers responsible for planning decisions for the Council (to the extent that they are relevant).

- 6.18 Comments within consultation responses which relate to education issues (e.g. the educational benefits of a free school being located on the Ground as a result of the EFA's proposal) will be disregarded.
- 6.19 Officers will report to the Sub-Committee on the number and scope of comments which are disregarded for the reasons set out above.

7 **Supporting information**

- 7.1 Copies of all responses will be made available to members of the Sub-Committee on request.
- 7.2 The report prepared by Officers will identify any aspects of the consultation which they consider should be drawn to the attention of the Sub-Committee e.g. any areas of risk or uncertainty in relation to verification of the responses received.

MAPLEDURHAM PLAYING FIELDS CONSULTATION

Have Your Say

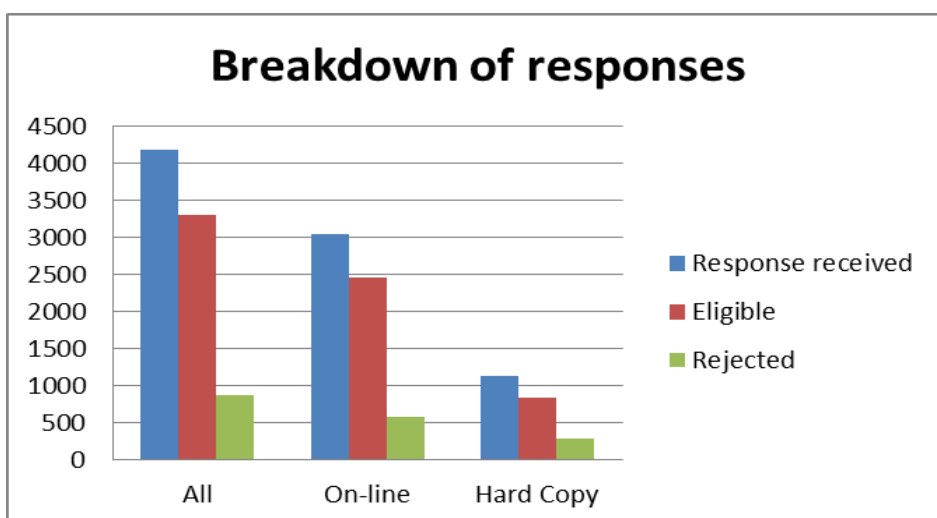
Analysis of Consultation Responses

1. SUMMARY

1.1 The Mapledurham Playing Fields consultation, *Have Your Say*, was launched on 14 July 2017 and ran for 10 weeks until 25th September 2017. It was undertaken through a 12-page consultation document, targeted at the beneficiaries (**Beneficiaries**) of the Mapledurham Recreation Ground Charity (the **Charity**) (registered charity number 304328), who are the inhabitants of the Parish of Mapledurham and of the Borough of Reading. It was predominantly a web-based consultation, although hard-copy versions of the consultation document were made available and accepted.

1.2 A total of 4,188 responses were received of which 3,046 (73%) were made on-line and 1,142 (27%) in hard copy.

Chart 1 - Breakdown of Responses



1.3 Responses were assessed for validity, with 875 (21%) being ineligible for reasons explained in para. 2.4 below. The total number of valid responses was therefore 3,313.

Table 1 - Breakdown of Responses

No.	All	On-line	Hard Copy
Response received	4188	3046	1142
Eligible	3313	2462	851
Rejected	875	584	291

1.4 Hard copy responses had a slightly higher percentage of invalid response (25%) than on-line responses (19%).

- 1.5 In addition, the consultation exercise attracted 14 emails and 8 letters. These did not follow the format of the consultation document, and therefore their details have not been included in the statistical analysis below, but they are summarised in the Appendices to this report. In addition, correspondence was received from Caversham Trents Football Club (CTFC) and Mapledurham Parish Council (MPC). CTFC are the largest current user of the Mapledurham Recreation Ground (the **Ground**) and MPC represent electors who live outside the Borough, but are Beneficiaries. Their views are also summarised below.
- 1.6 The consultation generated by far the biggest response to a consultation exercise run by Reading Borough Council. It generated more than twice the number of respondents as the Reading Abbey Revealed consultation exercise in 2014 and 2015 (2,200), the next highest.
- 1.7 The following more detailed analysis of the Consultation document results are appended:
- Appendix A:** Breakdown of responses to Question 1B - Amenity Value Feedback
Appendix B: Analysis of further comments received in relation to Question 2 and general comments made on consultation document
Appendix C: Analysis of Emails and Letters Received
Appendix D: Letter from Mapledurham Parish Council - 19 September 2017
- 1.8 The processing and analysis of the consultation document responses has been subject to a check by a Senior Internal Auditor. One error in determination of eligibility was found and corrected within the analysis. The Internal Auditor's Report is attached at **Appendix E**.

2. METHODOLOGY

2.1 On-line responses

- 2.1.1 The consultation followed the Council's policy of using on-line consultation as the principle method of engaging with local residents and users and obtaining their views. In this case the target audience were the Beneficiaries of the Charity - i.e. the residents of the Borough of Reading and Mapledurham Parish.
- 2.1.2 Each response was acknowledged by way of email including detail of the feedback the respondent had given.

2.2 Hard Copy

- 2.2.1 A hard copy version of the on-line consultation document was also provided, to allow people without internet access to respond to the consultation. As shown in Table 1 above, this method of consultation generated over a quarter of the valid responses received (25.7%).
- 2.2.2 Large numbers of completed forms were returned containing pre-printed responses with personal details added. Around 900 hard copy responses were received in the last two working days. These appeared to be from targeted consultations by groups keen to support particular options, both for and against the ESFA proposal.
- 2.2.3 Of the 1,142 hard copy responses, 795 (70%) were pre-printed with personal details being added to each form by the respondent. These were split between supporting the EFA

proposal and MPFF proposal. Of these 496 (43.4% of all hard copy returns) supported the EFA proposal only, 299 (26.2% of all hard copy returns) supported the MPFF proposal only.

2.3 Processing

2.3.1 Processing the returned consultation documents was undertaken by Officers in Leisure Services, using the methodology set out in Appendix 2 to the Officer's report on the consultation. This was resource intensive. The hand-written responses on some hard-copy consultation documents were difficult to decipher (because of hand writing which was hard to read).

2.3.2 The consultation document asked respondents to provide the following information, which was used to check and confirm eligibility, as explained in paragraph 2.4 below:

- Name
- Date of birth
- Home address
- Post code

2.3.3 Addresses and post codes were checked to confirm that the respondent was a Beneficiary of the Charity - i.e. an inhabitant of the Parish of Mapledurham or the Borough of Reading. Some postcodes required secondary checking because they straddle the boundaries of Reading and Mapledurham, in which case individual addresses were cross-checked manually against a postcode database and maps to confirm that they were located within Reading Borough or Mapledurham Parish,

2.3.4 As indicated at paragraph 2.2.2 above, in the region of 900 hard copy forms were received in the last 2 working days of the consultation. These included pre-printed response forms both in favour of leasing part of the site to the EFA and supporting retention of the Ground in its entirety. Personal information was added by respondents to these pre-printed forms.

2.3.5 The consultation document responses were entered manually onto Excel Spreadsheets to allow assessment of the results.

2.3.6 It is recognised that there is scope for some manual error in the processing exercise, in terms of interpreting hand-written consultation documents, and inputting responses to the Excel spreadsheets. In these respects, Officers recommend allowing for a 5% margin of error in each direction when considering the outcome of the consultation, as set out below.

2.4 Validity

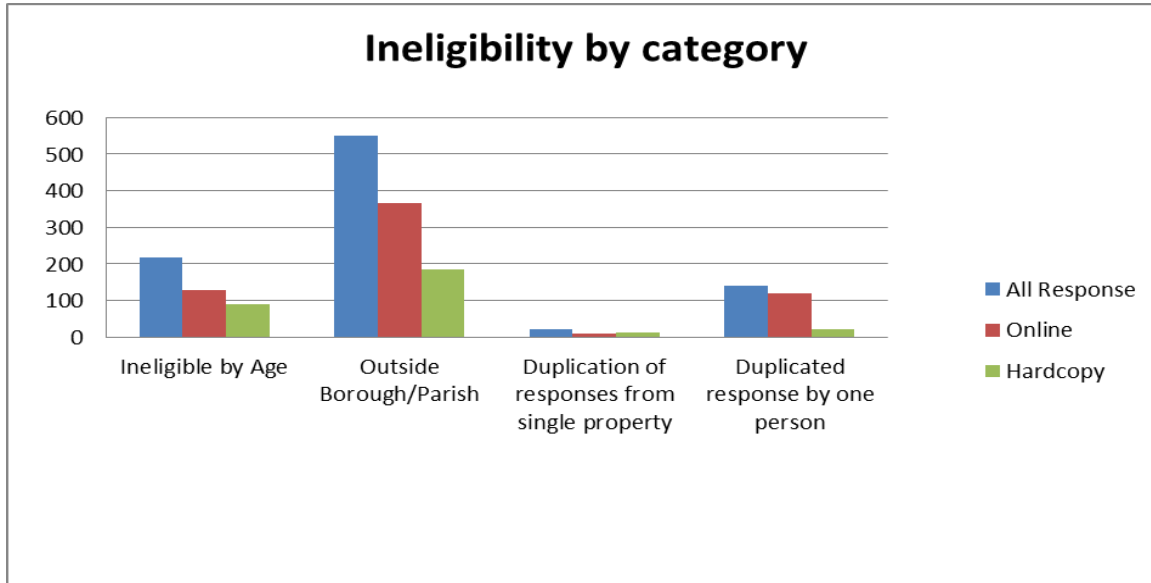
2.4.1 Responses were checked for validity against four criteria:

- Age - respondents had to be aged 16 or over
- Not a Beneficiary - responses from people living outside the Borough of Reading or Parish of Mapledurham were discounted
- Duplicate responses from the same person
- Multiple responses from the same address

2.4.1 Slightly over 20% of responses - 875 - were excluded due to ineligibility, as shown in Table 1 and Chart 1 above.

2.4.2 Chart 2 shows the distribution of reasons for rejection.

Chart 2 - Ineligibility by Category



2.4.3 The number of responses rejected by category is given below, in Table 2. Please note that some responses were ineligible for more than one reason: for example, respondents who were both too young and not a Beneficiary because they live outside the area served by the Charity. Therefore the numbers add up to a total greater than 875.

Table 2 - Ineligibility by Category

	All Response	Online	Hardcopy
Ineligible by Age	219	129	90
Outside Borough/Parish	551	365	186
Duplication of responses from single property	21	9	12
Duplicated response by one person	142	119	23
TOTAL	933	622	311

2.4.4 *Date of Birth*

Responses from people under 16 were discounted, as were those over 100. Ten responses were received with a date of birth that would have given an age of over 110, which was treated as invalid.

2.4.5 *Address*

All responses from postcodes that overlap the boundaries of the Borough of Reading and the Parish of Mapledurham were manually checked against maps. Where addresses were in the catchment for Beneficiaries, the responses were treated as eligible.

2.4.6 *Duplicates*

Where duplicate responses from the same person were received, only one copy was accepted and any others discounted on the basis that they all had the same response to the questions asked in the consultation document. Only one duplication with different responses was found and both responses were discounted.

2.4.7 *Multiple Responses - Same Address*

Where more than four responses were received from a single address, a check against electoral role was undertaken to establish the number of residents living at the property. Those whose identities could not be verified were excluded.

3. RESULTS

3.1 The results of the consultation provide a clear indication of the balance of views. Even allowing for the 5% degree of error in either direction, as suggested in para. 2.3.9 above, the results indicate that a majority of the Beneficiaries who responded to the consultation believe that progressing the ESFA proposal and investing £1.36M into the Ground would improve the amenity value of the Ground, even with the loss of 1.231 acres of open space to the school. The results are set out in Chart 3 in paragraph 3.3.1 below.

3.2 The analysis is broken down below by the response to the questions asked in the consultation document.

3.3 ISSUE 1

If the Lease is granted to the ESFA and the Payment is received, how should it be used by the Charity?

