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To: Councillor David Absolom (Chair),
Ayub, Ballsdon, Brock, Crisp, Duveen,
Hopper, Khan, Maskell, McDonald,
McGonigle, Page, Rodda and Singh

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15 November 2016

Your contact is: **Peter Driver - Committee Services**

**NOTICE OF MEETING -STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT COMMITTEE -
23 NOVEMBER 2016**

A meeting of the Strategic Environment, Planning and Transport Committee will be held on Wednesday 23 November 2016 at 6.30pm in the Council Chamber, Civic Offices, Reading. The meeting Agenda is set out below.

AGENDA

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1. DECLARATIONS OF INTEREST		
2. MINUTES OF THE MEETING OF THE STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT COMMITTEE HELD ON 13 JULY 2016		1
3. MINUTES OF THE MEETINGS OF THE TRAFFIC MANAGEMENT SUB-COMMITTEE OF 14 SEPTEMBER 2016		7
4. MINUTES OF OTHER BODIES		
(A) READING CLIMATE CHANGE MANAGEMENT BOARD - 8 JULY 2016		26
(B) JOINT WASTE DISPOSAL BOARD - 15 JULY & DRAFT MINUTES OF 30 SEPTEMBER 2016		29/33

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5.	PETITIONS		
	Petitions submitted pursuant to Standing Order 36 in relation to matters falling within the Committee's Powers & Duties which have been received by Head of Legal & Democratic Services no later than four clear working days before the meeting.		-
6.	QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC		
	Questions submitted pursuant to Standing Order 36 in relation to matters falling within the Committee's Powers & Duties which have been submitted in writing and received by the Head of Legal & Democratic Services no later than four clear working days before the meeting.		-
7.	DECISION BOOK REFERENCES		
	To consider any requests received by the Monitoring Officer pursuant to Standing Order 42, for consideration of matters falling within the Committee's Powers & Duties which have been the subject of Decision Book reports.		-
8.	REVISED LOCAL DEVELOPMENT SCHEME	BOROUGHWIDE	53
	A report seeking the Committee's approval of a revised Local Development Scheme, including the Minerals and Waste Local Development Scheme.		
9.	READING'S AIR QUALITY ACTION PLAN - CAMPAIGN TO REDUCE VEHICLE IDLING	BOROUGHWIDE	61
	A report seeking the Committee's approval for a proposed campaign to reduce vehicle idling within the Borough.		
10.	ANNUAL CARBON FOOTPRINT REPORT, 2015/16	BOROUGHWIDE	68
	A report informing the Committee of continued reduction in the Council's emissions of carbon and greenhouse gases.		
11.	READING CLIMATE CHANGE STRATEGY 2013-2020: PERFORMANCE REPORT TO MARCH 2016	BOROUGHWIDE	89
	A report on progress made towards the targets in Reading's Climate Change Strategy 2013-2020, which sets out a vision for Reading to be at the forefront of developing solutions to climate change and for low carbon living to be the norm.		

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| 12. | A33 MRT PHASES 1b-4: SCHEME APPROVAL | BOROUGHWIDE | 150 |
| | A report informing the Committee of the ongoing procurement process for the implementation of Phases 1B & 2 of the South Reading Mass Rapid Transit (MRT) Scheme and seeking delegated authority to enter into a contract. | | |
| 13. | ROAD MARKING TERM CONTRACT 2017-2022 - DELEGATED AUTHORITY FOR CONTRACT AWARD. | BOROUGHWIDE | 155 |
| | A report informing the Committee of the procurement process for the Road Marking Term Contract 2017-2022 and seeking delegated authority to enter into a contract. | | |
| 14. | TERM BRIDGE MAINTENANCE (WORKS) TERM CONTRACT 2017-2021 - DELEGATED AUTHORITY FOR CONTRACT AWARD. | BOROUGHWIDE | 159 |
| | A report informing the Committee of the procurement process for the Bridge Maintenance (Works) Term Contract 2017-2021 and seeking delegated authority to enter into a contract. | | |

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STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT COMMITTEE
13 JULY 2016

Present: Councillors D Absolom (Chair), Ayub, Ballsdon, Chrisp, Duveen, Khan, Maskell, Page, Rodda and Singh.

Apologies: Councillors Hopper, McDonald and McGonigle.

2. MINUTES

The Minutes of the meetings held on 5 April and 25 May 2016 were confirmed as a correct record and signed by the Chair.

3. MINUTES OF TRAFFIC MANAGEMENT SUB-COMMITTEE

The Minutes of the meeting of the Traffic Management Sub-Committee held on 15 June 2016 were received.

4. MINUTES OF OTHER BODIES

The Minutes of the meetings of the Joint Waste Disposal Board of 15 January and 8 April 2016, and the Minutes of the meeting of the AWE Local Liaison Committee of 23 March 2016 were submitted.

Resolved: That the Minutes be noted.

5. QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC

A question on the following matter was asked in accordance with Standing Order 36.

Questioner	Subject
Councillor Rodda	Potential job losses arising from employers moving out of the area and the Council's work with partners to create and protect jobs and promote Reading as a business location.

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

6. NATIONAL AIR QUALITY PLAN

The Director of Environment and Neighbourhood Services submitted a report on changes to the National Air Quality Plan resulting from legal action against the UK for breaches of the EU Directive for Air Quality. The report explained that consultation had been carried out on proposed changes and officers had presented a paper to the Committee on 24 November 2015 outlining the Council's response (Minute 27 refers). The report recommended that the Council remained committed to delivering the Air Quality Plan, as updated in 2015, and continued to explore, with partners, innovative ways to improve Air Quality for residents and visitors of Reading.

The update of the Air Quality Action Plan was appended to the report.

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The report detailed the local context, explaining how measures within the Council's revised Air Quality Action Plan would improve air quality across Reading, specifically targeting action on key pollutants of concern. The report explained that modelling indicated that Reading would be compliant with national Nitrogen Dioxide targets by 2020 and this meant that a Clean Air Zone would not be compulsory for Reading. However it would be open to local authorities to adopt Clean Air Zones on a voluntary basis and a national framework for Clean Air Zones was to be published to enable a consistent approach to be adopted across participating areas.

The report stated that in addition to the detailed Air Quality Action plan, officers continued to work with partners to explore options to improve reading's Air Quality, which included reviewing an approach to vehicle idling across the Borough and reviewing the Hackney Carriage Vehicle Emissions Policy.

Resolved:

- (1) That the current National Air Quality Plan be noted;
- (2) That the Council's ongoing commitment to delivery of the local Air Quality Action Plan and work with partners to explore innovative solutions to improve Air Quality in Reading be noted.

7. DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT VS WEST BERKSHIRE DISTRICT COUNCIL AND READING BOROUGH COUNCIL: REPORT OF THE JUDGMENT OF THE COURT OF APPEAL AND IMPLICATIONS FOR THE OPERATION OF THE COUNCIL'S AFFORDABLE HOUSING POLICIES

The Director of Environment and Neighbourhood Services submitted a report advising the Committee of a recent Court of Appeal judgment in a case where the Secretary of State had challenged a High Court judgment regarding the Secretary of State's Written Ministerial Statement (WMS) to Parliament.

The report explained that West Berkshire Council and Reading Borough Council had applied for judicial review of the Secretary of State's WMS to Parliament on changes to national planning policy. The changes had sought to exempt developments of 10 or fewer dwellings from planning obligations for affordable housing and social infrastructure contributions and to introduce a new measure known as Vacant Building Credit. The policy changes set out in the WMS had been accompanied by amendments to the section on Section 106 agreements in the National Planning Practice Guidance (NPPG).

The report stated that the High Court had found in favour of the challenge on 31 July 2015 and quashed the amendments to the NPPG. However, the Secretary of State had appealed the judgement and the Court of Appeal had now quashed the decision of the High Court.

The report explained the implications for the Council of the reinstated amendments to the NPPG and proposed how the Council would implement its policies, in particular Policy DM6 of its Sites and Detailed Policies Document, in relation to this new national guidance.

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The report explained that there were currently about 60 planning applications to which policy DM6 on affordable housing applied and that many of these had been held in abeyance at the applicants' request pending the decision of the Court of Appeal. The Council would now need to make decisions on those applications and the WMS would be a material consideration in their determination.

The report provided a detailed interpretation of the Council's affordable housing policies in light of the new government guidance and described a number of options for the future interpretation of Policy DM6.

The report concluded that the Council should continue to implement Policy DM6 as indicated in the Sites and Detailed Policies Document and as interpreted in the Affordable Housing Supplementary Planning Document but excluding proposals that solely involved the conversion on an existing property, where the conversion involved the provision of 10 or fewer dwelling units (i.e. not HMOs), or the replacement of dwellings by the same number of replacement dwellings where there was no net increase.

In discussion the Committee was mindful of the overall estimated level of Affordable Housing Need set out in the Berkshire Strategic Market Housing Assessment, which provided an Objectively Assessed Need in Reading for 406 dwellings per annum, representing 58% of the overall housing need of 699 dwellings per annum.

Resolved:

- (1) That the judgment of the Court of Appeal be noted;
- (2) That the interpretation, set out in paragraphs 4.12-4.25 of the report, of the Committee's adopted policies on the provision of affordable housing in the future determination of planning applications where Policy DM6, in particular is relevant, be approved;
- (3) That Option 2, as set out in paragraph 4.21 of the report, be applied as the basis for determining planning applications where Policy DM6 is relevant;
- (4) That any application involving the application of the vacant building credit be considered on its own merits to assess whether local circumstances in a particular case justify not applying the vacant building credit as an exception to the national policy as indicated in paragraph 4.26 of the report;
- (5) That a review of the Council's Community Infrastructure Levy Charging Schedule be undertaken in due course in the light of the significant impact that these changes were likely to have on the viability of development.

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8. EMPLOYMENT AND SKILLS PLANS - ANNUAL PROGRESS REPORT

The Director of Environment and Neighbourhood Services submitted a report informing the Committee of progress on implementing Employment and Skills Plans, which were required for all major developments within the Borough under the Employment, Skills and Training Supplementary Planning Document adopted by Cabinet in April 2013.

The report provided details of the good ongoing process that had been made securing a variety of plans with both developers and end users. This was leading to very positive outcomes on the ground, during construction phase and in the end use of a development.

Resolved: That the progress in drawing up and implementing Employment and Skills Plans for major developments be noted.

9. SOLAR COMMUNITY SCHEME - SHARE PURCHASE

The Director of Environment and Neighbourhood Services submitted a report seeking delegated authority to officers to purchase shares in the Solar Community project being developed by Reading Community Energy Society (RCES).

The report explained that RCES had been formed to install solar panels on to a number of community buildings in Reading and was seeking to raise up to £450,000 of equity financing through a share issue to cover the costs of installation of the systems. This amount would be dependent on the number of systems RCES was able to progress and was likely to be a lower figure.

The report proposed that the Council purchase £10,000 of shares but in the event that the full quota of shares was not purchased by the public, that the Council purchase the remaining shares up to a total of £100,000.

The following appendices were attached to the report:

Appendix 1 - Share offer

Appendix 2 - Risk Table

Appendix 3 - Performance of Other Schemes

Resolved:

- (1) That the Head of Finance in consultation with the Director of Environment and Neighbourhood Services and the Lead Councillor for Strategic Environment, Planning and Transport be granted delegated authority to purchase up to 100,000 (value £100,000) shares in Reading Community Energy Society according to the terms laid out in the share offer.

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10. MAJOR TRANSPORT & HIGHWAYS PROJECTS: UPDATE

The Director of Environment and Neighbourhood Services submitted a report providing an update on the current major transport and highways projects in Reading, namely:

- Reading Station Area Redevelopment and associated highway works at Cow Lane Bridges
- Thames Valley Berkshire Growth Deal Schemes: Green Park Station, Reading West Station upgrade, Southern and Eastern Mass Rapid Transit, Eastern park and Ride, national Cycle Network Route 422, and Third Thames Bridge.

The report provided details of progress and key programme dates associated with each of these schemes.

The report explained that Policy Committee on 11 April 2016 had given scheme and spend approval for Phase 1A of the South Reading Mass Rapid Transit (Minute 102 refers) and this work was due to commence on site in July 2016 for a period of three months. The initial phase of works would involve construction of a series of bus lanes between the A33 junction with Imperial Way and the existing bus priority provided through M4 Junction 11. Tenders had been returned for Phase 1A above the initial approved budget for this phase of the scheme and accordingly the Committee was invited to authorise a revised spend approval. The report stated that a review of Phases 1A, 1B and 2 of the Scheme had been undertaken, resulting in an adjusted budget profile.

Resolved:

- (1) That the report be noted;
- (2) That spend approval be provided for the revised budget for Phase 1A of the South Reading MRT scheme;
- (3) That officers be granted delegated authority to enter into a contract based on this approval and in accordance with the Policy Committee decision of 11 April 2016.

(Councillor Duveen declared an interest in the above item. Nature of Interest: Councillor Duveen's son was employed by Network Rail.)

11. APPOINTMENT OF DIRECTORS: READING TRANSPORT LTD.

The Interim Managing Director submitted a report requesting the Committee, acting as shareholder of Reading Transport Limited (RTL), to appoint directors to the RTL Board.

The report explained that there were vacancies arising from Mr D Sutton, Mr K Moffat and Mr F Connolly coming to the end of their four-year term and it was proposed to reappoint these three directors.

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Resolved: That Mr D Sutton, Mr K Moffat and Mr F Connolly be appointed as Directors of Reading Transport Ltd.

(The meeting started at 6.30pm and closed at 8.05pm).

Present: Councillor Page (Chair).
Councillors Davies, Dennis, Duveen, Hacker, Hopper, Jones, Terry, and White.

Apologies: Councillors Debs Absolom and McDonald.

22. FORMER TRANSPORT USERS' FORUM - CONSULTATIVE ITEM

(1) Questions

A question on the following matter was submitted, and answered by the Chair:

Questioner	Subject
Mark Drukker	Basingstoke Road/Buckland Road Junction

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

(2) Presentation - Pot Holes and Selection Criteria for Resurfacing

Sam Shean, Streetcare Services Manager, gave a presentation on Pot Holes and the Selection Criteria for Resurfacing. The presentation covered highways and drainage, maintenance, statutory duties, street cleaning operations, highway works and income generation and flood alleviation. The presentation also covered how roads were chosen for resurfacing, road surveys, road assessments and assessment criteria, the pothole implementation plan and the WDM Asset Management System.

At the invitation of the Chair, members of the public asked Sam questions on his presentation.

(A copy of the presentation slides was made available on the Reading Borough Council website).

Resolved - That Sam Shean be thanked for his presentation.

23. MINUTES

The Minutes of the meeting of 15 June 2016 were confirmed as a correct record and signed by the Chair.

24. QUESTIONS FROM COUNCILLORS

A question on the following matter was submitted, and answered by the Chair:

Questioner	Subject
Councillor White	Tackling Dangerous Double Parking on the Wokingham Road

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

25. PETITIONS

(a) Petition for Resident Permit Parking Scheme in Avebury Square

The Director of Environment and Neighbourhood Services submitted a report on the receipt of a petition from residents of Avebury Square, asking the Council to introduce a resident parking scheme in Avebury Square.

The petition read as follows:

'We, the undersigned, request that Reading Borough Council implement a Residents' Parking scheme in Avebury Square with the following elements:

- *Access to residents parking permits for all households, with on free permit per household and more available as per the Council's standard Scheme*
- *Waiting on the outside verge of the Square restricted to:*
- *Residents with valid permits, or*
- *Non-residents between the hours of 10am and 4pm, on all days of the week, for no more than 2 hours and with no return within 2 hours*
- *Protection to driveway entrances through the use of white H-bars*
- *No parking to be allowed on the inside of the Square at any time*

Ideally, we would like the double yellow lines needed on the inside of the Square to be narrower and a more subtle yellow than standard: we understand that the regulations would allow 50mm width and BS381C (Primrose) colour to be used, which would be less intrusive on the character of the Square.

We would be happy to discuss these requests with you or with Council officers, especially with regard to any detailed implementation questions that arise.

This request stems from a meeting of residents of the Square on 14th July at which the majority of the houses in the Square were represented, with a number of other residents expressing support. As the signatures below demonstrate, we are confident that the vast majority of residents of the Square will support the Council in implementing these proposals.

Yours faithfully'

The Sub-Committee discussed the report and agreed that Avebury Square, and particularly the points raised in the petition detailed above, should be included in the University and Hospital Area Study (see Minute 37 below).

Resolved -

- (1) That the report be noted;
- (2) That Avebury Square, and the points raised in the petition, be included in the University and Hospital Area Study;
- (3) That the lead petitioner be informed accordingly.

26. PETITION FOR TRAFFIC CALMING IN NORTHCOURT AVENUE - UPDATE

The Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on a petition that had been submitted to the 15 June 2016 meeting (Minute 4(g) refers) requesting the Council to introduce traffic calming measures in Northcourt Avenue.

The report explained that in response to the petition an automatic traffic count had been carried out on Northcourt Avenue on 24 August 2016 for the duration of a week. The result of the survey had indicated that the mean speed had been recorded as 28.3mph; this was the speed at which most drivers were travelling and was used by local authorities for speed limit setting. Based on the results, the average vehicle speed had complied with the speed limit. The duty of the highway authority was to ensure that the highway was as safe as reasonably practicable. This was achieved by using accident data that had been supplied by the police where the Council could identify a pattern of those locations that had the worst record. The accident statistics had been checked for Northcourt Avenue and no injury accidents had been recorded within its entire length during the previous 36 month period.

The report explained that many requests had been received for measures to address specific issues such as speeding vehicles and traffic calming but, there were insufficient funds to deal with every such request and therefore priority was given to those sites with an existing history of injury accidents where there was a causation factor that was treatable. The vast majority of drivers did drive responsibly, but there would always be a small minority of drivers who would not drive at an acceptable speed, whatever measures were placed on the road to encourage them to do so. It might be the case that speed enforcement was the only option but, the focus was on casualty reduction and prolonged enforcement was targeted at those roads that already demonstrated a poor safety record.

The report stated that speeding within residential streets had been shown to be one of the greatest concerns for those that lived there. Since the introduction of community initiatives both by the Police, Neighbourhood Action Groups (NAGs) and the Council's community liaison officers, concerns of vehicle speed and/or the perception of speeding was one of the most requested areas for action. Speeding was only enforceable by the Police although the Council was responsible for the highway and the implementation of traffic management initiatives. With increasing concern of speeding being expressed by residents the Council had developed a speed awareness strategy and had a list of locations where concern of vehicle speed had already been raised throughout the Borough and Northcourt Avenue would be added to this list. The speed awareness campaign had been designed to provide the Council with a factual view of vehicle speeds within those areas of concern. The deployment of vehicle activated signs would enforce the message that a speed limit existed and would encourage drivers to comply with that limit. Where higher speeds had been recorded the speed awareness campaign would use the data collected to determine and justify other possibilities, for example enforcement and/or changes in traffic management.

At the invitation of the Chair, Bob Castelijm, Chair Northcourt Avenue Residents Association, and Geoffrey Hawkins, Northcourt Avenue Residents Association, addressed the Sub-Committee on behalf of the petitioners.

Councillor Page read a statement on behalf of Councillor Pearce, Church Ward Councillor, thanking residents for their petition.

Resolved -

- (1) That the report be noted;
- (2) That Northcourt Avenue continue to be monitored as part of the Council's ongoing road safety strategy and that vehicle activated signs be used when possible as part of the speed awareness programme;
- (3) That the lead petitioner be informed accordingly.

27. HIGHMOOR ROAD JUNCTION WITH ALBERT ROAD - ROAD SAFETY UPDATE

Further to Minute 6 of the last meeting the Director of Environment and Neighbourhood Services submitted a report informing the Sub-Committee of works and meetings that had taken place to improve road safety at the junction of Highmoor Road with Albert Road, Caversham.

The report explained that at the last meeting it had been agreed that officers met with the Caversham and District Residents Association (CADRA) and the Highmoor Albert Road Campaign (HARC) to review the facts around the accidents that had occurred at the junction. Two meetings had taken place and had been constructive in exploring the evidence based on data for the junction; the data had included casualty data but, a broader discussion had taken place on vehicle speed and speeding. There was a perception locally that speed was an issue, particularly on Albert Road but, data that had been collected did not demonstrate this. The casualty data was consistent in showing that drivers were failing to stop at the STOP sign and colliding with vehicles travelling north on Albert Road. The accident data had clearly demonstrated this failure to stop indicating that Highmoor Road, when travelling east, suffered from a 'see through' problem. This was where drivers focus was beyond the junction with no acknowledgement that the junction existed.

The report stated that both CADRA and HARC would like some form of traffic calming measure within Albert Road with a raised table junction but, accident data did not suggest that collisions at the junction would be resolved by these measures. There appeared to be a local perception that visibility on the Highmoor Road eastbound approach was the cause of accidents but, the casualty data did not support this as it was consistently unfamiliar drivers on Highmoor Road that had resulted in people being hurt.

It had been accepted broadly by the representatives of both CADRA and HARC that the lining changes that had been carried out at the junction had been a positive development. Whilst this had improved the very final approach to the junction it was limited in its impact. It was also agreed that the relatively limited amount of on-street parking should be removed allowing an extension of the new marking. Further discussions had included consideration for additional signing with the inclusion of an offside STOP sign and advanced STOP signing. There was no advanced STOP sign that could be applied but there were options for advanced signs of a junction ahead. There appeared to be some evidence of shadowing across the STOP sign during bright periods, the casualty data did not indicate that visibility was compromised due to the vegetation growth at the junction but officers remained open minded over the shadowing.

The report proposed that the double yellow line waiting restriction should be extended further back from the junction along with the dragons teeth marking. There was also a

good argument to clear all parking within the part of Highmoor Road between Buxton Avenue and the junction itself with Albert Road. The professional opinion was that as long as the junction remained a cross roads the risk of accidents resulting in casualties remained. The idea that had been presented by CADRA to close the east side of the Highmoor Road junction might be a more acceptable solution than the Council's original proposal, that had promoted a closure on the Highmoor Road west side approach to the junction with a dedicated bus only lane, but this had led to significant objections. The CADRA idea would keep Highmoor Road west-side open but would stop the cross movement into Highmoor Road east-side. Displaced traffic would then be dispersed along Albert Road rather than forced into Matlock Road and Buxton Avenue. This did not solve the visibility concern at the junction or the wider rat-running issue but completely eradicated the see through problem within Highmoor Road.

Since the dragons teeth marking had been applied a further CCTV survey had been carried out at the junction to evidence driver behaviour; the result of the survey had not been reviewed. If the process to remove parking and extend the road markings was approved a further CCTV survey would be carried out and if there was not sufficient evidence to demonstrate a positive change in driver behaviour the Sub-Committee might be asked to reconsider the two closure options. Any objections would be submitted to a future meeting and if this was the case then a further CCTV survey might not be completed until early 2017.

Simon Beasley, Network and Parking Services Manager, confirmed that he had met twice with representatives of CADRA and HARC since the last meeting and explained that the recommended action detailed in the report would ensure work continued to improve the Highmoor Road approach to the junction. He also showed the Sub-Committee a video from a dashboard mounted camera in a car approaching the junction on Highmoor Road travelling east, which showed the car approaching the junction on the wrong side of the road due to parked cars on Highmoor Road. The video also showed the new dragons teeth road markings. Removing the parked cars would mean drivers would be aligned on the correct side of the road when approaching the junction, the dragons teeth road markings would also be extended. The dragons teeth road markings had already improved the final approach to the junction and longer term issues included ensuring the road markings were well maintained. Other points that had been raised at the meetings with CADRA and HARC would require further research. Simon also showed the Sub-Committee information from 'CrashMap', a website that provided information on recorded injury collisions on the road, that showed two fatal accidents at the junction over a three year rolling period and two casualty accidents. Officers had also looked at the weather conditions when the accidents had occurred, on two occasions the weather had been fine and not particularly sunny and on another occasion it had been wet. Two of the accidents had taken place in the early evening and the fatal accident in May 2016 had occurred at 10.38am. Photographs of the junction on a bright sunny day had shown shading over the STOP sign. The local authority did have powers to address overhanging vegetation but this would be a lengthy legal process and it was suggested that it would be better to approach the residents directly. Going forward officers would continue to monitor the junction.

The Sub-Committee were also shown a series of photographs of the junction that had been taken by HARC.

At the invitation of the Chair Mike Johnson, HARC, and Paul Matthews, CADRA, addressed the Sub-Committee.

Mike Johnson, HARC, thanked the Sub-Committee and Simon Beasley for engaging with HARC and welcomed the improvements that had been made to the junction to improve visibility. He agreed with the proposal to extend the dragons teeth road markings and to the imposition of some restrictions on parking on Highmoor Road. However, the junction had two major defects it was 'see-through' and there were problems with sight lines, in addition there was evidence of two drivers going through the junction since the improvements had been made. HARC would also like to see the dragons teeth road markings on all the approaches to the junction and additional signs warning drivers that the junction was ahead with the aim of increasing awareness. During the previous two years there had been six serious accidents at the junction and one fatality, all the accidents had taken place between May and August and had been on clear days. It was believed that deep shading from trees during some times of the day were an issue and small changes to vegetation and fencing around the junction could make a big difference. The addition of speed cushions would also result in slower traffic, would act as an additional warning and would assist with the see-through issue. Slowing the traffic would give drivers more time to react. HARC supported the proposed waiting restrictions along Highmoor Road but believed that it was over too long a distance and should be restricted to 50 metres. HARC had also spoken to the residents around the junction and although it was likely that the over-hanging tree would be pruned the fence was only likely to be lowered if it was part of a package of improvements.

Paul Matthews, CADRA, told the Sub-Committee that drivers' eye photographs had shown that bright sunlight reduced the contrast between the road surface and road markings and that the STOP sign was heavily shaded by a tall tree but, that the sign did show up well in dull conditions. The dragons teeth road markings, that contained glass beads, had helped to restore the contrast in bright conditions but had not solved the problem of the shaded STOP sign and, although not a primary cause of accidents, the high speed of vehicles on Albert Road contributed to the severity of collisions. CADRA believed that the data that had been collected demonstrated clearly that the speed of Albert Road through traffic was unacceptably high. It was also suggested that the junction could be changed to a raised table junction.

The Sub-Committee discussed the report, asked questions and made a number of suggestions with regard to improving safety at the junction and in relation to the recommended action detailed in the report including shortening the length of the proposed parking restrictions, adding dragons teeth road markings to all approaches to the junction, adding speed cushions on Highmoor Road to the west and installing a sign further down the west side of Highmoor Road warning drivers of the approaching junction. It was agreed that a report be submitted to the January 2017 meeting on the suggestions and their associated costs.

Resolved -

- (1) That the report be noted;
- (2) That in consultation with the Chair of the Sub-Committee, the Lead Councillor for Strategic Environment, Planning and Transport and Ward Councillors, the Head of Legal and Democratic Services be authorised to carry out a statutory consultation and advertise the extension to the no waiting at any time restriction within Highmoor Road between the junctions with Albert Road and Buxton Avenue in accordance with the

Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996;

- (3) That, subject to no objections being received, the Head of Legal and Democratic Services be authorised to make the Traffic Regulation Order;
- (4) That any objections received following the statutory consultation be reported to a future meeting of the Sub-Committee;
- (5) That a report be submitted to the January 2017 meeting on the suggestions to improve safety at the Highmoor Road junction with Albert Road, including information on costs.

28. CYCLING INITIATIVES - FUNDING UPDATE

The Director of Environment and Neighbourhood Services submitted a report providing an update on funding that had been secured by the Council from the Department for Transport (DFT) for the delivery of Bikeability cycle training and the EU-funded incentivisation project EMPOWER.

The report explained that Bikeability was the national standard cycle training scheme in schools for children aged 10 and above. The purpose of Bikeability funding had shifted since the Council had started administering the scheme in 2009/10 when the volunteer programme had been phased out. Funding had initially focussed on the delivery of a combined Level 1 and 2 course enabling children to learn to ride in a playground environment before being taken on-carriageway to build their skills and confidence in trafficked conditions. In 2012 funding had been secured for the delivery of Bikeability Level 3 enabling trainees aged eleven plus to improve their skills developed as part of the Level 2 course, including the opportunity to tackle busier and more complex junctions that might be encountered when riding independently to secondary school.

A DFT announcement had recently confirmed funding for the period September 2016 to March 2020 to the value of £189,469. The dedicated DFT grant would enable the Council to continue to deliver on the core Bikeability scheme that had been previously delivered and offered new modules to further develop trainees' cycle skills and extend the benefits of Bikeability to younger children. Bikeability Level 1 would be offered to children aged 8 and above and would be supported by Learn to Ride for children who were transitioning to ride a two wheeler with pedals or adults that were unable to cycle. Other modules aimed at children would teach them how to maintain their bicycle, subsidise recycled bikes and fund promotional events and campaigns.

The report explained that the Council had been accepted onto the EMPOWER EU Project as a Take Up City which had included an award of €100,000 to incentivise cycling in the Borough. The project set out to reduce substantially the use of conventionally fuelled vehicles by adopting a 'reward rather than punishment' approach. EMPOWER would use positive incentives delivered through smart phone technologies to persuade people to make modest shifts in their transport choices.

The project had four components which worked together as a package:

- Recruitment - Using special events to encourage people to find out about how they could start cycling more;

- ICT - It had been proposed that the BetterPoints Smartphone App, already used in the Borough, would be developed to enable potential cyclists to log cycling journeys on a dashboard, to get information on journeys made and to receive personalised messages;
- Incentives - Prizes, points and competitions would be developed across the project period from September 2016 to July 2017 to encourage people to take up cycling;
- Marketing - The aim would be to increase awareness of the project to everyone including car drivers with the aim of encouraging people to take up cycling as a new means of travelling and to set up workplace challenges to encourage cycling.

Work would be progressed collaboratively with the project team and with other organisations and community groups in the Borough to draw up a package of initiatives to incentivise people who currently did not cycle to take up cycling, including people who had recently moved to the town and those seeking work. The EMPOWER project would run until July 2017 and therefore would not be affected by the recent EU referendum result.

Resolved - That the report be noted and the Council participate in Bikeability cycle training and the EMPOWER EU project.

29. RAISED TABLE JUNCTION AT THE ENTRANCE TO THE WELLS HALL DEVELOPMENT, UPPER REDLANDS ROAD

The Director of Environment and Neighbourhood Services submitted a report on a review of the access arrangements that had been proposed for the Wells Hall development which had proposed a raised table junction at the junction of Upper Redlands Road/New Road/site access road. The report also sought approval to carry out a Statutory Consultation on the introduction of the raised table junction. A proposed design and location plan was attached to the report at Appendix 1.

The report explained that on 6 February 2013 the Planning Applications Committee (Minute 89 refers) had permitted the outline application (access only) for the demolition of all existing buildings, halls of residence and associated buildings and the redevelopment of the site to provide 34 dwellings, open space, landscaping, access to Upper Redlands Road and all associated works. The reserved matters planning application had since been permitted and works were currently commencing on site. The main access for the development would be from a new access road located directly opposite New Road. A crossroads would be created and a raised table installed on Upper Redlands Road to reduce vehicle speeds. The design of the junction and the creation of the cross roads were all in accordance with the criteria within the DfT, The Manual for Streets, 2007, which was the national design guide for Residential/Urban Roads.

Resolved -

- (1) That the report be noted;
- (2) That in consultation with the Chair of the Sub-Committee, the Lead Councillor for Strategic Environment, Planning and Transport and Ward Councillors, the Head of Legal and Democratic Services be authorised to carry out a statutory consultation and advertise the proposed raised table at the junction of Upper Redlands Road / New Road / site access road shown in Appendix 1 in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996;

- (3) That subject to no objections being received, the Head of Legal and Democratic Services be authorised to make the Traffic Regulation Order;
- (4) That any objections received following the statutory consultation be reported to a future meeting of the Sub-Committee.

30. MINSTER STREET - EXTENTION TO BUS ONLY RESTRICTION OPERATIONAL HOURS

The Director of Environment and Neighbourhood Services submitted a report asking the Sub-Committee to approve the request to advertise for an overnight (7pm to 7am) extension to the operational hours of the bus only restriction in Minster Street.

The report explained that there had been a long standing public safety concern during the night time economy period with the popularity of the bars within Gun Street, which was an historic street with relatively narrow footways and, due to the popularity of the night time economy, many people moved around the area. It was a regular occurrence that people encroached on the carriageway which raised very real public safety concerns.

During the restricted times between 7am and 11am and again between 4pm and 7pm Minster Street could only be used legally by buses, taxis and those that needed access. Unrestricted, 11am to 4pm and overnight between 7pm and 7am, Minster Street became a through route across the town centre area from east to west. By closing Minister Street to through traffic overnight, between 7pm and 7am, vehicle movements would be reduced thus improving the safety of large numbers of people using the narrow footways. The Council had been enforcing Minister Street for many years and had ensured that access was maintained for residents and others who needed access to the area. This change would not only help to improve the public safety concerns but also benefit the wider area by closing off a through route across the town centre.

Resolved -

- (1) That the report be noted;
- (2) That in consultation with the Chair of the Sub-Committee, the Lead Councillor for Strategic Environment, Planning and Transport and Ward Councillors, the Head of Legal and Democratic Services be authorised to carry out a statutory consultation and advertise the extension to the operational hours of the bus only restriction of Minister Street to include the 7pm to 7am overnight period in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996;
- (3) That subject to no objections being received, the Head of Legal and Democratic Services be authorised to make the Traffic Regulation Order;
- (4) That any objections received following the statutory consultation be reported to a future meeting of the Sub-Committee.

31. TOWN CENTRE PAY & DISPLAY EXPANSION

The Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with proposals to increase the number of Pay and Display parking bays in the town centre following an officer review of parking availability and existing waiting

restrictions. A series of plans showing the alterations that had been proposed by officers was attached to the report at Appendix 1.

The report explained that officers had conducted a review of the existing on-street Pay and Display parking provision in the town centre, with consideration for any areas where bays could be increased in length, or new bays added. On street Pay and Display bays provided a short stay, high turnaround parking solution that was beneficial to local businesses and customers of the town centre. They also offered free parking for blue badge holders. The proposals were a combination of bay extensions, new bays and changes to existing parking restrictions and in total would provide space for an additional 70 Pay and Display parking spaces, based on an average car length of five metres. Due to the variation in car lengths the benefits were likely to be greater than this.

Resolved -

- (1) That the report be noted;
- (2) That the Head of Legal and Democratic Services be authorised to carry out statutory consultation and advertise the proposals illustrated in Appendix 1, in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996;
- (3) That, subject to no objections being received, the Head of Legal and Democratic Services be authorised to make the Traffic Regulation Order;
- (4) That any objections received following the statutory advertisement be reported to a future meeting of the Sub-Committee.

32. WATLINGTON STREET/SOUTH STREET - INFORMAL CONSULTATION

The Director of Environment and Neighbourhood Services submitted a report that summarised the results of an informal consultation that had been conducted by Abbey Ward Councillors, which had invited feedback regarding proposed measures to improve road safety, reduce speeding traffic and improve the local environment in Watlington Street and South Street. A summary of the consultation results was attached to the report at Appendix 1.

