

Public Document Pack

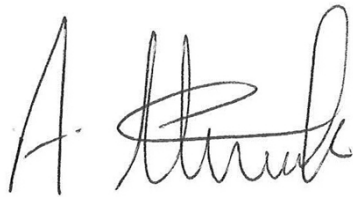
Democratic Services Manager: Karen Shepherd

Direct line: (01628) 796529

TO: EVERY MEMBER OF THE COUNCIL FOR THE ROYAL BOROUGH OF WINDSOR & MAIDENHEAD

YOU ARE HEREBY SUMMONED TO ATTEND the Meeting of the Council of the Royal Borough of Windsor & Maidenhead to be held in the **Council Chamber - Town Hall, Maidenhead** on **Tuesday, 26 September 2017 at 7.30 pm** for the purpose of transacting the business specified in the Agenda set out hereunder.

Dated this Monday, 18 September 2017



Managing Director

Rev Stileman will say prayers for the meeting.
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A G E N D A

PART I

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence

2. COUNCIL MINUTES

To receive the Part I minutes of the meeting of the Council held on 25 July 2017.
(Pages 7 - 20)

3. DECLARATIONS OF INTEREST

To receive any declarations of interest
(Pages 21 - 22)

4. MAYOR'S COMMUNICATIONS

To receive such communications as the Mayor may desire to place before the Council
(Pages 23 - 24)

5. PUBLIC QUESTIONS

None received

6. PETITIONS

To receive any petitions presented by Members on behalf of registered electors for the Borough under Rule C.10.

(Any Member submitting a petition has up to 2 minutes to summarise its contents)

7. PANEL MEMBERSHIPS

To consider the recommendation that Councillor Nicola Pryer be appointed as Vice Chairman of the Tourism Development Forum.

8. CONSTITUTIONAL CHANGES

To consider the above report
(Pages 25 - 30)

9. BOROUGH PARKING PLAN

To consider the above report
(Pages 31 - 40)

10. RIVER THAMES SCHEME - FUNDING

To consider the above report
(Pages 41 - 56)

11. WATERWAYS FUNDING

To consider the above report
(Pages 57 - 60)

12. BRAYWICK LEISURE CENTRE

To consider the above report
(Pages 61 - 66)

13. MEMBERS' QUESTIONS

a) Question submitted by Councillor E Wilson to Councillor N. Airey, Lead Member for Children's Services:

Will the Lead Member for Children's Services advise what her directorate's plans are for special educational needs provision in Windsor?

b) Question submitted by Councillor E Wilson to Councillor S. Rayner, Lead Member for Culture and Communities:

Will the Lead Member for Culture and Communities confirm what additional leisure facilities will be required in Windsor should the Borough Local Plan be implemented?

c) Question submitted by Councillor Yong to Councillor McWilliams, Deputy Lead Member for Policy and Affordable Housing:

What assurances can be given that the Royal Borough of Windsor and Maidenhead is committed to delivering affordable housing in the Borough?

d) Question submitted by Councillor Beer to Councillor Dudley, Leader of the Council:

The Council has publicised its admirable policy to double the number of Community Wardens by adding another 18 Wardens. Please advise how many more have been appointed since the last Annual Meeting.

e) Question submitted by Councillor Beer to Councillor D. Wilson, Lead Member for Planning:

Several times at Development Management Panel meetings I have objected to the wasted cost of Public Notice space in a Maidenhead newspaper listing Windsor and Ascot planning applications. This would be far more appropriately spent by publication in newspapers read by residents of those areas. Nothing has been done. Please can this be changed without delay?

(The Member responding has up to 5 minutes to address Council. The Member asking the question has up to 1 minute to submit a supplementary question. The Member responding then has a further 2 minutes to respond.)

14. MOTIONS ON NOTICE

None received

15. LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF PUBLIC

To consider passing the following resolution:-

"That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place on items 16-19 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act"

PRIVATE MEETING

16. **MINUTES**

Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972

To receive the Part II minutes of the meeting of the Council held on 25 July 2017.
(Pages 67 - 72)

17. **BOROUGH PARKING PLAN - APPENDIX**

Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972

To consider the Part II appendix to the earlier Part I report.
(Pages 73 - 78)

18. **WATERWAYS FUNDING - APPENDIX**

Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972

To consider the Part II appendix to the earlier Part I report
(Pages 79 - 86)

19. **BRAYWICK LEISURE CENTRE - APPENDIX**

Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972

To consider the Part II appendix to the earlier Part I report
(Pages 87 - 106)

COUNCIL MOTIONS – PROCEDURE

- Motion proposed (mover of Motion to speak on Motion)
- Motion seconded (Secunder has right to reserve their speech until **later** in the debate)
- Begin debate

Should An Amendment Be Proposed: (only one amendment may be moved and discussed at any one time)

NB – Any proposed amendment to a Motion to be passed to the Mayor for consideration before it is proposed and seconded.

- Amendment to Motion proposed
- Amendment must be seconded BEFORE any debate can take place on it
(At this point, the mover and seconder of original Motion can indicate their acceptance of the amendment if they are happy with it)
- Amendment debated (if required)
- Vote taken on Amendment
- If Agreed, the amended Motion becomes the substantive Motion and is then debated (any further amendments follow same procedure as above).
- If Amendment not agreed, original Motion is debated (any other amendments follow same procedure as above).

- The mover of the Motion has a right to reply at the end of the debate on the Motion, immediately before it is put to the vote.
- At conclusion of debate on Motion, the Mayor shall call for a vote. Unless the vote is unanimous, a named vote will be undertaken, the results of which will be announced in the meeting, and recorded in the Minutes of the meeting.

(All speeches maximum of 5 minutes, except for the Budget Meeting where the Member proposing the adoption of the budget and the Opposition Spokesperson shall each be allowed to speak for 10 minutes to respectively propose the budget and respond to it. The Member proposing the budget may speak for a further 5 minutes when exercising his/her right of reply.)

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AT A MEETING OF THE BOROUGH COUNCIL held in the Council Chamber - Guildhall, Windsor on Tuesday, 25th July, 2017

PRESENT: Councillors Lenton (Chairman) Quick, (Vice Chairman) Alexander, Bateson, Beer, Bhatti, Bicknell, Bowden, Burbage, Carroll, Clark, Coppinger, Cox, Diment, Dudley, D Evans, Gilmore, Grey, Hilton, Hunt, Ilyas, Jones, Kellaway, Love, Luxton, Mills, Muir, Pryer, Rankin, C. Rayner, S Rayner, Richards, Saunders, Sharma, Sharp, Sharpe, Shelim, Story, Stretton, Targowska, Walters, D. Wilson, E. Wilson and Yong.

Officers: Rachel Kinniburgh, Andy Jeffs, Mary Kilner, Rob Stubbs, Russell O'Keefe, Alison Alexander, Anna Robinson and Karen Shepherd

162. APOLOGIES FOR ABSENCE

Apologies for Absence were received from Councillors N. Airey, M. Airey, Brimacombe, Da Costa, Dr L Evans, Hill, Hollingsworth, Lion, Majeed, Smith and Werner.

163. COUNCIL MINUTES

RESOLVED UNANIMOUSLY: That:

- i) **The Part I minutes of the meeting held on 19 June 2017 be approved, subject to the amendments to the following paragraphs, as requested by Councillor Majeed:**

'Councillor Majeed stated that he was very concerned that councillors had only been given five minutes to speak on one of the most discussed documents that had hit the RBWM. He said that he was representing the issues and concerns of the residents of Oldfield and also the constituents of the Royal Borough who had been let down by their councillors.

The BLP in its current form needed to be stopped because it would be thrown out by the Inspector *and the council had the opportunity now to address the concerns and options before the plan was submitted.* Residents were not against building or affordable housing; they just wanted a BLP that would complement the borough and keep the character of its towns and villages. *All were for a BLP resulting from a consultation with residents and neighbouring boroughs, had all options considered, was not a shot-gun BLP and had conferred with other boroughs further afield such as Hastings, Brighton, and Birmingham etc.* The Regulation 18 consultation had come out over Christmas when people were focused on their families. The response was just 1% of residents; *a large number of responses were from developers in support of a 'Developer's Charter'.*

He asked why Councillors who wished to vote against the BLP and could not make the meeting not be given a proxy vote due to again a busy holiday period? He stated that residents were concerned that consultations and meetings were being carried out over periods when there would be the least amount of input.

There were sections in Appendix F that referenced consultations that had not been carried out, for example highways modelling, so councillors were voting on something that they were not altogether clear about.

He understood that the plan had been changed earlier in the year, yet in its current state the people had not been able to hold it to account. He asked how it was possible to go from Regulation 18 to Regulation 19 with completely different documents? The plan in its current state would fail. He asked why had the council not reduced the housing targets set by the Objectively Assessed Need and whether all options, including satellite villages had been considered? When one of the respected societies in Maidenhead had suggested that new settlements may be an answer, they were told these were not being considered. He asked had all options been considered? No, was the answer at the end of the previous week from one of the senior planning officers.

He felt that no plan was better than a bad plan. The voices of residents had not been heard. The request to ask questions at the meeting had been denied and an e-petition with over 1600 signatures had been rejected. Members had now politicised officers and forced them to adopt a one-sided approach. The RBWM tweets had shown this; words like North Korean propaganda had been used. He said that he would not say who was being referred to as Kim Yong. He asked Members to vote against Regulation 19 and talk and listen to residents through a Regulation 18.'

ii) The minutes of the meeting held on 27 June 2017 be approved.

164. DECLARATIONS OF INTEREST

Councillors Burbage, Lenton, Quick and Story declared Disclosable Pecuniary Interests in the item 'Members Allowance Scheme' as they held roles that were proposed to receive a new Special Responsibility Allowance. They would take no part in the discussion or vote on the item.

Councillor Saunders stated that as a Cabinet Member, he would not receive the additional allowance as an Optalis Director proposed in the item 'Members Allowance Scheme' and, in the event that he became entitled to the allowance in the future, he irrevocably committed that he would not seek or accept it. Consequently, he had no prejudicial or pecuniary interest on the item.

Councillors Lenton, Kellaway and Hilton declared personal interests in the item 'Pension Fund Valuation 2016' as Members of the Berkshire Pension Fund Panel. Councillor Lenton, as Chairman of the Panel, stated he would speak on the item but abstain from the vote. Councillor Hilton stated that he would speak on the item but abstain from the vote. Councillor Kellaway stated that he would not speak or vote on the item.

Councillors Dudley, Story, Sharpe and Alexander declared personal interests in the item 'Pension Fund Valuation 2016' as substitute Members of the Berkshire Pension Fund Panel. Councillor Dudley stated that he was also a member of the investment Working Group and would take not part in the debate or vote on the matter. Councillor Alexander stated that he would take no part in the debate or vote.

165. MAYOR'S COMMUNICATIONS

The Mayor submitted in writing details of engagements that he and the Deputy Mayor had undertaken since the last meeting, which were noted by the Council.

166. PUBLIC QUESTIONS

a) The Mayor asked the following question to the Lead Member for Planning on behalf of Tom Denniford of Bisham & Cookham Ward who was unable to attend the meeting:

The Council has recently been successful in taking enforcement action in respect of a chicken farm off Lighlands Lane, Cookham. Yet, as the councillor knows, for more than three years residents in the vicinity of a similar operation in Winter Hill Road have had to endure rats, odours and flies and general damage to their amenities.

What, in planning terms, is the difference between these two sites?

Councillor D. Wilson responded that whilst it was accepted that the two units were similar in size and agricultural operations, he emphasised the long held principle in planning terms that each case was based on its own merits. Notwithstanding this, there were some distinguishable differences in how the local authority reached conclusions in assessing the respective developments, namely the buildings being erected on land at Strande Lane being within a functional flood plain and the Council finding it expedient to take enforcement action. It was important to note that the Council had found the large structure on land at Strande Lane and metal container to be development that required planning permission as defined under Section 55 of the Act.

Conversely, the polytunnels on land at Winter Hill were not to be considered development that was permitted development or development that required planning permission, as it did not appear to meet the three-stage test as set out in *Cardiff Rating Authority and Cardiff Assessment Committee v Guest Keen and Baldwin's Iron and Steel Co.Ltd [1949]*, and refined in *Skerrits of Nottingham v Secretary of State for the Environment, Transport and the Regions [2000]*, namely size, permanence and physical attachment to the ground. This conclusion was reviewed by the then Development Control Manager in January 2015 following a meeting with residents, Ward Members and the Parish Council in the summer of 2014 at which he had also been present. Although it should be noted that each unit also had other forms of development, namely feed silos and some hard surface, these were considered to be permitted development under Part 6 of the General Planning Development Order.

The Mayor, on behalf of Mr Denniford asked the following supplementary questions:

More than three years ago you attended a meeting to discuss the Winter Hill road site. At the time the then Head of Planning said it was not currently expedient to take any action. But the borough has recently been successful in a virtually identical situation at Lighlands Lane. It is important that the borough is seen to be acting in a fair and even-handed manner. When, therefore, will the planning department stop prevaricating and take action at Winter Hill Road?

Councillor D. Wilson responded that, to try and give some indication of how officers considered the matter of expediency, the current Government Guidance on taking enforcement action was contained in the National Planning Policy Framework which made it clear that councils, as Local Planning Authorities, should not condone the wilful breach of planning law, but must apply discretion in applying their enforcement powers, taking formal action only where they consider proportionate. This of course only applied where a breach of planning control had occurred.