Two questions were asked in relation to this issue:

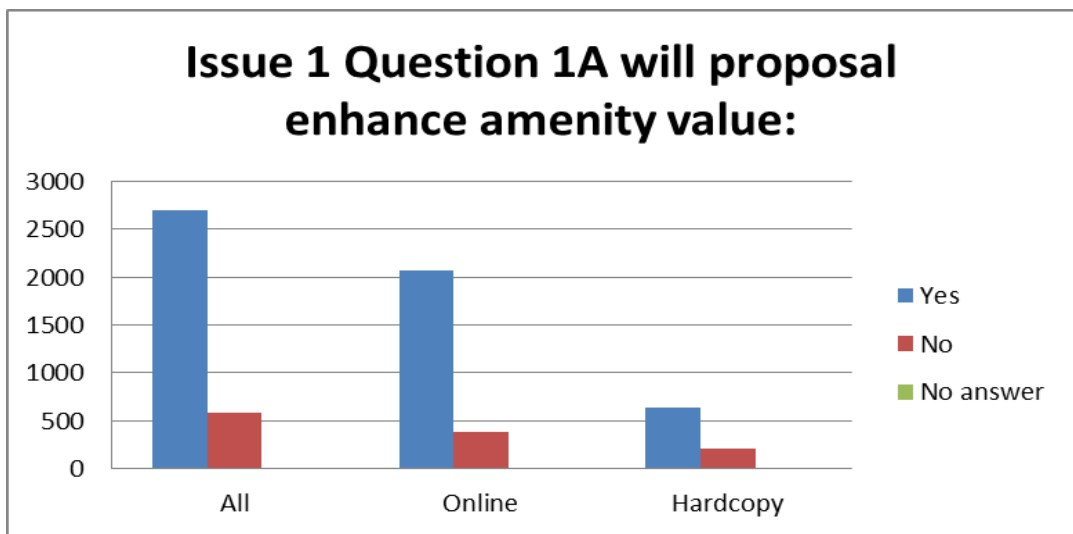
3.3.1 Question 1A

If the lease were to be granted to the ESFA, do you think the enhancements based on the proposal in Map 2 are likely to enhance the Amenity Value of the Ground for use by the beneficiaries?

This question invited a Yes / No response.

This question was answered by 3,300 eligible respondents or 99.6% of the total number of Beneficiaries who submitted a valid response. Of these, 2,706 (82%) considered that the Amenity Value of the Ground would be enhanced, and 594 (18%) did not. Negative responders were more likely to answer by hard copy (25%). See Chart 3 below.

Chart 3 - Amenity Value



3.3.2 Question 1B

Do you think these (or different) options should be included in the proposal referred to in Question 1A? If so, please identify these on the feedback form at the back of the document.

Under Question 1A, the consultation document listed 13 examples (numbered A to M) of possible enhancements, of which seven (A-G) were included in Map 2, and six (H to M) were not.

Details of these responses and comments are given in **Appendix A** to this analysis.

There were variations in relation to the options favoured by beneficiaries (as summarised in Appendix A). However, in general terms, 2,439 (80%) of the respondents supported the suggested enhancements (A-G).

Of items individually identified as important, the following were most frequently mentioned: children's play - 256, maintenance sum - 198, pavilion upgrade - 170, fitness stations - 136, improved football - 125 and a footpath network - 108.

As indicated in Appendix A, some beneficiaries did not wish to see extension of football facilities (H and D along with associated floodlighting), the installation of fitness stations (J) and the relocation of the asphalt area. Comment was also received about disturbance to properties from moving the play area to nearer the proposed school location (K).

Given the different views, albeit by a relatively small number of Beneficiaries, further work might usefully be undertaken to help establish what facilities could be used to enhance the Amenity Value of the Ground if the ESFA proposal were to proceed.

3.4 ISSUE 2

Is the grant of the Lease to the ESFA likely to enhance the Amenity Value of the ground for Beneficiaries?

3.4.1 Question 2 sought the views of the beneficiaries about whether the grant of the lease to the ESFA and the receipt of the premium of £1.36M was likely, or not, to enhance the Amenity Value of the Ground, taking into account in particular whether the benefits of enhancement are likely to outweigh the loss of Amenity Value attributable to the grant of the lease to the ESFA.

Beneficiaries were given a tick-box list of four options:

- Very likely to enable the Amenity Value of the Ground to be enhanced
- More likely to enable the Amenity Value of the Ground to be enhanced
- Less likely to enable the Amenity Value of the Ground to be enhanced
- Not likely to enable the Amenity Value of the Ground to be enhanced

In the version of the consultation document published on the Council’s website, the last two options were inadvertently run together to read “Less likely to enable the Amenity Value of the Ground Not likely to enable the Amenity Value of the Ground to be enhanced”. This was not spotted for 8 weeks. As a consequence, in analysing this response, the ‘Less’ and ‘Not’ responses have been totalled together, as have the ‘Very’ and ‘More’ responses, to give a straight indication of whether respondents considered that the lease is likely, or unlikely, to result in improvements to the Amenity Value of the Ground.

The question was answered by 3,182 eligible respondents or 96% of the total number of Beneficiaries who submitted a valid response. Of these, 2,705 (82%) of eligible respondents, said that an improvement in Amenity Value was very or more likely; and 477 (14%) said it was less or not likely. 131 respondents (4%) did not answer the question. Where a positive response was given, a majority of respondents identified “very likely” (2,636) as the likely outcome, in comparison to “more likely” (69).

The combined responses for either a negative view or a positive view are illustrated below in Chart 4:

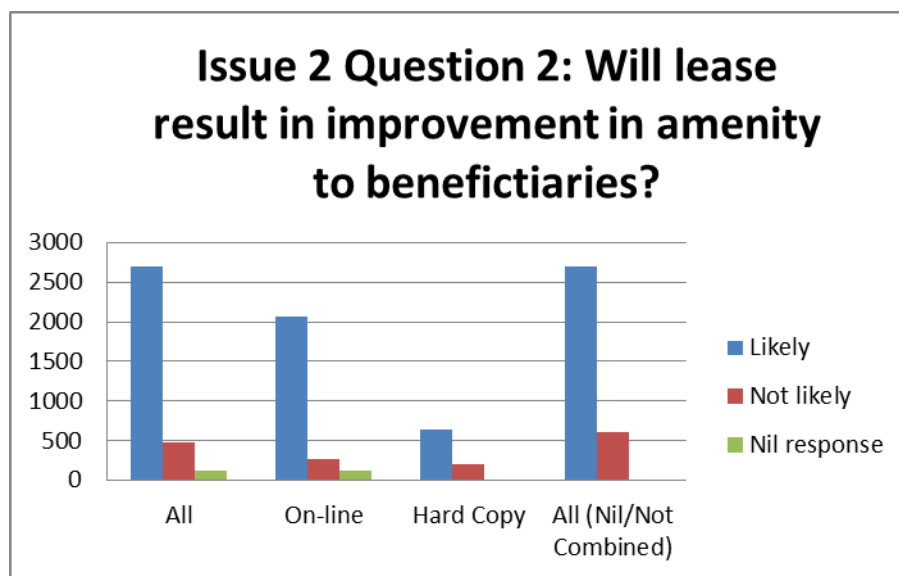


Chart 4 - Will ESFA Lease result in Improvement of Amenity Value to Beneficiaries?

The hard copy consultation identified all four options from “very likely” to “not likely” to enable the Amenity Value of the Ground to be enhanced. In both the on-line and hard copy

consultations, a majority of people believed that the enhancements were likely to enable the Amenity Value of the Ground to be enhanced: 89% and 75% respectively.

240 comments were submitted in the on-line forms affirming that the respondent Beneficiaries' desired response was "not likely" rather than the combined choice of both "less likely" and "not likely".

131 respondents did not tick any of the four options. However, of these, 109 specified in comments that they wished their answer to be "not likely". If all no responses are added to the "not likely" total, this gives a total of 608 (19%) - see "All (Nil/Not Combined)" data in Chart 4.

Question 2 gave Beneficiaries an opportunity to provide further comments on the issue of whether the grant of the lease to ESFA was likely, or not, to enhance the Amenity Value of the Ground. All such comments have been grouped by theme and their frequency reported on in Appendix B.

3.5 ISSUE 3:

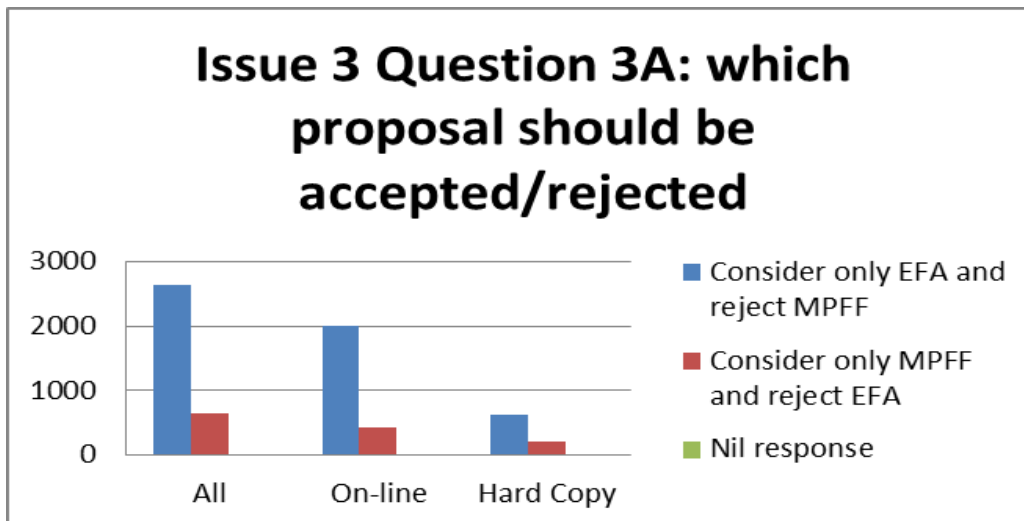
Should RBC prefer the Fit4All proposal to the ESFA?

- 3.5.1 The Consultation document asked two questions about the Fit4All proposal submitted by the Mapledurham Playing Fields Foundation (MPFF) which was available on the Council website as Appendix 2 to the consultation document.
- 3.5.2 Question 3A noted that MPFF regarded their Fit4All proposal to be an alternative to the ESFA proposal. The consultation document invited Beneficiaries' views on whether the Trustees should consider only the MPFF proposal and reject the ESFA proposal, or whether the Trustees should consider only the ESFA proposal and reject the current MPFF proposal (Fit4All).

The consultation document offered two tick boxes, one for each option.

The question was answered by 3,289 eligible respondents or 99% of the total number of Beneficiaries who submitted a valid response. Of these, and as shown in Chart 5 below, 2,637 (80%) supported only considering the ESFA proposal and rejecting the MPFF proposal; while 652 (20%) supported the Fit4All proposal and rejecting the ESFA proposal. See Chart 5 below:

Chart 5 - Choice of Proposal

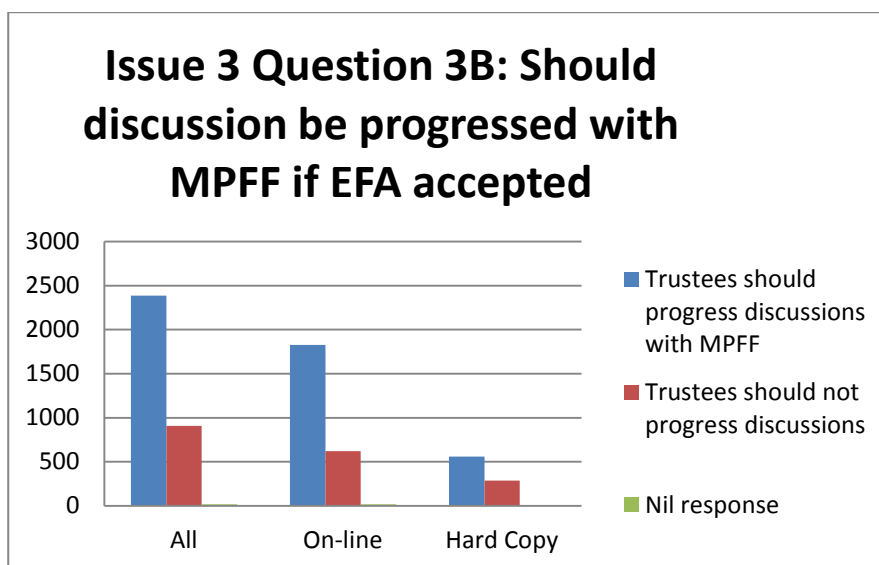


3.5.3 Question 3B sought Beneficiaries’ views on whether, if the ESFA proposal were accepted, it would or would not be in the interests of the Charity for the Trustees to seek to progress discussion of the Fit4All proposal with MPFF.