The report explained that in early July 2016 Abbey Ward Councillors had delivered an informal consultation letter to residents in Watlington Street (between Queens Road and London Road) South Street (between Sidmouth Street and Watlington Street), The Grove, Boulton Street and The Dell. The informal consultation had been conducted following the receipt of numerous complaints regarding the volume of speeding traffic, especially during peak hours, associated with cars rat-running between London Road and Sidmouth Street.

The consultation had proposed that a road closure at the junction of South Street and Sidmouth Street would remove the rat-running traffic and also improve road safety at the junction. In the five years between 2011 and 2015 there had been three accidents which had resulted in casualties at the junction of Watlington Street and London Road. During the same period there had been eight accidents which had resulted in casualties at the junction of South Street and Sidmouth Street. The consultation document had asked whether the residents would support a closure of the junction of South Street and Sidmouth Street, whether they would support a proposal for new road humps along Watlington Street

and invited any other comments or suggestions. With a relatively low response it had been difficult for officers to provide a clear recommendation but from the consultation results there had appeared to be more support for traffic calming through road humps. However, this did not solve the root cause of concerns which was rat-running traffic. Officers had therefore recommended that further consideration should be given to the feedback that had been received from the informal consultation and that other options were considered for the area.

Resolved -

- (1) That the report be noted;
- (2) That further consideration be given to the consultation feedback and that other options are considered for this area.

33. WEST READING TRANSPORT STUDY UPDATE

The Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with an update on progress with the West Reading Transport Study.

The report explained that the West Reading Study had been started in order to address issues of traffic and transport in Southcote and Coley Park, given the opportunity presented by developments at the Elvian School and the DEFRA sites. The study had presented initial ideas for the Southcote area at a public exhibition that had been held in St Matthews Church, Southcote Lane, on 14 July 2016. Visitors to the exhibition had been shown initial possible ideas and had been invited to offer comments. There had been 72 names on the exhibition sign-in sheet, 19 feedback forms had been completed and 77 post-it notes had been attached to the plans. An online consultation had been available until 26 August 2016 and had produced 19 responses. Five questions had been proposed on the feedback and online forms: main concerns, comments regarding proposals for traffic and parking, public transport, walking and cycling and further comments. The report detailed the feedback to each of the questions and stated that officers would consider the detailed responses to the consultations and produce definitive proposals that would be based on the concerns and feedback that had been received.

Resolved - That the report be noted and officers continue to work up specific proposals for transport projects in the study area.

34. LOWER CAVERSHAM 20MPH & PROSPECT STREET ZEBRA CROSSING

Further to Minute 5 of the last meeting, the Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with a proposal for a 20mph zone in Lower Caversham, following a number of petitions and requests for such a reduction in the speed limit in this area of the Borough. An illustration of a proposed Lower Caversham 20mph zone was attached to the report at Appendix 1 and an illustration for an extension of the proposed Lower Caversham 20mph zone was attached to the report at Appendix 2.

The report stated that following receipt of a petition at the June 2016 meeting asking the Council to review the safety and signage of the zebra crossing in Prospect Street, Caversham, the police report had confirmed that the incident causation factors were beyond the scope of any road or crossing improvement. The Council had received a number of requests and petitions for the introduction of 20mph limits in areas of Lower

Caversham and, in particular, the central area that included Prospect Street, Church Street and Church Road. However, officers also believed that the residential streets leading from these main roads required consideration for possible inclusion in a wider 20mph zone.

The report explained that as a single, large zone, the area would require very few 'gateway' 20mph zone entrances/exit signs. Following the publication of the Traffic Signs, Regulations and General Directions 2016, it had been confirmed that such signs did not require illumination which would reduce significantly the installation and maintenance cost. However, the required traffic calming measures, such as '20' roundels' would likely be a significant cost due to the frequency in which they would need to be installed within the zone.

Officers had recommended that they met with Ward Councillors and CADRA to discuss the limits of the zone and would submit an update report to a future meeting. Officers had recommended that the Eastern Area 20mph zone was completed before proceeding further with the proposals for a Lower Caversham 20mph zone. Implementation of the zone would be subject to agreement by the Sub-Committee to proceed to statutory consultation, the results of the statutory consultation and funding having been identified. Should external funding become available officers would like to explore measures to improve further the experience for pedestrians and cyclists in the central Caversham area in consultation with Ward Councillors and CADRA. These measures could include the installation of footway-level pedestrian crossings.

Resolved -

- (1) That the report be noted;
- (2) That officers meet with Ward Councillors and CADRA to discuss the limits of the proposed zone;
- (3) That the Eastern Area 20mph zone is completed before proceeding further with the proposals for a lower Caversham 20mph zone.

35. PETITION FOR A ZEBRA CROSSING ON GOSBROOK ROAD - UPDATE

Further to Minute 7 of the last meeting, the Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with the results of the statutory consultation for the proposed alterations to parking restrictions, which would be required for the future installation of the crossing facility and the outline design for the crossing. The results of the consultation and an illustration of the changes to the parking bays that had been proposed in the statutory consultation was attached to the report at Appendix 1 and an outline design for the crossing was attached to the report at Appendix 2.

The report stated that alterations to the existing parking bays would be required to accommodate a proposed footway build-out into the carriageway and to provide the required visibility of oncoming traffic for waiting pedestrians. Officers had included these proposed parking restriction alterations in the statutory consultation for the 2016A Waiting Restriction Review Programme, to minimise the cost of the element of work. The Council had received five objections to the proposed parking bay changes, of which four had related to concerns about reducing parking space for parents to drop off/pick up children

at the temporary site of The Heights Primary School. The remaining objection had related to the proposed crossing and a reduction in parking for Christchurch Meadows.

The report explained that the crossing could not be delivered without a reduction in the length of the parking bays on either side and the installation of the crossing was still subject to funding being available. Officers would not propose altering the existing bays until funding for the crossing had been identified and the crossing was considered to be deliverable. Depending on the final design of the crossing it might be possible to reduce the length of bays that were affected and it was hoped that the installation of the crossing facility could remove one of the barriers to some parents allowing their children to walk or cycle to school and would have a wide catchment area for destinations on both sides of the river.

Resolved -

- (1) That the report be noted;
- (2) That the objections noted in Appendix 1 be considered, but the restrictions as per Item 4.6 be implemented;
- (3) That the Head of Legal and Democratic Services be authorised to seal the Traffic Regulation Order and no public inquiry be held into the proposals;
- (4) That the objectors be informed of the decision of the Sub-Committee accordingly;
- (5) That the proposed crossing proceeds to detailed design and implementation, once funding has been identified;
- (6) That the lead petitioner be informed accordingly.

36. WAITING RESTRICTION REVIEW - OBJECTIONS TO WAITING RESTRICTION REVIEW 2016 (A) & REQUESTS FOR WAITING RESTRICTION REVIEW 2016 (B)

The Director of Environment and Neighbourhood Services submitted a report informing the Sub-Committee of objections that had been received in respect of the traffic regulation order, which had recently been advertised as part of the waiting restriction review programme 2016A. This had involved proposed implementation and amendments of waiting restrictions at various locations across the Borough. The report also provided the Sub-Committee with the forthcoming list of requests for waiting restrictions within the Borough that had been raised by members of the public, community organisations and Councillors since March 2016.

The report recommended that the list of issues that had been raised for the bi-annual review should be investigated fully and Ward Councillors consulted. Upon completion of the Ward Councillor consultation, a report would be submitted to the Sub-Committee requesting approval to carry out the Statutory Consultation on the approved schemes. A summary of letters of support and objections that had been received to WRR 2016A, along with officer comments, were attached to the report at Appendix 1 and the requests for the waiting restrictions review programme 2016B were attached to the report at Appendix 2.

At the invitation of the Chair Mr Alexander Kebby-Jones, resident of Belgravia Court, addressed the Sub-Committee in respect of the proposal for Southcote Lane.

Resolved -

- (1) That the report be noted;
- (2) That the objections in Appendix 1, with the appropriate recommendation to either: implement, amend or reject the proposals be noted;
- (3) That the Head of Legal and Democratic Services be authorised to seal the resultant Traffic Regulation Order and no public inquiry be held into the proposals;
- (4) That the objectors be informed of the decision of the Sub-Committee accordingly;
- (5) That the following proposals made under the waiting restriction review 2016A, as set out in Appendix 1, be implemented:
 - Gosbrook Road;
 - Ennerdale Road;
 - Overdown Road;
 - Wealdon Way;
 - Shared use bays Newtown area;
 - Green Road;
 - Mayfair;
- (6) That the following proposals made under the waiting restriction review 2016A, as shown in Appendix 1 be amended:
 - (i) Battle Square - remove the proposed No Waiting at Any Time, on the corner of Battle Square and Audley Street;
 - (ii) Romany Close - defer to the next meeting;
 - (iii) Southcote Lane - defer to a future meeting pending further discussion with residents;
- (7) That the requests made for waiting restrictions as shown in Appendix 2 be noted and that officers investigate each request and consult on their findings with Ward Members;
- (8) That, should funding permit, a further report be submitted to the Sub-Committee requesting approval to complete the Statutory Consultation on the approved schemes.

37. UNIVERSITY & HOSPITAL AREA STUDY - UPDATE

Further to Minute 13 of the last meeting, the Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with an update on the latest position with regard to the identification of transport issues and potential solutions in the residential areas around the University and Royal Berkshire Hospital. Plans of the proposed parking schemes were appended to the report.

The report explained that since the last meeting officers had continued to investigate a type of residents parking scheme where marked parking bays were not necessary which would be appropriate for Foxhill Road, Cardigan Road, Cardigan Gardens, Donnington Road, Blenheim Road, Hatherley Road, Donnington Gardens and Blenheim Gardens. Officers had discovered a new scheme in Coventry where similar problems existed and they had applied a residents parking scheme where marked bays were not applied and 'gateway signs' were displayed notifying road users where the residents parking scheme commenced. This model would be appropriate for the roads detailed above but, the standard 'shared use' residents parking scheme was not possible with this model and if a scheme was approved, following consultation, residents of the streets would be required to use their visitor permits for short or long term visitors.

If agreed, a new Statutory Consultation would have to take place on the proposed new residents parking scheme in the roads detailed above and it had been proposed that the following further items were including in the Consultation:

- Parking protection (Double yellow lines) in Avebury Square and Lancaster Close;
- New shared use residents parking scheme in Addington Road between Alexandra Road and Erleigh Road;
- New shared use residents parking scheme in Erleigh Road between Alexandra Road and Addington Road.

The Statutory Consultation would take place in early October 2016 for a period of 21 days and consultation notices would be placed on-street within the consultation area, alongside promotion via the Council's website and social media. If objections were received these would be submitted to the next meeting. If no objections were received the new proposals the suspended proposals that had been detailed in the report submitted to June 2016 meeting would proceed to implementation early in 2017.

At the invitation of the Chair Mr Andrew Last, resident of Avebury Square, and Councillor Gavin, Redlands Ward Councillor, addressed the Sub-Committee.

The Sub-Committee discussed the report and agreed that Lancaster Close and Avebury Square (see Minute 25(a) above) should be included in the proposals.

Resolved -

- (1) That the report be noted;
- (2) That in consultation with the Chair of the Sub-Committee, the Lead Councillor for Strategic Environment, Planning and Transport and Ward Councillors, the Head of Legal and Democratic Services be authorised to carry out a statutory consultation on the proposed new waiting restrictions as shown on Appendix 1, 2, 3 & 4 and in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996 and subject to the inclusion of Lancaster Close and Avebury Square;
- (3) That subject to no objections being received, the Head of Legal and Democratic Services be authorised to make the Traffic Regulation Order;

- (4) That any objections received following the statutory consultation be reported to a future meeting of the Sub-Committee;
- (5) That in consultation with the Lead Councillor for Strategic Environment, Planning and Transport and Ward Councillors, the Head of Transportation and Streetcare be authorised to make minor alterations to the proposals following the Statutory Consultation process.

38. SCHOOL EXPANSION AND SUSTAINABLE TRANSPORT UPDATE (E P COLLIER SCHOOL)

Further to Minute 14 of the last meeting, the Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with an update on the progress that had been made towards encouraging sustainable travel to schools through the development of new Travel Plans for the primary schools that were currently expanding.

The report stated that, further to Minute 83 of the meeting held on 10 March 2016, it had been proposed to up-grade the pedestrian crossing across Caversham Road by York Road to a 'PUFFIN' crossing. This was particularly relevant as the crossing could be used by groups of parents and school children of EP Collier School. The pedestrian crossing further along Caversham Road by the Richfield Avenue roundabout had been up-graded to a PUFFIN during the summer of 2015. The cost of the upgrade was estimated to be no more than £50K and this work along with the introduction of a 20mph speed limit, as agreed at the March 2016 meeting, was expected to improve active and sustainable travel to the school with reduced reliance on car travel. Some alterations surrounding the school had been implemented, such as, dropped kerbs and pedestrian barriers. In addition some waiting restrictions would require alterations and officers would consult with the Lead Councillor for Strategic Environment, Planning and Transport and Ward Councillors before carrying out Statutory Consultation. Any objections would be submitted to the next meeting. Officers had also used the scheme as chance to de-clutter any signs that were no longer needed within the area.

The report explained that the work to implement a wider coverage of 20mph around EP Collier School had been delayed slightly. The introduction of 20mph had been subject to specific requirements as defined by the Traffic Signs Regulations and General Directions (TSRGD) which the Government had finally brought into force on 22 April 2016. Now that the TSRGD had been revised the lower speed limit could be promoted with confidence that it was affordable and enforceable within areas such as this. The 20mph zone had been set to go out to Statutory Consultation to commence on 8 September 2016 and any objections would be submitted to the next meeting.

Resolved -

- (1) That the report be noted;
- (2) That statutory consultation be carried out for new school zig zags outside EP Collier School to reflect the new school entrance and correspond with double yellow lines in the remaining spaces to aid traffic flow within the area.

39. MAJOR SCHEMES UPDATE

The Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with an update on the current major transport and highways projects in Reading, namely:

Reading Station Area Development

Cow Lane Bridges - Highway Works

The report stated that the original cost estimates to deliver the scheme had been based on utilising Network Rail's existing contractor responsible for the viaduct, who were already mobilised between the two bridges. Unfortunately, the CPO process had delayed the proposed programme and the contractor had left the site. Network Rail had engaged their consultants to complete a value engineering exercise alongside the likely main contractor in order to identify potential cost savings by redesigning and reducing the scope of certain elements of the project. The Council had been involved in the review, primarily to ensure the essential elements of the scheme were retained. The Council remained reliant on Network Rail in confirming a programme of works and Network Rail remained the lead organisation in delivering the project. The value engineering exercise had identified some potential areas where the overall project scope could be reduced without affecting the overall project objectives. The main points to note related to the pedestrian facilities to cross the road between both bridges, a subsequent new layout to include a zebra crossing and a request by Network Rail to close Cow Lane throughout the duration of the works, which had been rejected by the Council. Final designs would now be prepared by Network Rail's consultant, with a more detailed presentation of the final layout expected in September 2016. It was also likely that Network Rail would be able to confirm the programme of works at this point.

Thames Valley Berkshire Growth Deal Schemes

Green Park Station

It had been agreed by the Berkshire Local Transport Body in July 2016 that an additional £2.75m funding from the LEP's unallocated capital pot should be allocated to Green Park Station. This would ensure that passenger facilities at the station could be enhanced in line with the increased anticipated demand for the station due to the level of proposed development in the surrounding area. Discussions were on-going between the DFT and Great Western Railway regarding the availability of trains to serve the station but, the Berkshire Local Transport Body had agreed that the scheme should be progressed in line with the original programme.

Reading West Station Upgrade

The Council had been working with Great Western Railway and Network Rail to produce a Masterplan for significantly improved passenger facilities at Reading West Station. Delivery of the scheme had been split into two distinct phases, with Network Rail due to implement Phase 1 as part of their wider programme of works for electrification of the line between Southcote Junction and Newbury. Phase 2, which included improvements such as the station building on Oxford Road, was currently unfunded. However, officers would continue to seek funding for the scheme from all available sources, including a bid to the Local Growth Fund for which a decision was expected from Government in November 2016.

South Reading Mass Rapid Transit

A contractor had been appointed for construction of Phase 1A with works having commenced on site on 5 September 2016 for a period of three months. This initial phase of works would involve construction of a series of bus lanes between the A33 junction with Imperial Way and the existing bus priority provided through M4 Junction 11. The scheme would be achieved predominately by utilising space in the central reservations and realigning existing lanes where required. In addition, options for future phases of the South MRT scheme were currently being investigated to provide further bus priority measures between Island Road and the town centre. Phases three and four of the scheme had been ranked as the highest priority transport scheme in Berkshire for future funding from the Local Growth Fund and a decision was anticipated from Government in November 2016.

East Reading Park & Ride and Mass Rapid Transit

Work on the planning application for the scheme was being progressed with the objective of submitting the application towards the end of the year. A public drop-in session had taken place on Tuesday 19 July 2016 to gain feedback on the scheme prior to the summer holidays. The exhibition had also been on display at the Civic Offices. The initial consultation had been completed and feedback had been incorporated into the scheme design prior to submission of the planning application. Preparation for the full scheme business cases for the park and ride and Mass Rapid Transit schemes was being progressed and both assessments were anticipated to be submitted to the Berkshire Local Transport Body in November 2016 to seek full financial approval for each scheme.

National Cycle Network Route 422

Detailed design for the scheme was currently being carried out, focused initially on the provision of a shared path on the northern side of Bath Road between the Borough boundary and Berkeley Avenue. A programme of delivery of the full scheme was being agreed between project partners. However, it was anticipated that the works in Reading would be able to commence during the current financial year subject to detailed design work having been completed.

Third Thames Bridge

A group had been established to investigate the traffic implications and prepare an outline business case for the proposed bridge, led by Wokingham Borough Council and in partnership with Reading, South Oxfordshire District Council, Oxfordshire County Council, Thames Valley Berkshire LEP and Oxfordshire LEP. The Wokingham Strategic Transport Model was currently being updated to enable the modelling and business case work to be carried out and a bid had been submitted to the DFT to seek funding to carry out the next stage of the business case work for the scheme.

Resolved - That the report be noted.

(Councillor Duveen declared a non-pecuniary interest in this item. Nature of interest: Councillor Duveen's son worked for Network Rail)

40. EXCLUSION OF PRESS AND PUBLIC

Resolved -

That, pursuant to Section 100A of the Local Government Act 1972 (as amended) members of the press and public be excluded during consideration of Item 41 below, as it was likely that there would be disclosure of exempt information as defined in Paragraphs 1 and 4 of Part 1 of Schedule 12A of that Act.

41. APPLICATIONS FOR DISCRETIONARY PARKING PERMITS

The Director of Environment and Neighbourhood Services submitted a report giving details of the background to her decisions to refuse applications for Discretionary Parking Permits from a total of five applicants, who had subsequently appealed against these decisions.

Resolved -

- (1) That with regard to applications 1.2 a third discretionary permit be issued, personal to the applicants and charged at the third permit fee;
- (2) That the Director of Environment and Neighbourhood Services' decision to refuse applications 1.0 and 1.1 be upheld;
- (3) That with regard to application 1.4 a discretionary permit be issued, personal to the applicant;
- (4) That with regard to application 1.3, consideration of the application be deferred to the next meeting to allow officers time to seek further clarification.

(Councillor Terry declared a non-pecuniary interest in resolution (4). Nature of interest: Councillor Terry was employed by the applicant. Councillor Jones declared a non-pecuniary interest in this item. Nature of interest: Councillor Jones's partner, Councillor Terry, was employed by the applicant in resolution (4)).

(Exempt information as defined in Paragraphs 1 and 2).

(The meeting started at 6.30 pm and finished at 9.58 pm).

Minutes of Reading Climate Change Partnership board meeting

Friday 8th July 2016

Room G03 Henley Business School, Whiteknights, University of Reading

Present: Ben Burfoot, Dan Fernbank, Graciela Melitsko, Tracey Rawling-Chruch, Naomi Ashcroft, Chris Beales, John Booth, Jill Marston

Apologies: Paul Gittings, Tony Page, Chris Rhodes, Jonny Riggall

Previous Actions

LED streetlighting – Ben has not managed to arrange a further meeting with Councillor Page. Cllr Page has indicated at public meetings that the Council plans to stick with what it has. This is a concern because colour of light can have a detrimental impact on circadian rhythms. Ben indicated that the Council does consider frequency of light among other factors. As a result, £9m investment may not be optimum – certainly many hold the view that it's not best practice. Project is very significant in terms of carbon emissions reduction and perhaps other factors are outside our remit. Concerns have been well documented and raised, so not sure how much further we can take it.

Sub-group meeting with planners took place about the local plan issues and options paper and a good discussion took place, RCCP made an informal response setting out our position.

ACTION: Graciela to update through Ben on any relevant developments regarding the local plan

Ben indicated that the Council has written to the government about the impact on their ability to execute local policy after withdrawal of zero carbon homes programme.

Governance Framework

Dates from 2009. Mission doesn't match, needs to be updated. Some terminology needs to be updated and there is reference to programmes that no longer exist. LSP is open to RCCP being an active contributor. Dan would like to see reference to the LSP priorities made more explicit. John proposed reference to the action plan and Chris Beales wants to see reference to structure, for example RCAN. Frequency of meetings is now quarterly. The need for admin support should be mentioned.

ACTION: All to feed comments back to Ben. Ben to collect comments and revise to reflect current status

Relationship with partnership, action network and theme leads is somewhat confused. Dan is not sure how to find out who is involved in what and how RCCP intersects with RCAN. Extensive discussion confirmed there was much uncertainty.

ACTION: Tracey to prepare a one-page brand guide.

Chris Beales has offered to help with writing web content. Discussion about ways of sharing information eg during plan review consultations.

Admin assistant – dedicated part-time employee of RBC, funded by and reporting in to RCCP. 20 hours per week base with option for more hours on an ad hoc basis. More than an admin person.

ACTION: Ben to draft a job description.

Progress report

Generally status has deteriorated. Two themes are lacking an active lead. Changes to government policy and reduction of resources at RBC have had an impact. Report due to go to the council in the autumn. Chance to add a mid-term report that explains this. Too many actions, changed landscape and not all actions have an owner - we need a root and branch review of the entire strategy but this will need to be funded, whether Ben does it or a third party.

ACTION: Ben to approach his manager for clarification of how much resource the council can contribute to this process, then make a proposal for how to get it done.

Needs a pragmatic approach, streamlining what we already have rather than starting from scratch and recognising the external factors that limit what can be done.

Chris Beales highlighted the lack of an adaptation plan. Graciela has prepared an adaptation policy for Reading that we can draw on.

ACTION: Graciela to circulate it.

Mid-term review

Discussed need for both the Strategy and the Actions to be reviewed. BB suggested the Strategy would benefit from being more concise and he will speak to his manager re approach and priority. Likely to be a 'charged for' service to RCCP – whether BB resource or externally. JB suggested Strategy review first, followed by review of Action Plans

ACTION: BB to bring proposal back to next RCCP Board meeting

ACTION: JM to prepare summary report for LSP, extracting key points from report to RBC, on progress of Partnership – for Sept 2016 LSP meeting

Funding applications

Climate Talks – further funding proposal £400 agreed, Wind Turbine Talks – further £2,000 funding agreed, subject to feedback being provided on attendance of previous (and proposed) events and the timescales for the funding to be spent. Noted no formal budget review this meeting

ACTION: BB to present budget report to next RCCP meeting

Smart M4 – plans for J3 to J12 to become smart motorway using hard shoulder. Anticipated 19% increase in CO2 emissions by 2037. Also impact of longer journey times and impacts of increased heatwaves on health inc low level ozone

ACTION: JB to write to BB/DF outlining concerns, to enquire of RBC on their position and the opportunity to raise these concerns with the LEP

Climate UK – CB explained set up by former regional climate groups (e.g. Climate South East) as a resource-hosting platform. Potentially some good resources here, esp. re adaptation. Interested to consider RCCP making contribution to their circa £10k/annum hosting costs.

ACTION: CB to provide further info to Board on website, resources and potential value to RCCP, for further consideration

Reading Community Energy Society (RCES)

BB explained proposed use of LSP £80k funds; to support delivery/administrative costs for project, which will then boost the community benefit fund of RCES. BB explained the use of these

community funds are yet to be clearly defined, but good opportunity to influence with DF and 2 RBC Councillors on Board. DF explained on Board because of RCCP membership, but that his (and all) Directors must have a first priority to the business of RCES. DF clarified that this does not impact the existing funds available to RCCP, but means that the additional community funds that would have resulted from LSP-supported installs will now be managed by RCES.

Renewable Energy Strategy

BB advised progress to date has been limited and may need to look at alternative resource options

ACTION: BB to provide further update for next RCCP meeting

AOB

Reading Town Meal 1 October – agreed to consider sharing a stall, subject to RCCP admin support being in place

JB - Oxford Strategic Environmental Economic Investment Fund. Should RBC consider something similar? BB explained current ESIF funding has low carbon chapter.

ACTION: JB to write to BB further

GREN representation on Board – JB plans to step down as GREN secretary. Hopes to step down from RCCP Board once suitable alternative found, but will continue to support in the meantime. Will also be looking to step down as Low Carbon Theme Lead once alternative rep identified

ACTION: BB to consider review Low Carbon Theme Lead role

Climate Voices – event cancelled due to lack of schools take up, but hope to re-apply for model climate conference funding later in year

JOINT WASTE DISPOSAL BOARD
15 JULY 2016
(11.13 am - 12.45 pm)

Present: Bracknell Forest Borough Council
Councillor Dorothy Hayes MBE
Councillor Iain McCracken

Reading Borough Council
Councillor Paul Gittings
Councillor Liz Terry

Wokingham District Council
Councillor Anthony Pollock
Councillor Angus Ross

Officers Oliver Burt, re3 Strategic Waste Manager
Steve Loudoun, Bracknell Forest Council
Mark Smith, Reading Borough Council
Josie Wragg, Wokingham Borough Council

1. **Election of Chairman**

RESOLVED that Councillor Mrs Hayes be elected Chairman of the Joint Waste Disposal Board Management Committee for the 2016/17 Municipal Year.

2. **Appointment of Vice-Chairman**

RESOLVED that Councillor Terry be appointed Vice-chairman of the Joint Waste Disposal Board Management Committee for the 2016/17 Municipal Year.

3. **Apologies for Absence**

There were no apologies of absence.

4. **Declarations of Interest**

There were no declarations of interest.

5. **Minutes of the Meeting of the Joint Waste Disposal Board**

RESOLVED that the minutes of the meeting of the Joint Waste Disposal Board held on the 8 April 2016 be approved as a correct record and signed by the Chairman.

Arising on the minutes it was noted:

Minute 21 – There had been no progress with arranging a date to meet with DEFRA

Minute 38 – The Board will be visiting the Colnbrook Site nr Slough in September. It was requested that the visit coincided with the next Board meeting.

Minute 38 – Progress had been made in regards to agreeing a new haulage contract. A formal update would be brought to the next board meeting.

Minute 39 – The investigation of introducing a Smartcard system would be looked at after all the September changes had been implemented and an update on progress would be brought as an item to the next board meeting.

The Board commented that the introduction of the permits had gone really well so far and that the all staff had worked very hard to introduce the scheme as seamlessly as possible.

Oliver Burt reported to the Board that he had heard DEFRA intended to release a report over the summer regarding Rory Stewart's initiative on waste collection systems. It was a possibility that the report would recommend that Councils adopt one of three proposed collection formats for their household waste collections. Whilst this was a potential issue for the re3 councils in their capacity of collection authorities, the implications would also be of concern to the Board as it might have to alter the existing disposal arrangements in order to facilitate change. Any developments would be reported to the next meeting.

6. **Urgent Items of Business**

There were no urgent items of business.

7. **JWDB Progress report**

The Board received a report, which briefed the members on the progress in the delivery of the re3 Joint Waste PFI Contract and the re3 Strategy.

The first change at the re3 recycling centres had come into force on 1st July 2016. Over the first weekend (Friday 1st to Sunday 3rd July) 478 visitors across the two sites were denied access. It was reported that over the past two weeks, 2010 people had visited the two sites compared with 2863 visits over the same period of time last year. Even though there had been some complaints, which had been expected, it was thought that the introduction of the permits had gone well.

Web-cams were now in place at both Smallmead and Longshot Lane. Any impact on non commercial fly-tipping would be monitored across the Boroughs.

The Board agreed the need for a detailed discussion at a future meeting in relation to charges of permits for non-residents. For the timebeing they would be excluded.

It was also agreed that the officers would report to the next meeting whether FCC's increased exports of material could include other plastics.

The Chief Executive of FCC, Paul Taylor, would also to be invited to future meeting Board. Subject to availability it was suggested that this may coincide with the visit to the Colnbrook Site in September.

The re3 Strategy had been considered and approved by Wokingham Borough Council and Reading Borough Council. The Strategy would be going to Bracknell Forest's Executive on the 18th July for consideration.

RESOLVED that Members note the contents of the report.

8. **Waste Acceptance Protocol Report**

The Board received a report which updated the existing re3 Waste Acceptance Policy so that it reflects the requirements for the re3 Councils under prevailing conditions.

The re3 strategy, which was under the process of being adopted by the individual councils, identified that a reduction in the net cost of waste services as a key strategic objective for the re3 councils. In 2009 the councils had agreed the Waste Acceptance Protocol. The update of that policy was intended to support the need for significant reduction to the net cost of the council waste services.

As proposed at the end of September 2016 the formal changes to access to the re3 facilities would be introduced, including new arrangements for registering access for commercial and commercial type vehicles and charges to certain types of non domestic waste materials.

The Board was advised that the introduction of the registering requirement for commercial vehicles would help identify vehicles that are being used unlawfully to transport and dispose of business waste. In Oxford they run a similar scheme and had issued 36,000 permits for 26,000 commercial vehicles. It would only be possible to register commercial vehicles online as having the capability to register onsite would be operationally difficult and impact the savings made. The Board asked for an assurance that a good and comprehensive communication package would be put in place in advance, with in particular very clear signage being provided at the sites at the earliest opportunity.

Members were informed that there would be no options for cash payments at either site as this would be a security issue.

It was agreed that the proposed charges need to be checked to ensure that they recovered all associated costs and the amounts were logically rounded. Officers were also to take account of how to recover the costs of the use of credit cards.

RESOLVED that

- i. Members adopt the new Waste Acceptance Protocol for the re3 Recycling Centres.
- ii. Members agree that the new Waste Acceptance Protocol will come into force on 30th September 2016.
- iii. That Members agreed to the potential for review of the Waste Acceptance Protocol as described at 5.17 and 5.18.

10. Finance Report and Appendix

The Board received a report summarising the financial position of the joint waste PFI for the year 2016/17 to date and also to explore an alternative approach to the management of re3 Partnership finances in accordance with the re3 Strategy. The Board were also provided with reports on the operational performance in key areas of the re3 Partnership and other emerging issues.

5.7 to 5.19 of the report detailed how the Board worked parallel to the re3 Strategy and it was noted that assurance work is ongoing.

The Board noted that the recycling rates had fallen and requested that the Heads of Service meet with Oliver to investigate the reasons for this and whether it was a national trend.

Work was still progressing to agree a new Haulage contract; there were currently four bidders that had shown interest.

RESOLVED that

- i. Members note the financial and performance related information provided within this report and the intention to report on progress towards the re3 Strategy targets at each future meeting.
- ii. Members support further work being undertaken on the subject of an alternative approach to re3 Partnership finances and the re3 budget.

11. **Contractor Management Report**

The Board received a report which proposed a new and supplementary method of providing feedback from the re3 Partnership to FCC. The report proposed a course of action to ensure that the re3 Joint Waste PFI Contract continues to be fit for purpose as the needs and capacities of the re3 Councils change.

Since the Joint Waste PFI contract had been negotiated in 2006 additional strategic needs had been identified to address prevailing Council requirements. The re3 team had therefore considered means of working with the Contractor and engaging with the re3 Strategy.

There needed to be a modern perspective on contacts, resources and the capacity to change with the Contractor playing a greater role in light of the pressure on Council finances. A collaborative annual report card, within which the re3 Partnership will set the criteria and measures, will be produced and published.

Members suggested that the Officers hold a workshop with FCC to discuss the approach being proposed in order to ensure that there was mutual support and understanding as to the needs and intention. The key being that there needs to be a true partnership approach to any change.

RESOLVED that Members endorse the proposal described at 5.15 to 5.22 in the report for the purposes of further discussion with FCC.

CHAIRMAN

JOINT WASTE DISPOSAL BOARD
30 SEPTEMBER 2016
(10.55 am - 12.02 pm)

Present: Bracknell Forest Borough Council
Councillor Mrs Dorothy Hayes MBE
Councillor Iain McCracken

Reading Borough Council
Councillor Paul Gittings

Wokingham District Council
Councillor Anthony Pollock

Officers Oliver Burt, re3 Strategic Waste Manager
Steve Loudoun, Bracknell Forest Council
Mark Smith, Reading Borough Council
Josie Wragg, Wokingham Borough Council

Apologies for absence were received from:

Councillor Liz Terry, Reading Borough Council
Councillor Angus Ross, Wokingham Borough Council

12. Apologies for Absence

Apologies for absence were received from Councillor Terry and Councillor Ross.

13. Declarations of Interest

There were no declarations of interest.

14. Minutes of the Meeting of the Joint Waste Disposal Board

RESOLVED that the minutes of the meeting of the Joint Waste Disposal Board held on the 15 July 2016 be approved as a correct record and signed by the Chairman.

Arising on the minutes it was noted:

The Chairman and Clerk would be arranging the dates for next year's meetings.

Minute 21 – Oliver Burt proposed that the Board invite Thérèse Coffey to the Board Meeting in January.

Minute 38 – A briefing note regarding the new haulage contract was circulated to Members at the meeting.

Minute 39 – The introduction of a Smartcard system would be looked at in the future. It was thought that all the Councils were on different timescales for implementing this system and the Board and Officers would support if and when these changes went live.

Minute 5 – Due to the Ministerial change there had been no further developments in the DEFRA report regarding the Rory Stewart initiative which had been expected over the summer.

Minute 7 – The Contractor has been asked to contribute to a new report on the recycling of other plastics. This should look at the inclusion of other plastics in FCCs increased exports of materials. The report will be circulated to the Board as soon as it is available.

Minute 7 – An invitation will be sent to Paul Taylor inviting him to attend a future Board Meeting.

Minute 7 – The re3 Strategy had been approved by Bracknell Forest Council.

Minute 11 – Officers had not yet held a workshop with FCC this would be held in due course.

The Chairman asked for an agenda item on promoting the re3 brand be brought to a future Board Meeting.

15. Urgent Items of Business

There were no urgent items of business.

16. Progress Report

The Board received a report briefing them on progress in the delivery of the re3 Joint Waste PFI Contract.

Since non re3 residents had been denied access to re3 sites the overall tonnage in July and August had been reduced by 30% and 24% at Smallmead in comparison with the same months last year. At Longshot Lane, Bracknell, overall tonnage in July reduced by 15% but increased by 8% in August, compared to the same months last year however the latter figure had been affected by the clearing of all waste on site in advance of August Bank Holiday. The feedback from residents using the both sites had been largely positive with many commenting that the sites were now easier to use.

The second phase of changes were due to come into operation on the 30th September. Residents who wish to deliver their waste in commercial or commercial type vehicles would need to apply for a permit on the day before visiting the site and changes were also being introduced to cover the cost of certain types of waste.