Land between Lightlands Lane and Strande View Walk, Strande Lane, Cookham, was an agricultural unit less than 5 Hectares in size. The Town and Country Planning Act 1990 and the Town and Country Planning (General Permitted Development Order 2015 (Part 6, B) provided the relevant legislation in the planning context to control development. The site was located within the Green Belt and lay within a functional flood plain which meant there was a high probability of flooding.

Land adjacent to Honey House, Winter Hill Road, Maidenhead was an agricultural unit also less than 5 Hectares in size and was subject to the same planning control in terms of the planning legislation. The site was similarly located within the Green Belt but not within an area liable to flood.

b) Andrew Hill of Boyn Hill ward asked the Principal Member for Public Health and Communications the following question:

By way of background, Mr Hill explained there was a tiny advert in the Maidenhead Advertiser on 8 June 2017 that referred to a plot of land in Braywick Park. Members of the public were required to go to the Town Hall, where you would get two pieces of paper, neither of which stated why the open space was being disposed off. When he had contacted the lawyers they were unsure as to why it was being sold off and as a consequence it was agreed to extend the deadline by 14 days.

In the alleged public consultation on partly disposing of Braywick Park, RBWM insisted on physical attendance at the town hall to see the documents, and refused to place those documents onto the consultation website. Whilst lawyers claimed no mandatory requirement to do so, e.g. under 20(6) Equality Act 2010, why would RBWM make it so difficult for residents to engage?

Councillor Carroll responded that there had been no intention to make it difficult for residents. As part of the preparatory work for the plans to re-provide the Magnet Leisure Centre and to provide a long term permanent location for the Forest Bridge School at the Braywick Park site, the council followed the statutory process was required, to inform residents that the council was considering removing a piece of land from public open space to allow for the shared use by the school and public. This process allowed residents to make comments on the proposals and to see which parcel of land was involved.

As a statutory process the council was obliged to advertise in the local newspaper for two consecutive weeks, which had been done. This process followed the guidance that the council's solicitors provided and was in line with the practice the council and others had followed for a number of years. The process also required that a copy of the site plan showing the parcel of land be made available from the Town Hall.

A good number of comments were received from residents via the statutory public notice process, and all the comments were reviewed by the relevant officers and the council did write back to all those who commented with its response and conclusions.

However, the council appreciated that it could go further to make it easier for even wider community engagement and in future it had already been agreed that details of the statutory process would be included on the website and the documents would be made available electronically, as well as placing these adverts in the local paper as required by the statutory arrangements.

The council was happy to provide the plan showing the space involved on this occasion electronically, but was not aware that it was specifically asked for. The time available for comments to be received was extended in response to a request.

By way of a supplementary, Mr Hill commented that the apparent determination to deter residents from responding to consultations had made itself manifest even more strongly in the approach to Regulation 19 of the Borough Local Plan consultation. He asked if Councillors were aware a leading QC had provided written opinion that this approach was unlawful and the consultation should be abandoned and recommenced.

Councillor Dudley responded that the barrister's opinion that the council had received, which was actually from someone who was connected with the Campaign for Rural England, was being reviewed by the borough's barrister and a written opinion would be received at the beginning of the following week. The council would issue this on the website and would also respond to a piece of correspondence from the Secretary of State (Department of Communities and Local Government, which would go alongside the opinion in the interests of transparency.

c) Andrew Hill of Boyn Hill ward asked the Leader of the Council the following question:

On June 29th Councillor Dudley announced on twitter that the Monitoring Officer had determined "no breach" of the Code of Conduct by Councillor Saunders. However I could find no official determination published on RBWM's CoC webpage - so I don't know what he was cleared of. Who told you there had been a determination of "no breach" and when?

Councillor Dudley responded that the Monitoring Officer made an initial assessment, consulted with the Independent Person and decided not to proceed with the complaint. He understood that this was an end to the matter. There was no need for any official determination to be published on RBWM's webpage. The Monitoring Officer informed the Managing Director that she would not be proceeding with the complaint on 29 June 2017 and he had received an email confirming this and had commented on Twitter as it was a matter of public interest. The complaint was dealt with under the initial assessment process under the council's Code of Conduct and did not proceed to a formal determination of whether there was a breach or not.

By way of a supplementary, Mr Hill asked a question relating to an earlier code of conduct complaint.

Councillor Dudley responded that, given the question related to a different complaint than the one referred to in the original question, if Mr Hill wished to write to him with the details, he would respond.

As per Part 2C paragraph 9.3 of the Constitution, the Mayor had agreed to accept the following urgent question:

d) Paul Serjeant of Oldfield ward asked the Lead Member for Planning the following question:

Residents were sent an email on July 14th informing us of a new "call for sites". No announcement of any such impending consultation was made at the Borough Local Plan (BLP) Extraordinary meeting on June 19th (or elsewhere). Given that the BLP has already been approved for submission can RBWM explain why this sudden "call for sites" is required?

Councillor D. Wilson responded the Council was undertaking a 'Call for Sites' that encouraged developers, landowners, and other interested parties to promote sites for development. Sites could be promoted at any time, but a regular 'Call for Sites' ensured the latest information was submitted, in order to update council databases. The last 'Call for Sites' was undertaken in 2015.

The information submitted helped to inform the Housing and Employment Land Availability Assessment (HELAA) which was a technical study of all potential housing, economic and retail sites within the borough. The HELAA attempted to establish realistic assumptions about the number of homes, employment and retail floorspace that the land could yield and the timeframe within which it was likely to come forward. The identification of a site in the HELAA did not necessarily mean that the site would be allocated for development, or that planning permission would be granted. The information submitted may result in changes to the deliverability classification of sites assessed in the HELAA (2016), and which would inform the latest version of the HELAA.

The Borough Local Plan had been published under Regulation 19 of the (Local Planning) (England) Regulations 2012. The information submitted during the 'Call for Sites' would be considered in relation to the sites proposed in the Borough Local Plan, and, subject to the wishes of the Planning Inspector, may be discussed at the Examination of the Borough Local Plan.

The updated HELAA would also inform the Council's monitoring functions and the production of an Authorities Monitoring Report which would need to accompany the Borough Plan when it was submitted to the Secretary of State.

By way of a supplementary, Mr Serjeant commented that an independent Green Belt review for the whole borough was provided by Bell Cornwell as part of their Regulation 18 response. Had any changes been made to the content of the Plan as a consequence of that Green Belt review?

Councillor D. Wilson responded that there were a number of responses to the Regulation 18 process, some of which had been incorporated within the Regulation 19 process which would continue to 25 August for responses. Technically Regulation 19 was on the legal and technical soundness of the plan but in addition members of

the public could make representations and they would be forwarded to the Secretary of State at the appropriate time. In relation to Regulation 18, the council had already responded, with the responses made available on the council website.

167. PETITIONS

None received

168. COUNCIL PLAN 2017-2021 & PERFORMANCE MANAGEMENT FRAMEWORK 2017/18

Members considered a new draft Council Plan, the development of two new supporting corporate plans, People and Customers, together with a new corporate performance management framework to align to the new Plan.

Councillor Dudley explained that since the Corporate Strategy 2016-2020 was approved in December 2015, the Council had significantly transformed its operating model. It was therefore appropriate to refresh the Council's strategic plan in the light of the new model. The Corporate Strategy was the definitive statement of the council's intentions and therefore provided the framework for all its activities. A proposed draft Plan has been developed which set out six priorities for the period 2017-2021 and related objectives. The priorities and objectives had been informed by reference to existing manifesto commitments, the existing corporate strategy and other wider strategies, such as the emerging Borough Local Plan, the Joint Health and Wellbeing Strategy and the Medium Term Financial Plan. The Royal Borough's strategic aims of *Residents First, Value for Money, Delivering Together and Equipping Ourselves for the Future* remained the golden thread, with the new aligned priorities giving greater focus.

It was proposed by Councillor Dudley, seconded by Councillor Bicknell and:

RESOLVED UNANIMOUSLY: That Council:

- i) Approves the draft Council Plan, see Appendix A.**
- ii) Delegates authority to the Managing Director, the Leader of the Council and the Deputy Lead Member for Policy and Affordable Housing to make any final amendments.**
- iii) Notes the development of a Customer Plan by the Head of Library and Resident Services and the Lead Member for Culture and Communities incl. Customer and Business Services for approval at a future Cabinet meeting.**
- iv) Notes the development of a People Plan by the Head of HR and the Principal Member for HR, Legal and ICT for approval at a future Employment Panel.**
- v) Notes the preparation of a new corporate performance management framework, aligned to the new Plan, to be approved by Cabinet in August 2017 and reported on in September 2017.**

It was confirmed that all councillors had received an electronic copy of the strategy, in colour, as it was included in the agenda paperwork. Councillor Dudley asked for the

strategy to be given a prominent place on the website and sent out to residents using the usual distribution networks.

169. CONSTITUTIONAL CHANGES

Members considered proposed changes to the Constitution. Councillor Targowska explained that the proposed changes would ensure the council could operate efficiently and transparently. Members noted the proposed changes detailed in paragraphs 2.5-2.7 of the report, including minor changes to the memberships of the Access Advisory Forum and Standing Advisory Council on Religious Education (SACRE) and the addition of terms of reference for the new Achieving for Children joint committee.

In addition, the report proposed that the Constitution Sub Committee be asked to consider whether social media guidance should be included in the Councillor's Code of Conduct. The council's staff social media policy had been amended to include councillors, but feedback had been received that a councillor specific guide would be more useful.

Councillor Jones commented that the Opposition Group felt the proposed changes were eminently sensible.

Councillor Hunt asked why the Roman Catholic Church had only one representative on SACRE, when the church of England had three. Councillor Kellaway, a member of SACRE and himself a Roman Catholic, commented that the Church of England was the established church in the country and was also the most predominant. The Chairman of SACRE was of Baha'i faith.

It was proposed by Councillor Targowska, seconded by Councillor Bicknell, and:

RESOLVED UNANIMOUSLY: That Full Council:

- i) Consider and approve the amendments to the Constitution set out paragraphs 2.5 to 2.7, see Appendix 1 for full details.**
- ii) Requests the Constitution Sub Committee:**
 - a. Consider options to include guidance on the use of social media within the Councillors' Code of Conduct, and to report back to Full Council with recommendations to amend the Code of Conduct within the constitution.**
 - b. Review the current social media policy and develop a dedicated policy for Councillors.**

170. MEMBERS' ALLOWANCES SCHEME - PROPOSED AMENDMENTS

As both the Mayor and Deputy Mayor had declared an interest in this item, a Chairman was appointed for the duration of the item.

It was recommended by Councillor Bowden, seconded by Councillor E. Wilson and:

RESOLVED UNANIMOUSLY: That Councillor Luxton be appointed as Chairman for the duration of the item.

Members considered recommendations from the Independent Remuneration Panel to make amendments to the Members' Allowance Scheme. Members noted the proposed amendments as detailed in the report.

Councillor Dudley highlighted that the Independent Remuneration Panel had recommended an SRA of £7185 for the Chairman of the Borough-wide Development Control Panel. This figure would be received by an individual if they were already the Chairman of a Development Management Panel, but they would no longer receive the SRA for the DM chairman role, to maintain the 1 SRA rule. The report recommended that, if the individual was not already a Development Management Panel Chairman, they would only receive the differential of £1198.

Councillor Kellaway highlighted that allowances were subject to taxation and National Insurance.

Members noted that the allowance of £3000 for Non-Executive Directors (NED) of Optalis was funded by Optalis rather than the Borough. Each NED would be allocated an allowance of £3000. Councillor E. Wilson asked what the £3000 was paying for, to be an NED of Optalis or to act as liaison between the council and Optalis. The payment was referred to as an allowance therefore it implied that the role was on behalf of Optalis. Councillor Dudley explained the allowance was to allow the NEDs to discharge their role and provide the necessary NED oversight, challenge and scrutiny. The council's partner in Optalis, Wokingham Borough Council already paid their NED representatives £3000 therefore they had asked the borough to do the same. Councillor Dudley explained he would prefer to have avoided the payment of such allowances however the council was simply mirroring arrangements already in place at Wokingham.

Councillor Bicknell commented that he was pleased to see the Mayoralty being recognised; this would make it easier for young people or the less well-off to undertake the role. Councillor Luxton commented that she was particularly pleased to see the allowance for the Deputy Mayor who had to drive themselves to events and find parking etc. It was noted that the proposal to backdate the allowance was to align the payment with the municipal year. Councillor Dudley thanked Councillor Luxton, who had been involved in promoting an SRA for the mayoralty for some time.