The consultation document again offered two tick boxes, for should or should not seek to progress discussions with MPFF.

The question was answered by 3,294 respondents, or 99% of the total number of Beneficiaries who submitted a valid response. Of these, 2,386 (72% of Beneficiaries) favoured the option of seeking to progress discussion with MPFF on the Fit4All proposal; whilst 908 (28%) did not. Therefore a majority of respondents to this question considered that, if the ESFA proposal were to be accepted, the Sub-Committee should seek to progress discussions with MPFF. See Chart 6 below for more detail.

Chart 6 - Progress Discussions on Fit4All with MPFF



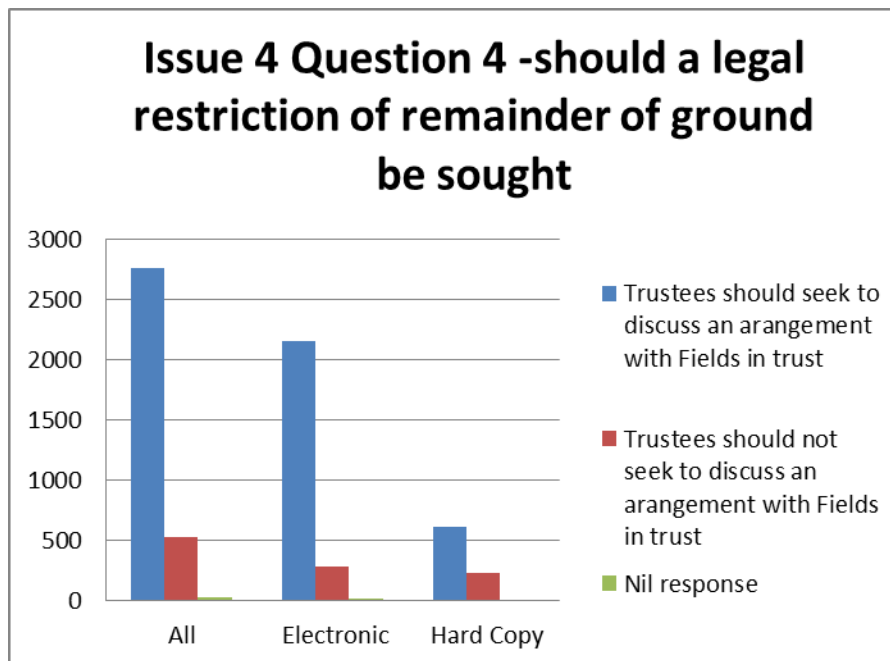
3.6 ISSUE 4:

If the Lease is granted to the ESFA, should the Trustees take steps to impose a legal restriction on the remainder of the Ground in order to ensure that it can only be used by the Charity for recreational purposes in the future?

The consultation document sought the Beneficiaries' views on whether they should seek to discuss with Fields in Trust (formerly the National Playing Fields Association) how an arrangement of this kind could work in relation to the Mapledurham Playing Fields. It offered two tick boxes, for should or should not discuss such an arrangement with Fields in Trust.

This question was answered by 3,287 respondents or 99% of the total number of Beneficiaries who submitted a valid response. Of these, 2,763 (84%) favoured the option of discussing an arrangement with Fields in Trust, and 524 (16%) did not. Chart 7 below provides more details.

Chart 7 - Legal Restriction of Remainder of Ground



4. COMMENTS

- 4.1 At the end of the consultation document, it invited respondents to add any further comments. The process here was not structured: there was not a bullet point list to trigger responses and Beneficiaries were invited to comment in their own words.
- 4.2 The responses made have been grouped into 29 general categories which are intended to reflect common responses or themes, and their frequency recorded, as set out in **Appendix B**. The Sub-Committee should note that this exercise involved a degree of subjectivity because some Beneficiaries expressed themselves in different ways. In addition, some responses made comments which fell into more than one category, in which case they have been recorded against all relevant categories.

- 4.3 The responses provide a general indication of the broader views of the Beneficiaries who responded to the consultation document, and which the Sub-Committee may find helpful in terms of their consideration of the responses to the specific questions posed by the consultation document, but they should be considered in the light of the comments set out in the previous paragraph.
- 4.4 The most common comments received were focused around protecting the Ground from loss of recreational open space, and identifying different steps to seek to achieve this. The largest number of comments demonstrated concerns Beneficiaries had about protecting the Ground in totality and into the future, along with the concerns about the impact of the proposed school.
- 4.5 The top 6 categories of comment, all of which arose over 400 times each, were:

• No development of the Ground including the proposed school	456
• Deed of Dedication should be put in place before selling the land to the ESFA	457
• A Fields in Trust deed of dedication should be used	452
• The Fit4All proposal obviates loss of land and reflects Charity Commission researched best practice.	421
• No enhancements can compensate for loss of land and access to facilities.	418
• Use MPFF/Fit4All not Fields in Trust	416

In addition, 395 responses expressed the view that the ESFA proposal would enhance the amenity value of the Ground.

These were the only categories of response that attracted over 100 comments. The next highest was 'Prevent future development' (68).

- 4.6 In considering these comments, it should be noted that the most common further comments received were similar in nature and appeared to reflect a script or were pre-printed onto forms.
- 4.7 The most frequent comment made was that the respondent wished to state specifically, in relation to Issue 2 Question 2, that the Amenity Value is not likely or will not be enhanced by the ESFA proposal. This corrected the omission on the electronic form. This comment was made 193 times on the on-line responses and once on the hard copy.
- 4.8 Other Forms of Response

4.8.1 Email

In addition to the responses to the consultation document using the response form, 14 responses were received in the form of an email. **Appendix C** is a summary commentary on those responses.

The majority of responses (12/14) supported the ESFA proposal. Eight (8) of the email responses stated that the site would not be adversely affected and nearly half stated that the Ground was under-used. Four (4) wanted to ensure that no further developments at the

Ground were made after the school was built. Five (5) wanted to iterate that the funding opportunity was rare and should be used.

Other comments were support for refurbishment of the pavilion (2); and leaving the rest of the Ground as it is (2). One wanted the concrete area to be removed. Another suggested that the woods at the end of the Ground be made more “open and secure” as they are currently “obscured from the rest of the field”

Other comments made by email included:

- Prevent future development after building of the proposed school
- The ESFA provides guaranteed funding whereas the Fit4All plan does not - this is a rare funding opportunity that should be used
- Proposal will increase future use by Beneficiaries
- The Ground is currently in sub-standard condition

It should be noted that a number of responses, both by email and by letter (see below), included comments that related to education or planning matters that were not relevant to the Sub-Committee's consultation on the Amenity Value of the Ground. These comments have not been included in this analysis or the summary in Appendix C.

4.8.2 Letters from Individual Respondents

A further eight letters pertinent to the consultation were received, four of which were against the ESFA proposal and four of which were in favour of the ESFA proposal. The letters were read and condensed into their relevant points, which were then categorised. The frequency of these categories is outlined in **Appendix C**.

These responses have not been included in the collated data from the survey, as they did not respond specifically to the questions posed to Beneficiaries in the consultation document.

Other common comments were expressions of dissatisfaction with the Council as trustee of the Charity (3) and that the Ground should not be built on/doing so would be to the detriment of the Ground (3). However, 3 respondents considered that the proposal would generate greater use of the Ground, and 2 outlined the necessity for the refurbishment of the pavilion.

4.8.3 Response from Caversham Trents

Caversham Trents (CTFC) are the largest single organisation using the Ground. They responded to the consultation by submitting three written responses, as follows:

- Letter to Members of Reading Borough council Planning Committee, 31 July 2017, on Planning Applications 171023 - The Heights Primary School, Mapledurham Playing Fields
- Caversham Trents - Specific Comments on Possible Spending proposals
- Wideopen and District Junior Case Study - How we should be working with RBC

As can be seen from above, they did not respond directly to the consultation document. It would also not be appropriate for the Sub-Committee to consider their comments on the planning application. However, across the three submitted responses, general comments of relevance to the consultation document and its questions about Amenity Value can be identified, which are summarised below.

CTFC believe the development should not go ahead as this will have a negative impact on the playing fields even if the proposed improvements are made. The playing fields are well used and suitable provision is required at the Ground to meet current use and future demand. The ESFA proposal without mitigation will result in a loss of facilities (primarily football pitches and parking). Methods of addressing these issues within the consultation process to offset the development are likely to use a substantial portion of the £1.36M receipt, while not making a net improvement to the Ground and still leave other factors unresolved. Works undertaken to offset these negative impacts should not be funded by the trustee but by the development if it is to go ahead. CTFC believe that the proposal by Fit4All offers the best solution without loss of land, impact on parking, retention of pitches and many other conflicts.

If the ESFA proposal proceeds, CTFC's view is that many of the costings are excessive and some of the suggested options should be amended or not progressed. The pavilion improvement is required but costing seems excessive. An improved pavilion is required to meet existing use and needs.

A path network will change the character of the Ground and is an unnecessary financial burden. Similarly fencing, boundary improvements and gates are likely to be a drain on resources and of little benefit. In contrast some signage and more importantly furniture to support increased use would be beneficial.

The proposed location of a small artificial turf pitch, while needed, would further impact on the best pitches and should be moved to the east, on pitch 5 which is of lower quality. Considering the loss of pitches and anticipated ongoing growth in use a full size pitch would best offset the lost pitches. Floodlighting is required to support evening use.

4.8.4 Response from Mapledurham Parish Council

Mapledurham Parish Council acknowledged that they are not beneficiaries of the Charity but their electorate is. While they cannot respond in the same manner as individuals it is appropriate to consider their opinion. Their letter of response, dated 19 September 2017, is attached at **Appendix D**.

They proposed that the MPFF be given a 30 year lease rather than the ESFA and express confidence in MPFF's fundraising capability (noting the significant funds have already raised). They support plans to lease part of the ground to CTFC to gain grant funding and identify direct management of MPF by local people as the most effective model utilising volunteer activity to make best use of resources.

The Parish Council also believed that if the ESFA proposal were to go ahead then the shared maintenance costs would lead to users such as CTFC losing control of their expenditure and restrict usage, suggesting it would be more appropriate to charge the School for use of the playing fields. Another concern was reduced parking and access via Hewett Avenue, and the loss of a playing field.

The Parish Council proposed that the rest of the site should be legally protected from further development, and, in accordance with Friends of Mapledurham Playing Fields, that the site be registered as a local nature reserve.

Finally, the Parish Council wished to note that the Ground was left to the Beneficiaries for "recreational use" and to also note that they perceived the Council has had great difficulty running the site since the 1970s after the Parish Council revoked responsibility for MPF.

4.8.5 Response from Management Committee

The Management Committee are still to meet to consider the results of the consultation at the time of writing this report.

**APPENDIX A
RESPONSES TO QUESTION 1B**

Issue 1 Question 1B Items that should be either included or excluded from Proposal?	Items that should be included in any improvements.	Items that should be excluded from any improvements
Undertake options A-G (as per proposal in Consultation)	2439	
A. Pavilion upgrade	170	10
B. Footpath network	108	22
C. Entrance improvements	77	24
D. Small floodlit artificial turf pitch (ATP)	69	64
E. New furniture	79	16
F. Tree Planting	76	27
G. Grass football pitch improvements	73	27
H. Upgrade small floodlit ATP pitch to full size	125	138
I. Upgrade play area and move	256	69
J. Fitness Stations	136	117
K. Relocate Asphalt area	88	108
L. Boundary improvements	91	98
M. Maintenance sum	198	72
Swimming pool	10	
Lighting	10	
Café	10	
Cricket	10	
Tree planting	10	
Toilet	10	

APPENDIX B

Issue 2 - Is the grant of the lease to the ESFA likely to enhance the amenity value of the ground for beneficiaries?