Members had previously expressed a keen interest in the development of a smartcard to access the sites. It had however come apparent that the timescales for the adoption of corporate e-government systems were longer than originally believed and would require even more integration between re3 services and corporate systems.

It was reported that Wokingham Borough Councils Executive had just approved a business Plan for a 21st Century Council which was all about self service.

The Members discussed the consideration of charging for West Berkshire residents following the changes that had been implemented at the re3 Recycling Centres. Members were reminded that legal advice had previously been sought and a profit couldn't not be made, any charge could only cover the cost of the service being provided. The Board had also been provided with a list of comparable policies that were already in place at other regional recycling centres.

As requested at the previous Board meeting, the Board received an update on the current conditions in the refuse derived fuel (RDF) Market and the arrangements that were being made with FCC. It was reported that officers were working with the contractor and DEFRA to reach a conclusion and a full report would follow at the next board meeting.

It was brought to the Boards attention that there had been an issue in the Bracknell Forest Customer Services where an out of date email address had been sent to a resident which had since been brought to the attention of the Bracknell Forest Members. Since the incident had occurred a response had been drafted to send to the resident and the correct address had been confirmed with Bracknell Forest Customer Services. re3 Officers had briefed Bracknell Forest Customer Services and extended the offer out to Wokingham Borough Council and Reading Council to do the same.

RESOLVED that:

- i. That following consideration of the relevant factors, including those identified by officers at Appendix 2, the Joint Waste Disposal Board decided not to allow use of the re3 Recycling Centres by West Berkshire residents for a charge.
- ii. That following the decision at 2.1, the decision be formally communicated by letter to West Berkshire Council by the re3 Joint Waste Disposal Board.
- iii. That Members resolve to support, where possible and through the provision of services within the remit of the re3 Joint Waste Disposal Board and re3 Waste PFI Contract, the future development of e-government as and when it is introduced by the re3 Councils.
- iv. That Members note the remaining contents of this progress report.

17. Re3 Strategy Report

The Board received a report updating them on the progress in the delivery of the re3 Strategy.

There was to be a consultation regarding attitudes towards food waste which would seek to identify attitudes about the wastage of food. Officers of re3 will liaise with the respective Heads of Service and a report with the results would be brought to the Board in January.

It was requested that the use of any consultants for the project brief would be signed off by all of the Heads of Service.

The Heads of Service gave updates on their individual projects that their waste teams were currently collaborating on:

Josie Wragg, Wokingham Borough Council, was looking at increasing recycling. A cross council working group had been set up looking at mixed dry recycling and green bin waste. The group would also be looking at how to increase base line

tonnage, the impact of collecting non contract materials and incentive schemes to encourage recycling.

Mark Smith, Reading Borough Council, was looking at recycling in flats. A cross council working group had been set up and they were looking at how to increase recycling, what the best practice was elsewhere and educating landlords and property maintenance companies about contamination of materials within flat waste.

Steve Loudoun, Bracknell Forest Council, was looking at the issue of contamination. A working group had been set up and was investigating the common confusions and excuses used by residents, effective communication and mixed plastics. The volume had increase since 2014 and a solution was needed. The group would look at bringing options to the group to resolve this.

The Board would be updated again at the next meeting.

RESOLVED that Members note the progress made in satisfying the objectives which form the basis of the re3 Strategy.

18. Exclusion of Public and Press

19. Re3 Annual Financial Statement

The Board received a report summarising the financial position of the Joint Waste PFI for the 2016 Annual General Meeting of the Joint Waste Disposal Board and concluded the management of finances in 2015/16 and detailed the emerging position for the current year.

The Board were also received the 2015/16 Annual Unitary Charge Statement which provided the board with the detail of the various elements of Unitary Charge expenditure in 2015/16.

Following discussions over mistakes and omissions in financial reporting by the Contractor, as discussed at the July Board meeting, the Board was disappointed to receive similar reports. Steps are being taken by the Contractor, supported by monitoring by re3 Officers.

RESOLVED that Members note the contents of this report.

20. Re3 Budget

The Board received a report containing the first draft of the budget and were reminded that the draft budget was currently under consideration by the accountants at each authority.

The draft budget had been prepared following analysis of prevailing and anticipated waste flows, liaison with the Contractor and consideration of applicable growth assumptions.

The draft budget also included the current estimated savings as an outcome of the impact of the changes implemented at the re3 sites.

RESOLVED that Members note the contents of this report.

Actions from the last meeting

Action 2/84 John Steele to discuss the James Lane diversion route with West Berkshire Council.

Action ongoing

The Minutes of the 84th Meeting were accepted as a true record of the meeting.

Chairman's update

Our People

The chairman welcomed Iain Coucher who joins AWE as the new Chief Executive of AWE Plc.

He also introduced Julie Lane, who joins AWE as its new Corporate Responsibility Manager. Julie will link up all the work done across AWE which helps it be a responsible business moving forward.

Operational update

Protestor Activity

Members were told that the meeting was being held off-site because of potential for increased protestor activity at our sites throughout the month of June. There has been continuous protestor activity at our Burghfield site but AWE has continued to maintain safe and secure business operations during this time and detailed contingency plans are in place to support this.

SSE Cabling Project

The chairman reported that the cabling work being carried out to support the new power supply to the Aldermaston site is now complete. He thanked all local residents for their patience during the disruptions caused by the related roadworks during the duration of the project.

Aldermaston Sitex 16 - level 1 exercise

As part of AWE's programme of emergency response preparedness a major site exercise took place at our Aldermaston site last month (May 11). This is one of the requirements of AWE's Nuclear Site Licence.

The exercise was observed by the Office for Nuclear Regulation and AWE's response was considered to be at an appropriate level.

Birthday Honours

We were delighted that one of our distinguished scientists, Brian Lambourn, was recognised in the Queen's birthday honours, for his almost 60-year service to the UK's nuclear deterrent programme.

Brian graduated with a degree in physics from Birmingham University in 1953 and joined AWE in April 1957 to work on the effects of shock waves in materials.

Considerate Constructors award

AWE is committed to being a responsible business by being a safe, secure and good neighbour. Since 2011 AWE has received 13 national awards as part of the Considerate

Constructors Scheme. It has received five Gold Awards– only the top two per cent of sites in the UK receive this level of recognition.

Community News

Our community programme continues to flourish. Highlights include our apprentices taking part in an important restoration project at a local church; and teams of scientists and engineers working with students of all ages to inspire our future workforce. You will hear more about these later in our community update.

Iain Coucher

New CEO, Iain Coucher, gave members an insight in to his career history including past roles as Chief Executive at a chemical storage company and at Network Rail, both of which were highly regulated environments. He reassured them of the value he places on being a responsible neighbour with a strong focus on safety and good environmental performance; telling members that he recognises the importance of good community relations and the need to put the local community first.

He said Site Director, Haydn Clulow would continue to chair the LLC and as CEO he gave his assurance that he would do his very best to attend every meeting.

Project Servator

**Chief Inspector Charles Frank,
MDP**

Chief Inspector Charles Frank talked to members about Project Servator, a national policing project which aims to achieve a high level of protective policing. The tactics employed deter all types of crime within a given area.

He spoke of policing at AWE, the collaborative working with partner agencies and delivery of high profile policing activity around the policing area. In adopting the tactics MDP's ability to protect AWE defence assets is enhanced and protection extends to encompass local communities.

Questions arising from Project Servator

Cllr Littlewood – asked whether the MDP work with TVP and Hampshire police.
Chief Inspector Frank confirmed there is a single point of contact with both and that there are protocols and memorandums of understanding.

Cllr Austin asked if a list of the 'policing areas' could be sent to clerks of local councils
Chief Inspector Frank agreed to send an electronic version

Action 1/85 Corporate Communications to provide list of e-mail addresses to Chief Inspector Frank
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Action ongoing

Cllr McGarvie asked whether Servator intervened in roadside incidents – traffic offences.

Chief Inspector Frank explained that the project focus is not on traffic offences but to stop suspicious activity. People are not stopped randomly but discretion can be used over low level traffic offences.

Cllr Longton asked whether there is interaction with neighbourhood schemes.

Chief Inspector Frank advised that they do not work directly with community groups but welcomed the promotion of the initiative out in the community

Cllr Chishick asked whether the scheme is adopted by other forces in the country.

Chief Inspector Frank explained that training officers in the special skills needed takes time and other forces are trying to secure the training for their officers. He said it is likely that other forces will come on board and any promotion and increased awareness for Servator would be welcome.

Cllr Lock asked whether engagement with Servator can be expanded.

Chief Inspector Frank told members that this is the first meeting that has been addressed. Feedback can be reviewed and an assessment made over the value of expanding - addressing other meetings/forums.

Environment, Safety and Health Update

Paul Rees, Head of Environment, Safety and Health

Performance during the period

Paul gave an overview of the perfect day performance covering the period January to March 2016. He reported on the three injuries in the period - one involved an MDP officer sustaining puncture wounds from a dog bite the other two incidents involved colleagues sustaining injuries requiring time off work following tripping over a path and a vacuum cleaner.

The one process or plant related safety related event related to an issue identified with inventory data during a programme to re-package stored materials.

One Community Concern was received in February 2016 from local resident regarding intermittent vibration from the ground which they believed originated from the AWE site. This was investigated found not to be related to the AWE sites.

Paul reported on the injury performance in March 2016, ending the contract year on a positive note. There were no OSHA recordable incidents recorded in March 2016 and no RIDDOR reportable incidents.

Question arising from Environment, Safety and Health Update

Cllr McGarvie asked whether the RIDDOR statistics are affected by the way they are now reported.

Paul Rees said that it did and explained there were two contributing factors. Under changes in The RIDDOR legislation a lost time accident is now one which results in seven or more days away from work. Previously the rate was calculated on a lost time accident resulting in three days away.

The figure is also calculated as a rate, which means it takes into account the number of hours worked against the number of injuries. So the reduction in hours worked would also contribute to the overall rate.

Environmental Monitoring Programme

Gemma Wilson, Team Leader Environmental Monitoring

Gemma gave an overview of the environmental monitoring programme of local honey and eggs. She explained that the aim of the programme was to determine whether a pathway exists which may result in the accumulation of radionuclides in locally produced honey and eggs. She explained how the research was carried out and that the conclusions of the project were that there was no accumulation in either honey or eggs and that there is no reason to add either to the AWE regulatory monitoring programme.

Questions arising from Environmental Monitoring Programme

ClI McGarvie asked what control was used in the programme.

Gemma Wilson advised that supermarket honey was the control and that it was not local honey. She added that the samples were all purchased from the 'roadside' and were confirmed as being local honey.

ClIr Lock asked whether the food given to chickens would make a difference to the eggs.

Gemma Wilson advised that it would but she said this was taken into consideration when collecting the samples.

Site Update

Mark Hedges, Site Manager

Protester Activity

Trident Ploughshares organised a "Month of Direct Action" at AWE Burghfield for the whole month of June. To minimise disruption AWE arranged to bus staff to Burghfield during the period

Protestors have used lock-on devices inside or on vehicles in an attempt to cause disruption. AWE, MoD, MDP and TVP have been working together to manage these events with the aim of minimising disruption to our business, our neighbours and local businesses.

Questions on Protester Activity

ClIr Longton told members that residents of The Mearings have commented that there is less disruption than there has been in previous years.

ClIr Littlewood asked about the financial cost incurred by AWE as a result of the protester activity.

Mark Hedges said AWE factored in managing protest activity as part of the Company's running costs.

Burghfield Flood Alleviation Scheme

Mark told members that following AWE's investigation into a long term site wide solution to provide flood protection for AWE Burghfield, work on the approved scheme has started. There is an off-site 'detention basin', the excavated material from which is to be reused for Thatcham's flood relief scheme.

AWE has been working with the Environment Agency to keep the impact to the local community to a minimum.

Questions arising from Site Burghfield Flood Alleviation Scheme

Cllr Longton asked for how long James Lane will be closed

Mark Hedges advised that he would make enquires and report back **Cllr Longton** and **Cllr Lock** who also has an interest in knowing.

Action 2/85 Mark Hedges to confirm how long James Lane will remain closed

Post meeting note: AWE can confirm that the contractor has applied for an extension to the closure until end of August.

Action closed

Questions to the Regulators

Bruce Archer, Office for Nuclear Regulation, (ONR) took members through the issues outlined in the ONR quarterly report for January to March 2016. These included a progress update on the formal ONR investigation into an incident where an employee had received an electric shock in October 2015. He said that the ONR investigation had been concluded and the findings were similar to those from the AWE investigation. AWE had received a formal enforcement letter from ONR in relation to the outcome of that investigation, followed by a visit from ONR inspectors who met with AWE directors to ensure there was a clear understanding of the issues involved.

He said that ONR had not deemed it proportionate to issue an Improvement Notice as the operator (AWE) was taking appropriate action to prevent any possible reoccurrence. ONR inspectors will confirm that these actions are followed up appropriately.

He also addressed a question raised by **Cllr Shirt** at a previous meeting about the review of the Detailed Emergency Planning Zones (DEPZ) for the AWE sites. He confirmed figures for the Aldermaston site had already been submitted and that re-determination of the DEPZ for Aldermaston site was on schedule to be determined in September. He said assessment work at AWE on calculations in relation to the zone for the Burghfield site is still ongoing and ONR will not be in a position to make a re-determination for the Burghfield site in September.

Cllr Patman – in referring to housing applications in Grazely can any advice about the change to the DEPZ distance be given?

Answer - No, this cannot be determined until AWE's Burghfield calculations are completed and submitted to ONR. The information will be shared as soon as it is known, which may be beyond September.

Cllr Bridgman asked what the process is beyond the DEPZ determination.

Paul Rees advised that potential scenarios will be assessed and the ONR will talk to local councils about determining the zone – ie defined circle or natural boundaries.

Scott Davies - Hearn added that the zone will be the minimum distance from site where people may be advised to take shelter in the unlikely event of a radiation emergency that includes an off-site release of radioactive material. He said AWE would work closely with its regulators and local councils during the boundary determination process.

Cllr Robertson asked if the Submarine Dismantling Project (SDP) outcome would impact on the DEPZ if either of the AWE sites was selected for storage.

Haydn Clulow advised that it would not have an impact.

Cllr Mullan asked when the decision over SDP was due to be announced. She was advised that it was likely to be announced in the next few weeks and a letter would go out once the announcement had been made

Community Update

Philippa Kent
Community Engagement Manager

Philippa Kent reported that the Community publications Connect and REPPIR had recently been distributed. She told members that following a review to the data base the Connect community magazine circulation had increased from 22,000 local homes and businesses to 56,000 recipients.

The REPPIR leaflet, is circulated routinely every three years to residents living within the Detailed Emergency Planning Zones around the sites. It is a guidance booklet on how local people should respond in the highly unlikely event of an emergency at AWE (There has been no such emergency at the AWE sites in the nearly 65 years of operations).

Members were updated on some of AWE's recent community engagement activities. These included the restoration of the church bells at St John's church in Mortimer by AWE apprentices; an interactive stand at the Tadley Treacle Fair in June which generated positive feedback and support for the science section in the refurbishment of Woolhampton Primary School library.

Members were also given an over view of AWE's Schools programme for the summer term which has included a series of activities reaching thousands of students, at both primary and secondary level across North Hampshire and West Berkshire.

Highlights have included engineering master classes, attendance at the regional interactive STEM event TeenTech, delivery of a Girls in High Tech Business challenge, a programme of Primary Science visits and support for specialist equipment for special needs students.

AWE's charitable giving has included supporting the charity Living Paintings. The charity

produces touch books for visually impaired readers and AWE is working with them on their Science Alive project – producing science books for young learners. Support was also given to the local Tadley charity the Memory Café as part of dementia week.

Questions arising from Community Update

Cllr McGarvie asked if following the re-determination of the DEPZ, should it increase or decrease will the REPPiR be re-issued.

Haydn Clulow advised that it will be re-issued, following the re-determination of the emergency planning zones.

Any other business

Cllr Austin expressed her thanks to AWE for the recent loan of a Speed Indication Device to Ashford Hill and Headley Parish Council.

Cllr Lock asked what sort of support was offered to the Willink School in Burghfield.

Philippa Kent advised that there is an ongoing programme of mentoring at the school and that its affiliation to the AWE schools' scheme means it is routinely invited to enter competitions as well as being eligible to borrow loan equipment.

AWE also recently paid for equipment for a specialist unit at the school.

The Willink will also be invited to take part in Engineering Assemblies which will be delivered by AWE's apprentices in the autumn term.

Cllr Richards referred to the complaints received about the use of Furze Road Tadley as a means to avoid congestion on the A340 around West Gate. He asked whether we could encourage people not to do this and whether it could be monitored by the police.

Haydn advised that we would investigate this.

Action 3/85 AWE to look at encouraging AWE staff to be mindful of the use of Furze road during peak times
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Action ongoing

2016 Meeting Dates

Tuesday 27th September

Thursday 8th December

Carolyn Porter
LLC Secretary



**Minutes of the 86th AWE Local Liaison Committee Meeting
Monday 26 September 2016
AWE, Aldermaston**

Present:

Haydn Clulow	Director Site, Chair
Iain Coucher	Managing Director, AWE
Susie Tucker	Director Communications and Strategy AWE
Cllr Lynn Austin	Ashford Hill with Headley Parish Council
Cllr Philip Bassil	Brimpton Parish Council
Cllr Dominic Boeck	West Berkshire Council
Cllr Graham Bridgman	West Berkshire Council
Cllr John Chapman	Purley on Thames Parish Council
Cllr Penee Chopping	Ufton Nervet Parish Council
Cllr Marian Livingston	Reading Borough Council
Cllr Mollie Lock	Stratfield Mortimer Parish Council
Cllr Royce Longton	Burghfield Parish Council
Cllr John Miller	Padworth Parish Council
Cllr Susan Mullan	Tadley Town Council
Cllr Barrie Patman	Wokingham Borough Council
Cllr John Robertson	Mortimer West End Parish Council
Carolyn Richardson	West Berkshire Council
Cllr David Shirt	Aldermaston Parish Council
Cllr Steve Spillane	Silchester Parish Council
Cllr Clive Vare	Aldermaston Parish Council
Cllr Tim Whitaker	Mapledurham Parish Council
Mark Hedges	AWE
Paul Rees	AWE
Philippa Kent	AWE
Carolyn Porter	AWE – LLC Secretary
Michele Maidment	AWE
John Steele	AWE
Johann Walker	AWE
Bob Barclay	AWE
Kevin Cole	AWE
Victoria Hatwell	AWE
Patrick Fern	AWE
Peter Caddock	AWE
Liz Pearce	AWE

MOD

John Davis	Programme Manager, Submarine Dismantling Project
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Regulators:

Bruce Archer	ONR
Valerie Alderson	ONR
Patrick Ferns	AWE
Julie Lane	AWE
Michele Maidment	AWE

Apologies

Apologies had been received from Councillors Mike Broad, Jonathan Chishick, Roger Gardiner, Gerald Hale, David Leeks, Clive Littlewood, Ian Morrin, Jonathan Richards and Jane Stanford-Beale. Andrew Pembroke of the Environment Agency also sent his apologies.

Actions from the last meeting

Action 1/85 Corporate Communications to provide list of e-mail addresses to Chief Inspector Frank.

Awaiting confirmation of new point of contact.

Action ongoing

The Minutes of the 85th Meeting were accepted as a true record of the meeting

LLC membership changes

We say thank you and farewell to Keith Gilbert from Padworth and Barbara Jones from Theale who have stepped down from the LLC.

We welcome John Miller as the new representative for Padworth.

Chairman's update

Our People

Engagement Survey

Having a happy and engaged workforce is very high on AWE's list of priorities. This month, AWE used an external company to help carry out a survey to canvass its people's views to help make sure that AWE is being managed in the best possible way. The Chairman told members that he was pleased with the 70% response rate from staff which compared favourably with the average of a 49 % average response rate for companies of similar size. AWE will share the top line results with the LLC later in the year.

Team Challenge

Last week 125 staff across the company took part in AWE's Team Challenge event. The competitors had to complete a mixture of mental and physical challenges as part of the annual team building day. One of their challenges is to raise money for our Charities of the year - the teams raised nearly £10,000 – which was split between AWE's two charities Whizz Kidz and Living Paintings.

New Graduate and Apprentice intake September 2016

AWE welcomed 45 new apprentices this month, including six new female recruits (13%). The new intake brings the total number of apprentices under training to 170. With a total of 18 females on the scheme (10.8%)

AWE were also joined by a new intake of 22 Science, Engineering and Technology graduates last week taking its intake of graduates since April this year to 50, including eight

females (16%). Whilst the figures are improving AWE recognises it still needs to encourage more females to join the AWE team.

Next year AWE will be aiming to increase its graduate intake and to double the number of apprentices it recruits which obviously is a positive in terms of creating more jobs locally for young people.

Sharing information and opportunities at AWE with local residents

Improving how AWE share information and opportunities at AWE with local residents is an area that is very important to the Company and something it is keen to improve.

AWE knows that sharing performance statistics on its safety and environmental performance is important but it also wants to make sure that information about opportunities of mutual benefit are also reaching its neighbours.

The independent community opinion survey carried out last year gave AWE a good insight into what areas of AWE's work local people are interested in.

AWE is now looking at how it can look at specific topics of interest in more detail and include other community partners in 'by invitation community forums'. An example might be inviting careers advisors, teachers and educational partners to an education or careers forum.

Members were asked to share their views on potential topics by completing a short questionnaire.

A meeting feedback sheet for the AWE LLC was introduced at the meeting so that members can rate the usefulness of each session.

Operational update

AWE Assurance Director is Expert Witness

AWE's Director Assurance Gary Butler appeared as an expert witness at a televised House of Commons Select Committee hearing earlier this month. Gary, along with colleagues from Defence Science and Technology Laboratory (Dstl) and Public Health England, appeared in front of a panel of MPs to input into an inquiry on science advice in planning for and responding to Chemical, Biological, Radiological and Nuclear (CBRN) incidents.

The session was broadcast live from the House of Commons and gave AWE a privileged opportunity to demonstrate publicly how its excellence in science and engineering makes significant contribution to national nuclear security and nuclear threat reduction.

Aldex – emergency response exercise

As part of AWE's programme of emergency response preparedness a multi-agency emergency response exercise will take place in November. AWE will be working closely with colleagues in all the emergency services and West Berkshire Council, operating at a tactical and strategic command level to test out its emergency arrangements, including its media response arrangements. These high level exercises take place every three years and are one of the requirements of AWE's Nuclear Site Licence.

Awards

AWE won a silver award in the Chartered Institute of Public Relations PRide Awards 2016. It was recognised in the category 'Best Event' for: The AWE Showcase event held at Burghfield last year – celebrating more than 60 years in the local community.

Community News

AWE's community programme continues to flourish. It is working closely with its local Charity of the year – Living Paintings - to support curriculum linked science resources for visually impaired young people.

Teams of AWE scientists and engineers are continuing to work with students of all ages to inspire its future workforce. Highlights include a new partnership supporting engineering in the University Technical College in Reading.

Questions on Chairman's Update

Cllr Boeck asked if AWE had information on the geographic statistics of the apprentice intake.

Philippa Kent advised that these could be supplied.

Action 1/86 Philippa Kent to notify members of the geographic statistics of the apprentice intake.

Action Ongoing

Environment, Safety and Health Update

Paul Rees, Head of Environment, Safety and Health

Performance during the period

Paul gave an overview of the perfect day performance covering the period to July 2016. He reported that in the current financial year up to end July AWE achieved 52 Perfect Days generating a total donation of £5,200 for the Company's chosen charities.

There were three plant or process related abnormal events and five injury events.

Highlights

A total of 22 OSHA Recordable Events have occurred during the 12 months to the end of July 2016. When normalised by 200,000 hours worked this equated to a rate of 0.319. This is the lowest rate achieved since current recording methods were implemented in 2007 (previous lowest was 0.343 achieved in the period to the end of June 2016). Year on year this represents a ~39% improvement in performance compared with that achieved over the same period to July 2015 (0.526; 40 Events).

Question arising from Environment, Safety and Health Update

Cllr Chapman asked whether the Perfect Day figures are relative to the full 31 days.

Paul Rees confirmed that they are.

Cllr Vare asked for a ballpark figure on AWE's workforce

Haydn Clulow advised that this is approx. 5000 staff and an additional 3,000 contractors

Site Update

Mark Hedges, Site Manager

Mark Hedges told members that there had been no community concerns received in the reporting period.

He also told members that research suggests that there are no planned large scale protestor activity planned by 'Action AWE' / Trident Ploughshares for the remainder of the year.

Planning and Estate Development Briefing

John Steele, Planning & Development Manager

John Steele reported on the Aldermaston Manor Development Proposal. He told members that a planning application is currently being validated and that there would be a 16 week consultation period.

As site owner MOD would review the application for any potential impact once it was submitted.

Questions on Planning and Estate Development Briefing

Cllr Shirt asked whether AWE could support the Aldermaston Parish meeting that will be held following validation of the application.

John Steele confirmed that AWE would attend the meeting as observers.

Waste Management and Re-cycling

Johann Walker, Head of Asset Services

Johann gave members an overview of recent improvements and successes in Waste Management and re-cycling at AWE. She reported that the implementation of robust waste processes have been successful and key is the increase in recycling and waste diverted from Landfill. Company targets for landfill diversion and recycling are consistently being exceeded. Recent achievements range from the dispatch of very low level waste and recycled fire extinguishers to on-site destruction of security classified media and disposal of redundant radioactive sources.

Questions arising from Waste Management and Re-cycling

Cllr Mullan asked how much of the RA waste AWE has to store is stored on site.

Haydn Clulow advised that High Activity Level Waste (HAW) is stored on site. It is stored appropriately and monitored; a permanent survey regime is in place.

Submarine Dismantling Project

John Davis, Programme Manager MOD

John Davis gave members an update on the conclusions of the SDP consultation process and the selection outcome. He told members that the SDP Public Consultation on the site for the interim storage of Intermediate Level radioactive Waste, ran from November 2014 to February 2016 around each of the 5 shortlisted sites.

CNS, Capenhurst has been chosen as the recommended site, following a multi-stranded assessment, with a preferred option of an existing facility on the site, and an on-site fall-back of a new build store. The Aldermaston site, operated by AWE, was chosen as the contingency site in the unlikely event that the two Capenhurst options prove unfeasible for any reason.

Full details of the assessment process can be found in: Response to Consultation/SEA Post-Adoption Statement published on the GOV.UK website

Questions arising from Submarine Dismantling Project

Cllr Shirt asked for how long in the future Aldermaston would remain the contingency site and are there designated areas on the Aldermaston site to meet the contingency.

John Davis advised that it would remain so until the new facility was commissioned which was likely to be several years.

Cllr Shirt asked if any work would be done at AWE to prepare in case the site was required.

Haydn Clulow confirmed that an area had been earmarked at AWE Aldermaston and its use would not be re-allocated until such time as it was no longer the contingency site.

No preparatory work would be done at AWE beyond earmarking a possible site as a back-up.

Office for Nuclear Regulation

Val Alderson, Nuclear Safety Inspector – Radiation Protection
Bruce Archer, Nominated Site Inspector

Val Alderson reported on the ONR revision of the Aldermaston off-site Emergency Planning Area. Members were told of the reasons behind the redefinition, the steps and principles taken to derive an off-site emergency plan and the purpose of the Radiation Emergency Preparedness and Public Information Regulations (REPPPIR) defined area.

Members were encouraged to visit the ONR website for full details www.onr.org.uk/depz.htm

Questions

Cllr Shirt asked if the term DEPZ no longer exists.

The ONR confirmed that ONR has been using the term Off Site Emergency Planning Area as this term is taken directly from REPPPIR, however this did not restrict the local authority or the licensee from using the term DEPZ.

Cllr Shirt asked whether there would be any changes in the way planning applications are dealt with as a result of the change

Carolyn Richardson, Emergency Planning Officer for West Berkshire Council advised that the current process and policy would not change, that each application would be looked at as an individual case

Cllr Bridgman asked if the timescale for re-defining the Burghfield emergency planning zone is known.

Bruce Archer of the ONR advised that AWE has been undertaking additional technical assessment work. ONR and the Defence Nuclear Safety Regulator (DNSR) will need to review and agree with this work before a case for a revised determination can be re-submitted by AWE.

Community Update

Philippa Kent, Community Engagement Manager

Philippa gave members an update on AWE's Community Programme including the ongoing work with local charities and schools.

She outlined work with charity Living Paintings to produce curriculum linked books for visually impaired students. She said AWE scientists and engineers were also working with the charity to produce audio blogs to help inspire young learners to pursue careers in STEM.

AWE also continues to support the maintenance of mobility scooters for the local Shop Mobility scheme.

She reported on a busy summer term for the Company's AWESome Education programme which included events, technical classes, school science demonstrations and mentoring - which between them directly impacted over 1,000 students in 43 schools and colleges across North Hampshire and West Berkshire.

This term AWE has launched a competition for year 9 students to find the Young Scientist of the Year, and LLC members were asked to help promote the competition in their local schools.

Other activities will include a competition for local primary schools to celebrate the achievements of women in science and engineering as part of the international Ada Lovelace Day celebrations and a Schools ' Engineering Challenge for Year 9 students in North Hampshire and West Berkshire. AWE is also supporting an engineering project at the University Technical College (UTC) in Reading and its graduates will be promoting career opportunities at AWE in 27 universities.

Questions arising from Community Update

Cllr Mullan asked for contact details for those interested in entering the Young Scientist of the Year.

Philippa Kent agreed to drop an e-mail to members outlining the details.

Graduate Project - Primary Science Challenge

Victoria Hatwell

Victoria Hatwell talked to members about her journey through education to becoming a graduate Mechanical Engineer at AWE. She told members how she was inspired by taking part in activities which were run as part of AWE's Schools Liaison Scheme and how she was now enjoying helping run those activities to inspire other students.

She told members about her involvement in delivering AWE's Primary Science Challenge – which had included visiting schools to give science demonstrations and running competitions for students to design their own experiments.

Any other Business

Carolyn Richardson of West Berkshire Council talked to members about the Aldex 16 exercise taking place on the 7th November at Aldermaston. She explained that such exercises are required under REPPiR.

This will be a level 3 exercise involving 'national playing'. Some 200 players will take part and it will be a test of the new Emergency Plan as well as a training opportunity.

2016 Meeting Dates

Thursday 8th December

Carolyn Porter
LLC Secretary

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT COMMITTEE		
DATE:	23 NOVEMBER 2016	AGENDA ITEM:	8
TITLE:	REVISED LOCAL DEVELOPMENT SCHEME		
LEAD COUNCILLOR:	COUNCILLOR PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	PLANNING	WARDS:	ALL
LEAD OFFICER:	MARK WORRINGHAM	TEL:	0118 9373337
JOB TITLE:	PLANNING POLICY TEAM LEADER	E-MAIL:	mark.worringham@reading.gov.uk

1. EXECUTIVE SUMMARY

- 1.1 A Local Development Scheme (LDS) is a statutory programme tool, which sets out the planning policy documents that the Council intends to produce, and their purpose, timescales and geographical area.
- 1.2 This Committee most recently approved a new LDS on 5th April 2016 (Minute 34 refers). The main document proposed to be produced was a comprehensive Local Plan to replace all three existing development plan documents.
- 1.3 This report seeks a change to the LDS. There are two main changes. Firstly, the timescales for production of this Local Plan are amended. The reason for this change is primarily to take account of ongoing joint work with neighbouring authorities in the western part of Berkshire around options for growth. Secondly, the LDS now includes proposals for a joint Minerals and Waste Local Plan with adjoining authorities, a Joint Agreement for which was approved by Policy Committee on 31st October 2016 (Minute 51 refers).
- 1.4 This report therefore seeks approval of a revised LDS which shows the documents that the Council intends to produce over the coming years.

2. RECOMMENDED ACTION

2.1 That the Local Development Scheme, including the Minerals and Waste Local Development Scheme (Appendix 2), be approved and brought into effect, and that it form the basis for production of planning policy, with effect from 24th November 2016.

3. POLICY CONTEXT

3.1 A Local Development Scheme (LDS) is a document setting out the Local Planning authority's programme for producing planning policy documents. It lists the documents that are to be produced, sets out their scope and purpose, and sets out the broad timescales for its production, including important milestones. It is a statutory requirement under the Planning and Compulsory Purchase Act 2004.

4. THE PROPOSAL

(a) Current Position

4.1 This Committee approved a new LDS on 9th July 2013 (Minute 8 refers) which set out a programme for producing a comprehensive Local Plan to replace the three existing development plan documents - the Core Strategy, Reading Central Area Action Plan and Sites and Detailed Policies Document. Various amended versions of the LDS were approved by this Committee on 20th November 2013 (Minute 19 refers), 25th November 2014 (Minute 17 refers), and, most recently, 5th April 2016 (Minute 34 refers) to take account of necessary amendments to the timescale.

4.2 Progress has been made with producing the Local Plan, and the Council most recently consulted on the first stage, Issues and Options, in January 2016. However, there is a need to amend the LDS to take account of changes in the proposed timescale.

(b) Option Proposed

4.5 Committee is recommended to approve the Local Development Scheme 2014 (Appendix 2) as the programme for producing planning policy documents.

4.6 The version of the LDS in Appendix 2 is in tracked changes format, showing changes from the April 2016 version. The main changes are as follows:

- The timescales for production of a Local Plan have been slightly delayed. It was previously intended to bring a draft version of the Local Plan to this November meeting to agree for consultation. However, the four authorities that make up the Western Berkshire Housing Market Area, as defined in the Berkshire Strategic Housing

Market Assessment (West Berkshire Council, Reading Borough Council, Wokingham Borough Council and Bracknell Forest Borough Council) are undertaking important joint work under to examine how growth can be accommodated within the area, and this feeds into Reading's draft Local Plan. Under the Localism Act 2011, there is a duty to co-operate with neighbouring authorities in plan making, and it is therefore necessary to delay production of the draft to take account of this work, and to allow better alignment with the plan processes of our neighbours.

- A proposal to jointly undertake plan making for minerals and waste across Central and Eastern Berkshire, covering Reading Borough Council, Wokingham Borough Council, Bracknell Forest Borough Council and the Royal Borough of Windsor and Maidenhead, has now been agreed. Hampshire County Council has been appointed to undertake this work on behalf of the four authorities. A Joint Agreement between the four Berkshire authorities and Hampshire was agreed by Policy Committee on 31st October 2016 (Minute 51 refers), and more details on the case for these joint arrangements is set out in the relevant report¹.

Hampshire County Council has prepared a LDS for the production of a joint minerals and waste plan for Central and Eastern Berkshire, which envisages adoption of a joint plan in winter 2020. This is set out in Appendix 3 to our proposed LDS, and corresponds to the timescale referred to in the 31st October Policy Committee report. The proposal is that each of the four authorities approve this Minerals and Waste LDS, ideally as part of their own LDS.

- References to Supplementary Planning Documents have now been consolidated, with specific dates removed, as they need to be flexible to take account of progress on specific sites.

(c) Other Options Considered

4.7 There is one alternative option that could be considered, which is to produce a LDS with a delayed Local Plan

4.8 There are a number of disadvantages to delaying the Local Plan any further:

- It would leave the Borough without a fully up-to-date plan for a longer period. This may leave the Council vulnerable to appeals, particularly as we now have published levels of housing need for which, whilst there is adequate supply of land in the short term, in the longer term the Local Plan will need to set out the strategy for how this is accommodated. Therefore, the Council could lose some control over the form of development.