It was proposed by councillor Dudley, seconded by Councillor Coppinger and:

RESOLVED UNANIMOUSLY: That Full Council notes the report and considers proposals detailed in Appendix A by the Independent Remuneration Panel:

- i) A Special Responsibility Allowance be paid to the Chairman of the borough-wide Development Management Panel, payable at a level of the Leader's allowance multiplied by 30% (£7185). The principle of one SRA per Member to be maintained as follows: If the postholder is already a Development Management Panel Chairman, they would receive the higher SRA of £7185 only. If the post holder is not already a Development Management Panel Chairman, they would receive an SRA equivalent to the incremental difference (£1,198) between the Development Management Panel Chairman SRA (£5,987) and the Borough-wide Development Management Panel Chairman SRA (£7185).**

- ii) A Special Responsibility Allowance of £3,000 be paid to the Mayor and a Special Responsibility Allowance of £1,000 be paid to the Deputy Mayor. The principle of one SRA per Member be maintained.**
- iii) Amendments to the scheme relating to Special Responsibility Allowances for the Chairman of the Borough-wide Development Management Panel, the Mayor, and the Deputy Mayor, be backdated to 23 May 2017, the start of the 2017/18 municipal year.**
- iv) A Special Responsibility Allowance of £3,000 per annum be paid to the three councillors appointed as Non-Executive Directors to the Optalis Board and be backdated to 1 April 2017, the date of the formation of the new joint service. The principle of one SRA per Member be maintained.**
- v) £5,198 be added to the Members Special Responsibility Allowance budget to cover the full year costs.**
- vi) Delegates authority to the Monitoring Officer to amend the Members' Allowance Scheme in the Constitution as appropriate.**

(Councillors Burbage, Lenton, Quick and Story took no part in the debate or vote).

171. YORK HOUSE REFURBISHMENT

Members considered final approval for the capital budget of £9,618,995 to cover the contractor costs for the refurbishment and extension works to York House, Windsor.

Councillor Rankin explained that the proposals would provide a multi-functional hub for residents and improved accommodation for valued staff. The report was in line with the report to the Cabinet Regeneration Sub Committee in December 2016 and the council's approved budget apart from one aspect. In light of the Grenfell Tower tragedy, officers had reviewed the cladding proposed to be used. This had resulted in an additional £400,000 to ensure safety.

Councillor Dudley commented that the proposals would create a fantastic office accommodation for Optalis, Achieving for Children and residents using front of house services in Windsor. The report explained that the current value of the property was £4m and the investment was £9.6m. The anticipated value of the final building would be £17.5m. The council may not need all the office space and there was a shortage in Windsor so there was a rental opportunity.

Councillor E. Wilson stated that this was a fantastic investment in Windsor with the potential to inspire the future if it was a dynamic and interesting building not the usual council monolith. He asked if the Lead Member had given further thought to trees and foliage as a mature tree was being removed. Lots of small business in Windsor were struggling to find office space therefore he liked the possibility for small business being able to sub-let York House; this would help to make the area more dynamic during the day. The council had been campaigning for a long time to get Thames Valley Police (TVP) to open a counter in Windsor since the closure at Alma Road, but it had refused to share York House.

Councillor Bicknell commented that the proposals had been a long time coming, but would get everyone together. He understood that technical reasons had led to a mutual agreement for TVP not to share York House.

Councillor Rankin explained that a relatively mature Yew tree was to be removed following determination by the tree officer that it was not well. There would be increased foliage at the front of the building. He would work with residents of Brook Street to identify a new tree, although this would not be of the same maturity. It was not the council's immediate intention to rent offices in the building. It was anticipated that more staff would use the building once refurbished and it would also be attractive to AfC staff given the location of the other sites at Richmond and Kingston on the same train line. It would then be a question of estate management and a commercial decision whether to rent out any space. The council had engaged with the police on a 'one stop shop' idea but planning reasons had led to the mutual decision to discontinue negotiations. TVP had published a press release committing to finding a base in Windsor. It was up to the council to hold them to account on this.

It was proposed by Councillor Rankin, seconded by Councillor Dudley, and:

RESOLVED UNANIMOUSLY: That Council notes the report and:

- i) Approves capital budget of £9,618,995 for the York House project, split between £6,400,000 in 2017/18 and £3,218,995 in 2018/19.**
- ii) This budget allocation reflects the project timeline, with completion scheduled for 30th November 2018.**

172. MEMBERS' QUESTIONS

a) Question submitted by Councillor Jones to Councillor D. Wilson, Lead Member for Planning:

What assurances can be given in regards of the ability of our borough wide infrastructure (not 'on-site' infrastructure) to cope with development specified in the Borough Local Plan for the future?

Councillor D. Wilson responded that the Submission Version of the Borough Local Plan was supported by an Infrastructure Delivery Plan which set out what the requirements were for additional infrastructure capacity to deliver the development allocated through the local plan. The IDP was on the website as part of the ongoing Regulation 19 stage of the BLP.

By way of a supplementary, Councillor Jones asked, given the council's cash flow forecast was borrowing of £150m and the financial commitments were mounting, including new leisure centres and an increase in the pension deficit, what details were available to show the council could afford the investment in the highways network if Crossrail and runway 3 saw fruition?

Councillor D. Wilson responded that infrastructure would be secured either through the Community Infrastructure Levy or through section 106 agreements relating to each individual site. The infrastructure requirements of individual schemes could only be assessed at the planning application stage. A number of applications would include a Masterplan; as part of the process each development would have to provide adequate infrastructure, as assessed by officers.

b) Question submitted by Councillor Jones to Councillor Carroll, Principal Member for Public Health and Communications:

Apart from expediency, can you explain the reasons behind the decision to amend an employee media policy rather than publish a policy that was Member specific and able to address the differing communication needs?

Councillor Carroll responded that changes had been made to ensure the policy covered Members as previously there had been no policy including Members and it was an important issue given the wide use social media. Many local authorities had policies that covered both groups. The council had tried to be efficient and have one policy. The current officer policy was appropriate guidance but as discussed earlier, this would be looked at again to see if additional guidance was necessary.

Councillor Jones confirmed she did not have a supplementary question.

c) Question submitted by Councillor Stretton to Councillor Carroll, Principal Member for Public Health and Communications:

Given that our website describes Consultation as key to “ensuring decisions are taken in an open, honest and accountable way”, can you explain why the wording of the Braywick Park Land Disposal Consultation was so ambiguous and so poorly advertised, not even appearing on the Consultation page of our website or circulated to the Users of Braywick Park?

Councillor Carroll responded that a technical point was that this was a statutory process rather than a consultation but it was the aim to widen promotion in future. RBWM had followed the statutory process to publish a Notice of Intended Disposal of open space land, in accordance with Section 123 of the Local Government Act, as part of the preparatory work for the plans to re-provide the Magnet Leisure Centre and to provide a long term permanent location for the Forest Bridge School at the Braywick Park site.

The Council followed the statutory process to inform residents that it was considering removing a piece of land from public open space, in order to allow for the shared use by the school and public as hard courts. The statutory process obliged RBWM to advertise in the local newspaper for two consecutive weeks, which was done. The process also required that a copy of the site plan showing the parcel of land be available from the Town Hall.

There was no intention whatsoever to make this process difficult. The council had not been aware of a specific request to make the plan available electronically. He had already confirmed the council could have made the reason for the Notice more explicit, and included a more detailed explanation on the proposed use. In future the Notice would be more explicit and include the Notice on the Website as well as in the local paper. The council had learned from the feedback received, and would reflect this in any future Notices.

By way of a supplementary, Councillor Stretton asked why all consultations were not placed on the consultation page on the website as a matter of course and why the council only met the statutory minimum requirements.

Councillor Carroll responded that a number of consultations did appear on the website and the council used social media to promote them. He would meet with the communications team to ensure this happened for all consultations going forward as appropriate.

173. MOTIONS ON NOTICE

None received

174. LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF PUBLIC

RESOLVED UNANIMOUSLY: That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place on items 14-15 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act.

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MEMBERS' GUIDE TO DECLARING INTERESTS IN MEETINGS

Disclosure at Meetings

If a Member has not disclosed an interest in their Register of Interests, they **must make** the declaration of interest at the beginning of the meeting, or as soon as they are aware that they have a DPI or Prejudicial Interest. If a Member has already disclosed the interest in their Register of Interests they are still required to disclose this in the meeting if it relates to the matter being discussed.

A member with a DPI or Prejudicial Interest **may make representations at the start of the item but must not take part in the discussion or vote at a meeting.** The speaking time allocated for Members to make representations is at the discretion of the Chairman of the meeting. In order to avoid any accusations of taking part in the discussion or vote, after speaking, Members should move away from the panel table to a public area or, if they wish, leave the room. If the interest declared has not been entered on to a Members' Register of Interests, they must notify the Monitoring Officer in writing within the next 28 days following the meeting.

Disclosable Pecuniary Interests (DPIs) (relating to the Member or their partner) include:

- Any employment, office, trade, profession or vocation carried on for profit or gain.
- Any payment or provision of any other financial benefit made in respect of any expenses occurred in carrying out member duties or election expenses.
- Any contract under which goods and services are to be provided/works to be executed which has not been fully discharged.
- Any beneficial interest in land within the area of the relevant authority.
- Any licence to occupy land in the area of the relevant authority for a month or longer.
- Any tenancy where the landlord is the relevant authority, and the tenant is a body in which the relevant person has a beneficial interest.
- Any beneficial interest in securities of a body where:
 - a) that body has a piece of business or land in the area of the relevant authority, and
 - b) either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body **or** (ii) the total nominal value of the shares of any one class belonging to the relevant person exceeds one hundredth of the total issued share capital of that class.

Any Member who is unsure if their interest falls within any of the above legal definitions should seek advice from the Monitoring Officer in advance of the meeting.

A Member with a DPI should state in the meeting: ***'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations on the item: ***'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Prejudicial Interests

Any interest which a reasonable, fair minded and informed member of the public would reasonably believe is so significant that it harms or impairs the Member's ability to judge the public interest in the item, i.e. a Member's decision making is influenced by their interest so that they are not able to impartially consider relevant issues.

A Member with a Prejudicial interest should state in the meeting: ***'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations in the item: ***'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Personal interests

Any other connection or association which a member of the public may reasonably think may influence a Member when making a decision on council matters.

Members with a Personal Interest should state at the meeting: ***'I wish to declare a Personal Interest in item x because xxx'. As this is a Personal Interest only, I will take part in the discussion and vote on the matter.***

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MAYOR'S COMMUNICATIONS

Since the last Council meeting the Deputy Mayor and I have carried out the following engagements:-

Meetings

- Several charity committee meetings for various mayoral events
- Opened the Older People's Advisory Forum AGM
- Windsor and Maidenhead Community Forum AGM
- Charles Davis Trust
- Maidenhead Talking Newspaper AGM and tea party

Schools/Clubs/Community

- Started the charity bike ride in aid of Churches Conservative Trust
- Attended the "topping out" ceremony at Care UK, Windsor
- Ascot Racecourse lunch and afternoon racing
- Watched the cricket match between MCC and Midweek XI at Wraysbury
- Opening of Victoria Park, Windsor
- Maidenhead Regatta
- Thames Punting Championships
- Hindu Society of Maidenhead anniversary celebrations
- Bicentennial celebrations at Clewer Fuel Allotments
- Citizenship ceremonies
- Presented prizes at the Windsor Slough Chrysanthemum Fuchsia Pelargonium Society Fuchsia Show
- Visited the RK Leisure community open day at Wraysbury
- Joined the judging panel for the Voluntary Sector awards and attended the Awards Ceremony
- Attended the installation of the vicar at Holy Trinity Church, Sunningdale
- Arts and Sports Bursary Awards
- Hurley Regatta
- Hosted Afternoon Tea for the Royal Borough's Community Wardens
- Opened refurbished Starbucks in Ascot
- Hosted coffee morning for local press and media
- Attended the 10th anniversary celebrations at Woodlands Park Village Centre, Woodlands Park, Maidenhead
- Attended the launch of Summerleaze Sport Community Interest Company
- Visited Littlewick Green Show
- Presented trophies at the Windsor and Maidenhead Community Forum interfaith cricket tournament
- Led the Merchant Navy Day Flagraising at the Town Hall, Maidenhead
- Participated in a weekend itinerary of activities in Bad Godesberg, Germany for the twin town football tournament
- Old Windsor Handicraft, Produce and Horticultural Society Annual Show
- Attended the induction service for the new vicar at Windsor Baptist Church
- Visited the Open Day at Reading Crown Court
- Windsor Lions Horseride – tour of the obstacle course in Windsor Great Park

- Started the Bubble Rush in aid of Thames Hospice, Windsor Racecourse
- Attended the supporters and volunteers BBQ and tour of hospice at Alexander Devine Children's Hospice Service, Woodlands Park, Maidenhead
- Welcomed Chinese delegation to the Mayor's Parlour, Town Hall, Maidenhead
- Attended the Terrace Party at the Sir Christopher Wren Hotel, Windsor
- Attend the Maidenhead and Windsor Inaugural Awards Ceremony
- Launched the Eton Wick Waterways Group "Day at the River"
- Led the Royal Borough's Battle of Britain Civic Service
- Visited the party for local resident celebrating her 105th birthday
- Hosted reception for visitors from twin town of St Cloud, France and participated in weekend itinerary of events to celebrate the 60th anniversary of the twinning partnership between St Cloud and Maidenhead/RBWM including presentation on Maidenhead Regeneration; a boat trip to Windsor and formal anniversary dinner
- Presented the Lifetime Achievement Award at Braywick Sports Ground
- Visited Windsor Half Marathon

Concerts/Shows

- Windsor Festival: Band of the Household Cavalry, concert in Alexandra Gardens, Windsor
- Windsor Festival: Russian Treasures, St George's Chapel, Windsor Castle
- Windsor Festival: A Song for Peace, St Stephen's Church, Windsor

Agenda Item 8

Report Title:	Constitutional Amendments
Contains Confidential or Exempt Information?	No - Part I
Member reporting:	Councillor Targowska – Principal Member for Legal, HR & IT and Chair of the Constitution Sub Committee.
Meeting and Date:	Council 26 September 2017
Responsible Officer(s):	Mary Kilner, Head of Law and Governance and Monitoring Officer
Wards affected:	All

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REPORT SUMMARY

1. This report sets out a proposed change to the Constitution. The proposal has been brought forward to ensure that the Constitution is up to date, fit for purpose and supports and enables the Council to conduct its business in a transparent and compliant manner.
2. It is recommended that Council adopts the amendment set out in Paragraphs 2.5 and Appendix 1.