Online and hardcopy: Issue 2 Comments	Frequency Total
Amenity value not likely/will not enhance amenity value of land (reflecting error on survey)	193
Proposal will increase future use by beneficiaries	79
Amenity value will be increased (reiterating question asked)	73
MPF land currently under used	51
The ESFA provides guaranteed funding whereas the Fit4All plan does not - this is a rare funding opportunity that should be used	42
Land loss (unacceptable)	40
MPF is currently in substandard condition	34
Consultation omits NOT likely to enhance amenity value of land /dissatisfied about omission of this response	24
Comments are about school, not leisure or effect on MPF	21
Access to site (traffic etc) will be limited/cause problems	20
Beneficiaries/trust must consider and plan the future management and maintenance of the site (including before agreeing to a plan)	19
Proposal is not in the interest of the land/charity/beneficiaries	18
The proposal will not detract from the value of MPF/outweighs any loss of land	16
Amenity value will decrease	12
Do not build on MPF at all	12
Other comments	55

Online and hardcopy: General comments	Frequency Total
No development of MPF including school	456
Deed of Dedication should be put in place before selling the land to the ESFA	457
The Fields in Trust Covenant obtained	452
The Fit4All proposal obviates loss of land and reflects Charity Commission researched best practice.	421
No enhancements can compensate for loss of land and access to facilities.	418
Work with MPFF/Fit4All rather than Felds in Trust	416
The proposal will increase amenity/community value of the Ground	395
Prevent future development	68
Remove council as trustee/unhappy with trustees	26
Trust should control future development with the same discretion as now	23
Allow future development	23
Trust/council needs to provide some form of reassurance (unspecified as FiT or MPFF) to residents about future development	12
Questioning whether the proposal/sale of land breaks covenant already	7
Proposal will generate traffic or create access issues (including parking)	9
Other comments	72

APPENDIX C

ANALYSIS OF E-MAILS RECEIVED

Opinion Identified	Frequency of Respondents making comment
Proposal will not detract from MPF value/ outweighs loss of land	8
Land currently under used	6
Prevent future development after building of school	4
The EFA provides guaranteed funding whereas the Fit4All plan does not → this is a rare funding opportunity that should be used	5
Proposal will increase future use by beneficiaries	2
MPF is currently in substandard condition	2
Proposal is not in the interest of the land/charity/beneficiaries	1
Consultation omits NOT likely to enhance amenity value of land	1
Land loss (unacceptable)	1
Beneficiaries/trust must consider and plan the future management and maintenance of the site (including before agreeing to a plan)	1
The proposal will generate income in future (from renting out facilities etc)	1

ANALYSIS OF LETTERS RECEIVED

Letters: comments summarised	Frequency
The proposal is not in the interest of the land/charity/beneficiaries	3
Expression of dissatisfaction with RBC as trustees	3
The loss of land the proposal will cause is unacceptable	3
There should be no building on MPF whatsoever	3
The proposal will increase future use by beneficiaries	3
The refurbishment of the pavilion is a priority	2
The proposal will not detract from the value of MPF/outweighs any loss of land	2
MPF land is currently under-used	2
MPF is already satisfactory	1
(Proposal will decrease amenity value)	1
MPF is currently in substandard condition	1
The ESFA provides guaranteed funding whereas the Fit4All plan does not → this is a rare funding opportunity that should be used	1
The sum of £1.36 million pounds is not sufficient for the 125 year lease	1
Prevent future development after building of school	1
Questioning whether the proposal/sale of land breaks covenant already	1
Fields in Trust future legal protection is worthless	1

APPENDIX D

LETTER FROM MAPLEDURHAM PARISH COUNCIL

Received 21/09/17

MAPLEDURHAM PARISH COUNCIL

R F Penfold MBE
Clerk of the Council
0118 947 3130

30 Venetia Close
Emmer Green
Reading
RG4 8UG

19 September 2017

Dear Mr Sloman

MAPLEDURHAM PLAYING FIELDS

I refer to the consultation, with the beneficiaries, about the future of Mapledurham Playing Fields, being undertaken by your Council, as Trustees of the Playing Fields charity. Some of the beneficiaries are the residents of this Parish, and every resident has been alerted, by your Council, to the consultation exercise.

Although all Members of my Council are individually beneficiaries of the charity, my Council is clearly not a beneficiary, although, as you will appreciate, it represents the interests of the residents of the Parish. My Council recognises, therefore, that it is not entitled to respond to the consultation. However, it instructed me, at its meeting earlier this month, to convey to the Trustees its views about the future of the Mapledurham Playing Fields, against the background of the consultation exercise.

My Council would like to propose that the Mapledurham Playing Fields Foundation (MPFF) be given a lease of the whole of the Fields for 30 years, for the following reasons:

- In my Council's experience, local people, delivering a local service, usually have the best interests of the residents at the forefront of their decisions, they better understand the requirements of the users and have a vested interest in what happens.
- MPFF have already raised a considerable sum of money and, if granted a lease, would be in a position to raise far more, as a great deal of funding is based on sums already raised. Most funding agencies and bodies require that recipients of funding have security of tenure of a lease of at least 15 to 20 years duration, so that their investment is worth their while.

Continued over

P Sloman Esq
Chief Executive
Reading Borough Council
Civic Offices
Bridge Street
Reading
RG1 2LU

- MPFF has indicated that it would grant a lease to Caversham Trents Football Club (CTFC), which would enable the Club to access more monies from funding groups. CTFC has already grown from 8 to 25 teams and want to expand further, but cannot do so without further funding.
- If the lease is granted to the Education Funding Agency (EFA), the other users of the Fields will have to pay maintenance costs shared with the EFA, on a 'user pays' basis, which will leave the CTFC unable to control their costs, or the usage of the pitches.
- If the Playing Fields were run by volunteers, overheads could be reduced.
- In the past, it has been very difficult to book the pavilion at the Playing Fields. MPFF propose to restore the pavilion, reopen it to groups that have been displaced, and attract new users by making booking easier and marketing the facilities.
- The Friends of Mapledurham Playing Fields (FoMPF) help to conserve the site's natural environment and would like to see part of the site registered as a local nature reserve, to ensure the continued protection of the natural environment and biodiversity.
- The Playing Fields were given by a late benefactor to the residents of Reading and Mapledurham, for recreational use.
- If a lease is granted to the EFA, there will be reduced access to the Playing Fields via Hewett Avenue and a loss of vehicle parking, as it will be shared with the school. There will also be a loss of playing area for the CTFC.
- If the Trustees were to grant the lease to the EFA, the sum of £1,360,000 would soon be spent, with no new additional income coming in. The other users of the facilities would not be in a good position to gain access to additional funding, as they would not have a long-term lease, as things stand presently. My Council believes that, if granted a lease, the EFA or the school should pay an annual rent, in addition to the one-off premium. The rental would be a contribution towards maintaining the remaining Playing Fields and starting, and maintaining, a sinking fund. If the school does not pay an annual rent, there will inevitably be pressure to realise capital from this valuable community asset.
- If the lease is granted to the EFA, the Trustees should impose a legal restriction on the remainder of the Ground, in order to ensure that it can only be used by the Charity for recreational purposes in the future.

Continued over

- If the lease is granted to the EFA, the remainder of the Playing Fields will still be run by the Borough Council, who appear to have had great difficulty in running the Fields efficiently since they took over from this Council in the 1970s.

My Council hopes that the Trustees will take its views into consideration when reaching a conclusion on the consultation exercise. In this connection, I would appreciate you acknowledging receipt of this letter, and confirming that its contents will be circulated to the Trustees.

Yours sincerely


Clerk of the Council

APPENDIX E

REPORT FROM AUDITOR

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Ben Stanesby

Peter Sloman
Chief Executive

Civic Offices, Bridge Street
Reading, RG1 2LU

☎ 0118 937 3787

Our Ref: MPF 17/1
Your Ref:

Direct: ☎ 72692
e-mail:
anthony.kearns@reading.gov.uk

10th November 2017

Your contact is: **Anthony Kearns, Principal Auditor**

MAPLEDURHAM PLAYING FIELDS CONSULTATION REVIEW

Introduction

Internal Audit was asked to review the results of the consultation regarding Mapledurham Playing Fields and establish the integrity of the recording of the results obtained.

Other than reviewing the results Internal Audit was not present or part of the consultation process and nor was it involved or present at the compilation of those results.

Findings

The ineligible results were examined and a detailed sample of both electronic and paper submissions were reviewed. The reasons given for ineligibility were consistent and with one exception applied correctly. The results were retested for duplication of respondent information and postcode integrity and no unusual patterns or anomalies were detected in respect of the results. One case was highlighted where the submission had been declared ineligible but no reason had been given for the decision. On review it was not clear why this submission was declared ineligible.

The IP addresses and submission dates of the electronic submissions were examined and they were no unusual patterns or anomalies.

The replies to each question were reviewed in the light of the survey results as a whole and no significant anomalies were found in answers that would call the exercise into question.

The review also compared eligible and ineligible submissions to determine if there was any unusual patterns reflected in answers to individual questions and this was not found to be the case.

A sample of paper submissions were reviewed where submissions were both for or against the subject of the consultation and it was clear that on both there were a large number of claims that had the answers to the questions pre-printed. There was no evidence that this compromised the results of the consultation process or that there were any unusual patterns or anomalies as a result for these submissions either for or against the subject of the consultation.

Conclusion

Analysis of the survey data showed that the survey results were internally consistent with no unusual patterns or anomalies and the compilation of the results of the consultation were, with one possible exception, an accurate and fair representation of the results as presented.

Recommendation

One submission needs to be reviewed to see whether the original decision to categorise as ineligible is correct and the results need to be adjusted accordingly.

**Anthony Kearns
Principal Auditor
Reading Borough Council**

Equality Impact Assessment

Provide basic details

Name of proposal

Changes to Mapledurham Playing Fields

Directorate: DENS

Service: Leisure & Recreation

Name and job title of person doing the assessment

Name: Ben Stanesby

Job Title: Leisure & Recreation Manager

Date of assessment: 12/12/2017

Scope your proposal

What is the aim of your Proposal?

The Education Skills Funding Agency (ESFA) has approached the Trustees of the Recreation Ground Charity at Mapledurham (registered charity 304328) with a proposal to secure 1.231 acres of land from the Charity.

The ESFA have offered a premium of £1.36m for a lease of the land which the Trustees intend to invest in the Ground to improve its amenity value.

The playing fields currently accommodate general recreational use (sport, play, dog walking etc.) and until more recently a pavilion which provided community meeting space. The activity the pavilion hosted included a play group, after school clubs, Bridge club and other leisure activities. These are currently displaced.

The development of the Heights School on the land acquired by the ESFA will have a number of impacts. While these impacts are likely to be very broad in both recreational and far wider terms, the scope of the Charity's objects is limited to amenity (recreational) benefit. This EIA is limited to the area of the Charity's interest.

A landscape masterplan is being developed to identify the scope of changes likely to be made to the Ground. These are summarised below:

- Loss of public open space/playing pitches

- Reduction in visual amenity

- Potential reduction in availability of car parking

- Loss of trees

Appendix 1 Equalities Impact Assessment

Improved sports facilities capable of increased use
Improved access routes through playing fields (paths and entrances)
New furniture
Pavilion refurbishment
Play area improved and easier to access
Tree planting and landscaping to improve visual amenity
Car parking arrangements to be agreed with ESFA

The landscape masterplan will identify a range of changes to the Ground and will include an assessment of the impact upon equality.

Who will benefit from this proposal and how?

The replacement of the pavilion will allow currently displaced user groups to return. This will include young people for play groups and after school activities, an older age through the Bridge Club and a variety of other people who used to make use of the premises.

A number of targeted activities have been suggested such as lunch clubs or walking clubs to make use of the facilities during the day.

A wide variety of users would benefit from the re-opening of this facility.

The installation of a network of footpaths will enable the less mobile or those with push chairs to more readily access the fields. During inclement weather the fields are muddy and slippery acting as a barrier to use by many.

An improved play area with appropriate access paths are expected to be used by significantly more young people.