¹ <http://www.reading.gov.uk/media/6222/item14-mineralswaste/pdf/item14-mineralswaste.pdf>

- The production of a delayed plan would be likely to cost more resources in the long term. Much of our evidence has already been assembled, and delaying the process would likely mean the need to produce this evidence again, but less cost-effectively because the opportunity to undertake joint pieces of work with our neighbours will likely have passed.
- The Council may be subject to special measures. In a written statement to Parliament in July 2015, then planning and housing minister Brandon Lewis stated that a deadline of early 2017 applies for Local Planning authorities to produce a Local Plan. He said that “In cases where no Local Plan has been produced by early 2017 - five years after the publication of the NPPF - we will intervene to arrange for the Plan to be written, in consultation with local people, to accelerate production of a Local Plan”. Although no guidance was given on how far along with production authorities are expected to be, having a draft plan published in early 2017 means that intervention in Reading is considerably less likely.

4.9 Proceeding with the existing LDS is not an option for this report, as that would have relied upon approving a draft plan at this meeting. Proceeding with the existing timetable in advance of the expected progress in joint working with neighbours could have led to the plan pre-empting some of that work, potentially leading to objections from neighbouring authorities. This could have put further co-operation at risk.

5. CONTRIBUTION TO STRATEGIC AIMS

- 5.1 The Local Plan, through setting out the way Reading will develop to 2036, will contribute to the following priorities in the Corporate Plan 2015-18:
- Safeguarding and protecting those that are most vulnerable;
 - Providing the best life through education, early help and healthy living;
 - Providing homes for those in most need;
 - Keeping the town clean, safe, green and active;
 - Providing infrastructure to support the economy;
 - Remaining financially sustainable to deliver these service priorities.

6. COMMUNITY ENGAGEMENT AND INFORMATION

- 6.1 The LDS is simply a programme for production of planning documents, and will not be subject to community engagement. However, the LDS does programme community involvement stages for a number of documents. These community involvement stages will need to comply with the Council’s adopted Statement of Community Involvement.

7. EQUALITY ASSESSMENT

- 7.1 The Scoping Assessment, included at Appendix 1 identifies that an Equality Impact Assessment (EqIA) is not required for the LDS, as there is no reason to believe that specific groups will be affected any differently from others by the LDS.

8. LEGAL IMPLICATIONS

- 8.1 The content of Local Development Schemes is specified in Section 15 of the Planning and Compulsory Purchase Act 2004, as amended by Section 180 of the Planning Act 2008 and Section 111 of the Localism Act 2011. Under the legislation, the LDS must list the development plan documents to be produced, set out their subject matter, geographical area and timescales, and which are to be prepared jointly.
- 8.2 The LDS has also had regard to the legislation on the process of production of the individual documents it lists, which is set out in the Planning and Compulsory Purchase Act 2008 (as amended) and the Town and Country Planning (Local Planning) (England) Regulations 2012.

9 FINANCIAL IMPLICATIONS

- 9.1 The production of the LDS itself will be funded from existing budgets and has no significant financial implications. The main financial implications of the LDS lies with the documents that the LDS proposes to prepare, in particular the Local Plan and the Minerals and Waste Local Plan.
- 9.2 Production of planning policy documents is generally carried out within existing budgets, and this will largely be the case with the documents listed in the LDS. However, there are some elements of producing these documents that can have significant resource implications, depending on how they are carried out.
- 9.3 Consultation exercises can be resource intensive, particularly at early stages where the focus is on engaging as many people as possible, and on asking wide-ranging and open-ended questions. However, the Council's consultation process is based mainly on electronic communication, which helps to minimise resource costs. In addition, the most wide-ranging, and therefore most resource-intensive, consultation period comes at the earliest stage, Issues and Options, and this is now therefore complete.
- 9.4 Another main area where there can be significant financial implications is in producing the evidence base, particularly where the use of external consultants is required. Some external consultants will be needed when considering matters such as flood risk and transport impact. Consultants will only be used where they genuinely represent the best option in terms of value for money. Undertaking key pieces of evidence jointly with neighbouring authorities (as has happened in the case of housing needs, employment needs and retail and leisure needs) represents a

significant saving over undertaking them independently, as well as offering other advantages, and further opportunities for joint work will be sought, Many of the necessary pieces of evidence have now been paid for.

- 9.5 Finally, the other significant cost is a public examination, which will be required for the Local Plan. These examinations can cost tens of thousands of pounds. They are an inescapable fact of producing development plans, although the length and scope of these examinations can be minimised by seeking to resolve objections before the examination, as well as by combining documents into one document with one examination, as is proposed with the Local Plan.
- 9.6 The financial implications of the Joint Agreement for the Minerals and Waste Local Plan were set out in the report to Policy Committee on the 31st October 2016².

Value for Money (VFM)

- 9.7 The preparation of a robust set of planning policy documents, as set out in the LDS, will ensure that developments are appropriate to their area, that significant effects are mitigated, that contributions are made to local infrastructure, and that there are no significant environmental, social and economic effects. Robust policies will also reduce the likelihood of planning by appeal, which can result in the Council losing control over the form of some development, as well as significant financial implications. Production of the documents set out, in line with legislation, national policy and best practice, therefore represents good value for money.

Risk Assessment

- 9.8 There are no direct financial risks associated with the report.

BACKGROUND PAPERS

- Planning and Compulsory Purchase Act 2004 (Section 15)
- Localism Act 2011 (Section 111)
- The Town and Country Planning (Local Planning) (England) Regulations 2012
- National Planning Policy Framework
- Local Development Scheme 2016

² <http://www.reading.gov.uk/media/6222/item14-mineralswaste/pdf/item14-mineralswaste.pdf>

APPENDIX 1: EQUALITY IMPACT ASSESSMENT

Provide basic details

Name of proposal/activity/policy to be assessed:

Local Development Scheme

Directorate: Environment and Neighbourhood Services

Service: Planning and Regulatory Services

Name: Mark Worringham

Job Title: Planning Policy Team Leader

Date of assessment: 03/11/2016

Scope your proposal

What is the aim of your policy or new service?

To set out the programme for producing planning policy documents.

Who will benefit from this proposal and how?

The Council will benefit from having an agreed programme and way forward for planning policy. Stakeholders, including members of the public and the development industry, will benefit from more certainty about what documents and consultations to expect and when.

What outcomes will the change achieve and for whom?

The outcome will be a clear programme for document production.

Who are the main stakeholders and what do they want?

Developers/landowners, the public and community groups, infrastructure providers. All parties want an easily digestible summary of which planning policy documents will be produced and when so that they are better able and resourced to engage when consultation processes come about. It will also inform how and when developers or landowners intend to bring forward potential development sites.

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

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

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 the Local Development Scheme in itself is merely a programme for producing documents. Documents within the LDS may have different effects on different groups, but since these have not yet been produced it is impossible to determine what those effects would be. Where this is the case, an Equality Impact Assessment will be carried out on individual documents as they are produced.

Signed (completing officer)	Mark Worringham	Date: 3 rd November 2016
Signed (Lead Officer)	Mark Worringham	Date: 3 rd November 2016

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT COMMITTEE		
DATE:	23 NOVEMBER 2016	AGENDA ITEM:	9
TITLE:	READING'S AIR QUALITY ACTION PLAN - CAMPAIGN TO REDUCE VEHICLE IDLING		
LEAD COUNCILLOR:	COUNCILLOR PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	Regulatory Services	WARDS:	Boroughwide
LEAD OFFICER:	James Crosbie	TEL:	0118 9374424
JOB TITLE:	Regulatory Services MANAGER	E-MAIL:	james.crosbie@reading.gov.uk

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 Vehicles idling while stationary cause unnecessary use of fuel, an increase in emissions and can also create a noisy environment. This report seeks to inform members of the intention to carry out anti-idling campaigns in the borough to raise awareness of the effect idling vehicles have on local air quality. The campaigns will initially focus on hotspot locations such as outside schools, taxi ranks and building developments.
- 1.2 The Road Traffic (Vehicle Emissions) (Fixed Penalty) (England) Regulations 2002 give discretionary powers to officers to issue fixed penalty notices of £20 to drivers (rising to £40 if unpaid) who allow their vehicle engines to run unnecessarily while the vehicle is stationary. Although it is not the intention to use these powers extensively, the report seeks to gain authorisation for officers to use these regulations in order to aid them in their campaign work.
- 1.3 Reading's Air Quality Action Plan, adopted in 2015, made a commitment to reduce emissions from idling vehicles at hotspot locations within the Air Quality Management Area (AQMA) to help improve air quality.

2. RECOMMENDED ACTION

- 2.1 That the Committee agree the content of the report and proposals put forward.

2.2 That the Committee approves a campaign to reduce idling and as set out in Section 6 authorises delegated authority to the Head of Planning, Development and Regulatory Services to exercise the powers in Regulations 6(3) and 12 of the Road Traffic (Vehicle Emissions) (Fixed Penalty) England) Regulations 2002 on the basis set out in paragraph 6.3.

3. POLICY CONTEXT

3.1 Under the Environment Act 1995, Reading Borough Council has a duty to constantly review and assess the air quality within its borough, and compare pollution concentrations against a set of European and national air quality standards. Monitoring has shown that Reading has areas where concentrations of nitrogen dioxide (NO₂) are exceeding both European and national standards, and as such Reading Borough Council has declared an Air Quality Management Area (AQMA) and implemented an Action Plan. The national plan is the approach to achieving compliance with European air quality standards set out by the Government.

3.2 Particulates are classified by their mass (PM10 and PM2.5), with the smaller particulates, PM2.5 being more harmful due to their ability to travel further into the lung. PM 2.5 is understood to have no safe limit for health, it is therefore beneficial to reduce levels at all locations, not just hotspots that break a set limit.

4. CURRENT POSITION

4.1 The Air Quality Action Plan (AQAP) 2015 made a commitment to reduce emissions from idling vehicles at hotspot locations within the AQMA to help improve air quality.

4.2 Officers have researched what other local authorities are doing and found that many local authorities have adopted the Regulations and have the option of taking enforcement action, but few seem to do so, for example:

4.2.1 Transport for London

- Have an information campaign which is in partnership with the Mayor of London to discourage idling.

4.2.2 Dudley Metropolitan Borough Council

- Have carried out awareness raising such as improved website and information for schools with a view to reducing car journeys to school and the idling of car engines outside schools.
- Have taken action to reduce idling vehicles and report smoky vehicles.
- Have helped to develop an infrastructure to encourage uptake of electric vehicles.

4.2.3 Corporation of London

- During 2016 on the first Wednesday of each month, an idling engine action day is being undertaken. Trained City residents, partners and staff patrol the streets asking drivers to switch off when parked. These

action days are being rolled out across 10 additional London boroughs with the support of the Mayor's Air Quality Fund.

- Is working with City businesses, to support 'no-idling'
- Engages with construction and streetwork sites to encourage and enforce 'no idling' deliveries and site management
- Has incorporated no-idling into the City's Procurement Policies
- Responds to complaints and logs hot-spot areas for targeted action (e.g. placing signs asking drivers to switch off)
- Utilises Street and Civil Enforcement Officers to enforce the no-idling message

4.3 Reading Borough Council Licensing officers have been in discussion with the taxi trade with the view to sign up to an agreement that would reduce idling at taxi ranks. This would apply to hackney carriage vehicles and the agreed set of criteria would be based on that currently used in Edinburgh:

4.3.1 The driver must switch off his engine when the vehicle is stationary to avoid unnecessary vehicle idling, (especially in the vicinity of sensitive areas such as schools, hospitals and residential areas) except in the following circumstances:

a) where the licensed vehicle is stationary owing to the necessities of traffic - e.g. when vehicles are queuing at traffic signals;

b) where an engine is being run so that a defect can be traced and rectified - e.g. when a defective vehicle is being attended to by a breakdown/recovery agent;

c) for short periods on occasions where the weather conditions are extreme either to operate the vehicle's heating or air conditioning.

4.3.2 In addition Reading Borough Council Licensing officers sought approval from the Licensing Applications Committee (28th September and 2nd November 16) to agree a proposed time scale for the introduction of higher emission standards within the licensed hackney carriage fleet.

4.3.3 The outcome was a 15 year maximum age for taxis and a 2 year window for drivers to get an extra 5 years licenced to the fleet, by either purchasing an ULEV or converting their taxi to run on LPG.

5.0 PUBLIC TRANSPORT

5.1 The Council owned bus company, Reading Buses, takes its environmental responsibilities very seriously and already runs some of the greenest buses in the UK. Huge investment has been made in the latest fuel

technologies to reduce the impact on the environment and improve air quality. Reading Buses was one of the first to adopt electric hybrid buses and now also run a growing fleet of gas buses using fuel from a carbon neutral bio-methane source.

5.2 Details of the buses and their emissions include:

- 83% have Euro IV engines or better, meeting the very latest green engine standards
- 38% are 'ultra-clean' with 31 electric hybrid and 34 gas powered buses drastically reducing emissions
- The gas buses produce almost no particulates or hydrocarbons, almost zero carbon and 99% less nitrogen oxide
- The hybrid diesel electrics are British-built buses which reduce CO2 emissions by around 30%

5.3 Over the past two years alone the company has reduced its vehicle carbon emissions by 8% and has ambitious targets to reduce this even further.

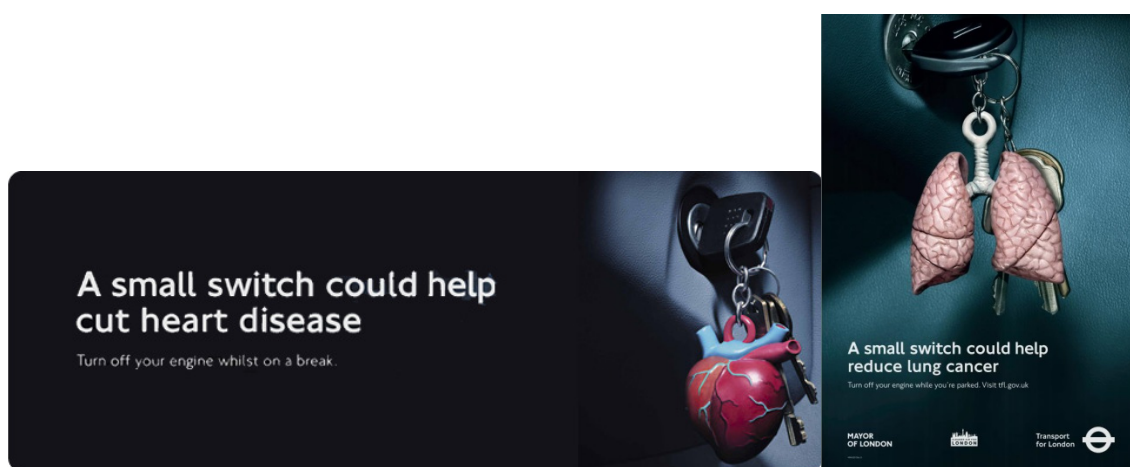
5.4 Reading Buses currently issue guidance to drivers which is to switch off if the driver is going to be more than 2 minutes at the stop. In addition there is a telematics system (known as DriveWell) which uses a dashboard mounted display to alert drivers to an overly assertive or uneconomic driving style. This triggers amber warnings and "red lights" at pre-set values for speed, acceleration, braking and idling events. The idling gives a warning at two minutes and red light at four minutes on all vehicles, routes and locations.

5.5 Reading Buses is now specifying stop-start technology as standard on new vehicles. They are currently waiting on a number of new buses to arrive which will take the total number on the fleet with this technology to 13. Start - Stop technology is when the engine automatically turns off when the car is stationary and turns back on when you need it. This technology is aimed at saving fuel and reducing emissions. In addition to the technology being used by Reading Buses this technology is becoming more common in modern cars. It is believed that these systems can save around 10 per cent on emissions.

5.6 As part of the campaign officers within the Regulatory Service Team will look to work with Private Coach Hire and other privately owned bus companies to encourage them to follow the same guidance as Reading Buses and understand their fleet and what technology they currently work with to reduce emissions. They will be made aware of the idling campaign.

6.0 PROPOSAL

- 6.1 Campaigns: The focus of attention relates to the promotion of good practice by a number of active campaigns. A number of different targeted campaigns would be explored e.g. schools, construction, recreation areas along with a borough-wide awareness raising campaign similar to that used in London. We would look to combine a media campaign with day(s) of action utilising the fixed penalty notice legislation only for those not turning off the engine when asked. Officers will look to bid for Air Quality funding to assist in resourcing the campaign work. Officers would look to encourage a behavioural change, targeting sensitive areas within Reading's Air Quality Management Area.



- 6.2 Policies: Officers will look to explore the implementation of 'switch off' policies for the Council's fleet and contractors and encourage partners to adopt a similar approach.
- 6.3 Enforcement: Anti-idling signs would be put up at taxi ranks and outside schools.

Vehicle idling is an offence against the Road Traffic (Vehicle Emissions) (Fixed Penalty) (England) Regulations 2002. The law states that it is an offence to idle an engine unnecessarily when stationary. Failing to turn an engine off after being spoken to can result in a fixed penalty notice of £20, rising to £40 if unpaid.

As above, the focus of attention on this matter relates to a delivery of a proactive campaign to raise awareness of the issue and to seek improvements via policy change. However, it may be necessary, on an exceptional basis, to use the powers set out in the 2002 Regulations and serve a fixed penalty notice. Delegation is sought as part of the recommendation to allow officers to do so but they would only issue a fixed penalty notices to 1) those not turning off their engine when asked to do so and 2) those who have been asked previously to turn their

engine off and where such request has been documented and who repeat an offence.

7.0 CONTRIBUTION TO STRATEGIC AIMS

7.1 The delivery of the Air Quality Action Plan helps to deliver the Council's Corporate Plan Service Priority: Keeping the town clean, safe green and active. Within this it is a key action to narrow the gap to the national average of 5.3% deaths in over 25s linked to air pollution.

8.0 COMMUNITY ENGAGEMENT

8.1 On-going community engagement through campaign work to encourage behavioural change and self-controlling the unnecessary idling.

8.2 Using informative messages: Turn off your ignition if you're waiting more than 10 seconds. Contrary to popular belief, restarting your car does not burn more fuel than leaving it idling. In fact, idling for just 10 seconds wastes more fuel than restarting the engine. This is one of the reasons why vehicles are being designed with stop-start technology.

9.0 EQUALITY IMPACT ASSESSMENT

9.1 Not required at this time.

10.0 LEGAL IMPLICATIONS

10.1 Vehicle idling is an offence against the Road Traffic (Vehicle Emissions) (Fixed Penalty) (England) Regulations 2002. The law states that it is an offence to idle an engine unnecessarily when stationary. Failing to turn an engine off after being spoken to can result in a fixed penalty notice of £20, rising to £40 if unpaid.

10.2 The legislation covers all vehicles on public roads including buses, taxis and private cars. It does not apply to vehicles moving slowly due to road works or congestion; vehicles stopped at traffic lights; vehicles under test or repair; or defrosting a windscreen.

11.0 FINANCIAL IMPLICATIONS

11.1 Given the low level of the penalty, unless there was a widespread issue of non-compliance, then this is unlikely to result in Civil Enforcement Officers (CEOs) being involved and therefore there would be no financial implications for the delegated authority. Our CEOs are dedicated to parking enforcement and currently provided under contract. Should we want to use the CEOs any changes with the way in which they operate may require contractual change and a business case to support cost recovery. Officers within Regulatory Services would be empowered to issue the fixed notice.

11.2 Resources for campaign work would come from existing Defra air quality grant funding, which has been awarded to us for the anti-idling campaign to include promotional work. Existing funding would also be used for monitoring equipment to assess the impact the idling campaign has had on localised pollution levels.

11.3 There are no direct financial risks associated with this report.

12.0 Background Papers

- Air Quality Action Plan
- http://www.reading.gov.uk/media/4209/Air-Quality-Action-Plan/pdf/AQAP_Proposed_actions.pdf
- Hackney Emissions Paper 28/9/16

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT COMMITTEE		
DATE:	23 NOVEMBER 2016	AGENDA ITEM:	10
TITLE:	ANNUAL CARBON FOOTPRINT REPORT, 2015/16		
LEAD COUNCILLOR:	CLLR PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING & TRANSPORT
SERVICE:	SUSTAINABILITY	WARDS:	BOROUGHWIDE
LEAD OFFICER:	Kirstin Coley	TEL:	x72291
JOB TITLE:	Energy Management Officer	E-MAIL:	Kirstin.coley@reading.gov.uk

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 In 2008 the Council published its first Climate Change Strategy in which it committed to reduce its emissions of green house gases by 4% per annum and by 50% in total by 2020. The Reading Climate Change Partnership's strategy '*Reading means business on Climate Change*' furthers this commitment.
- 1.2 Reading Borough Council's 'Carbon Plan, 2015-2020', was approved last year, which reinforced the organisation's target to reduce carbon emissions by 50% against the 2008/9 baseline. In addition a renewable energy target was set to generate renewable energy equivalent to 15% of total energy consumed, by 2020.
- 1.3 This report shows that the Council has continued to make reductions of carbon emissions, with a 10.8% reduction in corporate emissions against the previous year's levels (2014/15). When taking into account the gross emissions of the wider influence of the Council, the footprint decreased by 9.5 %. The full report can be found in Appendix 1.
- 3.1 The 2015/16 carbon footprint for the Council's corporate activities is 36.9 % lower than the baseline emissions in 2008/09, 5.2 % ahead of target, which is significant progress to meet the 50% reduction target by 2020. The total renewably generated energy in 2015/16 was equivalent to 3.7% of the total energy use of the council, or 5.9% of energy used in buildings, which continues to move towards the challenging 2020 renewable energy target of 15%. In addition, Reading Transport Ltd's bus fleet continues to serve more passengers, with carbon emissions per passenger per kilometre reduced by a third since the introduction of Compressed Natural Gas vehicles.
- 1.4 Looking forward, on-going and new initiatives will support further reductions; these include a major street lighting upgrade, continued Salix investment through a Building Energy Efficiency Programme and sustained improvements in data capture and analysis.

- 1.5 It is estimated that the avoided energy costs to the Council from the reduced energy consumption since 2008 are £5.5m, compared to if no action had been taken. In 2015/16 the avoided costs are estimated to be approximately £900,000.
- 1.6 Appendix 1 to this report provides the full Reading Borough Council: Greenhouse Gas (GHG) Protocol Report 2015-16. This is a technical document which is required to meet the Government's expectations for performance recording.

2. RECOMMENDED ACTION

- 2.1 The Committee notes the continued reduction of carbon emission for 2015/16, of over 10.8 % for the corporate emissions and 9.5 % for the emissions from the wider influence of the Council, against the previous year (2014/15).
- 2.2 The Committee notes that the 2015/16 carbon footprint for the Council's corporate activities is 36.9 % lower than the baseline emissions in 2008/09, 5.2% ahead of target, with the Council's wider activities (including schools and managed services) being 19.5 % lower than the baseline emissions in 2008/09.
- 2.3 The Committee notes that total renewably generated energy in 2015/16 was equivalent to 3.7% of the total energy use of the council, or 5.9% of energy used in buildings. In addition the Committee recognises that the 2020 renewable energy target has become more challenging in the wake of significant changes to the 'Feed in Tariff' incentive scheme made by government in 2015/16.
- 2.4 The Committee continues to support the ongoing investment in low carbon technologies and initiatives to reduce energy costs and the carbon footprint of Council operations.

3. POLICY CONTEXT

The current position:

- 1.7 In 2008 in the UK, following the adoption of the Climate Change Act 2008, the first climate change legislation anywhere in the world, the Council launched its climate change strategy, '*Stepping Forward for Climate Change*'. A key commitment in this document was to reduce its carbon footprint by 50% by 2020. This has been superseded by the Reading Climate Change Strategy 2013-20, '*Reading Means Business on Climate Change*' a collaborative strategy with business, community and public sector which invites other organisations to join in a shared ambition to reduce their emissions by 7% per annum. Reading Borough Council's 'Carbon Plan, 2015-2020', was approved last year, with a target to reduce the organisation's carbon emissions by 50% against the 2008/9 baseline and generate renewable energy equivalent to 15% of total energy consumed, by 2020.
- 3.2 Over the course of the last eight years, the Council has steadily reduced its own emissions in order to both lead by example and to reduce exposure to rising energy costs. The following details the activity to reduce carbon emissions over this period.
 - In 2008, the Council implemented a government backed scheme called SALIX, SALIX is a revolving investment fund to invest-to-save in low carbon technologies that reduce the carbon emissions of the authority and the costs associated with energy. By the end of 2015/16 the Council had invested just over £1.2m, in 94 individual projects. There are currently a further 14 projects in progress.

- In 2012, the Council invested in its first substantial solar panel project, installing 46 systems comprising over 2,500 panels on 40 council, community and school buildings. The scheme provides renewable electricity to power the buildings and generates income from the Feed in Tariff scheme, which pays for each unit of electricity generated. In 2015/16 the systems generated 409,971 kWh of electricity, the equivalent to powering 125 houses.
 - In 2013, a project to install photovoltaic solar panels onto over 400 Council houses was instigated. Tenants benefit from free electricity from the panels and the Council receive payment from the Feed in Tariff and export of electricity to the National Grid. The programme was completed in 2015, on 457 properties. The total annual energy generation is predicted to be 1,070 MWh. In 2015/16 the solar pv on these properties generated 374,510 kWh from systems installed part-way through the year. The first full year of generation will be realised in 2016/17.
 - Over the last four years, significant improvement has been made with automatic metering and data quality. Over 80% of electricity meters and 50% of gas meters are now upgraded to Automatic Read Meters (AMR). This upgrade in meters provides more accurate data and improved billing. Using this data we have significantly improved our understanding of energy used within RBC buildings, which has helped with targeting energy efficiency measures.
 - In 2014/15 the Council relocated to a newly refurbished Civic Offices building. Investments were made in energy efficiency, including LED lighting and controls, energy efficient boilers, refurbishments of Air Handling Units and motors. In addition the Council has installed its largest single solar panel system, to date, on the roof of the newly refurbished building. Following the first full year of occupation, 2015/16, the refurbished Civic Offices used 57% less energy than the old Civic Offices, with the carbon footprint reduced by 62%. Work continues to find further energy and water efficiencies within the building to make further savings.
 - In 2015/16 council staff responded to supplier warnings of higher energy costs at peak electricity demand periods in the winter months, known as TRIAD warnings. By reducing or shifting electricity demand in response to these warnings the council avoided costs of around £10k.
 - Improvements in insulation have been made in some sheltered housing properties, including cavity wall and loft insulation. These have seen reductions in gas consumption for heating during winter months.
- 3.3 In 2015/16 there has been a 10.8 % reduction in corporate emissions against our 2014/15 levels. When taking into account the gross emissions of the wider influence of the Council, the footprint decreased by 9.5 %. The full report can be found in Appendix 1.
- 3.4 The 2015/16 carbon footprint for the Council's corporate activities is now 36.9% lower than the baseline emissions in 2008/09, 5.2% ahead of the target, which is significant progress to meet the 50% reduction target by 2020.
- 3.5 The total renewably generated energy in 2015/16 was equivalent to 3.7% of the total energy use of the council, or 5.9% of energy used in buildings.
- 3.6 The 2015/16 carbon footprint for the Council's wider activities (including schools and managed services) is 19.5% lower than the baseline emissions in 2008/09. This excludes emissions from Reading Transport Ltd buses and other vehicles.

Looking forward:

- 3.7 Whilst the completion of schemes already mentioned has led to reductions in carbon emissions, further activities are being implemented or planned to further reduce the Council's energy costs and carbon emissions in future years.

- 3.8 In 2013, the Council invested in an initial street-lighting upgrade, comprising 1,300 LED lamps. LED (Light Emitting Diode) technology is capable of reducing energy use from the lamps by over 70%. A full street lighting upgrade to LED technology is currently being implemented, which began in April 2016. The upgrade programme is a two year programme, and is scheduled to be completed in March 2018. Significant energy savings and carbon emissions reductions should be realised from this programme.
- 3.9 Further SALIX investment is planned through property development programmes in a more cohesive fashion, through a Building Energy Efficiency Programme (BEEP). The programme will bring capital Salix funding to support building improvements through the most energy efficient technology where possible, and to investigate the opportunities for further energy saving measures whilst building work is taking place. Work is already planned to upgrade insulation, change lighting to LEDs and improve boilers in various facilities across the council estate. Where possible work will coincide with other projects and plans including the recent decision (Policy Committee July 2016) to relocate the registry office to the town hall and other associated rationalisation works.
- 3.10 The commercial water market will be de-regulated from April 2017. The council is taking action to be prepared for this change, to enable the organisation to be in the best position to take advantage of this opportunity.
- 3.11 Work continues to improve the council's energy data capture. Improvements in accuracy and precision of data will aid our understanding of the organisation's energy use and help in targeting work to improve the efficiency of its use and to make reductions through the efficient operation of assets.
- 3.12 Additional renewable energy generation will be realised in 2016/17, arising from the completion of the solar housing project and biomass heat generation at Cedar Court. The renewables target, '15% of total energy used', remains challenging, particularly following the change of incentive schemes for renewable energy by the government in 2015/16. Business cases for investment in renewable technology are currently less compelling, although opportunities will continue to be investigated to identify the most propitious opportunities. As the carbon footprint reduces, the percentage of the council's energy that is from renewables will increase, as it will be 15% of a smaller figure.
- 3.13 Reading Buses (Reading Transport Ltd - RTL) continues to invest in their bus fleet, replacing around 10% of the vehicles each year. As the oldest vehicles leave the fleet the new ones offer better fuel consumption and lower emissions, even where there is a like-for-like replacement. A further 16 Euro VI double deck buses entered service this year (eight had already been deployed last year) which all replaced Euro IV vehicles in the fleet. In addition to the latest low emission engines, these new vehicles are substantially lighter than their predecessors. Vehicles entering service this year will include a further six Euro VI double deck buses that, with enhanced specification and weight reduction, meet Low Carbon Emission Bus Standards (30% lower emissions than equivalent Euro III vehicle) and also the first five Compressed Natural Gas (CNG) powered double deck buses in the UK. The latter will take advantage of the substantial previous investment in gas fuelling infrastructure at the Great Knollys Street depot. Redeployment of the existing single deck CNG buses onto longer routes has marginally increased the carbon footprint of those vehicles but overall the fleet performance has improved since the last snapshot. This on-going substantial investment in the bus fleet has helped to improve the air quality of the Borough.

4. THE CARBON FOOTPRINT

- 4.1 The Council's carbon emissions for its controlled (corporate) operations in 2015/16 was 12,485 tCO₂, down 10.8 % (1,512 tCO₂) against 2014/15 emissions. Renewably generated electricity, exported to the grid, or sold to third parties almost doubled, accounting for 3.7 % of total energy consumed.
- 4.2 The absolute carbon emissions of the organisation's wider activities, including emissions from schools and managed services, were 22,628 tCO₂ (excluding fuel use from Reading Buses) for 2015/16, down 9.5 % compared to 2014/5 figures.
- 4.3 The GHG carbon footprint figures for 2015/16 are illustrated in Table 1 below, compared against 2014/15 data.

YEAR	2014/15	2015/16
	tCO ₂	tCO ₂
SCOPE 1 - Corporate		
	4,740	4,609
SCOPE 2 - Corporate		
	8,283	7,054
SCOPE 3		
<i>CORPORATE</i>	974	822
<i>SCHOOLS</i>	8,005	7,487
<i>MANAGED ASSETS/SERVICES</i>	2,998	2,656
GROSS EMISSIONS - Scope 1, 2, 3 - CORPORATE	13,996	12,485
GROSS EMISSIONS - ALL	25,000	22,628
ELECTRICITY EXPORTED/SOLD TO GRID/OTHERS	186	368
NET EMISSIONS - Scope 1, 2, 3 - CORPORATE	13,810	12,117
NET EMISSIONS - ALL	24,814	22,260

Table 1: Reading Borough Council GHG Emissions 2014/15, compared to 2015/16 figures.

- 4.4 The carbon reductions targets set out in Reading's Climate Change Strategy 2008-2013, and the subsequent Reading's Climate Change Strategy 2013-2020, amount to 31.7% by 2015/16, against the 2008/09 baseline. Figure 1a, below, illustrates the Council's corporate emissions reductions compared against the annual reduction targets, and figure 1b shows the Council's wider carbon footprint (Figure 1 b). The graphs show that, to date, the work on carbon reduction corporately for the Council is ahead of the reduction target. The emissions from the wider activity of the Council (including schools and managed services) also have reduced compared to baseline levels. It should be noted that the pupil numbers in Reading's schools have seen a significant increase, of 30% since 2008/9.