1 DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Full Council notes the report and:

- i) **Considers and approves the amendment to the Constitution set out in paragraph 2.5; see Appendix 1 for full details.**

2 REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 The Constitution of the Council is the single point of reference containing the principal operating structures and procedures of the authority. It sets out how the Council operates, how decisions are made and the procedures to be followed to ensure that these are efficient, transparent and accountable to local people.
- 2.2 The current Borough's Constitution was largely agreed in 2011, when new model constitutions were introduced linked with the changes arising from the requirements under the Localism Act. A number of relatively small amendments from this wholesale revision have been implemented over time and a new version is published each time changes are made. The changes made since that date fall into three categories:
 - Changes agreed by Full Council.
 - Changes agreed by the Constitution Sub Committee when specifically delegated by Full Council to consider and make amendments.
 - Changes of a minor nature made by the Monitoring Officer in agreement with the Chair of the Constitution Sub Committee under the delegation set out in Article 14.2.
- 2.3 Version control has been included in the published document since September 2015 and changes made are shown in the table at the very end of the document. This

version control shows under which authority amendments have been made as well as a summary of the changes. Version Control numbers relate to the year of change and the edition of changes made that year: e.g. Version 17.3 refers to the third version published in 2017.

2.4 The change proposed to this Full Council is set out in paragraph 2.5 and Appendix 1.

Part 6 D2.2 Berkshire Pension Fund Advisory Panel – amendment to the Terms of Reference

2.5 The Berkshire Pension Fund Panel has requested minor amendments to the membership details of the Advisory Panel in the terms of reference, to reflect changes in the composition of employing bodies in the Fund. Thames Valley Probation Trust is no longer an employing body in the Fund (having transferred to Greater Manchester Pension Fund) and is consequently not eligible for representation on the Pension Fund Advisory Panel. There are over 240 non-unitary authority employers in the Fund but the majority have fewer than 200 members (out of a total of over 63,000). However there are now 89 Academies as employers in the Fund, representing almost one eighth of the Fund’s membership. A revised paragraph D2.2 is shown in Appendix 1.

Table 1: Options

Option	Comments
Approve the change requested by the Berkshire Pension Fund Panel The recommended option	The updated Constitution will promote best practice and confidence in decision making.
Modify the change proposed and approve a modified change	Members may wish to propose and consider minor amendments to the recommended change.
Do not approve the change and keep the current constitution	The Constitution will not promote best practice and will not reflect membership of the Fund

3 KEY IMPLICATIONS

Table 2: Key implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Consider the proposal and, where agreed, amend the Constitution by the date agreed.	Do not amend the Constitution by the date set out.	Amend by the date set out.	n/a	n/a	September 2017

4 FINANCIAL DETAILS / VALUE FOR MONEY

4.1 There are no direct financial implications arising from the proposed constitutional changes.

5 LEGAL IMPLICATIONS

5.1 The Constitution must be in compliance with the terms of the Local Government Act 2000, Local Government and Public Involvement in Health Act 2007, Local Democracy, Economic Regeneration and Construction Act 2009, Localism Act 2011 and any other relevant statutory acts or guidance.

6 RISK MANAGEMENT

6.1 The Council must have a current and accurate Constitution to provide a clear and unambiguous framework under which the Council can conduct business.

Table 3: Impact of risk and mitigation

Risks	Uncontrolled Risk	Controls	Controlled Risk
There is a risk of challenge if the Constitution is not legally updated.	Constitution is not updated.	Constitution is regularly reviewed and updated.	Revised Constitution available on website and is not open to challenge.

7 POTENTIAL IMPACTS

7.1 If decisions are not taken in accordance with the adopted framework they are potentially open to challenge which could be damaging to the Council’s reputation and/or delay operational decisions, which may in turn result in additional costs being incurred. Costs may arise from having to repeat activities, defending decisions or compensating for unlawful decisions.

8 CONSULTATION

8.1 Relevant Lead Members, Principal Members and Deputy Lead Members, Panels, Forums and Sub Committees of the Council have been involved in identifying or requesting the updates proposed, and have asked that the changes be brought Council for consideration in accordance with the approval process outlined in paragraph 2.2 of this report.

9 TIMETABLE FOR IMPLEMENTATION

Table 4: Implementation timetable

Date	Details
26 Sept 2017	Full Council confirms changes to the Constitution
29 Sept 2017	Updated and revised Constitution published

10 APPENDICES

10.1 Appendix 1 – Table of revisions proposed.

11 BACKGROUND DOCUMENTS

11.1 RBWM Constitution available on the RBWM Website:

https://www3.rbwm.gov.uk/info/200110/about_the_council/910/council_constitution.

12 CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
Cllr Targowska	Principal Member HR, Legal & IT	12/09/17	18/9/17
Alison Alexander	Managing Director	12/09/17	12/09/17
Mary Kilner	Head of Law and Governance	11/09/17	12/09/17

REPORT HISTORY

Decision type: Non-key decision	Urgency item? No.
Report Author: Karen Shepherd, Democratic Services Manager - 01628 796529	

Proposed revisions to the Constitution

Section of the Constitution	Proposed Revision	Rationale
Part 6 D2.2	<p>D2 <u>Berkshire Pension Fund Advisory Panel</u></p> <p><i>D2.2 Membership</i></p> <p>Membership - 167 comprising:</p> <ul style="list-style-type: none"> • Five Members of the Pension Panel; • and One elected representative from each of Reading Borough Council, Slough Borough Council, West Berkshire Council, Bracknell Forest Borough Council and Wokingham Council; • Two trade union <u>employee</u> representatives; • Three two representatives from employer bodies with the Fund: <u>University of West London; an employer with a minimum of 200 members within the Fund; a representative from an Academy (to represent all academies within the Fund one being Thames Valley Probation and the other selected by the Pension Panel after consultation with the Advisory Panel;</u> • One member drawn from the active membership, and one member drawn from the deferred/pensioner membership. <p><u>The term of office for Members of the Advisory Panel should be set to run alongside the election cycle of the administering authority with Members being required to attend a minimum of 2 meetings per annum. Members of the Advisory Panel who fail to attend the minimum meeting requirement will be asked by the Berkshire Pension Fund Panel to step down and for a replacement to be appointed.</u></p>	Minor updates to membership to reflect composition of the Fund.

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Report Title:	Borough Parking Plan
Contains Confidential or Exempt Information?	Yes - Appendix A Part II - Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972
Member reporting:	Councillor Cox, Lead Member for Environmental Services (including parking) Councillor Evans, Lead Member for Maidenhead Regeneration and Maidenhead
Meeting and date:	Full Council – 26 September 2017
Responsible Officer:	Russell O’Keefe, Executive Director
Wards affected:	All

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REPORT SUMMARY

- 1 The report set out the Council’s Parking Plan for the Borough which will provide new permanent and temporary parking provision in the Borough.
- 2 Discussions are continuing with a number of parties on other options and, through that work, the final proposals may be refined further if the alternative options are viable. The alternatives being explored include the potential to use the Landing development site as the location for the temporary parking structure currently planned for St Clouds Way and the potential for the Nene Overland site to be used in the future to support commuter parking.
- 3 In November 2017 the investment case for a major redevelopment of Broadway Car Park will be brought to Full Council for approval. This report is being brought in advance of the November report so that approval can be secured and work can progress to secure temporary and permanent parking improvements.
- 4 Council is asked to approve a capital budget up to £12,344,600 for the construction of the new temporary and permanent parking provision.

1 DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Council notes the report and:

- i) **Approves a capital budget of up to £12,334,600 for the construction of new temporary and permanent parking provision across the Borough.**
- ii) **Delegates authority to the Executive Director in consultation with the Lead Member for Environmental Services (including parking) and the Lead Member for Maidenhead Regeneration and Maidenhead to finalise the Parking Plan and complete a procurement process for the supply of temporary and permanent parking provision.**

2 REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 The regeneration programme in Maidenhead will improve economic development opportunities, connectivity, and the borough’s status as a major tourism destination. All of which will generate an increase in parking demand across the borough.

2.2 Cabinet Regeneration Sub Committee (CRSC) considered a report in June 2017 detailing a feasibility study for new temporary and additional parking provision at a number of locations across the Royal Borough. These sites had been highlighted in the Borough Parking Plan developed in conjunction with parking provision experts, Parking Matters Limited (PML) and Countryside Limited, the council's regeneration joint venture partner. The options detailed in the plan sought to:

- Mitigate the impact of the construction phase of the regeneration programme on existing car parking assets in Maidenhead town centre through alternative temporary provision.
- Provide alternative temporary parking provision in Maidenhead during the redevelopment of the Broadway car park.
- Respond to projected increases in parking demand in other locations through permanent additional parking provision.

2.3 Table 1 summarises the potential impact of the council's regeneration programme in Maidenhead on current parking assets owned by the council.

Table 1: Car parks locations included in regeneration programme		
Location	Current Capacity	Impact of regeneration
Broadway, Maidenhead	734	Redevelopment and temporary closure
Hines Meadow, Maidenhead	1,279	Reduction of 155 spaces to support Chapel Arches development
Grove Road, Maidenhead	82	Site forms part of regeneration scheme
Town Hall, Maidenhead	111	Site forms part of regeneration scheme
West Street, Maidenhead	59	Site forms part of regeneration scheme
St Clouds Way, Maidenhead	248	Site forms part of regeneration scheme
Braywick Park, Maidenhead	209	New Leisure centre being developed with 500 space parking provision

2.4 Peak parking demand and projected growth was factored into the work and analysis undertaken in the development of the Parking Plan. Two sites were identified for permanent additional parking solutions, see table 2.

Table 2: Car parks identified for permanent additional parking provision		
Location	Current capacity	Detail
River Street, Windsor	145	Additional parking to mitigate peak season/time demand
Stafferton Way Multi Storey, Maidenhead	576	Additional parking for commuter parking

2.5 A headline summary of the additional parking arrangements in the plan is set out in table 3. Table 3 incorporates permanent parking that will be provided within the final programme and the new leisure centre project at Braywick Park.

Table 3: Proposed additional parking arrangements		
Public Parking	Spaces	Available
Current proposed temporary solutions		
Reform Road, Maidenhead – Temporary decks to be used as Council staff parking	267	Quarter 3 2018/19
Hines Meadow, Maidenhead – Additional capacity by freeing up of 250 Council staff spaces and change in use of spare capacity to support the town centre.	450	Quarter 3 2018/19
St Clouds Way, Maidenhead – Temporary decked solution until permanent arrangements completed to be built on the current tenpin bowling area following demolition.	575	Quarter 3 2018/19
Proposed permanent solutions		
St Clouds Way, Maidenhead – Underground car parking	260	Quarter 2 2023
Braywick Park, Maidenhead– additional car parking	125 initially	Quarter 3 2018/19 and Quarter 3 2019/20
Stafferton Way, Maidenhead – additional deck	125	Quarter 3 2018/19
Broadway Car Park, Maidenhead	1,535	Quarter 3 2019/20
River Street, Windsor	101	Quarter 3 2019/20

- 2.6 The principles applied throughout the development of the plan are that:
- Current unmet parking demand and need, and the impact of future development and regeneration plans, is fully met.
 - Parking needed to support new residential development must be provided as part of each housing development.
- 2.7 In addition to the Council managed regeneration there are potential private projects that the Council is aware have been explored that may go ahead and deliver new parking provision in Maidenhead of up to 950 spaces.
- 2.8 Analysis has shown that mitigation of the parking pressures and need in Maidenhead is not reliant on this private provision, subject to all of the options within the plan being implemented. These provisions will however act as contingency should detailed feasibility studies of any of the other options suggest they are not viable.
- 2.9 Discussions are continuing with a number of parties on alternative options and, through that work, the final proposals may be refined further if the options are viable. This includes the potential to use the Landing development site as the location for the temporary parking structure currently planned for St Clouds Way and the potential for the Nene Overland site to be used in the future to support commuter parking.
- 2.10 In November 2017 the investment case for the major redevelopment of Broadway Car Park will be brought to Full Council for approval. This report is being brought forward prior to that so that work to get the necessary temporary parking and other smaller permanent parking improvements underway in advance of that.