Football use is growing on site and a rapid increase in girls football at a younger age is changing the anticipated mix of pitches required.

Installation of an artificial turf pitch (junior size) will accommodate this changing use and free up space for other activity.

Improvements to the changing facilities and providing more changing rooms will support use by both sexes as well as senior football at a higher level.

Inclusion of a well-designed fitness circuit is expected to increase use by adults accompanied by the associated health benefits of physical activity.

The visual intrusion of a building within the Playing Fields may be offset by the re-design of the Grounds including avenue tree planting, improved and designed entrances. Both positive and negative impacts are expected with a neutral outcome.

A sum reserved for enhanced maintenance and capital investment will ensure improvements may be sustained into the future.

The development of a school on the site is expected to significantly increase the number of children making use of the Grounds.

Appendix 1 Equalities Impact Assessment

What outcomes will the change achieve and for whom?

The use of parks and open spaces cuts across all ethnic and socio-economic groups. As identified in the section above, there is an anticipated increased use of facilities by all age groups and genders.

An increase in use is expected to benefit all groups. Specific improvements will have particular impacts on specific target groups for example, footpaths helping the less mobile. Detail of this is provided in the section above.

Who are the main stakeholders and what do they want?

The single largest user group is Caversham Trents Football Club. They have identified the loss of space that can be used for football as having a negative impact. Proposals within the landscape masterplan will ensure there is not a loss of capacity for the playing of this sport.

In terms of a wider group, the consultation elicited over 3000 responses of which 74% identified the proposed changes as being beneficial to the Grounds.

The pavilion hirers have repeatedly requested a desire to return to similar facilities but in a better condition.

The Management Committee at the point of writing this assessment have not expressed an opinion on the desired outcome of any changes.

Assess whether an EIA is Relevant

How does your proposal relate to eliminating discrimination; promoting equality of opportunity; promoting good community relations?

Do you have evidence or reason to believe that some (racial, disability, gender, sexuality, age and religious belief) groups may be affected differently than others? (Think about your monitoring information, research, national data/reports etc)

Yes No

The use of parks and open spaces cuts across all ethnic and socio-economic groups.

An increase in use is expected to benefit all groups with different improvements having particular impacts on specific target groups for example, footpaths helping the less mobile.

Is there already public concern about potentially discriminatory practices/impact or could there be? Think about your complaints, consultation, feedback.

Appendix 1 Equalities Impact Assessment

Yes No

If the answer is Yes to any of the above you need to do an Equality Impact Assessment.

If No you **MUST** complete this statement

An Equality Impact Assessment is not relevant because:

n/a

Signed (completing officer)

Date

Signed (Lead Officer)

Date

Assess the Impact of the Proposal

Your assessment must include:

- Consultation
- Collection and Assessment of Data
- Judgement about whether the impact is negative or positive

Think about who does and doesn't use the service? Is the take up representative of the community? What do different minority groups think? (You might think your policy, project or service is accessible and addressing the needs of these groups, but asking them might give you a totally different view). Does it really meet their varied needs? Are some groups less likely to get a good service?

How do your proposals relate to other services - will your proposals have knock on effects on other services elsewhere? Are there proposals being made for other services that relate to yours and could lead to a cumulative impact?

Example: A local authority takes separate decisions to limit the eligibility criteria for community care services; increase charges for respite services; scale back its accessible housing programme; and cut concessionary travel.

Each separate decision may have a significant effect on the lives of disabled residents, and the cumulative impact of these decisions may be considerable.

This combined impact would not be apparent if decisions are considered in isolation.

Appendix 1 Equalities Impact Assessment

Consultation

There has been a public consultation to establish the views of the Beneficiaries (residents of Reading Borough and Mapledurham Civil Parish).

Over 3000 valid responses were received (the largest level of response Reading Borough has achieved through consultation).

The overwhelming majority of respondents believed that the development of the school accompanied by a number of enhancements would increase the amenity value of the Playing Fields.

From the consultation response, a landscape masterplan is being developed from which the net impact can be more accurately determined.

Appendix 1 Equalities Impact Assessment

Collect and Assess your Data

Using information from Census, residents survey data, service monitoring data, satisfaction or complaints, feedback, consultation, research, your knowledge and the knowledge of people in your team, staff groups etc. describe how the proposal could impact on each group.

Describe how this proposal could impact on racial groups

Parks and open spaces are used by all groups irrespective of demographic. A broad range of improvements are planned that will provide benefits to all groups including race.

Is there a negative impact? Yes No Not sure

Describe how this proposal could impact on Gender/transgender (cover pregnancy and maternity, marriage)

Parks and open spaces are used by all groups irrespective of demographic. A broad range of improvements are planned that will provide benefits to all groups.

Is there a negative impact? Yes No Not sure

Describe how this proposal could impact on Disability

Parks and open spaces are used by all groups irrespective of demographic. A broad range of improvements are planned that will provide benefits to all groups. Installation of footpaths, improved entrances and access to play equipment will provide more facilities for those with mobility difficulties.

Is there a negative impact? Yes No Not sure

Describe how this proposal could impact on Sexual orientation (cover civil partnership)

Parks and open spaces are used by all groups irrespective of demographic. A broad range of improvements are planned that will provide benefits to all groups.

Is there a negative impact? Yes No Not sure

Describe how this proposal could impact on Age

Parks and open spaces are used by all groups irrespective of demographic. A broad range of improvements are planned that will provide benefits to all groups. Installation of footpaths, improved entrances and access to play equipment will provide more facilities for those mobility difficulties. An improvement in the range of facilities over and above sport and dog walking is likely to be appreciated by an older age group.

Appendix 1 Equalities Impact Assessment

Is there a negative impact? Yes No Not sure

Describe how this proposal could impact on Religious belief?

Parks and open spaces are used by all groups irrespective of demographic. A broad range of improvements are planned that will provide benefits to all groups.

Is there a negative impact? Yes No Not sure

Appendix 1 Equalities Impact Assessment

Make a Decision

If the impact is negative then you must consider whether you can legally justify it. If not you must set out how you will reduce or eliminate the impact. If you are not sure what the impact will be you MUST assume that there could be a negative impact. You may have to do further consultation or test out your proposal and monitor the impact before full implementation.

1. No negative impact identified	Go to sign off	✓
2. Negative impact identified but there is a justifiable reason		
3. Negative impact identified or uncertain		
What action will you take to eliminate or reduce the impact? Set out your actions and timescale?		

How will you monitor for adverse impact in the future?
--

Signed (completing officer)	Date
Signed (Lead Officer)	Date

Fit4All

A proposal to make Mapledurham Playing Fields fit for all without losing land

This proposal is to enhance the facilities and operations at Mapledurham Playing Fields (MPF), without need to sell land to fund it. It is put forward, on behalf of a large group of volunteers who have collectively committed to dedicate their time, energy and expertise to ensure its implementation and sustained success, as an alternative to the proposal submitted by the Education Funding Agency (EFA).

In contrast to the EFA proposal this is not a one-time fix, which will eventually be exhausted, but a transformation to safeguard the long-term sustainability of the object of the trust, the provision and maintenance of a recreation ground. It builds on ongoing voluntary initiatives, which have already realised substantial achievements and demonstrate the strength of commitment of the community to the protection, maintenance and enhancement of MPF.

Enhancement of the facilities and operations at MPF will be undertaken by the Mapledurham Playing Fields Foundation (MPFF), a charity with the object “to provide or assist in the provision of facilities at Mapledurham Playing Fields ...” To be able to do this it needs Reading Borough Council (RBC), as Trustee of the Recreation Ground (Registered Charity #304328), to:

- Grant MPFF a 30 year lease of the Mapledurham Playing Fields, including the Pavilion, Car Park and Drive, at a nominal rent .This will entail obtaining Charity Commission approval of a variation to the scheme governing the Recreation Ground Trust (Registered Charity #304328) and require negotiation of the registration of the Pavilion, Car Park and Drive as an “Asset of Community Value”. WADRA, the registrant, has already indicated its willingness to co-operate in this.
- Delegate MPFF full management control of Mapledurham Playing Fields, within the terms of the scheme, including usage of Mapledurham Playing Fields, development of Mapledurham Playing Fields and collections and disbursement of all income and expenditure incurred in the operation, maintenance and development of Mapledurham Playing Fields. This will entail transfer of all responsibilities from the Mapledurham Management Committee to MPFF. As the Mapledurham Management Committee was established as part of the scheme governing the Recreation Ground Trust (Registered Charity #304328), this will entail obtaining Charity Commission approval of a variation to the scheme.
- Allow MPFF to grant Caversham Trents Football Club a 25 year “Right to Hire” of all marked football pitches, designated practice areas and equipment storage facility. As this is beyond the authority of the trustee, it will entail obtaining Charity Commission approval of a variation to the scheme.

It also needs Reading Borough Council (RBC), as local authority, to:

- Release the remaining £85,000 Section 106 funds promised for the refurbishment of the Pavilion.

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- Agree to make an annual contribution of £21,000, which is in proportion to that received from Mapledurham Parish Council.

The details of the proposal are specified in the following sections:

- **Background** – provides the context of the proposal
- **Objective** - outlines the programme of improvements by which MPF will be made fit for all without losing land.
- **Organisation** – describes the structure of MPFF.
- **Funding** – details the various sources of funding for the proposal.
- **Pavilion Restoration** – shows the floor plans of planned phases of restoration of the Pavilion.
- **Business Plan** – details how the proposal will be funded and the Recreation Ground Trust transformed to a self-sustaining enterprise.
- **Support** – comprises letters of support, for the proposal, from national sporting organisations.
- **Volunteers** – list the names and addresses of volunteers committed to dedicate their time, energy and expertise to ensure the implementation and long-term success of the proposal.
- **WADRA Letter of Consent** – is a copy of the letter from WADRA consenting to the release of the funds it has secured to MPFF for the restoration of the Pavilion
- **Quotations and Calculations** – is the alternative quotation for ground maintenance.
- **Trust Comparisons** – compares and contrasts hall rental income with other similar local trusts to illustrate the potential attainable.

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Background

Mapledurham Playing Fields has for many years been a valued recreational and social hub. The playing fields themselves are very popular, especially with footballers, though more pitches are needed and they need to be properly maintained with usable changing rooms and better amenities. Mapledurham Pavilion has been in regular use by community groups for decades, but its condition has deteriorated so much over the past 15 years that it has had to be closed.

RBC has twice proposed to sell land from MPF to fund repairs to the pavilion and other enhancements to the facilities. The first proposal, in 2001, was rejected because of the ecological damage that it would cause. The second proposal, in 2006, was put to public consultation and overwhelmingly rejected. A third proposal to sell land, this time as a site for The Heights Primary School, is under consideration.

Recent volunteer initiatives have demonstrated collective commitment to protect MPF from development inappropriate to its object and restore it to its former vibrancy.

- The Warren and District Residents Association (WADRA) has raised £100,000 to restore the pavilion. RBC has committed and reconfirmed that it will provide £100,000 contribution, of which £15,000 has been spent. The work has been delayed by RBC pending consideration of an offer from the EFA to buy land to build The Heights Free School.
- Caversham Treants Football Club (CTFC) has grown from 8 to 25 teams in the last seven years. Further growth, including increasing the number of teams for girls and launching a club for players with disabilities, cannot progress without the security of long term tenure. RBC declined to grant this until the outcome of any proposal to build The Heights Free School is decided.
- In 2014 Mapledurham Lawn Tennis Club (MLTC), with financial support from Sports England, undertook an ambitious program to improve its facilities and to triple court usage, including providing access and coaching for players who have disabilities. The final part of the plan, to provide access for wheelchair players, has been delayed because a suitable toilet cannot be installed until the pavilion is restored.
- Friends of Mapledurham Playing Fields (FoMPF) work to conserve the site's natural environment and increase biodiversity. In 2002 the Mapledurham Management Committee recommended that parts of the Playing Fields should be awarded Local Nature Reserve status, but RBC did not submit the necessary registration.

Mapledurham Playing Fields could be radically enhanced, without the need to sell land to raise funds, if the constraints were removed and volunteering allowed to flourish.