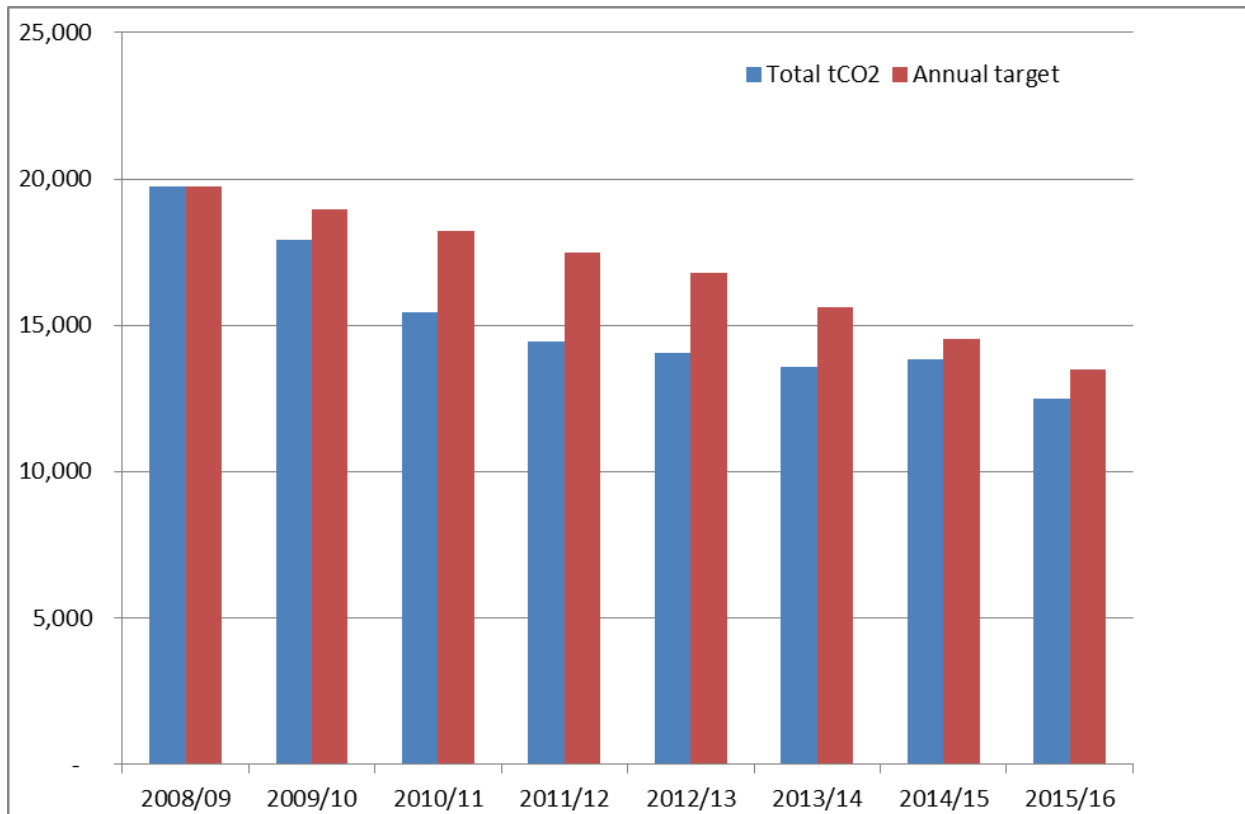


Figure 1 a): Reading Borough Council's corporate GHG emission performance against annual 4% target from the Baseline year (2008/9) through to 2015/16

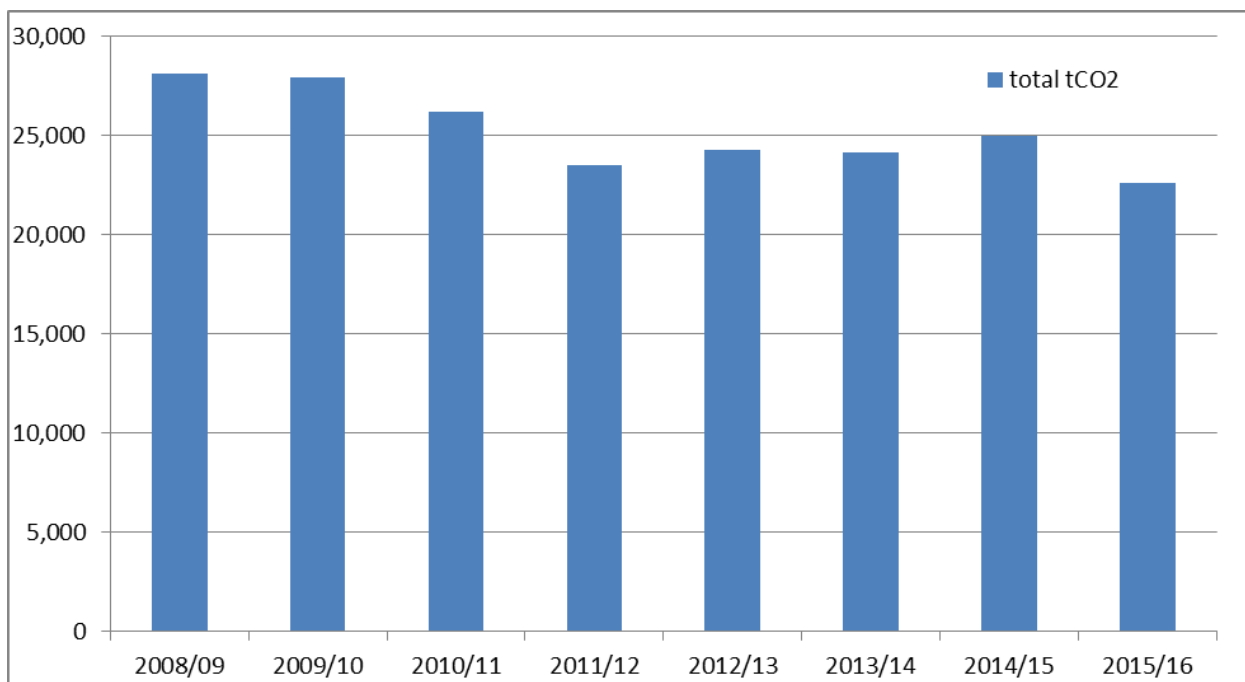


Figure 1 b): Reading Borough Council's wider GHG emission performance, from the Baseline year (2008/9) through to 2015/16 (including schools and managed services)

4.5 Table 2 below provides the annual corporate carbon footprint figures, compared against the target. The 2015/16 carbon footprint is 36.9 % lower than the 2008/09 baseline, a significant achievement, being 5.2 % ahead of the target emissions. These emissions reductions provide a sound foundation for further emissions reductions to meet the 2020 reduction target of 50 %.

- 4.6 The 2015/16 carbon footprint for the Council’s wider activities (including schools and managed services) is 19.5 % lower than the baseline emissions in 2008/09, as illustrated in Table 2.

		2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16
CORPORATE	Total tCO ₂	19,761	17,919	15,475	14,487	14,056	13,584	13,997	12,485
	Annual target	19,761	18,971	18,212	17,484	16,784	15,609	14,516	13,500
SCHOOLS	Total tCO ₂	5,216*	7,203	7,877	6,882	7,651	7,778	8,005	7,487
MANAGED SERVICES	Total tCO ₂	3,125	2,806	2,838	2,128	2,580	2,777	2,959	2,656
TOTAL	Total tCO ₂	28,102	27,928	26,190	23,497	24,287	24,139	24,961	22,628

Table 2: Annual RBC corporate, schools and managed services carbon emissions.* Note: early data from the schools sector was variable in quality and coverage. Data provided was the best available at the time.

- 4.7 Since 2012/13 Reading Buses have been operating Compressed Natural Gas (CNG) fuelled buses. Diesel is a more carbon intensive fuel than CNG, as illustrated by the carbon emissions per kilometre in 2015/16, which was over five times more carbon intensive than CNG. The total carbon intensity of Reading Buses vehicle fleet per passenger per kilometre has reduced by a third since the introduction of CNG fuelled vehicles in 2012/13. Redeployment of the existing single deck CNG buses onto longer routes in the last year has marginally increased the carbon footprint of those (CNG fuelled) vehicles, but overall the fleet performance has improved by 34% over the last three years when taking account of km’s travelled and passenger numbers.

FLEET	2012/13			2013/14				2015/16			
	tCO ₂	kg CO ₂ /km	kg CO ₂ /pass	tCO ₂	kg CO ₂ /km	kg CO ₂ /pass.	% reduction/Pass./km	tCO ₂	kg CO ₂ /km	kg CO ₂ /pass.	% reduction/Pass./km
DIESEL	7,971	1.116		6,889	1.108			8,215	1.066		
CNG	79	0.208		299	0.194			444	0.202		
TOTAL	8,050	1.070	0.417	7,188	0.927	0.343	20%	8,659	0.875	0.362	34%

Table 3: Reading Buses fuel use since the introduction of CNG fuelled vehicles in 2012/13

5. CONTRIBUTION TO STRATEGIC AIMS

- 5.1 The work on carbon reduction directly contributes to the Council’s strategic aim to ‘Develop Reading as a Green City with a sustainable environment and economy at the heart of the Thames Valley’.
- 5.2 This work also contributes to the sustainable development of Reading, helping to reduce our impact on the environment and reduce costs now, to support Reading for the future.

6. COMMUNITY ENGAGEMENT AND INFORMATION

- 6.1 As required by the government Department for Energy and Climate Change (DECC) the Reading Borough Council Greenhouse Gas (GHG) Report: 2015-16 is published on the Reading Borough Council website.

7. EQUALITY IMPACT ASSESSMENT

7.1 An Equality Impact Assessment (EIA) is not required for the Carbon Footprint report.

8. LEGAL IMPLICATIONS

8.1 Nationally, legal obligations in respect of climate change are incorporated into legislation through a range of regulations set out under the Climate Change Act 2008. The Reading Climate Change Strategy does not set out any specific binding actions in relation to these regulations but offers a multi-organisation framework which constitutes the proposals for the Borough to assist in meeting the national carbon budgets.

8.2 As a local authority, Reading Borough Council is obliged to report annual carbon footprint figures to the Department of Energy and Climate Change (DECC). This reporting is done through a return to government and publication of the carbon footprint report on the Council's website.

9. FINANCIAL IMPLICATIONS

9.1 The Council's actions in relation to carbon reduction form a key element of the financial savings programme of the Council. Annual energy bills amount to around £2m. The cost of energy is predicted to rise beyond inflation, in spite of fluctuations, and therefore it is important to maintain investment and operational control on energy and fuel to enable significant reductions in energy consumption. The reduced energy consumption of the council is estimated to have avoided costs of around £900,000 in 2015/16 compared to if no action had been taken. The avoided costs between 2008/9 and 2015/16 total around £5.5m (excluding non-consumption based costs, such as standing charges).

10. BACKGROUND PAPERS

Environmental Reporting Guidelines: Including mandatory greenhouse gas emissions reporting, June 2013, Department for Environment, Food and Rural Affairs

Reading's Climate Change Strategy 2008-2013. Stepping forward for Climate Change

Reading's Climate Change Strategy 2013-2020; *Reading Means Business on Climate Change*

Reading Borough Council: Carbon Plan, 2015-2020

Reading's Local Authority Carbon Management Plan (LACM) 2007

READING BOROUGH COUNCIL: GREENHOUSE GAS (GHG) REPORT 2015 - 16

Reading Borough Council (RBC) is committed to working to reduce its Greenhouse Gas emissions across its estate and operations.

This year (2015/16) the Council had a 10.8 % decrease in absolute gross corporate emissions against our 2014/15 levels.

The gross emissions of the wider influence of the Council also decreased in 2015/16 compared to 2014/15 levels, by 9.5 %.

Reading Borough Council's 'Carbon Plan, 2015-2020', was approved last year, which reinforced the organisation's target to reduce carbon emissions by 50% against the 2008/9 baseline. In addition a renewable energy target was set to generate renewable energy equivalent to 15% of total energy consumed, by 2020. This plan identifies actions to further reduce carbon emissions and to generate renewable energy by 2020. Reading Borough Council has a vision to have energy and water efficient estate and operations, in which best practise is sought.

1 Introduction

1.1 Our Vision

As part of Reading Borough Council's commitment to 'Reading's Climate Change Strategy 2013-2020; Reading Means Business on Climate Change', the council supports the vision that

'Reading's thriving network of businesses and organizations will be at the forefront of developing solutions for reducing carbon emissions and preparing for climate change. Low carbon living will be the norm in 2050.'

And work with others to '*...reduce the carbon footprint of the borough in 2020 by 34% compared with levels in 2005.*'

1.2 Leading by Example

Reading Borough Council has been leading by example by actively reducing its carbon emissions. Since signing the Nottingham Declaration on Climate Change in March 2006, there have been numerous local and national policies and targets, and legislation which have influenced the council's energy management work. In 2007 RBC worked with the Carbon Trust to produce Reading's Local Authority Carbon Management Plan (LACM). Since 2008 the authority has managed a rolling investment programme in energy efficient technologies to achieve carbon reduction. The Council has been working in partnership with other public sector organisations, businesses and local residents to reduce emissions and dependency on fossil fuel.

Our Sustainable Community Strategy (2011) highlights renewable energy as one of eight key 'building blocks' for the future of Reading and Reading's Climate Change Strategy 2013-2020 also aims to '*increase the amount of energy generated locally using renewable technologies*'. RBC's investments in photovoltaic solar panel are

generating savings, with about over 934 MWh electricity generated in 2015/16 by schools, local businesses, corporate buildings and housing. The Council plans to continue to develop and facilitate renewable schemes across the borough. These schemes will be providing a return in investment to Reading as a whole and stimulate the local low carbon economy.

Reading Borough Council's 'Carbon Plan, 2015-2020', was approved in 2014/15, which reinforced the organisation's target to reduce carbon emissions by 50% against the 2008/9 baseline. In addition a renewable energy target was set to generate renewable energy equivalent to 15% of total energy consumed, by 2020. The Carbon Plan, 2015-2020 which aims to; reduce costs; reduce negative impacts on the environment; continue to decarbonise energy supply and manage demand; and make energy, carbon and water savings an integral part of the organisation.

2 Reading Borough Council Greenhouse Gas (GHG) Emissions

2.1 The Organisation

Reading Borough Council is a unitary local authority. The organisation has been subject to significant reorganisation over the last 5 years. RBC is now comprised of four directorates; Directorate of Environment and Neighbourhood Services (DENS); Directorate of Corporate Support Services (CSS); and Directorate for Adult Care & Health Services (AC&HS), Directorate for Children, Education & Early Help Services (CE&EHS). Carbon Management for the Council is managed in the Sustainability Team, within 'Planning, Development and Regulatory Services' in the Directorate of Environment and Neighbourhood Services.

This report covers the RBC corporate GHG footprint and the 'wider influence' GHG footprint for 2015/16 (1st April 2015 to 31st March 2016).

2.2 Scope

As clarified in the 2013/14 GHG Report, RBC continues to report carbon emissions from corporate activities under its direct operational control separately from those activities which are (only) under its influence. As such, all schools (including community, voluntary aided, diocese, Academy and Free Schools) and managed services (including Rivermead Leisure centre, Academy Sports, Reading Buses and NCP car parks) will be reported in Scope 3, where RBC can influence, rather than control, the operations.

The list of GHG activities measured by RBC is as follows below. A detailed breakdown of the activities that are reported, and within which scope, can be found in Appendix 1.

Scope 1 (Direct emissions)

- Fossil fuels - Natural Gas and burning oil consumption
- Transport Fleet
- Fugitive emissions from air conditioning units only (excluding emissions from domestic fridges and freezers)
- Self-supplied renewably generated electricity or heat

Scope 2 (Energy indirect)

- Purchased electricity
- Passenger Vehicle - Reading Car Club

Scope 3 (Other indirect)

- Electricity losses from transmission and distribution
- Managed Assets - Business travel
- Schools (Community, Voluntary Aided, Diocese, Academy and Free Schools)
- Outsourced services (5 car parks, 2 leisure centres and bus company)

Outside Scopes

- CO₂ equivalent emissions from biofuels

Renewable electricity

- Renewably generated electricity from systems owned by RBC, but supplying electricity to other parties

2.3 Baseline Year and reporting

The Council has been reporting its carbon footprint since 2005/6. Since this time, the reporting systems have changed several times and data collection has improved. As part of the development of the first Climate Change Strategy for Reading (2008-2013) our baseline line was recalculated in 2008; therefore the Council's current baseline year is 2008/9.

The Council has been required to annually report carbon emissions for the Carbon Reduction Commitment Energy Efficiency Scheme between 2010/11 to 2013/14.

The emissions factors for the GHG footprint 2015/16 (1st April 2015 to 31st March 2016) are those published by DEFRA, based on a 1 year average factor for each year.

2.4 Weather Correction

A considerable contribution to the greenhouse emissions of the Council is from space heating. With changing heat demand depending on the weather of each year; there can be an increased fuel demand, which will have an impact on our emissions. Weather correction calculations can be undertaken to adjust for this bias. Weather corrected figures can be found in Appendix 2.

2.5 Reading Borough Council Greenhouse Gas carbon footprint, 2015/16

Reading Borough Council's absolute (gross) corporate carbon emissions for 2015/16 were 12,485 tCO₂, down 10.8 % (1,512 tCO₂) against 2014/15 emissions. Renewably generated electricity, exported to the grid, or sold to third parties can be netted off against this gross figure, to the sum of 368 tCO₂, giving net corporate carbon emissions of 12,117 tCO₂.

The absolute carbon emissions of the organisations' wider activities were 22,628 tCO₂ for 2015/16. Carbon emissions from schools were 7,487 tCO₂ (gross) for 2015/16, down 6.5 % compared to 2014/15 figures.

The GHG carbon footprint figures for 2015/16 are illustrated in Table 2.1 below, compared against 2014/15 data. A full breakdown of the data can be found in Appendix 3.

YEAR	2014/15	2015/16
	tCO ₂	tCO ₂
SCOPE 1 - Corporate		
	4,740	4,609
SCOPE 2 - Corporate		
	8,283	7,054
SCOPE 3		
CORPORATE	974	822
SCHOOLS	8,005	7,487
MANAGED ASSETS/SERVICES	2,998	2,656
GROSS EMISSIONS - Scope 1, 2, 3 - CORPORATE	13,996	12,485
GROSS EMISSIONS - ALL	25,000	22,628
ELECTRICITY EXPORTED/SOLD TO GRID/OTHERS	186	368
NET EMISSIONS - Scope 1, 2, 3 - CORPORATE	13,810	12,117
NET EMISSIONS - ALL	24,814	22,260

Table 2.1: Reading Borough Council GHG Emissions 2015/16, compared to 2014/15 figures.

2.6 Intensity Measurement

This measures an organisation's GHG emissions against a specific relevant activity. There are a number of factors that determine and influence the level of GHG emissions of an organisation, such as size of buildings, number of employees (activity ratios), financial turnover of the business (financial ratio) etc.

For Reading Borough Council, the intensity ratio is measured by number of Full Time Equivalent (FTE) staff working for the Council. The recommended methodology by the Defra/DECCs guide is to measure using direct emissions (Scope 1 and 2) only which occurs as a direct result of staff activities.

In March 2015 we had 2,090.18 staff (FTE) employed by the Council as against 2,104.91 staff (FTE) in March 2014.

The employee intensity ratio for Reading Borough Council, for 2015/16 is

$$\text{TCO}_2\text{e per FTE} = \frac{11,663}{2,090.18} = 5.57 \text{ tCO}_2\text{e/FTE}$$

Compared to the employee intensity ratio for Reading Borough Council, for 2014/15 is

$$\text{TCO}_2\text{e per FTE} = \frac{13,023}{2,104.91} = 6.18 \text{ tCO}_2\text{e/FTE}$$

2.7 Progress against target

Reading's Climate Change Strategy 2008 - 2013 set a reduction target of 4 % per annum, which equates to a total of 31.7 % carbon reduction by 2015/16, for Reading's owned estate and operations. The subsequent Reading Climate Change Strategy 2013-20, a collaborative strategy with business, community and public sector, has set a target for borough-wide carbon emissions reductions of 34 % by 2020, against a 2005 (2005/6) baseline. This would be achieved in part by encouraging participants to achieve a 7% per annum reduction. Figure 2.1 below illustrates RBC's corporate emissions reductions, compared against the annual reduction targets.

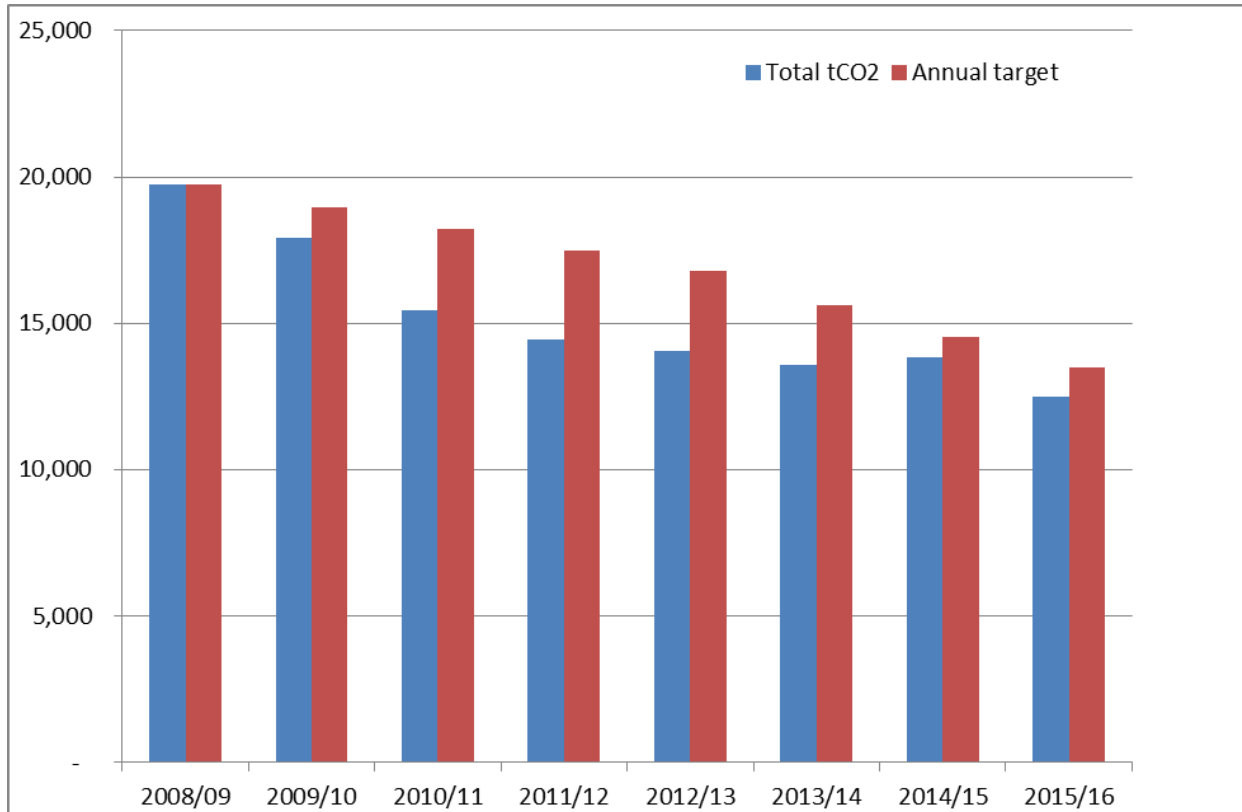


Figure 2.1: Reading Borough Council's corporate GHG emission performance against annual 4% target from the Baseline year (2008/9) through to 2015/16

2.8 Renewable / low carbon energy

Reading Borough Council no longer operates a gas-fired Combined Heat and Power (CHP) plant, as it was decommissioned when the organisation moved from the old Civic Offices.

Reading Borough Council owns numerous PV arrays which generate onsite electricity through the Feed In Tariff (FiT) subsidy. In total, these arrays exported 149,590 kWh to the Grid (deemed) in 2015/16. Twenty-three systems generated and self-supplied 179,520 kWh to RBC sites. The remaining arrays generated and supplied 398,246 kWh to schools and other parties in 2015/16. These carbon emissions savings are 'netted off' against the RBC gross emissions (excluding those 'self-supplied').

A number of schools own their own PV arrays, self-supplying and generating electricity on site. In 2015/16 these systems generated 19,338 kWh.

In 2013, a project to install photovoltaic solar panels onto over 400 Council houses was instigated. Tenants benefit from free electricity from the panels and the Council receive payment from the Feed in Tariff and export of electricity to the National Grid. The programme was completed in 2015, on 457 properties. The total annual energy generation is predicted to be 1,070 MWh. In 2015/16 the solar pv on these properties generated 374,510 kWh from systems installed part-way through the year, 50 % of this is deemed to be exported to the Grid and 50 % is deemed to be supplied to the tenant.

3. Risks and Opportunities

There is overwhelming global consensus that society should rise to the challenge of tackling climate change. In times of economic uncertainty and with the planet facing unprecedented pressures on natural resources, energy reserves and land use; Reading Borough Council is committed to playing its part in averting the risks of severe climate change. We will act locally in the global interest, but we will not overlook the local opportunities and benefits of this action. These benefits include improving the efficiency and resilience of our local communities and infrastructure.



References

Environmental Reporting Guidelines: Including mandatory greenhouse gas emissions reporting, June 2013

Reading's Climate Change Strategy 2008-2013. Stepping forward for Climate Change

Reading's Climate Change Strategy 2013-2020; *Reading Means Business on Climate Change*

Reading's Local Authority Carbon Management Plan (LACM) 2007

Sustainable Community Strategy, 2011. Levers for change.

Appendices

Appendix 1: GHG Protocol scope and treatments of renewables

Reporting of GHG emissions for RBC, divided into 3 scopes	
Scope 1 (Direct emissions): Emissions from activities owned or controlled by your organisation that release emissions into the atmosphere. They are direct emissions.	
Fossil fuels - Natural Gas and burning oil consumption	Direct emissions from combustion of natural gas and oil
Transport Fleet	Direct emissions from combustion of diesel and petrol
Fugitive emissions from air conditioning units only (excluding emissions from domestic fridges and freezers)	Emissions released from equipment leaks
Self-supplied renewably generated electricity or heat	Direct emissions at site (zero emissions). See Figure A1 below for further detail on treatment of renewables.
Scope 2 (Energy indirect): Emissions released into the atmosphere associated with your consumption of purchased electricity, heat, steam and cooling. These are indirect emissions that are a consequence of your organisation's activities but which occur at sources you do not own.	
Purchased electricity	Electricity purchased from supplier. Emissions at source, outside RBC control.
Passenger Vehicle - Reading Car Club	Emissions from use of cars due to RBC activity, but Car Club not owned by RBC.
Scope 3 (Other indirect): Emissions that are a consequence of your actions, which occur at sources which you do not own or control and which are not classed as scope 2 emissions.	
Electricity losses from transmission and distribution	Emissions as a result of losses from transmission and distribution of electricity on the national grid
Managed Assets - Business travel	Emissions as a result of travel by means not owned or controlled by RBC
Schools (Community, Voluntary Aided, Diocese, Academy and Free Schools)	Emissions from activities within schools, which are not controlled by RBC
Outsourced services (5 car parks, 2 leisure centres and bus company office)	Emissions from activities within managed services, which are not controlled by RBC
Outside Scopes:	
CO ₂ equivalent emissions from biofuels	Other GHG emissions from combustion of biofuels. Awaiting emissions factors
Renewable electricity:	
Renewably generated electricity from systems owned by RBC, but supplying electricity to other parties	Emissions avoided by generating electricity renewably at site. See Figure A1 below for further detail on treatment of renewables.

Exclusions:

Water supplied & sewerage: to date the data available for reporting emissions from water use is not sufficiently robust. Work is being undertaken to enable this for future years.

Fleet fuel data from Managed Services (Reading Buses) in Scope 3 are quoted, but not included in total carbon footprint figures, due to some missing data (2014/15).

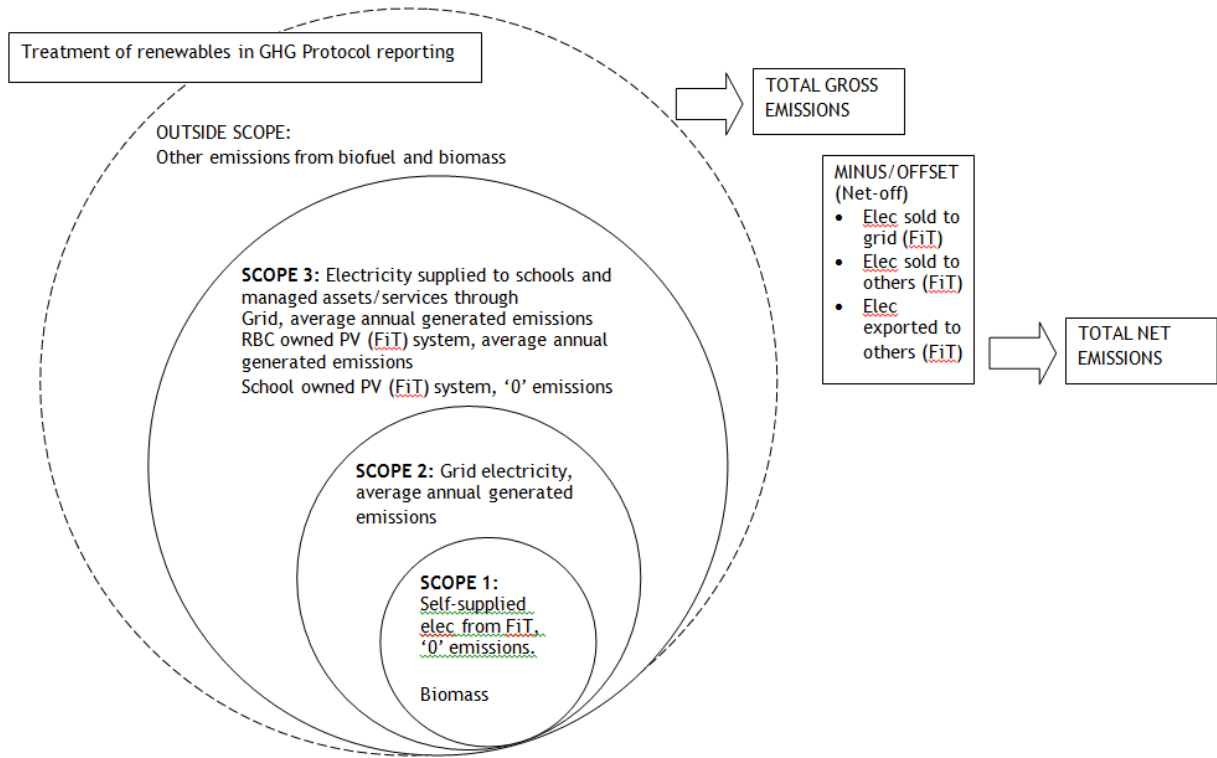


Figure A1: Treatment of renewables in GHG Protocol reporting, depending on system ownership and reporting scope

Appendix 2: Historic data

YEAR		BASELINE: 2008/09			2012/13			2013/14			2014/15			2015/16		
	REPORTING UNITS	kWh/litres/km/ m3/kg	conversion factor	tCO2	kWh/litres/km/ m3/kg	conversion factor	tCO2	kWh/litres/km/ m3/kg	conversion factor	tCO2	kWh/litres/km/ m3/kg	conversion factor	tCO2	kWh/litres/km/ m3/kg	conversion factor	tCO2
SCOPE 1																
GAS	kWh	26,624,860	0.1836	4,888	19,048,224	0.18521	3,528	16,479,082	0.18404	3,033	17,244,563	0.184973	3,190	17,930,037	0.18445	3,307
OIL	litres	329,462	0.2468	81	13,384	2.5443	34	14,800	2.538	38	15,702	2.537971	40	13,851	2.53215	35
FLEET - DIESEL	litres	616,794	2.5725	1,587	538,214	2.5835	1,390	538,259	2.6008	1,400	526,743	2.6024	1,371	474,783	2.5839	1,227
FLEET - PETROL	litres	16,717	2.2450	38	15,404	2.2423	35	13,051	2.2144	29	12,538	2.1914	27	11,577	2.1944	25
FUGITIVE - R12	kg			-	0.33	1725	1	-					-		0	
FUGITIVE - R22	kg			-	1.60	1810	3	-			0.65	1810	1	-	0	-
FUGITIVE - R407C	kg										10.3	1526	16	-	0	-
FUGITIVE - R134A	kg												0	1300	0	
FUGITIVE - R410A	kg										0.31	1725	0.5	-	0	-
FUGITIVE - R49a	kg													-	0	-
FUGITIVE - R404a	kg												4	3921.6	14.5	
CHP - GAS	kWh			-	2,552,025	0.18521	473	1,737,886	0.18404	320	509,368	0.184973	94	-	0	-
CHP - ELECTRICITY	kWh			-	806,081	0	-	453,745	0	-	146,961	0	-	-	0	-
BIOMASS				-									-		0	
ELECTRICITY FROM RENEWABLES	kWh			-	58,450	0	-	74,674	0	-	77,214	0	-	179,520	0	-
	TOTAL			6,594			5,463			4,819			4,740			4,609
SCOPE 2																
ELECTRICITY FROM GRID	kWh	24,416,596	0.4853	11,850	16,742,424	0.46002	7,702	17,594,359	0.44548	7,838	16,751,671	0.49426	8,280	15,256,177	0.46219	7,051
CAR CLUB - SMALL	km	-	-	-	15,720	0.16522	3	15,654	0.16192	3	13,491	0.16061	2	12,843	0.15859	2
CAR CLUB - MEDIUM	km	-	-	-	7,580	0.20765	2	6,178	0.2049	1	5,755	0.20088	1	5,000	0.19931	1
	TOTAL			11,850			7,706			7,842			8,283			7,054
SCOPE 3																
<i>CORPORATE</i>																
ELECTRICITY FROM GRID T&D	kWh	24,416,596	0.0391	954	16,742,424	0.03634	608	17,594,359	0.03809	670	16,751,671	0.0432	724.01	15,256,177	0.0382	582
BUSINESS MILEAGE	km	1,742,835	0.2086	364	1,429,879	0.19469	278	1,331,431	0.19023	253	1,320,563	0.1894	250.15	1,284,393	0.1864	239
BUSINESS CYCLE	km										12,992		-	-	-	-
BUSINESS MOTORCYCLE	km										1,794	0.1196	0.21	-	-	-
WATER SUPPLIED	m3			-		0.3441	-		0.3441	-			-	-	-	-
WATER SEWERAGE	m3			-		0.7085	-		0.7085	-			-	-	-	-

YEAR		BASELINE: 2008/09			2012/13			2013/14			2014/15			2015/16				
	REPORTING UNITS	kWh/litres/km/ m3/kg	conversion factor	tCO2	kWh/litres/km/ m3/kg	conversion factor	tCO2	kWh/litres/km/ m3/kg	conversion factor	tCO2	kWh/litres/km/ m3/kg	conversion factor	tCO2	kWh/litres/km/ m3/kg	conversion factor	tCO2		
SCOPE 3																		
<i>SCHOOLS</i>																		
GAS	kWh	12,243,654	0.1836	2,248	18,710,786	0.18521	3,465	18,210,886	0.18404	3,352	17,814,444	0.1850	3,295	17,306,100	0.1845	3,192		
OIL	litres	4,375,859	0.2468	1,080	165,777	2.5443	422	158,565	2.538	402	120,654	2.5380	306	100,637	2.5322	255		
ELECTRICITY FROM GRID	kWh	3,599,802	0.4853	1,747	7,503,153	0.46002	3,452	8,233,209	0.44548	3,668	8,121,358	0.4943	4,014	7,939,271	0.4622	3,669		
ELECTRICITY FROM GRID T&D	kWh	3,599,802	0.0391	141	7,503,153	0.03634	273	8,233,209	0.03809	314	8,121,358	0.0432	351	7,939,271	0.0382	303		
ELECTRICITY FROM RBC FIT	kWh		0.4853	-	84,986	0.46002	39	95,940	0.44548	43	77,970	0.4943	39	145,993	0.4622	67		
ELECTRICITY FROM RENEWABLES	kWh	-	-	-	31,422	0	0	49,566	0	0	20,431	0.0000	-	19,383	0.0000	-		
WATER SUPPLIED	m3	-	-	-	-	0.3441	-	-	0.3441	-	-	-	-	-	-	-		
WATER SEWERAGE	m3	-	-	-	-	0.7085	-	-	0.7085	-	-	-	-	-	-	-		
<i>MANAGED ASSETS/SERVICES</i>																		
GAS	kWh	6,108,386	0.1836	1,121	3,462,697	0.18521	641	4,549,139	0.18404	837	4,847,143	0.1850	897	4,952,281	0.1845	913		
OIL	litres	-	-	-	-	2.5443	-	-	2.538	-	-	-	-	-	-	-		
ELECTRICITY FROM GRID	kWh	3,822,312	0.4853	1,855	3,868,240	0.46002	1,779	3,970,380	0.44548	1,769	3,838,088	0.4943	1,897	3,405,270	0.4622	1,574		
ELECTRICITY FROM GRID T&D	kWh	3,822,312	0.0391	149	3,868,240	0.03634	141	3,970,380	0.03809	151	3,838,088	0.0432	166	3,405,270	0.0382	130		
ELECTRICITY FROM RBC FIT			0.4853	-	41,273	0.46002	19	43,826	0.44548	20	78,782	0.4943	39	83,326	0.4622	39		
ELECTRICITY FROM RENEWABLES	kWh	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
FLEET - DIESEL	litres	3,817,389	2.5725	9,820	3,085,432	2.5835	7,971	2,714,427	2.538	6,889				3561684	2.5839	9,203		
FLEET - CNG	litres	-	-	-	165,384	0.476774	79	630,095	0.473762	299				957421	0.47706	457		
WATER SUPPLIED	m3	-	-	-	-	0.3441	-	-	0.3441	-	-	-	-	-	-	-		
WATER SEWERAGE	m3	-	-	-	-	0.7085	-	-	0.7085	-	-	-	-	-	-	-		
	TOTAL			9,659			11,118			11,478			11,978			10,964		
OUTSIDE SCOPE																		
FLEET - DIESEL - BIOFUEL MIX	litres				538,213			538,259			526,743							
FLEET - PETROL - BIOFUEL MIX	litres				15,404			13,051			12,538							
CNG	litres																	
BIOMASS																		
	TOTAL																	
GROSS EMISSIONS - CORPORATE				19,761					14,056					13,584				
GROSS EMISSIONS - ALL				28,103					24,287					24,139				
GROSS EMISSIONS - CORPORATE - weather corrected				19,606					13,353					13,399				
GROSS EMISSIONS - ALL - weather corrected				27,809					22,691					23,677				
ELECTRICITY EXPORTED/SOLD TO GRID	kWh				319,090	0.49636	158	384,704	0.48357	186	346,924	0.53748	186	735,091	0.50035	368		
NET EMISSIONS - CORPORATE				19,761					13,898					13,398				
NET EMISSIONS - ALL				28,103					24,128					23,953				
NET EMISSIONS - CORPORATE - weather corrected				19,606					13,739					13,212				
NET EMISSIONS - ALL - weather corrected				27,809					23,970					24,754				