Maidenhead

- 2.11 The new parking arrangements in the plan utilise temporary decking solutions to support the regeneration of Maidenhead, which will see some existing parking sites redeveloped:
- Reform Road – An additional 267 space decked solution would be installed at Waldeck House and used for Council staff car parking, which will free up 250 spaces in Hines Meadow Car Park to support public parking in the town centre whilst the Broadway Car Park is redeveloped. A further 200 spaces of spare capacity in this car park will also be available for this purpose.
 - St Clouds Way – As part of the wider development of the site, the tenpin bowling facility would be demolished and a 575 space decked solution would be installed to support town centre parking.
- 2.12 Alongside this temporary provision there would be significant investment in new permanent parking provision:
- Broadway Car Park (often referred to as Nicholson's) – this would see the creation of a much larger, circa 1,500 space, state of the art, town centre car park. Approximately 300 of these spaces would be utilised to support the proposed Landing Development.
 - Stafferton Way Car Park – An additional 125 space permanent level would be installed at the Stafferton Way multi storey car park to support long stay car parking.
 - St Clouds Way – As part of the wider development of the site, a new 260 space permanent underground public car park will be developed through the Council's Joint Venture with Countryside Ltd.
 - Braywick Park – As part of the development of the new leisure centre 125 additional spaces will be developed; initially as surface car parking, rising to 500 spaces when the leisure centre is completed, to support the new centre and long stay car parking in the Town.

Windsor

- 2.13 Analysis of parking demand and provision in Windsor has highlighted that there is sufficient demand to support the implementation of an additional deck at River Street car park, which would be implemented as part of the emerging plan.
- 2.14 Work will also be taken forward to create new residential parking provision. This would not generate income based on current resident permitting arrangements and has not been included within the Parking Plan. They will be reported as discrete options.

Ascot and the Sunnings

- 2.15 Work will be progressed with local ward members and stakeholders to determine the right arrangements for the future. This will include taking forward a review of resident permitting to improve the management of parking in the area.

Investment

- 2.16 The provision of temporary parking in Maidenhead is a high cost option and when assessed as a stand alone investment, does not generate a positive net present value. The very short duration of use does not offer a positive position in terms of return on the investment.

- 2.17 Ordinarily, it would not be prudent for the council to progress with a project or investment of this nature. However the investment, when considered strategically and in the broader perspective of the regeneration programme, is vital. Temporary parking provision will assist in maintaining town centre viability during construction and ultimately will facilitate the delivery of the construction programme and in turn the realisation of significant capital receipts for the council on its land assets and future return on its investment.
- 2.18 The permanent options detailed in the Borough Parking Plan in contrast to the temporary solutions have positive net present values. Details of the financial analysis of each option are at Appendix A.
- 2.19 The costing of each option, both temporary and permanent, has incorporated a number of assumptions that aim to provide a realistic and representative estimate of cost e.g. patronage i.e. transfers of existing and new opportunity and impact on tariffs etc. A schedule of the assumptions is at Appendix B.

Table 4: Parking provision options considered

Option	Comments
Approve the capital budget provision The recommended option	This option will facilitate complete mitigation of the future parking pressures and demands within the Royal Borough.
Reject the capital budget provision Not recommended	Parking provision in Maidenhead and Windsor is at capacity. Failure to provide further parking provision may result in parking being displaced onto residential roads and/or people choosing not to visit the Royal Borough due to lack of parking.

3 KEY IMPLICATIONS

Table 5: Key implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Parking Plan implemented to timetable	Not implemented in line with plan	All arrangements in place in line with plan	All arrangements in place ahead of schedule	All arrangements in place ahead of schedule and under budget	Quarter 4 2019/20

4 FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 Detailed assessment of likely capital and operating costs and income from the additional parking provision has been completed by consultants PML.
- 4.2 The resulting cash flows over a maximum of 40 years generate Net Present Values, as shown in Appendix A (NPVs tab from "RBWM PML Workings" spreadsheet attached) and calculated using the recommended Green Book rate of 3.5%. These show that the proposal at Reform Road produce a significant NPV deficit and the provision at Braywick Park is marginal. The other sites do produce larger positive NPVs.

- 4.3 Current RPI of 3.6% has been used as annual indexation of the project life.
- 4.4 Usage assumptions are included in the revenue calculations, based on historic activity data and expert assessment of likely future customer patterns.
- 4.5 In addition to the financial assessment carried out by PML, amounts for the demolition of the Tenpin site and 5% for development management support and 5% for contingency have been added to the overall capital budget envelope proposed.
- 4.6 If the Council is successful in securing final LEP approval for the works to the Station this will offset the cost of the Stafferton Way parking project as that is part of that proposal.
- 4.7 The total capital budget proposed includes £5,170,000 for permanent provision and £7,164,600 for temporary parking provision.

Table 6: Financial impact of report's recommendations

REVENUE	2017/18	2018/19	2019/20	2020/21
Addition	£0	£37,657	£112,972	£0
Reduction(income)	£0	£0	£0	£0
Net impact	£0	£37,657	£112,972	£0

CAPITAL	2017/18	2018/19	2019/20	2020/21
Addition	£936,000	£10,039,000	£1,359,600	£0
Reduction	£0	£0	£0	£0
Net impact	£936,000	£10,039,000	£1,359,600	£0

5 LEGAL IMPLICATIONS

- 5.1 The procurement of contractors will be conducted in accordance with the Public Contracts Regulations 2015.

6 RISK MANAGEMENT

Table 7: Impact of risk and mitigation

Risks	Uncontrolled Risk	Controls	Controlled Risk
The contractors do not have the necessary skills to progress the project	High	Robust specification and procurement process	Low
The projects exceed the cost envelope or planned timescales	High	Effective development management processes	Low

7 POTENTIAL IMPACTS

- 7.1 An Equality Impact Assessment Initial Screening has been undertaken and concludes that the proposals contained in this report will not unlawfully discriminate against any group or individual, or provide the grounds for such discrimination.

8 CONSULTATION

- 8.1 Discussions and consultation has been held with a range of stakeholders throughout the development of the Parking Plan through a number of mechanisms. For example in the last week discussions have been held with Shop mobility to ensure the right temporary arrangements for their service during the redevelopment of Broadway Car Park and the Parking Plan options for Maidenhead tested with the public as part of the Countryside exhibition at Nicholson's Shopping Centre. This work will continue as the plan is finalised.

9 TIMETABLE FOR IMPLEMENTATION

Table 8: Implementation timetable

Date	Details
Sept 17	Full Council approval of overall capital budget
Oct17 – Feb '18	Planning period & procurement of parking solutions
Feb18 – April '18	Pre site work and works to existing sites/groundworks etc.
May18 onwards	Assembly works commence
Oct 18 onwards	Parking structures operational(timings vary by site)

- 9.1 Implementation date if not called in: Immediately

10 APPENDICES

- 10.1 This paper is supported by two appendices:
- Appendix A – PML Financial Analysis – Part II - Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972
 - Appendix B – Borough Parking Plan

11 BACKGROUND DOCUMENTS

- 11.1 None

12 CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
Cllr Carwyn Cox	Lead Member for Environmental Services (including parking)		
Cllr David Evans	Lead Member for Regeneration and Maidenhead	17/09/17	17/09/17
Alison Alexander	Managing Director	17/09/17	17/09/17
Andy Jeffs	Executive Director	17/09/17	17/09/17
Rob Stubbs	Section 151 Officer	17/09/17	17/09/17
Terry Baldwin	Head of HR	17/09/17	17/09/17
Mary Kilner	Head of Law and Governance	17/09/17	17/09/17

Appendix C - Parking Provision Plan		2017/18								2018/19								2019/20								2020/21		Comments	
		Quarter 1		Quarter 2		Quarter 3		Quarter 4		Quarter 1		Quarter 2		Quarter 3		Quarter 4		Quarter 1		Quarter 2		Quarter 3		Quarter 4		Quarter 1			
Maidenhead	Change				Re-provn			Loss			New		Re-provn	Loss	New		Loss		New		Loss	New		Loss	New	Loss	New		
Hines Meadow	Chapel Arches Phase 3 - LS		0					-155																					
	Unused Capacity Floor 4 - SS Transfer Council staff parking to Reform Rd			100								100																	
Reform Road	Temporary decks														267														
	Transfer staff from HM													-250															
	Release of temporary deck																											-267	
Braywick Park	Return of perm spaces								60																				
	New spaces - permanent														125														
	New leisure centre																						235						
West Street	Regeneration																												
	Reprovision by Joint Venture - St Clouds Way											0																	
Staff Way MSCP	Additional deck permanent														125														
Town Hall	Regeneration																												
	Reprovision by Joint Venture - St Clouds Way																												
St Ives/Grove Rd	Regeneration																												
	Reprovision by Joint Venture - St Clouds Way																												83 spaces removed Q2 2023
St Clouds Way	Loss																												
	Developer replacement permanent																												260 spaces in 2023
	Temporary decks														575														-575
Broadway	Closed for redevelopment																												
	NEW MSCP																										1,310		
Maidenhead Station Forecourt	Regeneration																												
	Reprovision -permanent deck at Stafferton Way																												
STARTING		3,447	3,447			3,547		3,547		3,392		3,452		3,552		4,503		3,649		3,649		3,401		3,636		4,946			
Sub Total Loss		0	0			0		-155		0		0		-391		-854		0		-248				0		-842			
Sub Total Reprovision			100									100																	
Sub Total Additional									60						1,342				0		0		235		1,310				
Sub Total Spare Capacity																													
Demand		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Quarter's Impact		0	0	100	0	0	-155	60	100	951	-854	0	-248	0	1,310							0	1,310			-842			
CLOSING		3,447	3,547	3,547		3,392		3,452		3,552		4,503		3,649		3,649		3,401		3,636		4,946		4,104					
Cumulative capacity change			100	100		-55		5	105	1,056	202	202		202		-46						1,499		657					

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Agenda Item 10

Report Title:	River Thames Scheme - Funding
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Cllr Dudley, Leader of the Council
Meeting and Date:	Council: 26 September 2017
Responsible Officer(s):	Andy Jeffs, Executive Director
Wards affected:	All

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REPORT SUMMARY

1. The River Thames Scheme is a major infrastructure project led by the Environment Agency providing flood protection for 15,000 homes and businesses, of which 2,300 properties are in the Royal Borough, road, rail and utility infrastructure between Datchet and Teddington.
2. This report recommends consideration of a future funding commitment to assist in delivering the project, thereby protecting residents, business and visitors from the impact of flooding.
3. The financial implications of delivering the recommendations are £10m capital funding over four years from 2020/21 and the introduction of a flood levy on Council Tax generating up to £500,000 annually.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION:

- i) **That Council considers the recommendations of the Cabinet Regeneration Sub-Committee on 26 September 2017 following consideration of the River Thames Scheme - Funding report**

2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 Cabinet and Council considered a report in March and April 2015 respectively and affirmed partnership support for the River Thames Scheme and approved capital annual funding of £285,000 for a four year period commencing in 2015/16.
- 2.2 The River Thames Scheme project, see Appendix A, is lead by the Environment Agency in partnership with:
 - Elmbridge Borough Council
 - Royal Borough of Kingston upon Thames
 - London Borough of Richmond upon Thames
 - Royal Borough of Windsor and Maidenhead
 - Runnymede Borough Council
 - Spelthorne Borough Council
 - Surrey County Council

- Department for Environment Food and Rural Affairs (Defra)
- Thames Water
- Thames Regional Flood & Coastal Committee

2.3 The scheme is estimated to cost £476 million for the design and construction phase with funding of £248 million secured to date. Therefore, the scheme currently has a funding gap of £228 million. A cost / benefit exercise is currently underway with updated costs expected in October 2017 - overall scheme costs are likely to significantly increase further.

2.4 All partners are committed to working collectively to reduce costs and identify funding sources to enable delivery of the full scheme, which will reduce risk of flooding and the devastating impact of flooding.

2.5 A major flood is likely to impact up to 15,000 homes; up to 1,300 commercial properties; roads including the M25 – junction 13; rail network and utility infrastructure including electricity sub-stations and water abstraction points providing drinking water between Datchet and Teddington.

2.6 In 2014 around 1,000 homes and many businesses were affected by flooding – approximately 150 properties and many businesses were in the Royal Borough with 40 homes left empty after the flood event requiring building work. In addition the rail link between Windsor & Eton Riverside and Staines was closed as were parts of the road network including the link between Old Windsor and Staines at Runnymede with in excess of 100,000 sandbags distributed.

2.7 The Royal Borough is a committed partner to the scheme and is keen to see the project delivered and the benefits realised. In order to assist the scheme and demonstrate tangible support and unlock wider funding support the recommendations in this paper are before Cabinet.

2.8 It is envisaged that successful delivery of the regeneration programme will realise future capital receipts which can be reinvested, including this project, to directly benefit residents, business and visitors.

Table 1: Option summary

Option	Comments
<p>Strengthen support for the project, investing £10m capital funding and the payment of a flood levy estimated to be up to £500,000 per annum as a contribution to the operating and maintenance costs (Subject to new legislation being enacted to make provision for this)</p> <p>The recommended option</p>	<p>This option is recommended as it will improve deliverability, directly benefiting residents, business and visitors.</p>
<p>Continue as an active partner of the project without committing further funding</p> <p>Not the recommended option</p>	<p>This option will reduce the probability of the scheme being delivered as there will be no contribution to reduce the funding gap directly or act as match matching to secure alternative funding sources</p>
<p>Develop an alternative strategy and flood protection programme for the Royal Borough.</p>	<p>The overall project offers significant flood protection between Datchet and Teddington and has attracted</p>

Option	Comments
Not the recommended option	significant funding and resource from partners to create a viable scheme. An alternative strategy for the Royal Borough may be more challenging in terms of finance and deliverability
Tolerate the current situation and implement minor local flood prevention measures only. Not the recommended option	Recent flood events had a huge impact on communities within the Royal Borough. Tolerating this impact and implementing minor local measures is not considered acceptable

3. KEY IMPLICATIONS

3.1 Key Implications of the recommendations are set out in Table 2.

Table 2: Key implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Operation of flood channels commenced by:	Beyond 31 March 2026	1 January to 31 March 2026	1 August to 31 December 2025	Before 1 August 2025	31 March 2026

4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1 Financial implications are detailed in table 3.