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Objective

Mapledurham Playing Fields currently has an annual deficit: the cost of maintenance is greater than income generated from rental of the pavilion and lease of pitches and courts. To revitalise MPF it must be made financially viable, ideally creating a surplus to support investment in facilities and community engagement. To achieve this, the spiral of decline has to be reversed by removing constraints on volunteer initiatives and investing in the facilities, which will allow increased utilisation and, in turn, increase income to support further investment.

This turnaround is planned in steps, to deliver the biggest improvements and greatest increase in income as soon as possible, without disrupting access and availability more than necessary.

Step 1 will be to restore the pavilion, reopen it to groups, which have been displaced, attract new users and reinstate this vital source of income. Key to attracting new users will be making booking easier and marketing the facilities more effectively. WADRA has already £100,000 to renovate the Pavilion and RBC has promised a further £100,00 of Section 106 funds of which £15,000 has been spent.. The plans have been drawn up and planning permission granted. An acceptable tender has been received and could be revalidated. With the security of a long lease, a loan can be obtained from the Charity Bank to cover any shortfall and the pavilion could be made fit for use. With active marketing and management, utilisation could be extended to match other similar local facilities and revenue dramatically increased. At the same time renovation would, by restoring the fabric and fixtures of the building, reduce the need and cost of maintenance.

Step 2 will be to build new changing rooms. This would allow the Playing Fields to host sports to higher standards. FA regulation changing rooms are required for disabled and higher level men's football, but could also be offered as a courtesy to visiting tennis and cricket teams. The original changing rooms should be refurbished to provide additional smaller studios and meeting rooms. CTFC has funds, which could be invested in enhanced facilities. CTFC has also had preliminary discussions with the Football Association, which has indicated willingness, in principle, to invest in enhancing the facilities. Any investment is only viable if CTFC is guaranteed continuing benefit over a reasonably long time frame, such as 25 years.

Step 3 will be to undertake easy enhancements to outdoor facilities. The football pitches should be improved by installing better drainage and regular top dressing, the basketball court should be restored and the Playing Fields should be registered as a Local Nature Reserve, to ensure the continued protection of its natural environment and biodiversity.

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Step 4 will be to turn attention to more major undertakings. The playground should be relocated closer to the Pavilion, to be more accessible, and upgraded. This will also allow reconfiguration of the Playing Fields to accommodate more football pitches.

Step 5 will be to follow up the numerous suggestions for new sporting and recreational amenities, which can be considered. All weather pitches, for football and/or rugby, are in constant demand. Outdoor gym equipment, to be installed around the periphery of the Playing Fields, has been previously proposed and proves popular in other parks.

All development initiatives should be conducted through MPFF, to allow easy integration of volunteer involvement, sponsor engagement and maximum tax efficiency.

All contracts for development and ongoing maintenance should be competitively tendered to secure the best value for money. This does not exclude purchasing services from RBC where appropriate.

No specific timescales for these steps has been planned but, for the purpose of the business plan, it has been assumed that they will be implemented in successive years.

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Organisation

All improvements to the facilities at MPF will be instigated and supervised and ongoing operations managed by the MPFF, a charity (registration number 1167739) founded with the object "To provide or assist in the provision of facilities at Mapledurham Playing Fields in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life."

MPFF is a Charitable Incorporated Organisation (CIO). This structure best suits the proposal, which is essentially the confederation and extension of ongoing volunteer initiatives, by providing a robust governance structure while affording trustees limited liability. It lends itself to the control substantial funds and assets, entering into contracts, employing staff and engaging in charitable activities involving financial risks. It has initially been configured as the "foundation model" where the only voting members are the charity trustees, but it is straightforward to expand the trustees and/or change the constitution if a wider voting membership becomes more appropriate. The arrangement is designed to reassure RBC, as Trustees of the Recreation Ground Charity, that Mapledurham Playing Fields Foundation will provide a well regulated, efficiently run, cost effective platform for volunteering activities that will continue to benefit from the advantages accruing to charitable status.

. MPFF will be governed by trustees representing all interested parties:

- Chairman: Gordon Watt
- Treasurer and Regulatory Compliance Officer: Mark Corbett
- Marketing and Business Development Officer: Elisa Miles
- Facilities and Operations Officer: Martin Brommell
- Caversham Trents Football Club Representative: Daniel Mander
- Mapledurham Lawn Tennis Club Representative: David Maynerd
- Friends of Mapledurham Playing Fields Representative: Steve Ayres
- WADRA Representative: Robin Bentham
- Recreation Ground Trustee Representative (either an RBC Councillor or Council Officer with special interest in playing fields): TBA

Major improvement initiatives will be managed and controlled by:

- Architect: Shaun Tanner MCIAT
- Project Manager: Nick Clark MCIOB
- Volunteer and Resources Co-ordinator: Keith Hutt (names and addresses of volunteers are listed in Appendix 1)

Progress and financial accounts will be reported to Recreation Ground Trustees and to the Charity Commission annually.

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Funding

There are six prospective channels of funding available to the Fit4All programme:

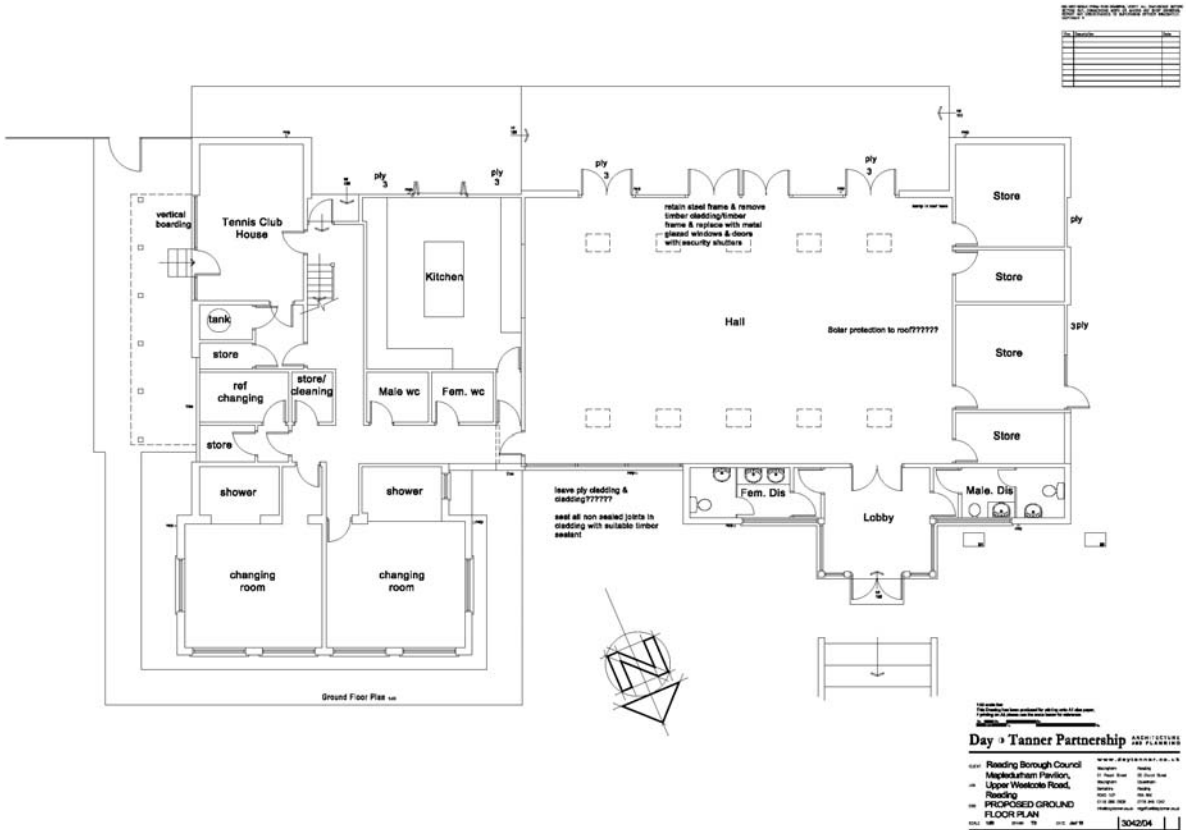
1. WADRA has raised £100,000 towards the cost of the restoration of Mapledurham Pavilion and has the assurance of a further £85,000 from Reading Borough Council. WADRA has consented to release these funds to MPFF for the restoration of the Pavilion (see WADRA Letter of Consent).
2. A loan will be taken, at the outset of the project, from the Charity Bank to bridge the difference between this and the cost, previously quoted as £238,000, to allow work to start as soon as possible. This has been discussed at length and the bank had indicated its receptiveness to a request, advised on terms and assured that MPFF would meet the qualifying conditions. The loan, interest accrued and repayment schedule shown in the business plan.
3. A number of other sources of funding, appropriate to this proposal, have been researched and will be approached when this proposal is accepted. These include Playing Fields Legacy Trust, Garfield Weston Foundation, Robin Greaves Sports Foundation, Bernard Sunley Charitable Foundation, Big Lottery Fund, PF Charitable Trust, Tesco Fieldwork and ASDA. Grants from one or more of these sources will reduce or entirely obviate recourse to funds borrowed from the Charity Bank. No funding from these sources has yet been included in the business plan.
4. The strategy underlying Fit4All is to transform the Recreation Ground Trust into a financially self-sustaining enterprise. This will be achieved by rationalising costs and increasing utilisation, and hence rental income generated, enhanced facilities, by effective marketing and efficient operations. The target level of income incorporated into the business plan is shown to be eminently achievable by comparison with other similar local facilities serving comparably sized communities. (see Trust Comparisons).
5. Funding for additional sporting facilities will be from club funds and grants from sports sponsoring organisations. MLTC has already secured a grant from Sports England. CTFC has funds available for investment, provided they have guaranteed tenure for a reasonable period. The FA has indicated its willingness to consider sponsorship proposals, again dependent on the club's security of access and influence on future plans.
6. WADRA plans to continue fund raising. In the recent past this has afforded regular contributions from local events, metal recycling and camping equipment salvage as well as a substantial donation from the organisers of the Reading Festival. Future proceeds of fund raising have not been factored into the business plan, but would be used to minimise borrowing requirements or early loan repayment.

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Pavilion Restoration

The first phase of the Pavilion restoration will be to install a new roof across the whole structure, creating a new first floor meeting room, and reconfigure the internal layout to accommodate disabled toilets and a referee's changing room.



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The second phase of the Pavilion restoration will be to build four new changing rooms and secure storage room adjoining the existing structure and reconfigure the internal layout of the existing structure to convert the changing rooms to two studios / meeting rooms



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Business Plan

IMPROVEMENT INITIATIVE	2,014	Year 1		Year 2		Year 3		Year 4		Year 5	
	Baseline	£	Notes	£	Notes	£	Notes	£	Notes	£	Notes
INCOME											
Pavillion Rental	8,483	1,414	1	11,876	8	16,627	11	23,277		29,927	
Football Pitch Rental	3,232	3,232		3,232		5,387	12	7,541	14	7,541	
MLTC Lease	1,237	1,237		1,237		1,237		1,237		1,237	
RBC Contribution		21,000	2	21,000		21,000		21,000		21,000	
MPC Contribution	125	125		125		125		125		125	
OUTGOINGS											
Operational Management											
Ground Maintenance	30,160	8,000	3	8,000		8,000		8,000		8,000	
Pavillion Maintenance	7,495	0	4	11,900	9	11,900		11,900		11,900	
Pavillion Cleaning	4,045	674		4,045		4,045		4,045		4,045	
Utilities	1,425	1,425		1,425		1,425		1,425		1,425	
Rates	419	419		419		419		419		419	
Insurance	188	188		188		188		188		188	
Interest on Loans		3,900	5	4,110		4,110		4,093		3,456	
NET OPEX	-30,655	12,402		7,383		14,289		23,111		30,397	
FUNDING											
Opex Surplus		12,402		7,383		14,289		23,111		30,397	
WADRA Held Funds		100,000									
RBC Section 106 Contribution		85,000									
Charity Bank Loan		65,000		10,000							
ADDITION TO RESERVES		0		7,383	9a	0		2,579		0	
INVESTMENT											
Pavillion Restoration Phase 1&2		255,900	6								
Pavillion Restoration Phase 3				10,000	10						
Basket Ball Court Renovation						14,000	13				
Playground Relocation								12,500	15		
All Weather Pitch										0	17
NET CAPEX		6,502	7	0		289		10,611		30,397	
RESERVES		0		7,383		7,383		9,962		9,962	
LOAN REPAYMENT		0		6,502		0		289		10,611	
OUTSTANDING LOAN		65,000		68,498		68,498		68,209		57,598	
INVESTMENT FUND		0		0		0		0		0	