Note: Fleet fuel data in 'Managed Services' Scope 3 are not included in total emissions figures

Appendix 3: Full breakdown 2015/16 GHG data

YEAR		2014/15			2015/16		
	REPORTING UNITS	kWh/litres/km/m ³ /kg	conversion factor	tCO ₂	kWh/litres/km/m ³ /kg	conversion factor	tCO ₂
SCOPE 1							
GAS	kWh	17,244,563	0.184973	3,190	17,930,037	0.18445	3,307
OIL	litres	15,702	2.537971	40	13,851	2.53215	35
FLEET - DIESEL	litres	526,743	2.6024	1,371	474,783	2.5839	1,227
FLEET - PETROL	litres	12,538	2.1914	27	11,577	2.1944	25
FUGITIVE - R12	kg						
FUGITIVE - R22	kg	0.65	1810	1			
FUGITIVE - R407C	kg	10.3	1526	16			
FUGITIVE - R134A	kg				0.22	1300	0.3
FUGITIVE - R410A	kg	0.31	1725	0.5			
FUGITIVE - R49a	kg						
FUGITIVE - R404a	kg				3.7	3921.6	14.5
CHP - GAS	kWh	509,368	0.18497	94			
CHP - ELECTRICITY	kWh	146,961	0	0			
BIOMASS							
ELECTRICITY FROM RENEWABLES	kWh	77,214	0	0	179,520	0	0
	TOTAL			4,740			4,609
SCOPE 2							
ELECTRICITY FROM GRID	kWh	16,751,671	0.49426	8,280	15,256,177	0.46219	7,051
CAR CLUB - SMALL	km	13,491	0.16061	2	12,843	0.15859	2
CAR CLUB - MEDIUM	km	5,755	0.20088	1	5,000	0.19931	1
	TOTAL			8,283			7,054
SCOPE 3							
CORPORATE							
ELECTRICITY FROM GRID T&D	kWh	16,751,671	0.04322	724	15,256,177	0.03816	582
BUSINESS MILEAGE	km	1,320,563	0.18943	250	1,284,393	0.18635	239
BUSINESS CYCLE	km	12,992					
BUSINESS MOTORCYCLE	km	1,794	0.11955	0.2			
WATER SUPPLIED	m ³						
WATER SEWERAGE	m ³						

YEAR		2014/15			2015/16		
	REPORTING UNITS	kWh/litres/km/m3/kg	conversion factor	tCO2	kWh/litres/km/m3/kg	conversion factor	tCO2
SCOPE 3							
SCHOOLS							
GAS	kWh	17,814,444	0.184973	3,295	17,306,100	0.18445	3,192
OIL	litres	120,654	2.537971	306	100,637	2.53215	255
ELECTRICITY FROM GRID	kWh	8,121,358	0.49426	4,014	7,939,271	0.46219	3,669
ELECTRICITY FROM GRID T&D	kWh	8,121,358	0.04322	351	7,939,271	0.03816	303
ELECTRICITY FROM RBC FIT	kWh	77,970	0.49426	39	145993	0.46219	67
ELECTRICITY FROM RENEWABLES	kWh	20,431	0	0	19383	0	0
WATER SUPPLIED	m3						
WATER SEWERAGE	m3						
MANAGED ASSETS/SERVICES							
GAS	kWh	4,847,143	0.184973	897	4952281	0.18445	913
OIL	litres						
ELECTRICITY FROM GRID	kWh	3,838,088	0.49426	1,897	3405270	0.46219	1,574
ELECTRICITY FROM GRID T&D	kWh	3,838,088	0.04322	166	3405270	0.03816	130
ELECTRICITY FROM RBC FIT		78782	0.49426	39	83326	0.46219	39
ELECTRICITY FROM RENEWABLES	kWh						
FLEET - DIESEL	litres				3561684	2.5839	9,203
FLEET - CNG	litres				957421	0.47706	457
WATER SUPPLIED	m3						
WATER SEWERAGE	m3						
	TOTAL			11978			10964
OUTSIDE SCOPE							
FLEET - DIESEL - BIOFUEL MIX	litres	526,743					
FLEET - PETROL - BIOFUEL MIX	litres	12,538					
CNG	litres						
BIOMASS							
	TOTAL						
GROSS EMISSIONS - CORPORATE				13997			12,485
GROSS EMISSIONS - ALL				25,000			22,628
ELECTRICITY EXPORTED/SOLD TO GRID/	kWh	346,924	0.53748	186	735,091	0.50035	368
NET EMISSIONS - CORPORATE				13810			12,117
NET EMISSIONS - ALL				24,814			22,260

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOODS

TO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT COMMITTEE		
DATE:	23 NOVEMBER 2016	AGENDA ITEM:	11
TITLE:	READING'S CLIMATE CHANGE STRATEGY 2013-2020; PERFORMANCE REPORT TO MARCH 2016		
SERVICE:	CORPORATE POLICY/ SUSTAINABILITY	WARDS:	BOROUGHWIDE
LEAD CLLR:	CLLR PAGE		STRATEGIC ENVIRONMENT, PLANNING & TRANSPORT
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1.0 EXECUTIVE SUMMARY

- 1.1 Reading's Climate Change Strategy 2013-2020 - 'Reading Means Business on Climate Change', was launched in Sept 2013, and sets out a vision for Reading to be at the forefront of developing solutions to climate change and for low carbon living to be the norm.
- 1.2 This report presents the progress against the targets in the action plans for the period April 2015 to March 2016.
- 1.3 The Climate Change Strategy seeks to develop activities that will lead to reductions in the carbon footprint of Reading Borough of 34% from 2005 levels by 2020. The latest local area carbon footprint data (2014) showed Reading's emissions have already reduced by 32% since 2005 (38% per capita). This is ahead of target, the best in Berkshire and amongst the best performing in the UK.
- 1.4 In Paris in 2015, the majority of nations on earth signed a global agreement to reduce emissions of greenhouse gases in order to limit global climate change to two degrees of warming. In line with this historic agreement, Reading is a signatory to the UK100 pledge, alongside over sixty five other Authorities including Manchester, London and Glasgow to commit to a shift to 100% clean energy by 2050.

- 1.5 There have been a number of key successes in the delivery of the Climate Change Strategy to date. Some of the highlights include; completion of a large solar panel project on Reading's Council housing, the start of the roll out of LED streetlights across the borough, a significant increase in the number of low carbon CNG buses added to the Reading Buses' fleet and the formation of Reading's first Community Energy Society.
- 1.6 The delivery of the Climate Change Strategy action plan is largely on track with 75% of all actions and 80% of Council actions rated as green or amber (on-track, complete or progressing but with minor delays/issues). The full performance report against all of the actions and targets is set out at Appendix A.
- 1.7 Overall there has been significant progress, but there are some areas where national policy changes have impacted delivery and/or timescales have slipped due to resource constraints.

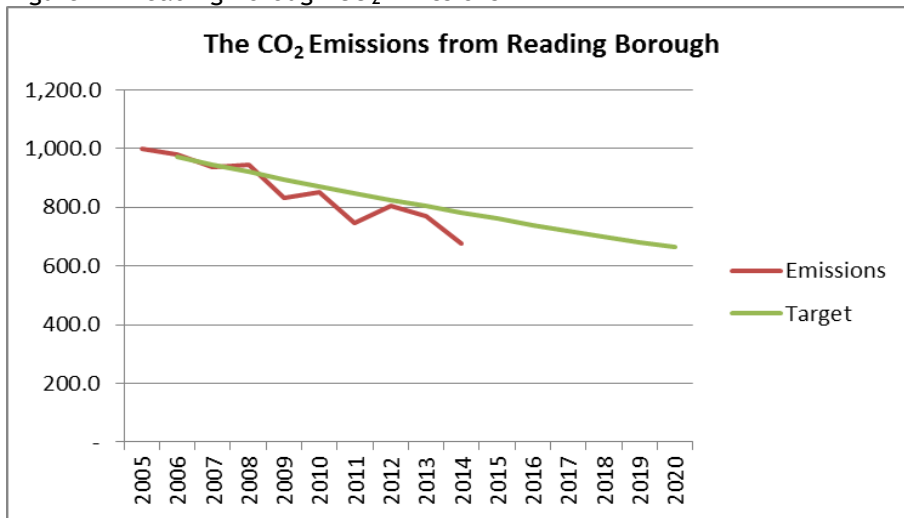
2.0 RECOMMENDED ACTION

- 2.1 To note the progress that has been made in the delivery of the Reading Climate Change Strategy 'Reading Means Business on Climate Change', for the period April 2015 - March 2016.
- 2.2 That the committee continue to support the Partnership in the delivery of the Reading Climate Change Strategy actions insofar as they are attributed to the Council.

3.0 BACKGROUND

- 3.1 The Climate Change Strategy for Reading 2013-2020 (Reading Means Business on Climate Change), was developed through extensive stakeholder consultation and launched in Sept 2013.
- 3.2 The strategy sets out a vision for Reading for 2020, with low carbon being the norm in 2050. It proposes a target for the Borough as a whole to reduce emissions by 34% by 2020 (against a 2005 baseline).
- 3.3 The total emissions from the whole borough of Reading in 2014 were 32% less than 2005 and 38% less per head of population. This is the largest reduction of any borough in Berkshire. It was the 5th best per capita reduction reported in the Southeast (of 74 authorities). Reading had the 27th best per capita reduction in emissions of the 408 Local Authorities in the UK. Despite emissions rising in 2012, they reduced again in 2013 and 2014 and remain below the target level.

Figure 1 - Reading Borough CO₂ Emissions



3.4 The strategy also presents a set of strategic priorities which form the framework for the actions within each of eight themes. These key objectives are due to be reviewed this year.

3.5 The eight themes of the strategy are:

- Energy Supply
- Low Carbon Development
- Natural Environment
- Water Supply and Flooding
- Transport
- Purchasing, Supply and Consumption
- Education, Communication and Influencing Behaviour
- Community

3.6 ‘Theme leads’ from a range of partner agencies (including the Council) volunteer to monitor the delivery for each theme chapter, in consultation with stakeholders. The theme lead positions for ‘natural environment’ and ‘community’ are currently vacant, which has led to a gap in reporting for those themes.

3.7 Detailed action plans, setting out how the strategic priorities will be delivered by partners, were published in November 2013. These include specific targets, measures and milestones for each action. The action plans constitute a three year rolling programme and are reviewed annually, with the first review having taken place at the end of 2014/15. The next review is underway and will be part of the more comprehensive review of the strategic priorities which will be carried out this year, at the mid-point of the strategy (2016/17).

- 3.8 Performance for the delivery of the April 14 - March 15 was reported in November 2015.
- 3.9 Although the action plans detail delivery by a range of organisations, a significant number of actions are being delivered by the Council. The Council's delivery within the strategy is generally embodied in existing Council policies such as the Carbon Plan, Local Transport Plan and Biodiversity Action Plan.
- 3.10 As part of the strategy, Reading Climate Action Network (RCAN), a wider network of organisations, businesses, communities and individuals, was also launched in September 2013. Members of RCAN seek to establish ways to meet the targets and aspirations of the strategy, committing to one of a number of possible challenges, including reducing their emissions by 7% a year. Two meetings are typically held per year, although there was only one meeting held in 2015/16 on 2nd June 2015. This meeting focused on energy and was attended by over forty people.
- 3.11 In December of 2015, the UK, alongside 195 other nations agreed to sign the global Climate Agreement in Paris. The Agreement seeks to reduce emissions to limit global warming by two degrees, with an ambition to seek to limit it to one and a half degrees. The agreement will come into force on the 4th November 2016.
- 3.12 In line with the Commitment made in Paris, the Council is a signatory to the UK100 clean energy pledge, alongside 66 other Local Authorities in the UK. An extract of the pledge is shown below.

We have the ambition of making all our towns and cities across the UK 100% clean before 2050, in line with the commitments made nationally and internationally at the Paris Summit.

We will take path to a new energy future. The world in Paris is coming together to create a new energy system – we are part of the change and we will create our own commitments to our own communities.

4.0 PROGRESS AGAINST ACTION PLANS APRIL 2015 - MARCH 2016

4.1 A RAGP (red/amber/green/purple) status¹ has been allocated to the actions in each theme action plan. The table below summarises the proportion of each type of action.

Figure 2 - Status of action within Reading Climate Change Strategy Action Plan at end 2015/16

	<i>red</i>	<i>amber</i>	<i>green</i>	<i>purple</i>
Energy Supply	0	7	12	0
Low carbon development	7	6	6	3
Natural environment	4	6	7	0
Water supply and flooding	2	6	7	2
Transport	0	4	20	0
Purchasing, supply and consumption	2	0	12	8
Education, Communication and Influencing Behaviour	4	7	6	0
Community	0	3	4	6
<i>Total (151)</i>	<i>19</i>	<i>39</i>	<i>74</i>	<i>19</i>
%age	13%	26%	49%	13%

¹ **Red** = significant issues with either delivery or resourcing

Amber = work progressing or due to progress but delayed/ not to original timescale; issues but not significant

Green = complete or no issues and on time

Purple - actions which are a good idea, but which are not yet developed or resourced

4.2 The Council is responsible for the delivery of 91 of the 150 actions within the monitored action plans. The table below summarises the proportion of ‘red’, ‘amber’, ‘green’ and ‘purple’ for actions for which Reading Borough Council is the lead deliverer.

Figure 3 - Status of action within Reading Climate Change Strategy Action Plan for which Reading Borough Council is the lead delivery agent at end 2015/16

	<i>red</i>	<i>amber</i>	<i>green</i>	<i>purple</i>
Energy Supply	0	4	9	0
Low carbon development	6	1	4	0
Natural environment	1	4	4	0
Water supply and flooding	1	3	4	0
Transport	0	4	16	0
Purchasing, supply and consumption	1	0	6	5
Education, Communication and Influencing Behaviour	3	5	1	0
Community	0	0	2	1
<i>Total (91)</i>	<i>12</i>	<i>27</i>	<i>46</i>	<i>6</i>
%age	13%	30%	50%	7%

4.3 There is limited information available on the progress for the ‘natural environment’ and ‘community’ themes, due to the theme lead roles currently being vacant. The theme lead for ‘education’ is new in the role this year.

4.4 Despite this, 75% of the total and 80% of Council led actions are being delivered (green and amber). The majority of these are on track (‘green’). The following projects are particular successes to date:

- Completion of installation of solar panels on 457 Council houses
- Launching of Reading’s first Community Energy Society
- A series of talks on climate change organised by members of Reading Climate Change Partnership were given by experts in Reading
- Groups of young people were given a tour of the Green Park turbine
- A mock Climate Conference was held in the Council Chamber with school pupils negotiating a climate deal.
- The Council commissioned its first biomass boiler at Cedar Court extra care home.

- A new fleet of CNG buses was commissioned reducing the per passenger carbon emissions further. A greater number of passenger numbers was also recorded on Reading buses.

Delivery Constraints

- 4.18 A number of actions have been designated ‘red’ (significant issues with delivery) or ‘purple’ (actions which are a good idea, but which are not yet developed or resourced) (14% red and 13% purple).
- 4.19 In many cases these actions were subject to government policy changes. The most significant of these were the abolition of the zero carbon standards (which is detailed further in the legal section) and the scrapping of the Green Deal. The removal of these policies significantly weakens the ability of local areas to reduce carbon emissions from their building stocks. The ‘red’ and ‘purple’ actions have therefore been considered by the Reading Climate Change Partnership Board and will be reviewed as part of the mid-term review of the strategy and strategic priorities which is currently underway.
- 4.20 The Council has had to make substantial savings in its budget due to the reduction in the grant settlement with central government. Accordingly, the Council has had to reduce its support to the Reading Climate Change Partnership board and the associated ‘Reading Climate Action Network’ (RCAN) activity. Despite this reduction in resources, the Council is responsible for the delivery of 91 of the 150 actions outlined in the strategy and continues to support the delivery of these actions and the running of the partnership and RCAN within its available resources. The partnership is in the process of establishing a modest resource to support their activities.

5.0 CONTRIBUTION TO STRATEGIC AIMS

- 5.1 The Council has made a commitment to lead in tackling climate change in Reading, adopting the 2013-2020 Climate Change Strategy.
- 5.2 The Council’s Corporate Plan sets out the following Service Priorities:
- Safeguarding and protecting those that are most vulnerable
 - Providing the best life through education, early help and healthy living
 - Providing homes for those in most need
 - Keeping the town clean, safe, green and active
 - Providing infrastructure to support the economy
 - Remaining financially sustainable to deliver these service priorities
- 5.3 The Climate Change Strategy sets out its strategic Priorities, which feed into all of these priorities, in particular through protecting those

vulnerable to fuel poverty and in creating a low carbon economy and infrastructure fit for the future.

6.0 COMMUNITY ENGAGEMENT AND INFORMATION

6.1 Extensive stakeholder engagement, including two very well attended workshops, influenced the development of 'Reading Means Business on Climate Change' from the outset. Four meetings of 'RCAN' have also taken place since its launch.

6.2 A draft of the strategy was published for public consultation on 1st November 2012, running for six weeks until December 14th and was extended to February 2013.

6.3 The action plans were open for public comment via RGBN and RCAN websites (www.RGBN.org.uk and www.readingclimateaction.org.uk) in Autumn 2014. Responses have been considered as part of the annual review of the action plans.

7.0 EQUALITY IMPACT ASSESSMENT

7.1 The implementation of Reading Means Business on Climate Change and associated carbon reductions benefits Reading's population as a whole by helping to mitigate the effects of climate change, as well as benefiting some sections of the population more specifically e.g. the education and skill level of those living and working in Reading will need to be raised in order to meet the demands of an expanding 'green economy'; this will enable people generally to play a fuller part in a more cohesive society.

7.2 Support is given to those who are struggling to afford their fuel bills through the Winter Watch project. Grant assistance is provided through the Green Deal's ECO funding, to enable those in fuel poverty who find it difficult to heat their homes to be able to afford work such as insulation so that their homes produce fewer emissions as well as being warmer.

8.0 LEGAL IMPLICATIONS

8.1 The Climate Change Strategy is a key policy adopted by the Council and the partnership is a 'theme partnership' of the Local Strategic Partnership.

8.2 Nationally, legal obligations in respect of climate change are incorporated into legislation through a range of regulations set out under the Climate Change Act 2008. The Reading Climate Change Strategy does not set out any specific binding actions in relation to these regulations but offers a multi-organisation framework which constitutes the proposals for the Borough to assist in meeting the national carbon budgets.

- 8.3 The low carbon development chapter sets out the intended course of action for planning policy development and obligations relating to the National Planning Policy Framework and the Building Regulations.
- 8.4 A significant change of policy was made by the government as a result of the housing standards review by a ministerial statement in 2015 which abolished the Code for Sustainable Homes. A Government paper after the 2015 general election also signalled that the intention to implement Zero Carbon Homes through a revision to the Building Regulations would be abandoned. Until any such revision, transitional arrangements that allow Reading to continue to apply the energy standards up to code level 4 in line with existing policies continue to apply. The strategy placed significant reliance on the Zero Carbon approach and therefore a number of failures to deliver are reported against the action plan in this chapter.
- 8.5 The Fuel Poverty in England Regulations 2014 set out the intention for all homes in the UK to reach the EPC standard of C by 2030. The Energy Efficiency (Private Rented Property) (England and Wales Regulations) sets out the requirement for private rented properties to meet the standards from 2018.
- 8.6 The Heat Network Metering and Billing Regulations 2014 places obligations on the supply and sale of heat in buildings. This places obligations on the suppliers of heat, including to notify the government of potential sites.
- 8.7 Whilst a number of initiatives and investment proposals will be incorporated in the Climate Change Strategy Action plan, the obligations relating to the Energy Performance in Buildings Regulations, Carbon Reduction Commitment, Energy Efficiency Regulations and Energy Act are specifically addressed in the Carbon Plan 2015. This sets out the specific actions that the Council is intending to make in relation to its use of energy and fuel in its own estate operations.
- 8.8 The Home Energy Conservation Act and Energy Act set out the obligations on the Council to make provisions and plans to improve the energy efficiency of the housing stock within its area of control. This included stating the intended course of action in relation to the Green Deal (The Government's policy on retrofitting of buildings for energy efficiency). The Council published its updated HECA report in March 2015. The Green Deal has since been scrapped however, although the Energy Company Obligation will continue albeit with less funding.

9.0 FINANCIAL IMPLICATIONS

- 9.1 The action plan will set out the actions that the Council and/or other partners will make to meet the strategy. Actions for which the council are the named lead delivery body have only been included where they have been identified as deliverable within the existing budget framework of the Council. In many cases actions depend on national policies that have yet to be passed into legislation.
- 9.2 The responsibility for climate change policy is held by the Strategic Environment, Planning and Transport Committee. The action plans will be reviewed annually, and the committee will approve any changes to ensure that delivery is consistent with the Council's policy and budget frameworks. Should amendments to the action plans require additional resourcing, beyond the existing budget framework then the revisions will need to be approved by full Council.
- 9.3 The financial implications of the delivery of the Council's actions in relation to energy management form a key element of the financial savings programme of the Council. Annual energy bills amount to around £4m including schools. This annual revenue expenditure is predicted to rise beyond inflation and therefore it is important to maintain investment and operational control on energy and fuel to enable significant reductions in energy consumption.
- 9.4 The delivery of the Council's actions in relation to energy management forms a key element of the financial savings programme of the Council. The Carbon Plan sets out the investment approach for the period 2015-20.

10. BACKGROUND PAPERS

- 10.1 The full theme performance reports are presented at Appendix A

Theme 1: ENERGY SUPPLY

Strategic Priority 1: Reduce electricity and gas consumption within the commercial and public sectors

Strategic Priority 2: Introduce smart meters and energy storage solutions in Reading

Strategic Priority 3: Develop heat supply networks to deliver low carbon heat in Reading

Strategic Priority 4: Increase amount of energy generated locally using renewable technologies

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 2016)	Key issues	RAG status ¹ (Mar 16)
T1SP1.1 ²	Produce report identifying the commercial and public sector electricity consumption in Reading and identifying key opportunities for energy efficiency	Summer 2015	Report	Reading Borough Council	University of Reading (Technologies for Sustainable Built Environment Centre)	Complete	Lack of data on end uses. Limited up to date local data.	Amber
T1SP1.2	Develop and support a group of organisations to invest in their own energy efficiency programmes	Sept 2015	Meeting of group	Reading Borough Council	University of Reading, Thames Water, large retail stores	Group not met	Behind schedule	Amber
T1SP1.3	Council Energy Plan Programme - corporate buildings and new Civic	2013-2016	• Civic refurbishment project 2014	Reading Borough Council	Public sector group	• New Civic delivered.	All aspects of programme being progressed. Some	Green

¹ Red = significant issues with either delivery or resourcing

Amber = work progressing or due to progress but delayed/ not to original timescale; issues but not significant

Green = complete or no issues and on time

Purple = actions which are a good idea, but which are not yet developed or resourced

² T = theme; SP = strategic priority

READING CLIMATE CHANGE STRATEGY 2013-2020, ACTION PLAN PERFORMANCE MONITORING 2015/16

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 2016)	Key issues	RAG status ¹ (Mar 16)
	Refurbishment project		<ul style="list-style-type: none"> • Low energy Street lighting 2013 to 2016 • Re-Fit building refurbishment project phase 1 2015 to 2017 			<p>Solar Housing delivered.</p> <ul style="list-style-type: none"> • Programme reviewed - Reading Borough Council carbon plan launched. • New whole borough LED street lighting project underway. <p>Building Energy Efficiency Programme in planning.</p>	uncertainty around future of council buildings.	
T1SP1.4	<p>Continue to offer schools support on energy efficiency and renewable energy investment.</p> <p>School expansion project to include solar panels</p>	2016 to 2020	<ul style="list-style-type: none"> • Issue SALIX finance to 3 schools per annum • Encourage uptake of SEELS (SALIX energy Efficiency Loans) funding for schools. • Expansions complete to energy efficient standards 	Reading Borough Council	Reading Schools	<p>Partially met - Support provided to schools for investment but SLA discontinued due to lack of uptake and removal of schools from Carbon Reduction Commitment. SALIX projects delivered in a number of schools and more projects in pipeline.</p> <p>Project to connect TREND to remote monitoring underway.</p>		Amber

READING CLIMATE CHANGE STRATEGY 2013-2020, ACTION PLAN PERFORMANCE MONITORING 2015/16

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 2016)	Key issues	RAG status ¹ (Mar 16)
T1SP2.1	Produce a model that identifies where electricity loads in buildings can be reduced at peak periods.	Dec 2014	Engineering Doctorate Thesis with Technologies for Sustainable Built Environment Centre	Reading Borough Council	University of Reading. T.S.B.E. centre.	Thesis completed		Green
T1SP2.2	Raise awareness of benefits of smart meters for households and businesses	December 2015	Publicity on smart meters by 2015	utility companies	Reading Borough Council	SSE have information on website		Green
T1PS2.3	Encourage and increase the number of smart meters and other resource monitoring/ saving devices installed in buildings and other energy/resource using facilities across Reading	March 2014	Source resources to deliver messages year 2	Reading Borough Council	University of Reading	Reading Borough Council and University of Reading have both installed - Further stages of investment progressing. RBC updating staff on use of power during peak periods (Triad warnings)	Configuration of data systems to connect to smart metering and enable effective analysis and energy management.	Green
T1SP3.1	Identify planning sites that are suitable for decentralised energy networks. Implement policy to incorporate district energy into appropriate planning sites.	March 2015	Shortlist of suitable sites identified.	Reading Borough Council, Thames Valley Energy	Climate Berkshire	Sites being identified. Funding from Government for feasibility on Council site. UoR completed district heating system. Kenavon Drive phase 1 incorporates network elements. New funding awarded in 2016 for	Substantial infrastructure planning implications	Green

READING CLIMATE CHANGE STRATEGY 2013-2020, ACTION PLAN PERFORMANCE MONITORING 2015/16

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 2016)	Key issues	RAG status ¹ (Mar 16)
						heat mapping and master planning for Reading Station area.		
T1SP3.3	Develop district energy projects in Reading amongst partners.	September 2015 March 2016	Initial report on options for specific sites. Business planning for sites or private sector driven through planning/ investment.	Reading Borough Council,	Private sector	Limited progress. New funding above will assist.		Amber
T1SP3.4	Disseminate information about complete district energy schemes	March 2016	University of Reading scheme	University of Reading	Reading Borough Council	UoR Sustainability Services are developing a new website which will include detail on district heating and energy more generally	Delays in handover of system from contractors have hampered progress (now resolved)	Amber
T1SP4.1	Create a renewable energy deployment strategy for group of businesses and public sector organisations	March 2014	Produce report for end March 2014	Thames Valley Energy	Reading Borough Council	Target needs slight revision and joining to 4.3 but renewable energy evidence base work complete.	Resource pressure	Amber
T1SP4.2	Deliver Reading Borough Council 'Carbon Plan'	March 2014	Report to Strategic Environment, Planning and Transport committee March 14	Reading Borough Council		Launched at Strategic Environment Planning and Transport Committee July 15	Resource pressure	Green
T1SP4.3	Produce a renewable energy investment strategy	• Sept 2014	• Evidence Base complete	Thames Valley	Reading Borough	See 4.1; 2 stakeholder	Resource pressure	Amber

READING CLIMATE CHANGE STRATEGY 2013-2020, ACTION PLAN PERFORMANCE MONITORING 2015/16

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 2016)	Key issues	RAG status ¹ (Mar 16)
	to provide 8% of local power, identifying most investable renewable energy in borough, making consideration of solar photovoltaics, solar thermal, ground source heat pumps, wind, anaerobic digestion, biomass and gasification processes, and hydro power.	<ul style="list-style-type: none"> • April 2015 • October 2015 	<ul style="list-style-type: none"> • Workshops with partners • Report to Reading Climate Change Partnership 	Energy	Council	workshops held; evidence complete, but further work progressing to finalise strategy		
T1SP4.4	Deliver Council Energy Plan Programme - Renewable energy projects - includes Photovoltaic Solar panels and biomass heating.	March 2016	<ul style="list-style-type: none"> • 1st Biomass project March 2014 • Solar photovoltaic on housing Aug 2014 	Reading Borough Council	Reading Sustainability Centre	Solar Housing project completed. 1100 kWp installed on 457 houses. Biomass - Cedar Court site operational. Reading Community Energy Society launched and further 183kWp installations underway.		Green
T1SP4.5	Work with small businesses to encourage uptake of renewable energy	September 2014	5 x Re-Start Local events, 60 businesses 12hrs assistance	Reading Borough Council, Institute for Sustainability	Thames Valley Energy	<ul style="list-style-type: none"> • 124 businesses have received support on Re-Start project • Achieved 72 businesses at 12 hours assistance level. 		Green
T1SP4.6	Build local supply chains	September	6 x Re-Start Local	Reading	Thames	As above	As above	Green

READING CLIMATE CHANGE STRATEGY 2013-2020, ACTION PLAN PERFORMANCE MONITORING 2015/16

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 2016)	Key issues	RAG status ¹ (Mar 16)
	for technologies by building local skills and engaging local companies in larger contracts	2014	events, 60 businesses 12hrs assistance	Borough Council, Institute for Sustainability	Valley Energy			
T1SP4.7	Identify local and inward investment options for renewable energy development	Sept 2015	Identify investment routes for projects identified in 4.3.	Reading Climate Change Partnership	Reading Borough Council	Reading Community Energy Society launched and share offer exceeded available solar projects.		Green
T1SP4.8	Encourage local communities and businesses to support the development of renewable energy in their communities	July 2014	<ul style="list-style-type: none"> Identify potential buildings and locations. Identify interested parties Provide technical advice to interested groups 	Reading Borough Council	Reading Voluntary Action, Greater Reading Environmental Network, Transition Town Reading	Working closely with Reading Sustainability Centre Hydro scheme - support given for feasibility. Also Reading Community Energy Society launched 2016.		Green
T1SP4.9	Create a number of community showcase facilities in Reading and run tours	March 14	Identify potential buildings, RISC solar and Green Park wind turbine, To identify others	Reading Borough Council	Reading International Solidarity Centre, Green Education	<ul style="list-style-type: none"> Green Park turbine tours continue to be run RISC publicise their solar panels 	Need to communicate these sites; include in comms plan	Green

Theme 2: LOW CARBON DEVELOPMENT

Strategic Priority 1: Buildings in Reading to be built to high standards of energy efficiency incorporating on-site renewable energy where possible

Strategic Priority 2: Retrofit energy efficiency measures into Reading's buildings

Strategic Priority 3: Improve properties to reduce fuel poverty in Reading

Strategic Priority 4: Enable uptake of Green Deal and associated grants in Reading

Strategic Priority 5: Monitor and minimise the 'embodied carbon' incorporated into construction projects

Strategic Priority 6: Continue to develop planning policies that:

support the reduction of green-house gas emissions directly and indirectly from the borough
reduce the risks of climate change on the communities of Reading

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner (s)	Other delivery partners	Progress against target and measure (Mar 16)	Key issues	RAG status ³ (Mar 16)
T2SP1.1 ⁴	Ensure new buildings in Reading meet high standards of energy efficiency in design and construction & install the most appropriate on site renewable energy generating technologies; specifically, review available and emerging standards	September 2017	Establish planning policies that encourage: <ul style="list-style-type: none"> • high FEE (Fabric Energy Efficiency) • Low carbon heating • Renewable energy 	Reading Borough Council		Target timescale for Local Development Framework delayed to 2017. Draft policies discussed with LDF team.	Under current government regulations local planning policies can have little/no impact on FEE or carbon footprints - replaced by Building Regs. Uncertainty: BREXIT would remove influence of EU Directives on 2020 targets.	Red?