Table 3: Financial impact

REVENUE (£000s)	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Addition	0	0	500	500	500	500
Income*	0	0	0	0	0	0
Net impact	0	0	500	500	500	500
CAPITAL (£000s)	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Addition	0	0	2,500	2,500	2,500	2,500
Reduction	0	0	0	0	0	0
Net impact	0	0	2,500	2,500	2,500	2,500

Notes*:

- Additional revenue to be generated for flood levy The indicative cost per household of a £500,000 levy would be £7.39 which represents a council tax increase of 0.8%.

4.2 Funding of £285,000 per annum forms part of the approved capital programme for this project for 2016/17; 2017/18; 2018/19 and 2019/20 as the Royal Boroughs contribution to scheme development costs.

5. LEGAL IMPLICATIONS

- 5.1 A 'Memorandum of Understanding' is in place between the Environment Agency and the Royal Borough pertaining to the development and delivery of this project. This is underpinned by a legal agreement which covers the approved funding contribution for scheme development.
- 5.2 A new legal agreement will be completed to cover the additional funding contribution. In parallel the overarching 'Memorandum of Understanding' will be reviewed and updated as appropriate.
- 5.3 In order to introduce the levy a full review of legislation and current provisions will be undertaken. New legislation may need to be enacted to deliver this commitment.

6. RISK MANAGEMENT

Table 4: Key risks

Risks	Uncontrolled Risk	Controls	Controlled Risk
The scheme is not delivered despite the additional funding contribution	High	Legal agreement to be completed imposing conditions and safeguards around the funding contribution	Low
Capital receipts from the regeneration are not secured	Medium	Realistic, well managed, robust financial forecasting and scrutiny in place	Medium
The introduction of a flood levy is not deliverable	Medium	Specialist resource allocated to develop and deliver a robust, compliant scheme	Low
The scheme becomes unaffordable and undeliverable as the project evolves	High	Regular checkpoint reviews and robust governance in place to minimise the Royal Boroughs exposure	Low

7. POTENTIAL IMPACTS

- 7.1 Reduced flood risk and reduced impact of flooding for up to 15,000 homes and 1,300 commercial premises and essential transport networks and utility infrastructure protected.

8. CONSULTATION

- 8.1 This report was considered by the Highways, Transport & Environment Overview and Scrutiny Panel on 21 September 2017 and the Cabinet Regeneration Sub-Committee on 26 September 2017. Comments and recommendations will be reported to Council for consideration. **44**

9. TIMETABLE FOR IMPLEMENTATION

9.1 Table 5 shows the stages and deadlines for implementation.

Table 5: Timetable for implementation

Date	Details
26 September 2017	Cabinet Regeneration Sub-Committee
26 September 2017	Council
Commencing October 2017	Development of flood levy proposal
1 st April 2020	Introduction of flood levy
1 st April 2020	Additional capital funding contribution

9.2 Implementation date: Immediately, subject to Council Decision

10. APPENDICES

10.1 Appendix A – River Thames Scheme: A Case for Investment

11. BACKGROUND DOCUMENTS:

- * Cabinet Report (26 March 2015) - River Thames Scheme Update
- * Council Report (28 April 2015) - River Thames Scheme Update

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
Cllr Dudley	Leader of the Council	11/09/17 13/09/17	11/09/17 13/09/17
Cllr MJ Saunders	Lead Member for Finance	11/09/17	11/09/17
Cllr Bicknell	Deputy Leader and Lead Member for Highway & Transport (including Flooding)	11/09/17	11/09/17
Alison Alexander	Managing Director	08/09/17	10/09/17
Russell O'Keefe	Executive Director	08/09/17	
Rob Stubbs	Deputy Director Finance	08/09/17	12/09/17
Andy Jeffs	Executive Director	08/09/17	11/09/17
Richard Bunn	Chief Accountant	08/09/17	08/09/17
David Scott	Head of Highways & Communities	08/09/17	11/09/17

Decision type: Non-key decision	Urgency item? No
Report Author: Ben Smith, Highways, Parks & Countryside Manager	



A case for investment

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The River Thames from Datchet to Teddington charts a course through a regional economic powerhouse which is also the largest undefended floodplain in England. The River Thames Scheme is a major programme of flood defences and projects which promises stability and security for the area for generations to come and has already secured more than £250 million in funding. As a local MP and the Prime Minister's Flood Envoy for the Thames Valley, I'm delighted the Government has committed significant funding but further investment is needed.

This booklet highlights the devastating impact of flooding on communities and spells out the ways the scheme will help - making people and their homes safer, keeping businesses, motorways and airports running and protecting our water, electricity and telecommunications supply. I urge you to get behind this vital project to guarantee the future success of our region.

Rt Hon Philip Hammond MP
Member of Parliament for Runnymede and Weybridge
Secretary of State for Foreign and Commonwealth Affairs

To reduce flood risk to people living and working near the Thames, enhance the resilience of nationally important infrastructure, contribute to a vibrant local economy and maximise the social and environmental value of the river.

Benefits of the River Thames Scheme

The River Thames Scheme will:

- reduce flood risk to up to 15,000 residential properties;
- protect 100,000m² of commercial floor space;
- reduce flood risk to 50km of local and arterial road network and local railway lines and reduce the risk of disruption to nationally significant transport routes including M3, M4 and M25;
- enhance the resilience of the public sewer network, electricity sub-stations and local schools, and;
- offer a unique opportunity to enhance the landscape along the Thames corridor, and unlock recreation, tourism, leisure and environmental value along this iconic river.

We have secured more than £250 million in funding, but further investment is required from beneficiaries and partners for the scheme to proceed. This document sets out the case for investment in the River Thames Scheme as a key enabling project for the continued growth of this vital economic region.

economic powerhouse

The River Thames corridor has a vibrant economy and is part of a wider regional economic powerhouse for the United Kingdom. The economy of the Thames Valley is one of the highest performing in the country, producing a significant share of the UK's wealth. The area is a vital transportation corridor, including the M3, M4, M25, and Heathrow Airport, which provides a gateway to the world.

The boroughs and districts impacted by flooding are characterised by high levels of employment and a highly skilled workforce, with a particular focus on knowledge and technology-based industries.

This area is also home to major global businesses including BP, Samsung, British Gas, Shepperton Studios and BUPA, generating thousands of jobs for local residents.

Heathrow Airport had 471,000 flights serving 73.5 million passengers in 2014. Heathrow employs 76,000, and 15% of its total workforce live in the local authorities which are part of the River Thames Scheme. The airport creates £3.3 billion of Gross Value Added per annum, demonstrating the value of the airport to the economy, and the importance of the local workforce in ensuring business continuity at the airport.

The economic outlook for this area is strong. There is significant inward investment and infrastructure planned for the area over the coming decade. The River Thames is an iconic river and a focal point for tourism and recreation activities with a strong visitor economy, which also brings inward investment.

Natural landscape and heritage

The River Thames corridor is a busy and environmentally valuable landscape which is rich in heritage. It has many nationally important heritage assets such as Windsor, the Magna Carta at Runnymede and Hampton Court. The river is an important ecological corridor and is flanked by green space for those living and working in the south west of London and beyond. A number of lakes in the area have been designated as Special Protection Areas and there are also a number of Sites of Special Scientific Interest, including Thorpe Hay Meadow.



flood risk in the Thames Valley

Flooding is the primary source of natural disasters in the United Kingdom and the alarming regularity of flooding in recent years is consistent with climate change predictions. Flooding is devastating for individuals, communities, businesses and the local and national economy. It damages homes and businesses, endangers life and affects physical and psychological health. It reduces economic output and causes disruption to commerce, road, rail and other critical infrastructure.

The River Thames Scheme covers one of the largest and most at risk developed but undefended flood plains in England. There have been serious floods in this area over the past 100 years, with a notable extreme flood in 1947. Further large floods occurred in 1968 and in 2003. In January and February 2014 there was prolonged and widespread flooding with approximately 1,000 homes and many businesses affected. Much larger and more frequent floods will be experienced in the future and this will have an

“Our estimates indicate that the 2013/14 flooding in Surrey cost the local economy in excess of £100 million”
Leader of Surrey County Council

even greater impact on communities, infrastructure and the economy. The estimated economic impact of a major flood in this location is currently around £1 billion but damage could be twice as great by 2055 because of the impact of climate change.

A major flood in the area would put almost 15,000 homes and 1,300 commercial properties at risk across six districts and boroughs, with 11,000 employed people potentially affected. There would be widespread disruption on arterial, secondary and local roads, with motorway traffic affected on the M3, M4 and at intersections on the M25. Flooding would disrupt key rail routes and block access to nationally important infrastructure such as Heathrow Airport for employees and passengers. There could be a UK-wide impact because of disruption to motorways and Heathrow. 15 to 20 electricity sub-stations would be affected and there are risks of flooding to the public sewer network including disruption to households who may have toilet use restricted during a flood. The River Thames is slow to rise and fall and it takes weeks for flood water in this area to dissipate, prolonging the devastation to local communities.



the scheme



50

the scheme

The River Thames Scheme (Datchet to Teddington) is a programme of projects and investment to reduce flood risk in communities near Heathrow, including: Datchet, Wraysbury, Egham, Staines-upon-Thames, Chertsey, Shepperton, Sunbury, Kingston and Teddington. It is being developed and promoted by eight risk management authorities working in partnership, with the Environment Agency acting as the lead authority. The partners are Environment Agency, Elmbridge Borough Council, Royal Borough of Kingston upon Thames, London Borough of Richmond upon Thames, Runnymede Borough Council, Spelthorne Borough Council, Surrey County Council, Royal Borough of Windsor and Maidenhead, Enterprise M3 Local Enterprise Partnership, Thames Valley Berkshire Local Enterprise Partnership, Thames Regional Flood and Coastal Committee and Thames Water.

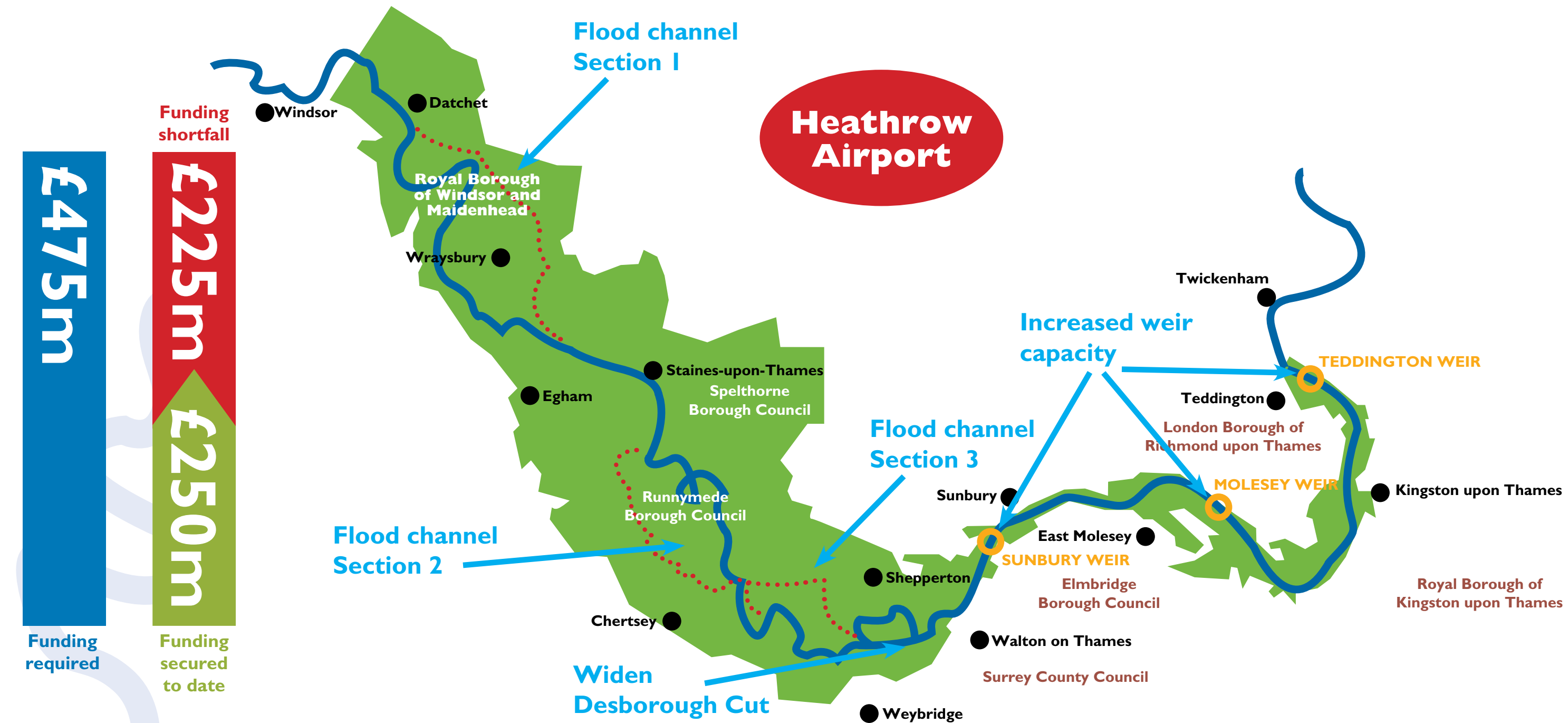
51 The vision for the River Thames Scheme has been developed to deliver flood alleviation in order to create safe and sustainable communities that can live with the river, whilst growing the local economy, and continuing to make a significant contribution to the national economy.