Note	
1	No income during mobilisation (3 months), construction (5 months) and commissioning (2 months) of Pavilion restoration.
2	RBC contribution in proportion to MPC contribution: £1 / Band D+ property / year (See Quotations and Calculations).
3	Reduced ground maintenance following reletting of ground maintenance contract (see Quotations and Calculations) plus £1,000 ad
4	No maintenance required during restoration.
5	6% Interest on Charity Bank loan.
6	Original quote =£238,000. Allow 5% uplift to revalidate. Add £5,000 building control fee and £1,000 considerate constructors fee.
7	Capex surplus is used for outstanding loan repayment and then accumulated in the investment fund
8	Increased usage and rental income from improved facility and effective marketing
9	Provision for maintenance is 5% of refurbishment cost.
9a	Maintain reserve of 3 months' outgoings
	New changing rooms funded by CTFC / FA. Reconfiguration of existing changing rooms will be undertaken by volunteers with provisio
10	professional help and materials.
11	Increased rental income from rental of additional studios / meeting rooms created in Phase 2
12	Increased rental as number of pitches increased from 3 to 5
13	Pitch improvement funded by FA /CTFC. Provision for renovation / enhancement of basketball pitch
14	Increased rental as number of pitches increased from 5 to 7
15	Pitch expansion funded by FA / CTFC. Provision for relocation and enhancement of childrens' playground
17	Funded by Sport England / FA, assume no rental income

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Business Plan (Continued)

IMPROVEMENT INITIATIVE	2,014	Year 6		Year 7		Year 8		Year 9		Year 10	
	Baseline	£	Notes	£	Notes	£	Notes	£	Notes	£	Notes
INCOME											
Pavillion Rental	8,483	29,927		29,927		29,927		29,927		29,927	
Football Pitch Rental	3,232	7,541		7,541		7,541		7,541		7,541	
MLTC Lease	1,237	1,237		1,237		1,237		1,237		1,237	
RBC Contribution		21,000		21,000		21,000		21,000		21,000	
MPC Contribution	125	125		125		125		125		125	
OUTGOINGS											
Operational Management		10,000	18	10,000		10,000		10,000		10,000	
Ground Maintenance	30,160	10,500	19	10,500		10,500		10,500		10,500	
Pavillion Maintenance	7,495	11,900		11,900		11,900		11,900		5,000	
Pavillion Cleaning	4,045	4,045		4,045		4,045		4,045		4,045	
Utilities	1,425	1,425		1,425		1,425		1,425		500	
Rates	419	419		419		419		419		419	
Insurance	188	188		188		188		188		188	
Interest on Loans		1,632		449		0		0		0	
NET OPEX	-30,655	19,721		20,904		21,353		21,353		29,178	
FUNDING											
Opex Surplus		19,721		20,904		21,353		21,353		29,178	
WADRA Held Funds											
RBC Section 106 Contribution											
Charity Bank Loan											
ADDITION TO RESERVES		2,202		0		0		0		0	
INVESTMENT											
Pavillion Restoration Phase 1&2											
Pavillion Restoration Phase 3											
Basket Ball Court Renovation											
Playground Relocation											
All Weather Pitch											
NET CAPEX		19,721		20,904		21,353		21,353		29,178	
RESERVES		12,164		12,164		12,164		12,164		12,164	
LOAN REPAYMENT		27,201		7,480		0		0		0	
OUTSTANDING LOAN		27,201		7,480		0		0		0	
INVESTMENT FUND		3,196		15,437		36,341		57,694		79,047	

Note

- 18 Appoint part-time manager / caretaker @ £10,000 / annum
- 19 Additional £2500 /annum ground maintenance for care of all weather pitch

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Support

Letters of support, for the proposal, from national sporting organisations.



Berkshire LTA
Caversham Park Tennis Club
200 Caversham Park Road
Caversham
Reading RG4 6AA
Tel: 0118 9476020

15 July 2016

Mr David Maynerd,
Chairman, Mapledurham Lawn Tennis Club,
Mapledurham Playing Fields,
129 Upper Woodcote Road,
Reading RG4 7EZ

Dear David,

LTA Support for Protection of Mapledurham Playing Fields

On behalf of the Lawn Tennis Association, we are keen to support the initiatives being undertaken by volunteers to protect the land at Mapledurham Playing Fields which, we understand, was bequeathed to the community to be held in trust and kept solely for recreation.

Following a recent upgrade of the tennis facilities at Mapledurham Playing Fields, your club has significantly increased its membership, obtained Sport England funding to expand the facility and we know you run a vibrant, inclusive programme for both able-bodied and disabled players.

We were extremely impressed to hear that the local residents' association (WADRA) has assured £185,000 to restore the community pavilion. We share your frustration that plans for this have been held in abeyance for over a year, pending an anticipated alternative proposal to sell land to fund improvements. It is disappointing that this has resulted in the closure and loss of use of the pavilion.

We understand that there is also a vibrant youth football club whose exciting plan for further development and expansion is also inhibited pending the anticipated alternative proposal to sell land. The community have clearly worked hard to secure support.

With the growing need for new people to be involved in regular exercise and sporting activities due to the government paper on healthy lifestyles - it seems wrong that this highly used recreation area is being considered as an ideal site to build houses or a school.

As a matter of principle we believe this recreational space should be preserved and that volunteer initiatives to build and develop access to recreation should be encouraged and allowed to continue and thrive in the community.

Yours sincerely

Denise Walker
Hon Secretary
BERKSHIRE LTA

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A proposal to make Mapledurham Playing Fields fit for all without losing land



Helping communities make
good space for sport and play

Mark Corbett,
Trustee of Mapledurham Playing Fields Foundation,
61 St. Peters Avenue,
Caversham,
Reading RG4 7DP

2nd August 2016

Dear Mark,

Oxfordshire Playing Fields Association's Support for Protection of Mapledurham Playing Fields

Oxfordshire Playing Fields Association works to help local communities ensure that they have good quality outdoor recreation space that is accessible for all. Good quality outdoor recreation spaces are vital community assets. They provide opportunities to have fun, enhance physical and mental health, improve social cohesion and combat isolation. OPFA fully supports the community projects that have made so much difference to the playing field site at Mapledurham and understands the strength of local feeling for the preservation of the site.

OPFA works to the standard principle that playing field land should not be built upon. Playing field land is vital; once lost it cannot be replaced. In today's society, where we are facing an inactivity epidemic, where our children play outside at least 50% less than their parents did, and many children do not have easy access to green spaces, it is becoming increasingly more important that we preserve our community green spaces. In the rare circumstance that playing field land is to be used for development, then there should be an alternative site offered, of equal size and equal quality.

It is extremely disappointing that the proposed sale of land has jeopardised several improvement projects, amounting to a loss of finance, and already loss of facilities. In December 2015, the government published their new Sports Strategy, 'Sporting Future: A New Strategy for an Active Nation'. This recognises the importance of green spaces for outdoor sport and recreation, not only for formal sport but also generally to enable people to take part in physical activity. It includes the fact that people do not travel far to take part in sport and therefore local green space is vital. As such, the report stresses the fact that the planning system needs to be support this, and that local government, in partnership with other organisations has a responsibility for this.

For all of the reasons above, OPFA fully supports the community initiatives to increase participation on the site and to preserve the Mapledurham playing field without development.

Yours sincerely,

Nicole O'Donnell
Community Development Officer, Oxfordshire Playing Fields Association

Oxfordshire Playing Fields Association (Registered charity: 304398)
Colin Sanders Business Innovation Centre, Mewburn Road, Banbury, OX16 9PA
Phone: 01295 817662 E-mail: oxfordshirepfa@gmail.com Web: www.opfa.org.uk

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Patron
Her Majesty The Queen
President
HRH The Duke of Cambridge KG

The FA Group
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TheFA.com/sgp
wembleystadium.com



Mr G Watt
5, Balliol Road
Caversham
Reading
RG4 7DT
21st March 2016

Dear Mr Watt

Mapledurham Playing fields and pavilion - Caversham

I am writing to add our support to your proposals in relation to the playing fields and pavilion. The site is well known to Berks & Bucks County FA and has strategic importance to football with a number of clubs and teams using the pitches regularly. The FA would not want to see any loss of pitches or facilities and we support clubs and organisations taking over the management and operation of key sites to make them more sustainable and relevant to the local communities they serve. The quality of pitches and changing rooms has a significant impact on participation particularly women and girls so any improvements will help to retain and grow the game.

Please continue to liaise with the County FA and also keep me informed of any developments and if you need any further help please let me know

Yours Sincerely

Mark Pover
FA Head of Facilities and Investment
Football Participation and Development Division
The FA Group
Wembley Stadium, Wembley, London, HA9 0WS
Postal address: Wembley Stadium, PO Box 1966, London, SW1P 9EQ
T +44 (0) 844 980 8200 # 4760 | F+44 (0) 844 980 0682 | M +44 (0)7903253448
Mark.Pover@TheFA.com www.TheFA.com www.wembleystadium.com



The Football Association (Limited by guarantee) Registered Office: Wembley Stadium, Wembley, London E15 2NW Registered Company No. 27797

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Volunteers

Names and addresses of volunteers committed to dedicate their time, energy and expertise to ensure the implementation and long-term success of the proposal.

Forename	Surname	Address
Kate	Angwin	112 Woodcote Road RG4 7EY
Roderick	Angwin	112 Woodcote Road RG4 7EY
Toby	Bainton	32 Harrogate Road RG4 7PN
Stephen	Bale	79 York Road RG1 8DU
Daphne	Barker	77 St Peters Avenue RG4 7DP
George	Bickerstaffe	7 Hewett Avenue, Reading RG4 7EA
Jane	Bickerstaffe	7 Hewett Avenue, Reading RG4 7EA
Hayley	Brommell	12 Hewett Avenue RG4 7EA
Martin	Brommell	12 Hewett Avenue RG4 7EA
John	Brunnen	16 Hewett Avenue RG4 7EA
Lucy	Bureau	47 Chazey Rd RG4 7DU
Nicholas	Clark	152 Upper Woodcote Road RG4 7LD
Susan	Clark	152 Upper Woodcote Road RG4 7LD
Matthew	Coome	78 Albert Road RG4 7PL
Mark	Corbett	61 St. Peters Avenue RG4 7DP
Mike	Eggleton	6 Treetops RG4 7RE
Linley	Elgeti	62 Albert Road RG4 7PF
Valerie	Elgeti	62 Albert Road RG4 7PF
Anna	Elliott	6, Buxton Avenue RG4 7BU
Nick	Gale	79 Chazey Road RG4 7DU
Bryce	Gibson	16 Fernbrook Road RG4 7HG
Belinda	Gross	2 Hewett Avenue RG4 7EA
Barbara	Harding	75 St. Peters Avenue RG4 7DP
John	Heaps	135 Upper Woodcote Road Rg4 7LB
Pat	Heaps	135 Upper Woodcote Road Rg4 7LB
Lynn	Higgs	67 Chazey Rd RG4 7DU
Michelle	Holdaway	22 Hemdean Road RG4 7SU
John	Holland	51 Chazey Road RG4 7DU
Michael	Howes	5 Knowle Close RG4 7LH

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A proposal to make Mapledurham Playing Fields fit for all without losing land

Volunteers (Continued)