³ Red = significant issues with either delivery or resourcing

Amber = work progressing or due to progress but delayed/ not to original timescale; issues but not significant

Green = complete or no issues and on time

Purple = actions which are a good idea, but which are not yet developed or resourced

⁴ T = theme; SP = strategic priority⁵ Red = significant issues with either delivery or resourcing

READING CLIMATE CHANGE STRATEGY 2013-2020, ACTION PLAN PERFORMANCE MONITORING 2015/16

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner (s)	Other delivery partners	Progress against target and measure (Mar 16)	Key issues	RAG status ³ (Mar 16)
T2SP1.2	Attract low carbon developments to Reading that adopt high standards of energy efficiency such as Minergie or Passive House	March 2015	Actively engage with developers about demonstration homes to gauge market interest	Reading Borough Council		No progress.	No plan in place currently. RBC to investigate if anything is, or can be, done at 'Pre-App' stage.	Red
T2SP1.3	Research and investigate potential for 'Community Energy Fund' ahead of zero carbon standards	September 2015	Report with recommendations about implementing scheme.	Reading Borough Council		Element Energy Report (2012). No recent progress - pending government decisions.	Govt. policy on support for local funds still not clear. Zero Carbon Standard withdrawn by government. Uncertainty: BREXIT would remove influence of EU Directives on 2020 targets.	Red
T2SP1.4	Implement a local allowable solutions 'Community Energy Fund' to take advantage of allowable solutions locally; implement planning policies that require its use by developers who are not able to establish sufficient on site measures to reduce carbon emissions to zero carbon through Fabric Energy Efficiency	March 2016. dependant on building regulations and planning policy developments	Implementation of fund mechanism	Reading Borough Council	Climate Berkshire	No recent progress - pending government decisions.	RBC cannot make progress without government guidance. Would be useful to develop a list of projects. Uncertainty: BREXIT would remove influence of EU Directives on 2020 targets.	Red
T2SP1.5	Ensure local construction complies with the zero carbon regulations.	March 2016	Proposal to SEPT	Reading Borough Council		No recent progress - pending government decisions.	Government withdrawing Zero Carbon Standard.	Purple

READING CLIMATE CHANGE STRATEGY 2013-2020, ACTION PLAN PERFORMANCE MONITORING 2015/16

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner (s)	Other delivery partners	Progress against target and measure (Mar 16)	Key issues	RAG status ³ (Mar 16)
T2SP1.6	Establish whether national data can be used to create a local public register of Energy Performance Certificates in the Borough - to track progress and to celebrate success	September 2015	Identify software options, restrictions and costs	Reading Borough Council		Data now available F.O.C. but not yet downloaded and analysed.	Analysis and publication not prioritised - lack of staff resource.	Amber
T2SP2.1	Make guidance available for householders and businesses on retro-fitting renewable energy and energy-saving technologies, including technologies and financial assistance	Six monthly reviews	<ul style="list-style-type: none"> Regularly updated web pages Information and links on RCAN Active publicity campaign 	Reading Climate Change Partnership		There is some information for organisations but little for individuals. Little progress in latest 6-month review period	No evidence of active review or update of web-pages.	Red
T2SP2.2	Review performance of Reading homes as shown by the Private Housing Condition Survey and use information to target energy saving activity and action.	Ongoing	Completion of Home Energy Conservation Act (HECA) report.	Reading Borough Council	Housing associations and landlord groups	HECA report reviewed March 2015.	Govt 'Green Deal' scheme cancelled. What other measures are being promoted? Next HECA report not due until March 2017	Green / amber?
T2SP2.3	Develop case studies and show homes networks that encourage renovation and re-use of empty buildings rather than building new homes. Explore links to refurbishments of older buildings.	March 2015	<ul style="list-style-type: none"> Establish specific show homes in Reading through volunteers and/or where funding available. Possible link to heritage open days. 	Reading Borough Council	Superhomes network, Reading community groups	One privately-owned Superhome was opened to public in 2014 and will be in 2016; 2 case studies presented at RCAN event in June 2015;	Reading Borough Council has some exemplar homes that could be used. Need staff time to collate information - e.g. Parity Homes (Housing Association) are known to have done two retro-fits but not documented.	Amber

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner (s)	Other delivery partners	Progress against target and measure (Mar 16)	Key issues	RAG status ³ (Mar 16)
T2SP3.1	Provide personalised service to help house holders - especially those most vulnerable to fuel poverty, and in particular those that are at imminent health risk - to access Energy Company Obligation subsidies and other services/funding available.2 .	Ongoing until March 2017	Continue Winter Watch initiative. <ul style="list-style-type: none"> • 2 x staff available to provide service • Reach at least 100 households in need 	Reading Borough Council	Energy companies and switching services	Winter Watch plus Draughtbusters have done useful work. 2 applications for boilers made to ECO scheme Winter Watch visited 175 residents.	Public Heath finance has been agreed to continue to 2017. Staff reduced to 1 but working all year round. Removal of Green Deal and reduction of ECO subsidies threat to future provision. Tenants now have right to ask for improvements - are RBC publicising this, and is there take-up from RBC Tenants?	Green
T2SP3.2	Provide switching/energy bills advice service for those struggling to afford to heat their homes.	Ongoing	Continue Winter Watch initiative	Reading Borough Council	Energy companies and switching services		Part of 'Winter Watch'- but propose to keep as separate action. RBC 'Outreach' campaign aims to engage public but would be good to have evidence of success.	Green??
T2SP3.3	Improve standards of empty homes and seek to re-occupy	Annual	<ul style="list-style-type: none"> • Continue Council Tax premium for long term empty properties • Annual report on empty homes progress 	Reading Borough Council		<ul style="list-style-type: none"> • Tax premium continues at 150% on empty properties; • Number of homes categorised as Long Term Empty Premium increased from 	Complex issues involved. Policy and effectiveness in improving standards should be reviewed.	Green

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner (s)	Other delivery partners	Progress against target and measure (Mar 16)	Key issues	RAG status ³ (Mar 16)
						91 to 105 in March 2016		
T2SP3.6	Prepare for mandatory Minimum Energy Performance Standards from April 2018 (applies to rented properties)	September 2015	Propose policies to encourage early adoption and enforce compliance	Reading Borough Council		None. Awaiting government action	Arrangements for the setting of standards were within the draft Housing and Planning Act but government has decided not to enact the proposal, and to review minimum energy performance standards in due course.	Red
T2SP4.1	Establish a contracted Green Deal Energy Company Obligation provider in Reading; contract to include local employment, high quality of specified works, high customer standards and finance as needed	March 2016	Develop proposals for ECO funded schemes that also incorporate social benefit	Reading Borough Council	Housing associations, other Berkshire Authorities	RBC was working to establish a networked heating contract with MITIE but stopped early April 2015.	Green Deal cancelled by government and ECO only renewed until April 2017 so companies have little interest in long-term investment.	Red
T2SP4.4	Monitor and review up-take of Green Deal and Energy Company Obligation funding through government statistics or if not available from the major provider(s) in the area	annually	<ul style="list-style-type: none"> ● Number of participants at each stage ● Funding allocated ● Annual energy saving due to Green Deal Energy Company Obligation 	Reading Borough Council	Green Deal contracted party	Have been unable to access statistics	Cancellation of Green Deal and uncertainty about future of ECO beyond 2017	Red

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner (s)	Other delivery partners	Progress against target and measure (Mar 16)	Key issues	RAG status ³ (Mar 16)
T2SP5.1	Identify suitable research to identify case studies of mechanisms to estimate embodied energy/carbon in new development	March 2015	Identify case studies.	??		Ben Burfoot knows of some studies by TSBE at UoR	Should obtain and review studies and link from RCAN website.	Purple
T2SP5.2	Identify the carbon costs of development for life-time carbon when submitting planning applications	March 2017	Planning policy review	Reading Borough Council	Reading Borough Council	No progress - not expected until later in Local Development Framework (LDF) cycle.	Govt. changes reducing scope of local planning policies - so action not a priority for LDF.	Amber
T2SP5.3	Develop policies that stipulate energy and sustainable design solutions that are appropriate to the density and location of buildings	March 2017	Review of planning policy documents.	Reading Borough Council	University of Reading	Barton Willmore / UoR's 'Smart and Sustainable Reading 2050' report has ambitions for low-carbon sustainable Reading.	Govt. changes reducing scope of local planning policies - action not a priority for LDF.	Amber
T2SP6.2	Assess care homes for risk of heat waves; implement measures to ensure that care customers are not at risk of hot conditions; develop low carbon cooling approaches for care homes	Sept 2015	Produce report	Reading Borough Council		Energy officer looked at Care Homes in summer 2014 but no evidence of recent progress.	Need evidence of assessment plan to cover both RBC and privately-owned care homes. 'Heatwave National Action Plan' is relevant but need evidence that it is being acted upon.	Red

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner (s)	Other delivery partners	Progress against target and measure (Mar 16)	Key issues	RAG status ³ (Mar 16)
T2SP6.3	Ensure public spaces and park-areas have sufficient shade and places to rest to reduce risks of over-exposure to sun and potential health impacts, through implementation of Tree Strategy (see Natural Environment chapter and Action Plan)	On-going - six-monthly report	10% increase in canopy cover target from Tree Strategy Evidence of CC-aware planning for shade	Reading Borough Council	Tree wardens	<ul style="list-style-type: none"> • Council inspect all trees on 3-5 year cycle; planted 233 trees in 2013-14 and 190 in 2014-15. • Tree Wardens planted 15 in 2013-14 - no information for current year. 	Lack of evidence of planning for shade. RBC has target of 10% increase in canopy cover by 2030 - propose to review progress in 2018.	Amber
T2SP6.5	Research 'green roofs and walls' to inform specific policies and make available guidance on their costs and benefits for developers, planners and public so that their relative merits for different policy objectives relating to climate change (and other benefits/dis-benefits) can be taken in to account in design and planning	March 2017	Planning policy review	Reading Borough Council		No evidence of progress in original timescale - too early in Local Development Framework cycle.	Have never reached agreement with University of Reading to provide expertise.	Purple

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner (s)	Other delivery partners	Progress against target and measure (Mar 16)	Key issues	RAG status ³ (Mar 16)
T2SP6.6	Continue to review strategic plans for economy, housing, population, industry etc. to ensure they are compatible with local and national emissions targets. Revise strategic plans to manage the amount, type, and location of housing and business development in and around Reading to deliver a low-carbon (and low-cost) economy	ongoing	Consultation response from Reading Climate Change Partnership to Local Plan	Reading Climate Change Partners hip	Local Enterprise Partnership Climate Berks	RCCP were consulted on Issues and Options in February 2016		Green

Theme 3: NATURAL ENVIRONMENT

Strategic Priority 1: Improve the quality and connectivity of natural habitats

Strategic Priority 2: Encourage local community groups and businesses to become more involved in the management of local green spaces

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 16)	Key issues	RAG status ⁵ (Mar 14)
T3SP1.1 ⁶	Review the Reading Biodiversity Action Plan and update the plan to take account of climate change	2015	New Biodiversity Action Plan in 2015	Reading Borough Council		Yet to be reviewed.		Amber
T3SP1.2	Monitor the proportion of Local Wildlife Sites in positive conservation management in line with government guidance on Single Data List 160	ongoing	<ul style="list-style-type: none"> All Reading Borough Council sites to be in positive conservation management by 2015 Reading Borough Council to encourage other landholders to manage their sites 	Reading Borough Council	Other landowners as appropriate	On track at end 15/16; progress reported in the Annual Monitoring Review.		Green

⁵ Red = significant issues with either delivery or resourcing

Amber = work progressing or due to progress but delayed/ not to original timescale; issues but not significant

Green = complete or no issues and on time

Purple = actions which are a good idea, but which are not yet developed or resourced

⁶ T = theme; SP = strategic priority

READING CLIMATE CHANGE STRATEGY 2013-2020, ACTION PLAN PERFORMANCE MONITORING 2015/16

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 16)	Key issues	RAG status ⁵ (Mar 14)
T3SP1.3	Keep under review, in light of climate change science: Tree Strategy, Orchard Project, Open Spaces Strategy, Thames Parks Plan and the document 'Reading Waterspace - A Vision for the Thames and Kennet'	Sept 2014	Status report. Progress report on each project annually.	Reading Climate Change Partnership	Reading Borough Council	<ul style="list-style-type: none"> Tree Strategy is being progressed. Open spaces strategy actively used but not monitored 	Resourcing to monitor strategy	Amber
T3SP1.4	Identify areas of grass land of highest habitat value and manage as meadow	March 2014	<ul style="list-style-type: none"> Staff training / awareness days Statement about grass cutting policy on website 	Reading Borough Council	Private individuals and volunteer groups	<ul style="list-style-type: none"> Management of conservation grass areas contracted out. Urban pollinators project finished 		Green
T3SP1.5	Help facilitate the work of the Berkshire Local Nature Partnership in respect of Reading sites.	ongoing	Input to Berkshire Local Nature Partnership	Reading Borough Council	Berkshire Local Nature Partnership	This is not being resourced.		Red
T3SP1.6	Undertake periodic ecological surveys of Reading's Local Wildlife Sites and review status in line with government and local guidance	each site is surveyed as a minimum every 5 years	Annual review of surveyed site status	Reading Borough Council	Thames Valley Environmental Records Centre,	On track - ongoing		Green
T3SP1.7	Periodically update the Berkshire phase 1 habitat map	2018	Periodic review approx every 5 years, next due circa 2018	Thames Valley Environmental Records Centre	Reading Borough Council	Last update completed in 2014. Next one due in 2018		Green

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 16)	Key issues	RAG status ⁵ (Mar 14)
T3SP1.8	Raise awareness of Biodiversity Opportunity Areas and seek opportunities to engage with landowners and encourage them to manage land in accordance with the objectives for their area	December 2013	Progress report and plan	Berkshire Local Nature Partnership	Thames Valley Environmental Records Centre, Reading Borough Council	This is not being resourced.		Red
T3SP1.9	Encourage groups, individuals and organisations to share ecological data with Thames Valley Environmental Research Centre so that this information can be used to inform studies into the effects of climate change on biodiversity	ongoing	Annual report from Thames Valley Environmental Records Centre to Reading Borough Council	Thames Valley Environmental Records Centre		Report by Thames Valley Environmental Records Centre		Green
T3SP1.10	Assess adequacy of control over conversion of front gardens to parking	March 2014	Review of policy to committee with recommendations	Reading Friends of the Earth	Reading Borough Council	No progress - proposed postponement.		Amber
T3SP1.11	When reviewing management plans for public land ensure green infrastructure is considered as well as other physical and social issues; consider management plans with involvement of partners	Sept 2014	Produce checklist for key green infrastructure considerations to be applied to high profile sites. Action needs to be reviewed - currently delivered through SDPD.	Reading Borough Council		No checklist but planning policy framework makes certain requirements for trees and other green infrastructure.	Due for review	Amber

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 16)	Key issues	RAG status ⁵ (Mar 14)
T3SP1.12	Raise awareness of the importance of green infrastructure for adapting to climate change and the economic benefits it provides	March 2014	Produce a briefing for multi-agency use in publicity.	Reading Borough Council	University of Reading, Reading Friends of the Earth	No progress reported although possible use of RCAN website for this		Amber
T3SP1.13	Assess and seek improvement of waterways, river and canal banks as wildlife corridors	March 2014	Identify improvements to managed areas.	Reading Borough Council	Environment Agency, Berkshire Local Nature Partnership, Canals and Rivers Trust.	The Core Strategy sets out the framework. There are some specific management plans for certain sites - e.g. Kennet Island, A33	East Reading Mass Rapid Transit (MRT) proposed public transport link between central Reading and the proposed Thames Valley Park P&R site will mean loss of wildlife corridor	Amber
T3SP1.14	Assess and seek improvement of railways as wildlife corridors	March 2014	Identify activity through existing management plans.	Network Rail	Berkshire Local Nature Partnership	No progress	No local advocate identified Consultation on electrification of west coast main line - no net loss in biodiversity - RBC have put some proposals in place	Red
T3SP2.15	Sustain and grow local wildlife activities, especially for children	Ongoing	Wildlife community events (Estimated 94 meets in 2012)	Econet, Globe Groups	Connect Reading (businesses)	Dee Park Catalyst Housing have run at Louse Hill Copse		Green

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 16)	Key issues	RAG status ⁵ (Mar 14)
T3SP2.2	Encourage teaching about wildlife in schools; provide training and information for teachers; look at expanding Reading's Outdoor Classroom	March 2014	Produce action plan	Reading Borough Council	Berks, Bucks And Oxon Wildlife Trust, Econet	Between June 2013 and March 2014, 527 primary school children received a free outdoor lesson in one of Reading's wildlife sites. 626 in 14/15 693 in 15/16		Green
T3SP2.3	Provide guidance on wildlife gardening with assistance from partners	March 2014	Guidance on website. Establish a channel for local expertise sharing	Econet, GLOBE groups (Oxford Road Community Gargen & Ridgeline)	Berks Bucks And Oxon Wildlife Trust, Econet	No progress received		Red

Theme 4: WATER SUPPLY AND FLOODING

Strategic Priority 1: Manage demand for and supply of water to reduce the expected impact of water shortages on consumers and on wildlife

Strategic Priority 2: Reduce the carbon footprint of water supply and water heating

Strategic Priority 3: Reduce risks of damage due to flooding

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure	Key issues	RAG status
T4SP1.1	Publish and deliver the Water Resources Management Plan	ongoing	Improved 'Supply Demand Balance'	Thames Water	Environment Agency	Last plan produced 2014. Next plan for consultation in 2017		Green
T4SP1.2	Monitor the frequency of occurrence of drought conditions and restrictions on supply	2020	<ul style="list-style-type: none"> Hosepipe bans less frequent than every 10 years 'Temporary Use Bans' less frequent than every 20 years 	Thames Water	Environment Agency	Passed their Levels of Service. - "Temporary use ban" is the new name for "hosepipe ban" - Drought Plan - consultation Jan 2017 (fin Autumn 2017)		Green
T4SP1.3	Ensure that Reading's strategic development plans are compatible with expected availability of water supplies	on review of planning policy documents	Approval by Thames Water and Environment Agency	Reading Borough Council	Thames Water, Environment Agency	RCCP met RBC to discuss draft Local Plan. Intention is that more stringent water standard will be incorporated in building regulations - With the expected levels of growth the EA should need a Water Cycle Study to be carried out - need to confirm this has been	- EA water resources note that there is a lot of uncertainty in growth - RBC need to go through the Local Plan with EA and TW	Amber

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure	Key issues	RAG status
						done and check the outcome (early 2017).		
T4SP1.4	Identify key groups of Reading water users for whom supply restrictions may be business-critical and assist them to become more resilient	2015	Identification of key groups	Climate Berks	Local Economic Partnership, Reading UKCIC, Chamber of Commerce, Thames Water, Environment Agency	No update		Purple
T4SP1.5	Reduce demand for water in existing buildings by providing free water saving devices	ongoing	Deployment of devices to building operators	Thames Water		TW are doing this and meeting OffWat targets.	- Could they be more ambitious though? - What about retrofits?	Amber
T4SP1.6	Incorporate water efficiency measures into development control practice and Reading Borough Council policies.	Mar 2016	<ul style="list-style-type: none"> Incorporation of water efficiency as a priority into planning policy reviews. Incorporation of water management into Councils policies. 	Reading Borough Council		The Code for Sustainable Homes is going and LAs only need to implement building regulations.	- Need to review this action in light of the above.	Amber
T4SP1.7	Establish joint working approach with Thames Water, the Environment Agency and Reading Borough Council to engage public support to reduce consumption at times of water stress.	Mar 2015	Establish coordination practices	Thames Water	Environment Agency, Reading Borough Council	Need further update.	Is RBC in comms plan for the Drought Plan?	Amber
T4SP2.1	Work with Thames Water to educate consumers and property developers to reduce the use of hot water	ongoing annual reporting.	<ul style="list-style-type: none"> Target water saving actions to include hot water consumption 	Reading Climate Change Partnership	Thames Water, Reading Borough Council	TW are possibly working with British Gas on this.		Red

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure	Key issues	RAG status
			<ul style="list-style-type: none"> Report on up-take of measures to reduce hot water consumption 	Behavioural Change Group				
T4SP2.2	Encourage use of low carbon energy sources to heat water - (see Strategic Priority 3 in Energy Supply section)	July 2014	Produce a list of measures for reducing household hot water wastage/consumption.	Reading Borough Council	Reading Borough Council, Thames Water	Action complete but worth revisiting.		Green
T4SP2.3	Reduce energy used in water supply and sewage treatment	ongoing	Data submitted to Carbon Reduction Commitment Registry (regulated by Environment Agency)	Thames Water				Amber
T4SP3.1	Issue flood warnings	ongoing	As per Flood Management Programme	Environment Agency	Other principal response agencies	The EA flood warning service is well established and multi agency forums and communication channels exist.		Green
T4SP3.2	Implementation of Council Flood Plan	ongoing	Annual report	Reading Borough Council		The Council's Flood Response Plan is in place with an issue date of Oct 15 and a review date of Oct 17		Green
T4SP3.3	Implement sustainable urban drainage systems (SuDS) in accordance with Planning policies and in delivery of infrastructure	ongoing	Number of new SuDS installed	Reading Borough Council	Developers, Environment Agency (until SuDS Approval Boards take	Tied up systems with the Planning Application system so SuDS should automatically be triggered. However this		Amber

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure	Key issues	RAG status
					over responsibility)	needs to be reviewed.		
T4SP3.4	Seek to establish resources to conduct a review of the implementation of effective SuDS across borough	March 2014	Audit report on capability	University of Reading	Reading Borough Council, Environment Agency	No update		Purple
T4SP3.5	Identify properties at risk of flooding and provide advice on resistance and resilience measures	March 2014	Complete survey of users and plan future action	Reading Borough Council	Local Economic Partnership, Reading UK CIC, Chamber of Commerce, Thames Water, Environment Agency	Our properties at risk have been identified. Resistance/resilience measures were offered to those that flooded in 2014 and we offered grants. Advice and signposting is available on our web.		Green
T4SP3.6	Engage with major utilities, service providers and retailers to gain assurance that essential supplies can be maintained in conditions of flood	March 2014	Action plan to do this prepared and agreed	Reading Borough Council	Thames Water Highways Agency, Local Economic Partnership, Reading UK CIC	Major utilities are being liaised with monthly at the Berkshire Resilience Group which comprises all category 1 and 2 responders under the civil contingencies act.		Green
T4SP3.7	Ensure that drainage design is sufficient to allow for increased intensity rainfall in new developments and infrastructure construction/repairs	ongoing	Six monthly report	Reading Borough Council	Environment Agency (until SuDS Approval Boards take responsibility)	No update.	Note that the new EA guidance has been published. New developments need to plan for 20%	Red

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure	Key issues	RAG status
							to 40% increase in rainfall intensity with climate change	

Theme 5: TRANSPORT

Strategic Priority 1: Develop a transport infrastructure which supports more low carbon travel options for people in Reading

Strategic Priority 2: Reduce energy use and embodied energy in transport infrastructure

Strategic Priority 3: Manage transport infrastructure and services to prepare for climate change

Strategic Priority 4: Encourage non-car travel for all sectors of the population, through targeted advice, incentives and enforcement

Strategic Priority 5: Reduce the air pollution from vehicles

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 15)	Key issues	RAG status ⁷ (Mar 15)
T5SP1.1 ⁸	Build pedestrian cycle bridge	Summer 2015	procure, build, monitor use	Reading Borough Council	Sustrans, landowners	Complete	Third party matters delay programme. Timescale does not include monitor use.	Green
T5SP1.2	Launch cycle hire	Spring 2014	monthly use	Reading Borough Council	Various	Launched June 2014 and ongoing monthly monitoring is taking place.	Long term viability - sponsorship being sought.	Green
T5SP1.3	New and upgraded premier cycle routes	ongoing	new links and new facilities	Reading Borough Council, (Local Sustainable Transport Fund		Development of new National Cycle Network route ongoing.	Availability of longer term funding. Network Rail	Amber

⁷ Red = significant issues with either delivery or resourcing

Amber = work progressing or due to progress but delayed/ not to original timescale; issues but not significant

Green = complete or no issues and on time

Purple = actions which are a good idea, but which are not yet developed or resourced

⁸ T = theme; SP = strategic priority

READING CLIMATE CHANGE STRATEGY 2013-2020, ACTION PLAN PERFORMANCE MONITORING 2015/16

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 15)	Key issues	RAG status ⁷ (Mar 15)
				partnership)		Expected completion Spring 2018. Oxford Road improvements planned for Summer 2017.	delays in delivering Cow Lane improvements have delayed wider improvements to Oxford Road.	
T5SP1.4	Support electric vehicle charging	2015	Quarterly usage stats	Reading Borough Council, business	Car park operators	Chargepoints have been installed at Mere oak and Winnersh Park & Ride sites and will continue to be encouraged as part of new development proposals.	Availability of funding	Amber
T5SP1.5	Apply best practice (from around UK) to road layouts	ongoing during resurfacing programme	reduction in injury accidents	Reading Borough Council		Safety schemes and annual resurfacing programme on-going		Green
T5SP1.6	Improve pedestrian/cycle facilities at local destinations and local environment	ongoing	New crossings, cycle stands installed; local area enhancements	Reading Borough Council, Local Sustainable Transport Fund partnership	Community, business	Deliver pedestrian & cycle improvements along Oxford Road.	Availability of longer term funding Delays to Network Rail programme have impacted on delivery of improvements	Amber

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 15)	Key issues	RAG status ⁷ (Mar 15)
							along Oxford Road.	
T5SP2.1	Expand low energy lighting and control (e.g. dimming)	ongoing	monitor energy use	Reading Borough Council, Local Sustainable Transport Fund partnership	SSE	Swap out to LED lighting progressing well and on track for completion in Spring 2018.		Green
T5SP2.2	De-illuminate street furniture	ongoing	monitor energy use	Reading Borough Council	SSE	Decluttering proposals continue to be taken forward as part of wider programmes, including the upgrade of existing illumination to LED or white lighting. Illuminated bollards and signs are being replaced by solar and reflective types as they fail or are damaged.		Green
T5SP3.1	Reallocate road space to public transport and cycling	ongoing	By road or route	Reading Borough Council		On-going implementation of public transport and		Green

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 15)	Key issues	RAG status ⁷ (Mar 15)
						cycle provision in line with the annual resurfacing programme and policies within the Council's adopted Local Transport Plan and Cycling Strategy.		
T5SP3.2	Improve traffic signal operation	Spring 2015	By junction	Reading Borough Council		Complete	Procurement delays have now been resolved.	Green
T5SP3.3	Management of transport related assets	ongoing	Faults, repair rates, response in extreme weather	Reading Borough Council		Annual programme of resurfacing and repair		Green
T5SP3.4	Give appropriate advice for new development	ongoing	to be developed	Reading Borough Council	Developers	Ongoing		Green
T5SP4.1	Personalised travel planning (arranging travel plan for individuals)	to March 2015	Take customers through questionnaire - conversations held	Reading Borough Council	Businesses	Personalised travel planning programme now COMPLETE.	Business participation	Green
T5SP4.2	Develop financial and non-financial incentives to use sustainable travel methods (e.g. challenges, promotions)	ongoing	Participation, mode shift	Local Sustainable Transport Fund partnership, various	Reading Borough Council	. LSTF Programme complete. Joint funding bid submitted to DfT's Access Fund -	Availability of longer term funding	Green

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 15)	Key issues	RAG status ⁷ (Mar 15)
						announcement expected early 2017.		
T5SP4.3	Parking/bus lane enforcement (inc. camera car)	ongoing	to be developed	Reading Borough Council		Ongoing		Green
T5SP4.4	Promote travel information website and open data server	ongoing	Measure use and app development	Reading Borough Council	Media, business	Complete		Green
T5SP4.5	Variable Message Signing (VMS) expansion	Complete	Installation of new VMS displays	Local Sustainable Transport Fund partnership		Variable Message Signs installed at 28 locations, replacing or supplementing lower quality VMS at 12 locations. COMPLETE		Green
T5SP4.6	Introduce a 'smart' ticketing system	to March 2015	Increase sustainable travel	Reading Borough Council, Reading Transport Ltd	Various	Smart ticketing initiative due to be launched Winter 2016, integrating cycle hire, car clubs and public transport.	Potential for wider integration with other services/ modes dependent upon business cases and commercial agreements between third parties.	Amber
T5SP4.7	Social media use for travel planning	ongoing	More reliable journey planning	Community, business		Complete	Availability of future funding; accuracy of data for journey	Green

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 15)	Key issues	RAG status ⁷ (Mar 15)
							planning if sourced from third parties.	
T5SP4.8	Planned extension of 20mph speed limits/zones as appropriate to local conditions	ongoing	New schemes annually	Reading Borough Council, Police		Eastern area 20mph zone complete. Other 20mph zones are being considered as part of wider packages.		Green
T5SP5.1	Extend park and ride	March 2015	New park and ride southeast, south & west	Reading Borough Council	West Berks and Wokingham councils, Local Sustainable Transport Fund partnership and train operating companies, Business	Mereoak and Winnersh Park & Ride sites operational. RBC developing East Reading MRT with the aim of serving planned park and ride facilities at Thames Valley Business Park.	Subject to planning approval.	Green
T5SP5.2	Parking management	ongoing	Restrictions, enforcement	Reading Borough Council		Annual SPA programme		Green
T5SP5.3	Journey time monitoring system	2014	Journey time reliability	Reading Borough Council, Local Sustainable Transport Fund partnership		Installation of Bluetooth sensors COMPLETE.		Green

READING CLIMATE CHANGE STRATEGY 2013-2020, ACTION PLAN PERFORMANCE MONITORING 2015/16

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 15)	Key issues	RAG status ⁷ (Mar 15)
T5SP5.4	Reduce carbon footprint of public transport		Improve Euro class and number of lower carbon buses to fleet	Reading Transport Ltd		<ul style="list-style-type: none"> • 35 CNG buses introduced to fleet. • 81 no new Euro class 5/6 buses introduced since 2013 • Gas fuelling station installed and Reading Bus depot in Great Knollys Street in 2013 	<p>CNG fuelling economics improved greatly by installation of CNG fuelling station at Great Knollys Street</p> <p>Air quality also improved greatly due to low NOx emissions from CNG fuel combustion.</p>	Green

Theme 6: PURCHASING, SUPPLY AND CONSUMPTION

Strategic Priority 1: Enable people to make sustainable purchasing choices

Strategic Priority 2: Support and encourage local purchasing and the development of local supply chains

Strategic Priority 3: Promote and encourage new business models focused around the 'circular economy'

Strategic Priority 4: Develop standards and the commitment to sustainable procurement in both the public and private sectors

Strategic Priority 5: Increase recycling rates

Strategic Priority 6: Reduce waste by supporting the re-use and repair of products and materials

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure	Key issues	RAG status
T6SP1.1	Identify/support best practice champions in key areas	Sept 14	Form a delivery group, recruit champions	Reading Borough Council	Connect Reading	Invitation to become Best Practice Champion posted on the RCAN ⁹ website	Lack of resource to progress this proactively	Purple
T6SP1.2	Gather information on best practice	March 15 then on going	Publish best practice from delivery group on RCAN website.	Reading Borough Council		List of sources of best practice posted on the RCAN website		Green

⁹ Reading Climate Action Network www.readingclimateaction.org.uk

READING CLIMATE CHANGE STRATEGY 2013-2020, ACTION PLAN PERFORMANCE MONITORING 2015/16

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure	Key issues	RAG status
T6SP1.3	Establish a forum for sharing ideas	Mar 15 then on going	Forum launch	Reading Voluntary Action	Reading International Solidarity Centre (RISC)	Reading Green Business Network (www.rgbn.org.uk) hosts events listings from the other delivery partners and third parties and provides forums where ideas can be shared. Content promoted through RCCP Twitter Feed (@ClimateRDG)		Green
T6SP2.1	Publish impartial/ peer reviewed information to guide local purchasing for dissemination.	ongoing	Toolkit developed to support local companies to access public contracts.	Demeter (commissioned by Institute for Sustainability)		Re:Start Local project undertaken with local Small and Medium sized Enterprises and report posted on the RCAN website. This action is COMPLETED		Green
T6SP2.2	Compile information guide identifying the key standards and kite-marks	March 14 March 15	<ul style="list-style-type: none"> • set up initial info source • provide formal guide then update ongoing 	Reading Borough Council	Institute for Sustainability, Energy Savings Trust, University of Reading	Links to T6SP1.2 - guide to best practice, labels and standards posted on the RCAN website. This action is COMPLETED		Green
T6SP3.1	Organise regular seminars on key subjects such as circular economy	Sept 14	First seminar; 1 per annum	University of Reading		Food Security and Climate Change event took place on May 23 rd 2016.		Green
T6SP3.2	Establish a group of organisations that have an interest in exploring 'circular	September 2014	Group established	Kyocera Document Solutions (UK) Ltd		Circular Economy Group set up on Reading Green Business Network website (www.rgbn.org.uk) and	Reading Climate Change Partnership mailing lists are	Purple

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure	Key issues	RAG status
	economy' approaches					registered companies invited to join	owned by Reading Borough Council and ongoing recruitment depends on availability of resource to maintain contact with them	
T6SP4.1	Link up with existing public and business sector initiatives and build on current standards/procedures	Sept 16	First group of businesses and organisations to have produced a Purchasing Supply and Consumption/ Waste Plan	Reading Borough Council	Environment Agency, NHS, Kyocera Documents Solutions UK Ltd, Connect Reading	Not started. Reading Climate Change Partnership board members to be asked to share best practice.	No resource exists at RBC to drive this.	Purple
T6SP4.2	Develop local diverse, flexible supply chains and work with them to improve environmental standards of procurement	Sept 14	RE-Start Local Project. Work with 60 Small and Medium sized Enterprises to outline public sector opportunities and standards.	Reading Borough Council	Institute for Sustainability	Re:Start Local project undertaken with local Small and Medium sized Enterprises and report posted on the RCAN website. This action is COMPLETED		Green
T6SP4.3	Explore the potential to develop an accreditation scheme with Reading businesses	Mar 15	Initial feasibility	Kyocera Document Solutions (UK) Ltd.	Other champions identified through group.	Survey prepared for circulation to all companies who have expressed an interest in the Climate Change Strategy, via RGBN website and Reading Borough Council database. This action is COMPLETED		Green

READING CLIMATE CHANGE STRATEGY 2013-2020, ACTION PLAN PERFORMANCE MONITORING 2015/16

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure	Key issues	RAG status
T6SP4.4	Nominate commercial and public sector “champions” in Reading area to highlight best practice	March 15	recruit champions in each sector	Reading Borough Council	Environment Agency, NHS, Kyocera Documents Solutions UK Ltd, Connect Reading	Case studies published on RCAN website. No more have been added since the original 3.	No resource available at RBC to drive this.	Purple
T6SP4.5	Hold collaborative workshops between public and private sector procurers in Reading and other local Council areas to discuss/share knowledge	Sept 14	First workshop (annually thereafter)	Reading Borough Council	Business champions	Workshops have been held with suppliers, particularly around reducing travel and energy costs in their operations. Re-Start Local project also carried out workshops and drop ins.	No resource available at RBC to drive this.	Purple
T6SP4.6	Develop financial and non-financial incentives (e.g. challenges, promotions) and competition.	Dec 14	Category award best organisation for Sustainable procurement/waste.	Reading Climate Change Partnership	WRAP		This has not been moved forward. Query over availability of resource, needs to be revisited by the board.	Red
T6SP4.7	Hold joint demand/supply chain events to bring local procurers and SME suppliers closer together pre competition	Sept 14	RE Start Local project	Institute for Sustainability/ Reading Borough Council		3 “Meet the Buyer” events were held for local companies	This was a one-off action and should be marked COMPLETE	Green
T6SP5.1	Continue to seek ways to improve Council collections and apply known best practice	March 15	Review of Council Collections	Reading Borough Council	Re3	Progressed through the Waste Minimisation Strategy 2015-2020.		Green

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure	Key issues	RAG status
T6SP5.2	Research/map and validate currently available methodologies and update knowledge	March 15	Set up initial info sources	Institute for Sustainability	Reading Borough Council	No progress		Purple
T6SP5.3	Disseminate knowledge and best practice in relation to recycling across the Borough to all communities and sectors	ongoing	re3 partnership - integrate into review	Reading Borough Council	Re3	The Waste Minimisation Strategy 2015 -2020 was adopted in March 2015; a key action is to disseminate knowledge and improve understanding of recycling via a communication strategy.		Green
T6SP5.4	Work with businesses to improve the uptake of recycling of trade waste and to collaborate on finding markets for surplus goods and materials	March 14	Town centre recycling cardboard contract	Reading UK CIC	Connect Reading	Town centre cardboard recycling projects and Broad Street Mall food digester already in place.	Should be marked COMPLETE.	Green
T6SP6.1	Use networks and variable communication methods to inform /encourage reduction, reuse and recycling, peer to peer lending and collaborative consumption	Sept 14	Information made available through web and other media.	re3 Partnership	Sue Ryder, Transition Town Reading, share & repair café	Summary of resources posted to RCAN website. New “links” area added to RGBN website, which can be maintained by non-RBC personnel.		Green