The scheme consists of a combination of measures to reduce both the probability and consequences of flooding. Elements of the scheme are listed below:

- large scale engineering work to construct a new flood channel between 30 to 60 metres wide and 17 kilometres long, built in three sections;
- improvements to three of the existing weirs on the River Thames;
- installation of property level products to hundreds of homes to make them more resistant to flooding;
- improved flood incident response plans, and;
- working with communities to raise flood awareness and support them in flood preparedness, response and recovery.

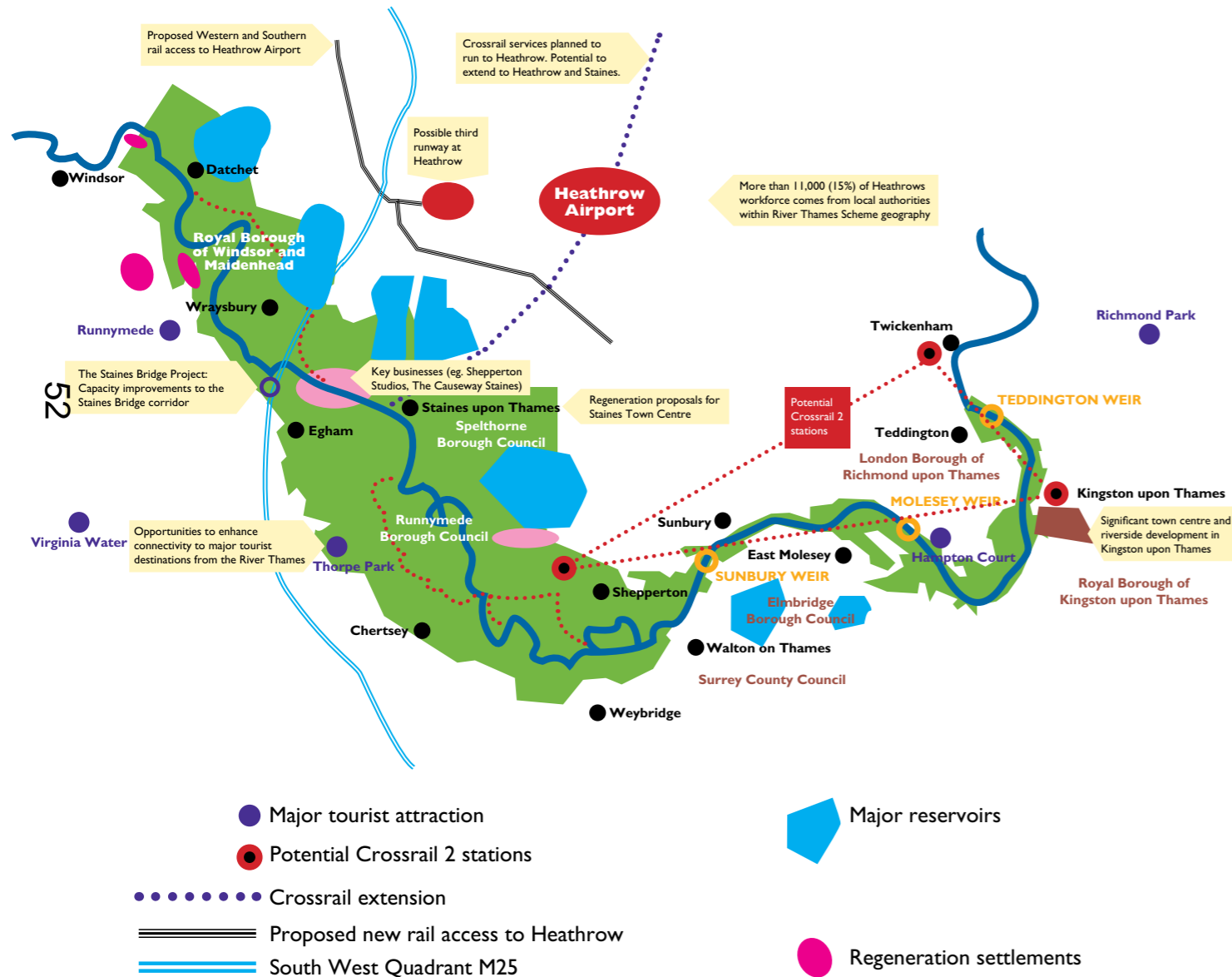
Scheme costs

The River Thames Scheme is expected to cost in the region of £475 million to construct. Currently, more than £250 million has been secured towards the construction, and we are seeking investment partners to provide funding contributions to realise the scheme and unlock the social, economic and environmental benefits.



- Protecting our communities**
 - Reducing flood risk and insurance costs
 - Making people and their homes safe
 - Protecting our water, electricity and telecommunications supply
- Securing our economy**
 - Keeping businesses running
 - Keeping motorways and airports running
 - Communities thriving
 - Encouraging new investment
 - Reducing potential severance of access to Heathrow
 - Encouraging new businesses
- Enhancing our Thames**
 - New opportunities for tourism, recreation, leisure and sport
 - Improving access to the river
 - Improving landscape and habitats

economic opportunities



This map considers the River Thames Scheme in light of the wider economic opportunities. The scheme forms part of the required inward investment in infrastructure to maximise economic growth. There are economic opportunities directly linked to the scheme and others which tap into wider infrastructure projects planned for the area. These include significant investment in road infrastructure by Surrey County Council and Highways England as well as the proposed southern and western rail access to Heathrow Airport and Crossrail 2.

There is regeneration planned for towns including Staines-upon-Thames, Kingston upon Thames, Windsor, Wraysbury and Old Windsor. They will all benefit from the reduction in flood risk as a result of the River Thames Scheme, which will further add to the attractiveness of the River Thames corridor for inward investment and economic growth.

The scheme will offer enhanced recreation opportunities along the River Thames and could improve visitor access to tourist attractions such as Windsor Castle, Hampton Court, Thorpe Park, Legoland, and Virginia Water.

the case for investment

The River Thames Scheme will reduce flood risk to thousands of people living and working in the River Thames corridor from Datchet to Teddington. Nearly 15,000 properties will experience a reduction in their current level of flood risk. In addition, the River Thames Scheme will reduce the risks to life posed by major flooding, reduce anxiety, stress and health impacts caused by flooding, and, reduce the costs for organisations in responding to, and recovering from, a flood incident.

The scheme will also protect nearly 100,000m² of commercial floor space which is at risk during a major flood incident. Flooding can lead to cessation of business operations, resulting in loss of income to inundated businesses and associated impacts on their supply chains. Business downtime due to flooding has a significant impact on local economies. The scheme will result in more than £100 million benefit to the local economy in Gross Valued Added terms, as documented in the River Thames Scheme funding strategy.

The resilience of critical infrastructure will be enhanced.

The road network in the River Thames corridor is heavily congested, which has been identified as a threat to economic growth. The River Thames Scheme will reduce flood risk to more than 50km of the local and arterial road network which will significantly reduce the repair costs associated with flooding and the major disruption it causes. The scheme will also reduce the risk of delays on the M3, M4 and M25 due to flooding, and reduce the risk of access to Heathrow Airport being affected.

Furthermore, the scheme will protect more than 1.75km of the railway line from Windsor to Staines-upon-Thames, which was flooded in 2013/14 causing significant disruption. The scheme will also enhance the resilience of the public sewer network, electricity sub-stations and local schools.

The scheme will be an enabler for sustainable development and economic growth. Since flooding from the River Thames impacts the local economy the scheme has been identified as strategic cross-Local Enterprise Partnership infrastructure. Delivering this scheme is therefore important for the continued growth of the local and regional economy.

The scheme offers an opportunity to enhance the landscape around the River Thames and unlock recreation and amenity benefits. The scheme can deliver hundreds of hectares of new and restored habitats, deliver new and restored recreational opportunities, re-shape the River Thames landscape and deliver heritage improvements in this nationally important location.

The flood channel will provide opportunities for new footpaths, cycle/bridleways and other leisure facilities. There will be other opportunities for commercial operators to create new recreational activities. There could be new habitats such as reed beds and wet woodlands, improving the connectivity of habitats, improving fisheries, and enhancing some of the lakes along the River Thames corridor.



case studies

Impact of 2013/14 flooding on businesses

The winter flooding of 2013/14 from the Rivers Thames, Wey and Blackwater had a significant impact on businesses in Surrey, in particular. Surrey County Council have estimated that in Elmbridge, Runnymede and Spelthorne more than 120 businesses were directly flooded and suffered direct damage and loss to premises, equipment and/or stock and were unable to trade normally as a result of flooding. At least a further 150 were indirectly affected due to limited access to their premises or restricted access to customers or suppliers, incurring a significant loss of trade. Across the whole of Surrey it was estimated that the winter flooding of 2013/14 had a financial impact on businesses of £15 to £24 million.



Staines-upon-Thames

Staines-upon-Thames is a good illustration of the synergies between the River Thames Scheme and economic development opportunities. The Enterprise M3 LEP economic plan recognises the town as having “latent economic potential, which currently experiences barriers to growth that impacts on the overall performance of the Enterprise M3 area”. The Strategic Economic Plan recognises the need to invest in transport infrastructure in Staines-upon-Thames, and the key role of regenerating the town centre. Spelthorne Borough Council has identified opportunities to improve the commercial and retail floorspace in Staines-upon-Thames, focusing on the town centre and the Elmsleigh retail centre. The River Thames Scheme will reduce flood risk to Staines-upon-Thames, including access to the town, which will further add to the attractiveness of Staines-upon-Thames for development and economic growth.

New habitats such as reed beds and wet woodlands, improving the connectivity of habitats, improving fisheries, and enhancing some of the lakes along the River Thames corridor.

This booklet has been produced by the following partners:

- The Environment Agency
- Surrey County Council
- Enterprise M3 Local Enterprise Partnership
- Thames Valley Berkshire Local Enterprise Partnership
- Royal Borough of Windsor and Maidenhead
- Elmbridge Borough Council
- Spelthorne Borough Council
- Runnymede Borough Council
- Thames Water Utilities Limited
- Royal Borough of Kingston upon Thames
- London Borough of Richmond upon Thames
- Thames Regional Flood and Coastal Committee

For further information on the River Thames Scheme contact the Environment Agency:

Email: rts@environment-agency.gov.uk



@ThamesScheme



River Thames Scheme

www.gov.uk/riverthamesscheme

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Report Title:	Waterways Funding
Contains Confidential or Exempt Information?	Appendix A Part II: Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972
Member reporting:	Councillor David Evans, Lead Member for Maidenhead Regeneration and Maidenhead
Meeting and Date:	26 September 2017
Responsible Officer(s):	Russell O'Keefe, Executive Director
Wards affected:	All

www.rbwm.gov.uk



REPORT SUMMARY

- 1 The Council has been supporting the Waterways Project to create a high quality, safe, green corridor through the town that delivers valuable amenity to residents, business and visitors and supports the wider regeneration of Maidenhead.
- 2 The report requests approval for additional funding to be added to the Council's capital programme to complete the current phase of the project, build the weir and progress associated contractual processes.

1 DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Council notes the report and:

- i) **Agrees to add to the Council's Capital Programme £1,000,000 in 2017/18 and £575,000 in 2018/19**

2 REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 The Maidenhead Waterway Project is an ambitious project that the Council has been supported to ensure the waterway that runs from the Cliveden Reach of the River Thames at Cookham, through Maidenhead, is transformed into a valuable amenity for the benefit of all those who live, work or spend their leisure time in the Maidenhead area and support the wider regeneration and economic growth of the town.
- 2.2 The project is part of the agreed Area Action Plan to rejuvenate Maidenhead and the Regulation 19 Borough Local Plan. Previous consultation has shown significant support for the project and the benefits to the Town.
- 2.3 The project supports the redevelopment of areas alongside the waterway and provides opportunity for increased investment in the area through improved returns on developments and higher quality design that embrace the waterside setting.

- 2.4 These areas include the Council sites to be developed through the Royal Borough Development Partnership with Countryside who are liaising closely with the Waterways Restoration Group in the development of detailed site proposals.
- 2.5 The current phase of the project, which runs from the A4 to the railway Arches and includes the water basin at Chapel Arches, is due to be completed in December 2017. It is planned to then build a weir at Green Lane which is essential to lift water levels in the York Stream throughout the town centre.
- 2.6 The report requests approval for additional funding to be added to the Council's capital programme to complete the current phase of the project, build the weir and progress associated contractual processes. More detail on are provided in Annex A in the part 2 agenda.

Table 1: Options

Option	Comments
To agree that the funding is added to the Council's capital programme	Ensures the completion of the current phase of the project and the building of the weir which is essential to the raising of the water level.
To not agree that the funding is added to the Council's capital programme	This would mean that the current phase of the project could not be successfully completed and the weir would not be built which is needed to raise the water levels.