Forename	Surname	Address
Keith	Hutt	28 Hewett Avenue RG47EA
Brian	Jamieson	8 Orwell Close RG4 7PU
Karisma	Jarakana	62 Albert Road RG4 7PF
Nancy	Jarakana	62 Albert Road RG4 7PF
Rico	Jarakana	62 Albert Road RG4 7PF
Gráinne	Keogh	28 Kidmore Road RG4 7LU
Mark	Keogh	28 Kidmore Road RG4 7LU
Jane	Lang	53 Chazey Road, RG4 7DU
Amanda	Launchbury	8 Hewett Avenue, Reading RG4 7EA
Alastair	Letchford	46 Chazey Road RG4 7DU
Leone	Letchford	46 Chazey Road RG4 7DU
Paul	Letchford	46 Chazey Road RG4 7DU
Tony	Maunder	19 Fernbrook Road RG4 7HG
Elisa	Miles	Larks Mead Upper Warren Avenue RG4 7EB
Andrew	Morris	Holly Trees, Peppard Hill RG9 5ES
Carol	Morton	9 Hewett Avenue RG4 7EA
Rohan	Morton	9 Hewett Avenue RG4 7EA
Margaret	Moss	51 St. Peters Avenue RG4 7DL
Tony	Moss	51 St. Peters Avenue RG4 7DL
Bob	O'Neill	199 Upper Woodcote Road RG4 7JP
Alan	Penton	66 Chazey Road RG4 7 DU
Rodney	Pinchen	35A St. Peters Avenue RG4 7DH
Sue	Pitt	97 St Peters Avenue RG4 7DP
Peter	Raeburn-Ward	77 Chazey Road RG4 7DU
Alan	Reynolds	Ferndale, Upper Warren Avenue RG4 7EB
Pam	Reynolds	Ferndale, Upper Warren Avenue RG4 7EB
Charlotte	Richardson	13 Belmont Road BR7 6HR
Mark	Richardson	13 Belmont Road BR7 6HR
Stephen	Scrace	164 Upper Woodcote Road RG4 7LD
Paul	Smith	19 Hewett Avenue RG4 7EA
Susan	Spires	11 Hewett Avenue RG4 7EA
Sandra	Walton	55 Chazey Road RG4 7 DU
Tom	Walton	55 Chazey Road RG4 7 DU
Helen	Wernham	76A Chazey Road RG4 7DU
Tony	Wernham	76A Chazey Road RG4 7DU
Anne	White	109A Upper Woodcote Road RG4 7JZ
Derek	White	109A Upper Woodcote Road RG4 7JZ

Fit4All

A proposal to make Mapledurham Playing Fields fit for all without losing land

WADRA Letter of Consent

WADRA has orally committed to transfer the funds it has raised, for the restoration of the Pavilion, to MPFF when the contract for restoration work is signed. A letter is being prepared.

Fit4All

A proposal to make Mapledurham Playing Fields fit for all without losing land

Quotation & Calculations

The provision for ground maintenance, in the business plan, is 15% (£1,100) higher than quoted to allow for ad hoc maintenance not itemised in the quotation.

IAN KENDRICK Ltd

Garden Maintenance | Landscape Gardening | Carpentry & Joinery | Property Maintenance | Project Management | Fencing,
Decking | Timber Buildings
Vines Farm Estate Office and Workshops | Reading Road | Cane End | Reading | RG4 9HG
Tel & Fax 0118 972 4277 | Mobile 07702 415 494
Email info@iankendrickltd.co.uk | Website www.iankendrickltd.co.uk

Mr J Holland
51 Chazey Road
Caversham
Reading
RG4 7DU

Quotation No MPF1

18th July 2016

QUOTATION

Thank you for showing me the work you would like done at the above address. I have pleasure in quoting as follows;

To carry out grounds maintenance work at Mapledurham Playing fields. Work to include

18 cuts per year
Autumn/winter spiking single pass
Re seeding and top soil to goal mouths at end of season
Winter cutting back around the inside of the perimeter.

Labour, machine use, fuel

£6900.00

This to be paid in 12 monthly instalments of £575.00

If you would like to accept this work please complete and return the acceptance form in the envelope provided. All prices exclude VAT. If you have any questions please do not hesitate to contact me.

Yours sincerely



Ian Kendrick
Director

Registered in England: No 4563780 VAT No 786 4949 57 Registered Office 32 Queens Road Reading RG1 4BA
Director I D Kendrick

Fit4All

A proposal to make Mapledurham Playing Fields fit for all without losing land

Calculation of Reading Borough Council Contribution

Mapledurham Parish Council makes an annual payment to Reading Borough Council towards the cost of upkeep of the Mapledurham Playing Fields. The Council paid a grant of £300 in 1978, and thereafter paid an annual grant of £100 until 1982. No further grant was paid until 1987, when the current schedule, an annual grant of £125, was instituted.

The rationale for the payment was to acknowledge the Parish's stake in the Playing Fields. The present payment, of £125, represents £1 from each Band D property in the Parish, from their Council Tax. However, as you will observe from the above, the payments started under the old domestic rating system, persisted through the Community Charge period and subsists in the Council Tax era. It just so happens that the figure bears the current relationship to the Council Tax Base of the Parish.

Band	# Reading Households	Payment of £1/D+ Household
A	5,674	
B	13,519	
C	27,998	
D	10,497	£10,497
E	5,356	£5,356
F	3,246	£3,246
G	1,809	£1,809
H	82	£82
	68,181	£20,990

Fit4All

A proposal to make Mapledurham Playing Fields fit for all without losing land

Trust Comparisons

28/03/2013
Accrual Basis

Woodcote Village Hall Management Committee
Profit Loss
March 2013 through to February 2014

	<u>Mar '13 - Feb 14</u>	<u>Mar '12 - Feb 13</u>
Ordinary Income/Expense		
Income		
Bank Interest Earned	6.98	5.41
Fund Raising Events	857.83	848.79
Gifts and Donations Income	3,316.31	361.00
Hire of Village Hall	28,416.06	31,267.47
Total Income	<u>32,597.18</u> (note 1)	<u>32,482.67</u>
Expense		
Dues and Subscriptions	915.05	976.38
Insurance Expense	1,386.13	1,182.73
Maintenance		
Repair of Non-Accidental Damage	2,420.61 (note2)	2,846.41
Major Alterations/Modifications	3,000.00 (note2)	0.00
Maintenance - Other	2,146.67	3,407.10
Maintenance - Cleaning	831.30	629.34
Miscellaneous Expense		0.00
Refreshments for events	146.31	29.73
Miscellaneous Expense - Other	418.48 (note 3)	185.95
Office Expense		
Consumables	60.00	37.70
Office Expense - Other	54.35	17.25
Payroll	14,302.06	14,120.65
Professional Fees	253.10	222.00
Purchase of Equipment	0.00	240.00
Refunded Deposit	0.00	25.00
Small Tools and Equipment	0.00	67.52
SWAP Shop	39.86	(72.03)
Utilities Main Hall	4,455.49 (note4)	5,369.77
Utilities Youth Centre	2,034.59	1,958.45
Total Expense	<u>32,464.00</u>	<u>31,243.95</u>
Total Income	<u>32,597.18</u>	<u>32,482.67</u>
Profit/(Loss) for the Year:	<u>133.18</u>	<u>1,238.72</u>



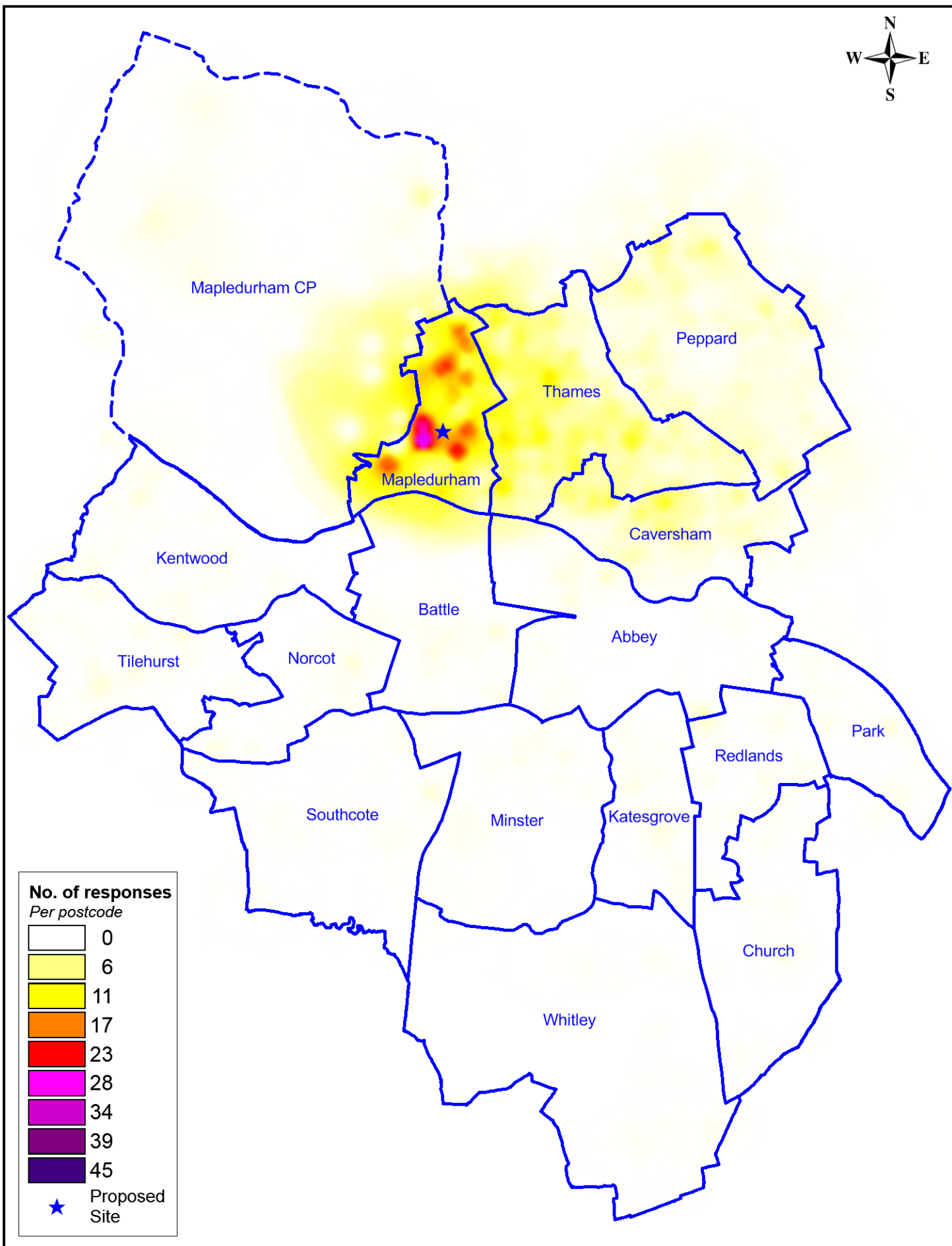
Fit4All

A proposal to make Mapledurham Playing Fields fit for all without losing land

Shiplake Memorial Hall and Institute Charity # 304360

Income and Expenditure Account

	Year to end of	31-December-15	31-December-14
Income			
Hire of Hall		29,915	26,702
Nursery		1,858	1,858
Hire of Sports Fields		3,393	3,528
Investment Income		981	1,006
Interest on Deposits (gross)		238	261
Flat Rent		9,000	9,000
Donations	0		100
Phillimore Charitable Trust	2,000		2,000
		<u>2,000</u>	<u>2,100</u>
Total Income		<u>47,385</u>	<u>44,455</u>
Expenditure			
Wages		8,273	7,307
Water		1,814	1,209
Insurance		2,092	2,157
Electricity		822	2,345
Electricity		-1,627	-1,667
Gas		4,364	3,367
Building repairs (Note 2)		7,690	9,346
Playing Fields and Gardens		383	1,354
Telephone		673	538
Cleaning		2,740	2,292
Sundry		180	336
Performing Right / Licences		633	346
Total Expenditure		<u>28,037</u>	<u>28,930</u>
Cash Generated from Operations		19,348	15,525
Depreciation of Building Improvements		8,890	9,780
Depreciation of Fixtures and Fittings		8,455	8,455
SURPLUS for the Year		<u>2,003</u>	<u>-2,710</u>
Transfer to Maintenance reserve		0	0
Transfer to General reserve		<u>2,003</u>	<u>-2,710</u>



Title: Mapledurham Consultation



Date: 04/12/2017 Scale at A4: 1:46000

Produced by GIS & Mapping Services

Ref: 7223\G:\MID\CD\Ed & Comm\Mapledurham Consultation\Heat Map Dec 2017

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