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure	Key issues	RAG status
T6SP6.2	Identify particular examples/case studies (Reading and beyond) of innovative approaches to waste reduction, recycling and reuse.	March 15	% waste reduction for subsectors of borough to 2018	Reading Borough Council	WRAP, Community sector	The Waste Minimisation Strategy 2015 - 2020 addresses all aspects of waste reduction, recycling and re-use and includes recycling targets for 2017 and 2020 and includes benchmarking and service delivery systems reviews based on best industry practice.	<i>Target doesn't match the action - still awaiting response from Dave Moore</i>	Red
T6SP6.3	Set up special interest working group to study and report on best practice and innovations.	March 15	form a special interest group, source initial case studies/info 1 year : source resources to deliver messages/seminars year 2	Reading Borough Council		No progress	No resource exists at RBC to drive this.	Purple
T6SP6.4	Promote and disseminate knowledge widely re practical approaches	year 1 and ongoing	% waste reduction for subsectors of borough to 2018	Kyocera		No progress	This activity should not be led by Kyocera - no expertise exists in the company on municipal waste management. Should be owned by RBC, query over availability of resource.	Purple

Theme 7: EDUCATION, COMMUNICATION AND INFLUENCING BEHAVIOUR

Strategic Priority 1: Further integrate sustainable behaviour promotion and practice throughout schools, colleges, universities, and workplaces

Strategic Priority 2: Ensure that communication which is aimed at influencing climate change related behaviour is delivered in a consistent and targeted way

Strategic Priority 3: Engage organisations in the private sector, including residential and commercial landlords, in effective action to mitigate climate change

Strategic Priority 4: Develop the market for climate change related local business and the skills to ensure that local jobs are created in line with the growing low carbon economy

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (May 16)	Key issues	RAG status ¹⁰ (May 16)
T7SP1.2 ¹¹	Encourage each sector to develop plans to enhance education on climate change	July 2014	Identify opportunities and establish relevant educational resources	Reading Borough Council	School leads, Colleges and University of Reading	RCCP has funded some work with schools via Climate Voices Programme - a model Climate Summit in December 2015, and a Summit and further conference planned July and November 2016. At least 5 Reading schools	If we want an overarching plan or awareness of what each sector is doing, we need to pull the various actions into something coherent and raise awareness of what's going on.	Amber

¹⁰ Red = significant issues with either delivery or resourcing

Amber = work progressing or due to progress but delayed/ not to original timescale; issues but not significant

Green = complete or no issues and on time

Purple = actions which are a good idea, but which are not yet developed or resourced

¹¹ T = theme; SP = strategic priority

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (May 16)	Key issues	RAG status ¹⁰ (May 16)
						involved. RISC has done education work around climate change and sustainability in a number of schools. And particularly worked on local food growing with the Food4Families project, and the roof garden.		
T7SP2.1	Develop a media and communications strategy for the Climate Change Strategy targeted at and tailored to all relevant audiences, delivering consistent and relevant messages	March 14	Strategy delivered Communications plan delivered	Reading Borough Council	Environment Agency, University of Reading, Reading UK CIC	No development of a media and comms strategy BUT some positive activity happening: EA Climate Ready resources are available on http://climateuk.net/resources . John Booth (via GREN) has set up a series of public climate change talks. Chris Beales gave the first talk on “Extreme Events and Climate Change” (see www.chrisbeales.net for more info).	Significant restructuring within the EA, and reduction in staff resources, means there is limited time to focus on climate change. Also note that Defra has not continued funding for the EA Climate Ready support service (finished on 31 March 2016). This will impact on future resources. Need to identify ‘relevant audiences’ and develop a plan. RCAN - lack of business community engagement. More	Amber

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (May 16)	Key issues	RAG status ¹⁰ (May 16)
							promotions of 'challenges' needed - and these need to be linked with the Climate Action Plan No current 'home' for the resources coming out of those climate change talks - could RCAN website be an appropriate place - we need to be clear who is responsible for developing this...	
T7SP2.2	Engage partners in identifying potential communication channels for the various activities within the strategy and agreeing how these can be utilised	March 2014	Implement communication strategy with relevant organisations to expand participation	Reading Climate Change Partnership Board	Environment Agency, University of Reading, Reading UK CIC	Follow on from above action	Dependent on communication strategy in action T7SP2.1	Amber
T7SP2.3	Seek agreement through the Local Strategic Partnership that key partners will identify potential means to communicate messages and/or work in partnership - especially through existing communication channels	Sept 14	Take paper to Local Strategic Partnership outlining key messages and list of organisations that could disseminate	Reading Climate Change Partnership Board	Environment Agency, University of Reading, Reading UK CIC	Action outstanding	Change to RCCP Board chair and membership has resulted in a loss of ownership of this action	Red
T7SP2.4	Review membership of the Behaviour Change sub-group and its role in supporting strategy delivery	March 14	Develop programme	Reading Climate Change Partnership		It was felt that the Behaviour Change group did not need to re-form until there is a		Green

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (May 16)	Key issues	RAG status ¹⁰ (May 16)
				Board		specific target for any research they might carry out		
T7SP2.5	Use current available academic research to inform communications for the public and public sector approaches	ongoing	Linked to programme in T7SP2.4	Reading Climate Change Partnership Behaviour Change Group tbc	Reading Borough Council and other public sector organisations	As 2.4		Green
T7SP2.6	Share findings and approach of behaviour change group with community groups and other relevant agencies	March 2014	policy evidence base	Reading Climate Change Partnership Behaviour Change Group		As 2.4		Green
T7SP2.7	Identify and support climate change schemes in the borough that meet the Strategic Priorities of the strategy; help to improve image of schemes and enhance uptake	Sept 15	Establish list of schemes and their hosting groups and organisations.	Reading Climate Change Partnership Behaviour Change Group	Reading Borough Council	As 2.4		Green
T7SP2.8	Define and consider target group(s) who may not take up measures and therefore remain vulnerable to climate change; consider measures that are suitable for these people	Sept 15	Establish a list of key vulnerabilities to Climate Change.	Reading Climate Change Partnership Behaviour Change Group	Education and training providers, Citizens Advice Bureau, Reading Borough	As 2.4		Green

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (May 16)	Key issues	RAG status ¹⁰ (May 16)
					Council			
T7SP2.9	Promote Reading Local Exchange and Trading Scheme, Time Banking and FREEGLE, to community groups, businesses and residents using existing communication channels Link in with wider communications plan for schemes in action plan.	Sept 14	Year 1 - Research existing activities and raise awareness Develop messaging that encourages use of these schemes.	Reading Borough Council	Reading Voluntary Action, Connect Reading, Partnership between business/community/public sectors	Promotion is happening through other channels but doesn't feel connected into this action plan.	No coherent approach to this but lots of vibrant activity from Bike Kitchen, LETS etc - but they don't feel part of the Climate Change Strategy or action plan	Amber
T7SP2.10	Build trust and reputation between exchangers to reduce equipment ownership; identify specific examples and share best practice. Publicise through media	Sept 15	Publicity from public sector and community groups, use best practice and share success stories	Reading Borough Council	Reading LETS, Freegle, Repair Cafe and Reading Bike Kitchen	No action known, but we do now have some contacts who may be interested in taking this forward	Need to identify a lead within RBC	Amber
T7SP2.11	Develop a website to communicate updates on the action plan & actions that are relevant to the strategy aims. Aimed at 'the converted' (not general public)	ongoing	<i>target needs to be developed</i>	Reading Borough Council or RCCP Board??	Theme leads	No progress	Admin resource to support RCCP first needs to be recruited Need to make sure we are not duplicating the RBN website - perhaps a conversation about websites, and what goes where, how they are resourced, and how to make the most	Red

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (May 16)	Key issues	RAG status ¹⁰ (May 16)
							of them without duplication, on limited resource?	
T7SP2.12	Build a '...thriving network of businesses and organisations who will be at the forefront of developing solutions for reducing carbon emissions and preparing for climate change....'	ongoing	<i>target needs to be developed</i>	Reading Borough Council or RCCP Board??	RCCP Board organisations	RCCP Board made up of network of businesses	RCAN events can further support but admin support first needs to be recruited	Amber
T7SP3.1	Develop accessible media options for officers to promote energy efficiency measures and the products available	Oct 2015	Develop accessible media options for officers to promote energy efficiency measures and the products available.	Reading Borough Council		No progress	Changes in government offer Green Deal/ ECO, lack of resource to develop targeted campaign.	Red
T7SP3.2	Work with landlords, lettings and managing agents to ensure minimum EPC compliance and encourage improvements in the sector.	Oct 2015	Produce a web based video. Milestones include developing a storyboard and identifying a partner to produce the video	Reading Borough Council	Reading College	Since the end of January 2016 RBC has been visiting letting agents as part of a wider piece of work which has included advising them of their EPC obligations. We will continue doing this over the next year and will also be looking to do some work with landlords to raise awareness. This work forms part of		Green

READING CLIMATE CHANGE STRATEGY 2013-2020, ACTION PLAN PERFORMANCE MONITORING 2015/16

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (May 16)	Key issues	RAG status ¹⁰ (May 16)
						our private rented section charter (action plan) in order to improve the conditions in the PRS		
T7SP4.2	Work with the building industry, professional bodies and educational establishments to identify and further develop training or guidance on low-carbon construction and renovation skills as part of Elevate Reading	Sept 15	Inclusion of this target in Economic Growth Plan for Reading 2015-2018 will ensure that report on uptake of training/ apprenticeships in low-carbon construction will be included in reporting for the Economic Growth Plan	Reading UK CIC - not able to be involved as lead partner	Reading Borough Council, New Directions, Trades Associations Reading College	<p>Reading College is: Aiming to reduce the carbon footprint of the College, the main progress areas are -</p> <ul style="list-style-type: none"> • Addition building controls systems added to improve efficiency of the heating systems • Controls and LED lighting for external areas. • Detectors fitted to classroom and corridor lighting, lights turn off when not in use. • LED lighting replacement in classrooms • Water saving in toilets, fitting of controls to facilities. <p>While this relates more to the use of the estate rather than developing training it does encourage</p>	There is no lead partner to take this forward more strategically - we need someone from Elevate Reading and the Economic Growth Plan to help shape the direction of this strand. However individual institutions are taking action.	Amber

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (May 16)	Key issues	RAG status ¹⁰ (May 16)
						students to be aware of opportunities to not only change their behaviour but influence others'		
T7SP4.3	Encourage businesses and public sector to incorporate environmental sustainability into appropriate job descriptions, identifying appropriate training where needed	March 2015	Assessment of senior management jobs at RBC	Reading Borough Council		Not yet started.	Probably is plenty of this going on in separate businesses and agencies - but need to pull together understanding of what, and be able to share learning.	Red

Theme 8: COMMUNITY

Strategic Priority 1: Building community activity relating to sustainable communities

Strategic Priority 2: Build community resilience to climate change and self-sufficiency (collective and individual)

Strategic Priority 3: Reduce consumption by building a 'sharing economy'

Strategic Priority 4: Build an 'alternative economy' focussed on quality of life and emphasising sustainable communities

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 16)	Key Issues	RAG status ¹² (Mar 15)
T8SP1.1 ¹³	Identify groups carrying out activities supporting sustainable communities in Reading.	June 2014	Establish activity groups through RCAN ¹⁴ with a range of projects/ activities	Reading Climate Change Partnership Board		RCAN meetings on food and energy in 2015 See also action 2.4	RCAN events became unresourced after Nov 2015.	Purple
T8SP1.2	Build relationships with 'non-environmental groups'; encourage uptake of sustainable community related activities through a 'campaign' or	<ul style="list-style-type: none"> •Sept 2014 •June 2015 •Sept 2015 	<ul style="list-style-type: none"> • Build relationships in launch year. Trial methods of promotion. •Design and build campaign • Find resources to launch campaign 	Reading Climate Change Partnership board	Reading Borough Council, Reading Voluntary Action, Greater Reading Environment Network,	Other groups doing through their campaigns and events - e.g.: <ul style="list-style-type: none"> • Reading town meal (1st Oct 16) • Reading Bike Kitchen has high profile presence in town, 	Not all resources in place. Appetite for 'big campaign' by Reading Climate Change Partnership board unchecked. Promotions through grants is taking place	Amber

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¹³ T = theme; SP = strategic priority

¹⁴ Reading Climate Action Network www.readingclimateaction.org.uk

READING CLIMATE CHANGE STRATEGY 2013-2020, ACTION PLAN PERFORMANCE MONITORING 2015/16

Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 16)	Key Issues	RAG status ¹² (Mar 15)
	other forms of promotion, in line with actions identified in EBC SP2. design and build and launch a campaign to promote climate friendly activities to 'non environmental groups'				Reading International Solidarity Centre, community forums, Reading Climate Action Network members	<ul style="list-style-type: none"> RISC - Reading International festival as well as all year round program of events 	(i.e. presence at Reading Town Meal in October).	
T8SP1.3	Sustain and improve 'environmental' community organisations by improving links between groups contributing to tackling climate change.	July 2014	Use Reading Climate Action Network (RCAN) to build a two way direct and quality communication between Reading Climate Change Partnership and environmental community groups.	Reading Climate Change Partnership Board	Key environmental groups (TBC), options include Greater Reading Environmental Network, Transition Towns Reading, Econet, Globe Groups	<ul style="list-style-type: none"> RCAN event in 2015 gave info on action updates from community sector mainly; but no events in 15/16 Reading Climate Change Partnership project support fund assisting with building relationships as groups highlight their project for financial support. Supporting Reading Sustainability Centre in kind with hydro project. 	No resource for RCAN events in 15/16	Purple
T8SP2.1	Build uptake of energy efficiency, renewable energy & energy co-ops as well as (communal) food growing.	Sept 2014	<ul style="list-style-type: none"> Identify & approach potential asset holders. Identify 3 community assets to invest in energy efficiency, food growing and renewables. Seek investment to 	Reading Borough Council	Transition Towns Reading, Greater Reading Environmental Network, Reading Voluntary	<ul style="list-style-type: none"> Action complete - solar housing project concluded (457 solar panels installed) and community solar project delivered. Food growing activities continuing 	Reading Hydro group still going, waiting on planning permission from RBC and EA.	Green

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 16)	Key Issues	RAG status ¹² (Mar 15)
	Engage appropriate asset holders and develop local schemes.		benefit those who come forward.		Action, GLOBE groups, Food4 Families,			
T8SP2.2	Communal food growing together and learning; continuation of Food4Families; support allotment and food growing activities	Sept 2014	<ul style="list-style-type: none"> • Provision of allotment space in accordance with allotment strategy 2011 • Establish 15 Food4Families food growing gardens • Establish networks / events that help promote food growing and local food. 	<ul style="list-style-type: none"> • Reading Borough Council • Food4 Families / Reading Food Growing Network. 	Transition Town Reading (orchard and bulk buying sub-groups); organisations with buildings/ grounds	<ul style="list-style-type: none"> • Reading Town Meal ongoing and was crowd funded. Has become an annual event. • Food 4 Families ongoing, and are linked to Reading Food Growing Network, and Reading Town Meal. 		Green
T8SP2.3	Identify potential for a 'showcase facility' (city farm) where local people can learn about the opportunities to grow food, harness natural products and develop skills	March 2014	<ul style="list-style-type: none"> • Complete research into viability of city farm in Reading • Consider report produced and revise action plan accordingly. 	Spring Board		<ul style="list-style-type: none"> • Green Health Reading has a small scale farm / allotment, helping vulnerable. • Spring Board seed funding has ended. 	GHR still wants to deliver a city farm but needs funds and land to do this.	Purple

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 16)	Key Issues	RAG status ¹² (Mar 15)
T8SP2.4	Develop a network of accessible self-sufficient community buildings supporting skill development and providing local food.	June 2014	Complete mapping exercise of community buildings	Reading Borough Council	Reading Voluntary Action	No progress		Purple
T8SP2.5	Build householders / individuals resilience in a number of ways; growing food, generating energy, insulating homes, planting trees, installing rainwater harvesting and composting food/garden waste.	Sept 2014	<ul style="list-style-type: none"> • Increase numbers of households adopting measures • Develop monitoring indicators • Design suitable messages, to target particular groups of householders 	Reading Climate Change Partnership	Reading Borough Council	<ul style="list-style-type: none"> • Awareness event: Reading Climate Forum on Mon 26 Sept • Tilehurst Globe and Caversham and District Residents Association have recently done events on energy efficiency in the home. • Generating energy - RBC 460 council homes installed with solar panels and 76 given energy efficiency advice. • High uptake of solar pre-fit slash on 15th Jan 2016. 		Amber
T8SP2.6	Influence government policy to favour and link local food growers to commercial organisations	TBC	Obtain funding, conduct research (surveys)	University of Reading		No update available		??

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 16)	Key Issues	RAG status ¹² (Mar 15)
T8SP3.3	Build 'share and repair' movement, increasing skills in the community and reducing waste	March 2015	1. Establish sharing network 2. Identify community champion(s) 3. Establish list of organisations that can repair and refurbish products	Transition Towns Reading	Greater Reading Environmental Network, Reading Voluntary Action	<ul style="list-style-type: none"> • Reading Bike Kitchen doing very well. • Monthly Repair Café still going strong. 		Green
T8SP3.4	Mainstream sharing initiatives in Reading residents / businesses culture	March 2016	Recruit business partners and expand network	Transition Towns Reading / Connect Reading (to be identified)		As 3.3	No progress, or resources.	Amber
T8SP4.1	Conduct research into local outlets that would consider trading in a Reading pound to strengthen the local economy	Dec 2014	Complete research project	Transition Towns Reading	Local businesses	No progress	Action needs to be discussed further with the community	Purple

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Ref	Action	Timescale	Target & measure/ milestone	Lead delivery partner(s)	Other delivery partners	Progress against target and measure (Mar 16)	Key Issues	RAG status ¹² (Mar 15)
T8SP4.2	Support local economy to explore methods used in UK towns and cities to increase local identity and build number of local businesses	<ul style="list-style-type: none"> • April 2014 • June 2014 	<ul style="list-style-type: none"> • Build research group of interested organisations/ individuals (tastecard/ wedgecard/ Bristol £ etc). • First meeting 	Transition Towns Reading	Reading Borough Council, Reading UK CIC Federation of Small Businesses, Reading Voluntary Action (Highbridge exchange / The Real Business Club),	No progress.	Action needs to be discussed further with the community	Purple
T8SP4.3	Rebalance Reading's 'corporate image' Alt. Reading website- magazine focussing on independents, culture and opinion of and from Reading.	<ul style="list-style-type: none"> • Jan 2014 • TBC 	<ul style="list-style-type: none"> • Launch website • Compile independent business directory 	Alt. Reading		<ul style="list-style-type: none"> • Alt Reading- website is doing well • A new facebook group is creating a similar on-line presence 'theDing' 		Green

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT COMMITTEE		
DATE:	23 NOVEMBER 2016	AGENDA ITEM:	12
TITLE:	SOUTH READING MRT PHASE 1B & 2 - DELEGATED AUTHORITY FOR CONTRACT AWARD		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING & TRANSPORT
SERVICE:	TRANSPORTATION AND STREETCARE	WARDS:	BOROUGHWIDE
LEAD OFFICER:	CRIS BUTLER / CHRIS MADDOCKS	TEL:	0118 937 2068 / 0118 937 4950
JOB TITLE:	STRATEGIC TRANSPORTATION PROGRAMME MANAGER / TRANSPORT PLANNING MANAGER	E-MAIL:	cris.butler@reading.gov.uk / chris.maddocks@reading.gov.uk

1. PURPOSE OF THE REPORT AND EXECUTIVE SUMMARY

1.1 The purpose of the report is to inform Councillors of the ongoing procurement process for the implementation of Phases 1B & 2 of the South Reading Mass Rapid Transit (MRT) scheme and to seek delegated authority to enter into contract with the most economically advantageous tenderer in accordance with the Public Contracts Regulations 2015.

1.2 Appendix A - Plans of proposals

2. RECOMMENDED ACTION

2.1 That the Committee gives scheme and spend approval for Phases 1B & 2 of the South Reading MRT scheme, as set out in

2.2 That delegated authority is given to the Director of Environment and Neighbourhood Services in consultation with the Lead Councillor for Strategic Environment, Planning and Transport, the Head of Legal & Democratic Services and the Head of Finance to enter into contract for the implementation of South Reading MRT Phases 1B & 2.

3. POLICY CONTEXT

- 3.1 To secure the most effective use of resources in the delivery of high quality, best value public service.
- 3.2 The scheme is included within the Council's Corporate Plan 2016-19 and Local Transport Plan 2011 - 2026, and Thames Valley Berkshire Local Enterprise Partnership's Strategic Economic Plan 2015/16 - 2020/21.

4. THE PROPOSAL

Scheme Overview

- 4.1 South Reading MRT is a series of bus priority measures on the A33 corridor between MereOak Park & Ride and Reading town centre. The scheme will reduce congestion and journey times, improve the attractiveness of public transport services through enhanced frequency and reliability, and enable sustainable economic and housing development on the main growth corridor into Reading.
- 4.2 Phases 1 and 2 of the scheme, from M4 Junction 11 to Island Road, were granted funding approval from the Berkshire Local Transport Body in November 2015 following completion of the full business case which confirmed that the scheme represents 'very good' value for money in accordance with Department for Transport guidance.
- 4.3 The latest designs for Phases 1B & 2 of the scheme are shown at Appendix A. These phases of work involve the construction of a series of outbound bus lanes between the A33 junction with Lindisfarne Way (Kennet Island) and Imperial Way, where the scheme links with bus lanes currently being constructed as part of the phase 1A works. The scheme will not reduce existing highway capacity along the A33 as additional lanes are being implemented for public transport usage and all existing lanes for general traffic will be retained.
- 4.4 The programme for delivery includes construction of Phases 1B & 2 from February to November 2017. Measures will be taken to reduce disruption to the flow of traffic while the construction works take place, including limiting any necessary lane closures to off peak hours only.
- 4.5 It should be noted that implementation of Phase 1b requires a significant amount of tree clearance on the east side of the A33, between the junctions with Bennet Road and Imperial Way, to create sufficient space to implement the new bus lane. There are no Tree Preservation Orders affected and a landscaping mitigation plan for the A33 corridor is currently being developed. Implementation of the scheme is subject to sign-off of the mitigation plan by the Project Board which is chaired by the Director of Environment and Neighbourhood Services.

- 4.6 Future phases of the South MRT scheme (Phases 3 & 4) have been included in the LEP's bid to Government for Growth Deal 3, with an announcement on funding anticipated in November. These phases include provision of an inbound bus lane between the A33 junctions with Longwater Avenue and Island Road, and further outbound bus lanes between the A33 junctions with Rose Kiln Lane and Lindisfarne Way (Kennet Island).

Procurement

- 4.7 The total estimated value of the contract for Phases 1B & 2 is £5m.
- 4.8 It is proposed that a single stage open procurement process is undertaken to appoint a contractor to deliver Phase 1B (Southbound) & Phase 2 of the scheme.
- 4.9 In relation to Phase 1B, an additional optional works package has been included in the tender to deliver works to the northbound lane, subject to funding. This work will be competitively priced as part of this procurement exercise and a decision on the award of these additional works may be made prior to the award of contract, or by way of variation during the construction period.
- 4.10 As the estimated scheme costs exceed the "Works Threshold", this procurement exercise is subject to the Public Contract Regulations 2015, and as such the principles of non-discrimination, equal treatment, transparency, mutual recognition and proportionality will be applied.
- 4.11 In accordance with the Public Contract Regulations 2015 and the Council Contract Procedure Rules, the opportunity will be advertised in the Official Journal of the European Union (OJEU) as well as on the Councils electronic tendering portal as well as via 'Contracts Finder'.

5. CONTRIBUTION TO STRATEGIC AIMS

- 5.1 The delivery of this programme will help to deliver the following Corporate Plan Service Priorities:
- Keeping the town clean, safe, green and active.
 - Providing infrastructure to support the economy.

6. COMMUNITY ENGAGEMENT AND INFORMATION

- 6.1 Informal consultation on the scheme was undertaken as part of the public consultation for the Local Transport Plan 2011 - 2026.
- 6.2 Statutory consultation will be undertaken in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996.

7. EQUALITY IMPACT ASSESSMENT

- 7.1 Under the Equality Act 2010, Section 149, the Council must, in the exercise of its functions, have due regard to the need to:
- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act.
 - Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
 - Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 7.2 The Council has reviewed the scope of the scheme as outlined within this report and considers that the proposals have no direct impact on any groups with protected characteristics.

8. LEGAL IMPLICATIONS

- 8.1 As the estimated scheme costs exceed the “Works Threshold”, this procurement exercise is subject to the Public Contract Regulations 2015, and as such the principles of non-discrimination, equal treatment, transparency, mutual recognition and proportionality will be applied.
- 8.2 In accordance with the Public Contract Regulations 2015 and the Council Contract Procedure Rules, the opportunity will be advertised in the Official Journal of the European Union (OJEU) as well as on the Councils electronic tendering portal and via ‘Contracts Finder’.
- 8.3 It is intended to enter into a contract based upon the most economically advantageous tender in accordance with the criteria stated in the specification.

9. FINANCIAL IMPLICATIONS

- 9.1 The funding package for the scheme comprises of £4.5m from the Thames Valley Berkshire Local Growth Deal and £1.12 local contribution from the existing Integrated Transport Block and appropriate S106 developer contributions. At this stage, at least £0.57m of S106 receipts from nearby commercial development has been provisionally earmarked for this major investment. The total cost amounts include consultants’ fees associated with design, project management and site supervision.

10. BACKGROUND PAPERS

- 10.1 Major Transport & Highway Projects Update Report, Strategic Environment, Planning & Transport Committee, 13th July 2016.
- 10.2 South Reading MRT Phase 1A, Policy Committee 11th April 2016.
- 10.3 South Reading MRT Scheme Progress Reports, Berkshire Local Transport Body, from March 2013 onwards.

APPENDIX A - SOUTH READING MRT PHASES 1B & 2

[PLANS TO FOLLOW]

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	STRATEGIC ENVIRONMENT PLANNING AND TRANSPORT COMMITTEE		
DATE:	23 NOVEMBER 2016	AGENDA ITEM:	13
TITLE:	ROAD MARKING TERM CONTRACT 2017-2022 - DELEGATED AUTHORITY FOR CONTRACT AWARD		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING & TRANSPORT
SERVICE:	TRANSPORTATION AND STREETCARE	WARDS:	BOROUGHWIDE
LEAD OFFICER:	SAM SHEAN	TEL:	0118 9372138
JOB TITLE:	STREETCARE SERVICES MANAGER	E-MAIL:	sam.shean@reading.gov.uk

1. PURPOSE OF THE REPORT AND EXECUTIVE SUMMARY

- 1.1 The purpose of the report is to inform Councillors of the ongoing procurement process for the Road Marking Term Contract 2017-2022 and to seek delegated authority to enter into a contract with the successful tenderer after the tendering process in accordance with the Public Contracts Regulations 2015.

2. RECOMMENDED ACTION

- 2.1 That delegated authority is given to the Head of Transportation & Streetcare in consultation with the Lead Councillor for Strategic Environment, Planning and Transport, the Head of Legal & Democratic Services and the Head of Finance to enter into a contract with successful tenderer for the Road Marking Term Contract 2017-2022.

3. POLICY CONTEXT

- 3.1 To secure the most effective use of resources in the delivery of high quality, best value public service.
- 3.2 To maintain all existing road markings and to lay new road markings to make travel more secure, safe and comfortable for all users of the public highway.

4. THE PROPOSAL

- 4.1 The Council needs to maintain road markings to ensure that traffic regulations can be enforced, to indicate areas of parking and to assist in the safe movement of vehicles around the road network.
- 4.2 This service is provided by a single contractor and has been run under a term contract that was tendered for in 1999. This Contract now requires re-tendering.
- 4.4 The proposal is to tender for a new term contract running from 2017 for an initial term of 60 months with the option to extend for a further 36 months subject to performance.

Procurement

- 4.5 Corporately the Council spends up to approximately £200k per annum (p/a) on road marking services. The total estimated value of this contract is up to £1m over the first 60 months and potentially up to £1.6m should the contract be extended.
- 4.6 In accordance with the Council's Contract Procedure Rules and the principles of the Open Process as defined by the Public Contract Regulations 2015 ("the Regulations") It is proposed that a single stage open procurement process is undertaken to appoint a contractor to deliver the Road Marking Term Service Contract 2017-2022.
- 4.7 In accordance with the Council Contract Procedure Rules, the opportunity will be advertised on the Councils electronic tendering portal as well as via 'Contracts Finder'.
- 4.8 It is intended to enter into a contract based upon the most economically advantageous tender in accordance with the criteria stated within the specification.

5. CONTRIBUTION TO STRATEGIC AIMS

- 5.1 The Road Marking Term Contract will contribute to the Council's Corporate Plan 2015 - 2018 objectives of 'Providing infrastructure to support the economy' and 'Keeping the town, clean, safe, green and active'.

6. COMMUNITY ENGAGEMENT AND INFORMATION

- 6.1 The approved Road Marking Term Contract 2017 - 2022 Committee report was released into the public domain in the lead up to the meeting.

7. EQUALITY IMPACT ASSESSMENT

- 7.1 Under the Equality Act 2010, Section 149, the Council must, in the exercise of its functions, have due regard to the need to:
- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act.
 - Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
 - Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 7.2 The Council has reviewed the scope of the service as outlined within this report and considers that the proposals have an equal impact on all members of the general public.
- 7.3 There is no overall change to service delivery at this time. Should any future updates/amendments be required, which result in service delivery changes, an equality impact assessment will be carried out.

8. LEGAL IMPLICATIONS

- 8.1 It will be necessary to enter into a contract with the successful tenderer.
- 8.2 The tender process is being undertaken in accordance with the Council's Contract Procedure Rules and the principles of the Open Process as defined by the Public Contract Regulations 2015 ("the Regulations"). It is intended to enter into a contract based upon the most economically advantageous tender.
- 8.3 Reading Borough Council, as Highway Authority, has a duty under the Highways Act 1980 to maintain the public highway.

9. FINANCIAL IMPLICATIONS

- 9.1 The costs associated with this Road Marking Term Contract 2017 - 2022 will be met from various budgets corporately, although the majority of the expenditure will be managed by within Transport and Streetcare
- 9.2 The annual Highway Maintenance spend for road marking for 2016/17 financial year is approximately £46,800 and the proposed 5 year contract assumes a similar budget will be agreed for 2017/18 to 2021/22 .
- 9.3 Additional expenditure associated with this Contract may include road marking on un-adopted highway, such as new roads and junctions, or non-highways land such as parking facilities. This may also include line marking in schools. All expenditure associated with this Contract will predominately be met by existing Transportation & Streetcare Revenue Budgets or within Capital schemes where appropriate. Some other Council Services teams may use the contract facility and fund those works from alternate budgets.

10. BACKGROUND PAPERS

10.1 None

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	STRATEGIC ENVIRONMENT PLANNING AND TRANSPORT COMMITTEE		
DATE:	23 NOVEMBER 2016	AGENDA ITEM:	14
TITLE:	BRIDGE MAINTENANCE (WORKS) TERM CONTRACT 2017-2021 - DELEGATED AUTHORITY FOR CONTRACT AWARD		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING & TRANSPORT
SERVICE:	TRANSPORTATION AND STREETCARE	WARDS:	BOROUGHWIDE
LEAD OFFICER:	SAM SHEAN	TEL:	0118 9372138
JOB TITLE:	STREETCARE SERVICES MANAGER	E-MAIL:	sam.shean@reading.gov.uk

1. PURPOSE OF THE REPORT AND EXECUTIVE SUMMARY

- 1.1 The purpose of the report is to inform Councillors of the ongoing procurement process for the Bridge Maintenance (Works) Term Contract 2017-2021 and to seek delegated authority to enter into a contract with the successful tenderer after the tendering process in accordance with the Public Contracts Regulations 2015.

2. RECOMMENDED ACTION

- 2.1 That delegated authority is given to the Head of Transportation & Streetcare in consultation with the Lead Councillor for Strategic Environment, Planning and Transport, the Head of Legal & Democratic Services and the Head of Finance to enter into a contract with successful tenderer for the Bridge Maintenance (Works) Term Contract 2017-2021.

3. POLICY CONTEXT

- 3.1 To secure the most effective use of resources in the delivery of high quality, best value public service.
- 3.2 To ensure that all bridges and highway structures are secure, safe and comfortable for all users of the public.

4. THE PROPOSAL

- 4.1 Reading Borough Council, as Highway Authority, has a duty under the Highways Act 1980 (Section 41) to maintain public highway at public expense and (Section 90) protection of Bridges
- 4.2 The council is responsible for the maintenance of over 260 bridges and structures on the public highway. The council employs a term consultant who carries out a programme of routine inspections of all the bridges and structures on our behalf and produces an annual programme of maintenance work.
- 4.3 The programme of maintenance is carried out by a single contractor and has been run under a term contract that was tendered for in 2005. This Contract now requires re-tendering.
- 4.4 The proposal is to tender for a new term contract commencing in 2017 for an initial term of 48 months with the option to extend by a further 36 months subject to performance.

Procurement

- 4.5 The total estimated value of the contract is £340k over the first 48 months (£85k annually) and potentially up to £595k should the contract be extended.
- 4.6 In accordance with the Council's Contract Procedure Rules and the principles of the Open Process as defined by the Public Contract Regulations 2015 ("the Regulations") It is proposed that a single stage open procurement process is undertaken to appoint a contractor to deliver the Bridge Maintenance (Works) Term Contract.
- 4.7 In accordance with the Council Contract Procedure Rules, the opportunity will be advertised on the Councils electronic tendering portal as well as via 'Contracts Finder'.
- 4.8 It is intended to enter into a contract based upon the most economically advantageous tender in accordance with the criteria stated within the specification..

5. CONTRIBUTION TO STRATEGIC AIMS

- 5.1 The Bridge Maintenance (Works) Term Contract 2017-2021 will contribute to the Council's Corporate Plan 2015 - 2018 objectives of 'Providing infrastructure to support the economy' and 'Keeping the town, clean, safe, green and active'.

6. COMMUNITY ENGAGEMENT AND INFORMATION

6.1 The approved Road Marking Term Contract 2017 - 2021 Committee report was released into the public domain in the lead up to the meeting.

7. EQUALITY IMPACT ASSESSMENT

7.1 Under the Equality Act 2010, Section 149, the Council must, in the exercise of its functions, have due regard to the need to:

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

7.2 The Council has reviewed the scope of the service as outlined within this report and considers that the proposals have an equal impact on all members of the general public.

7.3 There is no overall change to service delivery at this time. Should any future updates/amendments be required, which result in service delivery changes, an equality impact assessment will be carried out.

8. LEGAL IMPLICATIONS

8.1 It will be necessary to enter into a contract with the successful tenderer.

8.2 The tender process is being undertaken in accordance with the Council's Contract Procedure Rules and the principles of the Open Process as defined by the Public Contract Regulations 2015 ("the Regulations"). It is intended to enter into a contract based upon the most economically advantageous tender.

8.3 Reading Borough Council, as Highway Authority, has a duty under the Highways Act 1980 (Section 41) to maintain public highway at public expense and (Section 90) protection of Bridges.

9. FINANCIAL IMPLICATIONS

9.1 The cost of the Bridge Maintenance (Works) Term Contract 2017 - 2021 will be met from the Transport and Streetcare Revenue Budget.

9.2 The annual Highway Bridge Maintenance spend for 2016/17 financial year is approximately £ 85,000 and the proposed 4 year contract assumes a similar budget will be agreed for 2017/18 to 2020/21.

10. BACKGROUND PAPERS

10.1 None