3 KEY IMPLICATIONS

Table 2: Key implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Current phase completed	January 2018	December 2017	November 2017	N/A	31 December 2017
Weir completed	February 2019	January 2019	December 2018	November 2018	31 January 2019

4 FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 It is recommended to add £1,000,000 to the Council's capital programme in 2017/18 and £575,000 in 2018/19.
- 4.2 In addition to the significant benefits to the town the Waterways Project also helps the Council to maximise the value it receives from the town centre sites it owns that are being taken forward as part of the Royal Borough Development Partnership with Countryside.

Table 3: Financial impact of report's recommendations

CAPITAL			
Addition	£0	£1,000,000	£575,000
Reduction	£0	£0	£0
Net impact	£0	£0	£0

5 LEGAL IMPLICATIONS

5.1 The Council has the powers to fund projects of this nature.

6 RISK MANAGEMENT

Table 4: Impact of risk and mitigation

Risks	Uncontrolled Risk	Controls	Controlled Risk
Scheme may take longer to deliver than planned or cost more	High	Effective project management protocols are applied within that available in the contracts	Medium/ low

7 POTENTIAL IMPACTS

7.1 There are no equalities, human rights, community cohesion or workforce impacts. The project helps the Council to maximise value from its land assets around the Waterway.

8 CONSULTATION

8.1 The approach has been discussed with the Maidenhead Waterways Project Board.

9 TIMETABLE FOR IMPLEMENTATION

Table 5: Implementation timetable

Date	Details
December 2017	First phase of project completed
January – March 2018	Tender carried out for construction of the weir
January 2019	Weir completed

9.1 Implementation date if not called would be immediately.

10 APPENDICES

10.1 Appendix A – Part II Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972

11 BACKGROUND DOCUMENTS

11.1 None

12 CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
Councillor David Evans	Lead Member for Maidenhead Regeneration and Maidenhead	16/9/2017	17/09/17
Alison Alexander	Managing Director	16/9/2017	17/09/17
Russell O'Keefe	Executive Director		
Andy Jeffs	Executive Director	16/9/2017	17/09/17
Rob Stubbs	Section 151 Officer	16/9/2017	
Terry Baldwin	Head of HR	16/9/2017	
Mary Kilner	Head of Law and Governance	16/9/2017	
Louisa Dean	Communications and Marketing Manager	16/9/2017	

Report Title:	Braywick Leisure Centre
Contains Confidential or Exempt Information?	Yes – Appendix 1 - Part II - Not for publication by virtue of paragraph 3 of Part 1 of Schedule 12 A of the Local Government Act 1972
Member reporting:	Cllr S. Rayner, Lead Member for Culture and Communities including Resident and Business services
Meeting and Date:	Council - 26 September 2017
Responsible Officer(s):	Andy Jeffs, Executive Director
Wards affected:	All Maidenhead Wards

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REPORT SUMMARY

1. Following the report to Cabinet Regeneration Sub Committee (CRSC) on 5 September 2017, this report recommends to Council approval for the capital budget of £30,881,000 to re-provide the Magnet Leisure Centre at Braywick Park to be added to the approved capital programme.
2. The new leisure centre is a significant borough investment which will attract over 1 million visitors a year, and will provide a community based venue for the next 40 years.

1 DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Council notes the report and:

- i) **Approves a capital budget of £30,881,000 for the re-provision of the Magnet Leisure Centre at Braywick Park based on the cost plan, Appendix 1 (Part II).**

2 REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 In September the CRSC approved a report which confirmed the previous recommendations from the June 2016 CRSC have been delivered through a project board chaired by the Executive Director for Place. This includes the appointment of the design team of Burke Rickhards Architects, Hoare Lea (Mechanical and Engineering), PEP (Structural Engineers), Clarkson Alliance (Development Manager and Cost Manager).
- 2.1 An updated core facility schedule was presented to CRSC in September to reflect the design development made to reach this approved RIBA Stage 2. This was agreed and approved by CRSC as part of making the recommendation to full Council to approve the budget.
- 2.2 The new Braywick Leisure Centre (BLC) will support the council's strategic aim in supporting residents to live healthy lives through increasing their access to recreational facilities. The centre will be of significant size and flexibility to meet resident requirements now and for the foreseeable future.

- 2.3 The Centre will include:
- The creation of a community and sports hub offering integrated indoor and outdoor sporting facilities in parkland setting, with associated car parking and ancillary facilities.
 - A building integrated within its parkland setting, providing permeability for pedestrians and cyclists to access the park and the leisure centre.
 - Transport links via bus, cycle and foot through the creation of bus stop, cycle links to the Green Way and footpaths through the park.
 - A centre that will be attractive as a sporting and cultural venue for a wider range of ages and abilities and teams with enhanced disabled access facilities.
 - A 10 lane competition pool offering more pool time to both clubs and public.
 - 50 additional workout stations in the gym offering a wider range and availability.
 - A specialist area for additional programmes for cardiac, stroke and cancer rehabilitation via the Steps to Health programme.
 - A wider range of shallow water activities to introduce more children and families to swimming as a means to improve their health.
 - Enhanced socialising areas in the 'central street', Café and parkland setting to increase length of stay to provide a high quality meeting place that will be a venue in its own right.
 - A wider range of purpose built studios to improve the yoga, pilates, aerobics and spinning offer.
 - Larger sports hall to facilitate wheelchair basketball.
 - Flexible events theatrical space for 650 spectators continuing the current Pearce Suite provision, this complements the existing provision in the town centre which can only accommodate audiences up to 250.

Table 1: Options

Option	Comments
Approve the Capital budget of £30,881,000 to build Braywick Leisure Centre. The recommended option	This will enable the project to proceed in the anticipated timescales opening new Braywick Leisure Centre (BLC) during the winter of 2019.
Reject the request for the Capital budget to build Braywick Leisure Centre Not the recommended option	This decision will delay the progress to completion of a new leisure centre by winter 2019 and the vacation of the old Magnet site.

3 KEY IMPLICATIONS

- 3.1 The project seeks, dependent on planning permission and capital investment, to provide a high quality leisure centre at Braywick Park for residents by winter 2019. This will increase the opportunity for residents to take part in physical and cultural activities which will increase usage in the centre and promote healthier lifestyles to our residents and others.

- 3.2 The provision of a leisure centre at Braywick Park allows the development of the old Magnet Leisure Centre site (Saint Cloud Opportunity Area) from 2020, subject to full planning permission. This will provide a capital receipt estimated at £38,000,000, based on building circa 600 homes, 30% affordable.

Table 2: Timescales for outcomes

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
BLC fully opens to the public	After 31 December 2019	31 December 2019	30 November 2019	31 October 2019	31 December 2019
Magnet Leisure Centre site closed to the public	After 31 December 2019	31 December 2019	30 November 2019	31 October 2019	31 December 2019
Annual usage rate of one million	31 January 2021	31 December 2020	30 November 2020	31 October 2020	31 December 2020

4 FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 The Cabinet Regeneration Sub Committee report in 13 June 2016 included a cost estimate of £28,950,000 (based on expected Q4 2017 costs). This figure derives from estimated capital receipt for development of the Saint Clouds core site, as part of the wider Maidenhead Regeneration programme. Subsequent development opportunities on the site have increased this to an estimated £38,000,000.
- 4.2 The projected cost of £32,881,000 for the provision of BLC has been compiled by registered RICS Cost & Project Management professionals at Clarkson Alliance. It is based upon a number of cost indicators including current Sport England formulae and Clarkson Alliance's work on 100 similar leisure centre projects and the calculations derived from a benchmark rate of £2,361/m² for projects in the South East. A prudent 10% contingency cost is included plus 1% inflation on current building costs because works not expected to commence in six months time. Collaborative but stringent cost management procedures throughout the RIBA stages can reasonably be anticipated to result in a robust project total within the parameters and scope set out in the Stage 2 Cost Plan, see Appendix 1 (Part II).
- 4.3 The difference between the total project cost of £32,881,000 and the budget requested in the paper is covered by a £2,000,000 capital budget for project preliminaries approved in February 2017 at Full Council.

Table 3: Financial impact of report's recommendations

CAPITAL	2017/18	2018/19	2019/20	2020/2021
Addition	£2,500,000	£15,751,000	£14,200,000	£430,000
Reduction	£0	£0	£0	£0
Net impact	£2,500,000	£15,751,000	£14,200,000	£430,000

5 LEGAL IMPLICATIONS

- 5.1 The land at Braywick Park is currently used for a golf driving range business and the area allocated for the BLC has been leased to a private operator for over 20 years. The current operator will continue his business with a smaller operation on site with a 9-hole adventure golf course (already in operation) and a virtual driving range to be installed in the existing building. The leaseholder will vacate the driving range part of the site in November 2017 when the lease ends. Property Services have assisted in the negotiations of this change.
- 5.2 Procurement of the building contractor to construct the building will be undertaken using the council procurement team. The construction procurement route being considered is via an existing framework to give value for money that could have the additional potential to enable an earlier start date to the building phase of the project.

6 RISK MANAGEMENT

- 6.1 The site has had initial surveys for the trees, ecological and archaeological implications. There is the potential, due to prior use of the site as a civic waste site, that there may be pockets of gas or voids which will not be identified until later in the build programme, and could increase build costs. These risks will be mitigated and managed as appropriate on an ongoing basis.
- 6.2 An initial risk management meeting has been conducted with risk workshops a requirement of the NEC contract under which the project is let. Further review meetings will be held regularly ensuring risks are closely managed and mitigated through design and management, as well as the project's contingency and the risk register on which it is based.
- 6.3 The CRSC considered the high risk elements of the project along with their controls. These are detailed in the CRSC report.

7 POTENTIAL IMPACTS

- 7.1 Work will be carried out throughout the project with the current concession contract holder, Legacy Leisure who currently operate the Magnet Leisure Centre. The contract to operate the new BLC will be subject to a separate contractual process once the scheme is approved and the development moves forward to future RIBA stages. The new centre is within one mile of the existing Magnet and will have improved access and transport links compared to the current site.

8 CONSULTATION

- 8.1 A wide range of consultations have been undertaken:
- Sport Leisure Culture undertook consultations in December 2015 in preparation for the June 2016 CRSC report.
 - Presentation to Partnership for the Regeneration of Maidenhead (PRoM) in August 2016 by G.L.Hearn.

- Presentation to Elected Members in October 2016 by Cllr Mrs S. Rayner.
- Consultation took place in the local press with a front page article 'Have your say' on 27 October 2016 inviting feedback to the new email address braywickleisurecentre@rbwm.gov.uk
- From July 2017 banners have been placed in the Friends of Maidenhead exhibition, Magnet Leisure Centre and the Nicholson's Centre, inviting further feedback from residents to the email address or via comment form.
- Pre-planning advice has been sought from the council's planning department and used to support this RIBA Stage 2 plan. A planning consultant, Fuller Long has been appointed as part of the Design Team.

8.2 Formal consultations with users of the site include:

- Sport England
- Windsor Swimming Club
- Maidenhead Swimming Club
- Maidenhead and District Netball League
- The SMILE Club
- SportsAble
- Legacy Leisure
- Magnet Squash League
- Maidenhead Synagogue
- Maidenhead and District Symphony Orchestra
- Maidenhead Rugby Club
- Braywick Heath Nurseries
- Maidenhead Golf Driving Range
- Pixies Day Nursery (currently based at the Magnet Leisure Centre)
- The council's Access Forum (Chair and Vice Chair)

8.3 If this paper is approved further discussion will take place with local residents through:

- Individually contacted by letter updating them on plans and inviting them to a public exhibition event.
- A public presentation event with stakeholders, local residents and Magnet Leisure Centre users is taking place between 14 and 23 September 2017 showcasing the revised accommodation schedule and approved concept designs.
- Information leaflets distributed to users of the Magnet Leisure Centre.
- Press conference was held on 6 September 2017.

8.4 Camargue, a London based communications consultancy have been appointed to deliver the communication strategy working with the council's communication team.

9 TIMETABLE FOR IMPLEMENTATION

Table 4: Implementation timetable

Date	Details
October 2017	Planning application submitted
December 2017	Procurement of contractor commences
April 2018	Build starts on Braywick Leisure Centre site – subject to planning approval
October 2018	200 additional car park spaces open

Date	Details
March 2019	Topping out of completed external framework
September 2019	Internal fit out commences
November 2019	Operational training and fit out
December 2019	New centre opens

9.1 Implementation date if not called in: Immediately

10 APPENDICES

- 10.1 This report is supported by one appendix
- Appendix 1 – Cost Plan - Part II

11 BACKGROUND DOCUMENTS

11.1 This report is subsequent to a CRSC on 5 September 2017.

12 CONSULTATION

Name of consultee	Post held	Date sent	Commented & returned
Cllr Mrs S. Rayner	Lead Member for Culture and Communities including Resident and Business Services	18/9/2017	18/9/17
Alison Alexander	Managing Director	18/9/2017	18/9/2017
Andy Jeffs	Executive Director	18/9/2017	18/9/2017
Rob Stubbs	Section 151 Officer	18/9/2017	18/9/17
Mary Kilner	Head of Law and Governance	18/9/2017	18/9/17
Mark Lampard	Finance Partner	24/08/17	30/08/17

REPORT HISTORY

Decision type: Key decision	Urgency item? No
Report Author: Kevin Mist, Communities Project Lead, 01628 796443	

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