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NOTICE OF MEETING



CABINET

will meet on

THURSDAY, 24TH NOVEMBER, 2016

At 7.30 pm

in the

COUNCIL CHAMBER - TOWN HALL, MAIDENHEAD

TO: MEMBERS OF CABINET

COUNCILLORS SIMON DUDLEY, CHAIRMAN (CHAIRMAN)
DAVID COPPINGER, (VICE CHAIRMAN, ADULT SERVICES & HEALTH INCLUDING SUSTAINABILITY)
PHILLIP BICKNELL, (HIGHWAYS AND TRANSPORT)
CARWYN COX, (ENVIRONMENTAL SERVICES INCLUDING PARKING)
GEOFF HILL, (CUSTOMER AND BUSINESS SERVICES, INCLUDING IT)
DEREK WILSON, (PLANNING)
NATASHA AIREY, (CHILDREN'S SERVICES)
MJ SAUNDERS, (FINANCE)
SAMANTHA RAYNER, (CULTURE & COMMUNITIES)
JACK RANKIN, (ECONOMIC DEVELOPMENT AND PROPERTY)

PRINCIPAL MEMBERS ALSO ATTENDING: COUNCILLORS CHRISTINE BATESON (NEIGHBOURHOOD PLANNING AND ASCOT & SUNNINGS), LISA TARGOWSKA (HR & LEGAL), DAVID EVANS (MAIDENHEAD REGENERATION AND MAIDENHEAD) AND STUART CARROLL (PUBLIC HEALTH AND COMMUNICATIONS)

Karen Shepherd - Democratic Services Manager - Issued: Wednesday, 16 November 2016

Members of the Press and Public are welcome to attend Part I of this meeting. The agenda is available on the Council's web site at www.rbwm.gov.uk or contact the Panel Administrator **Karen Shepherd** 01628 796529

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AGENDA

PART I

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7. LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE 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 8-9 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"

PART II

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
8.	<p><u>MINUTES</u> To consider the Part II minutes of the meeting held on 27 October 2016</p> <p>To note the Part II minutes of the meeting of the Cabinet Regeneration Sub Committee held on 24 October 2016</p> <p><i>(Not for publication by virtue of Paragraph 1, 2, 3, 4, 5, 6, 7 of Part 1 of Schedule 12A of the Local Government Act 1972)</i></p>	489 - 494
9.	<p><u>CABINET MEMBERS' REPORTS</u></p> <p>Customer and Business Services</p> <p>i. <u>DELIVERING DIFFERENTLY - FUTURE OF IT PROVISION (APPENDIX)</u></p> <p><i>(Not for publication by virtue of Paragraph 4 of Part 1 of Schedule 12A of the Local Government Act 1972)</i></p> <p>Public Health and Communications</p> <p>ii. <u>DAAT TENDER - AWARD REPORT</u></p> <p><i>(Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972)</i></p> <p>Customer and Business Services</p> <p>iii. <u>RENEWAL OF MICROSOFT LICENSING AGREEMENT</u></p> <p><i>(Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972)</i></p>	<p>495 - 514</p> <p>515 - 524</p> <p>525 - 532</p>

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MEMBERS' GUIDANCE NOTE

DECLARING INTERESTS IN MEETINGS

DISCLOSABLE PECUNIARY INTERESTS (DPIs)

DPIs 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 license 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.

PREJUDICIAL INTERESTS

This is an interest which a reasonable fair minded and informed member of the public would reasonably believe is so significant that it harms or impairs your ability to judge the public interest. That is, your decision making is influenced by your interest that you are not able to impartially consider only relevant issues.

DECLARING INTERESTS

If you have not disclosed your interest in the register, you **must make** the declaration of interest at the beginning of the meeting, or as soon as you are aware that you have a DPI or Prejudicial Interest. If you have already disclosed the interest in your Register of Interests you 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 discussion or vote at a meeting.** The term 'discussion' has been taken to mean a discussion by the members of the committee or other body determining the issue. You should notify Democratic Services before the meeting of your intention to speak. In order to avoid any accusations of taking part in the discussion or vote, you must move to the public area, having made your representations.

If you have any queries then you should obtain advice from the Legal or Democratic Services Officer before participating in the meeting.

If the interest declared has not been entered on to your Register of Interests, you must notify the Monitoring Officer in writing within the next 28 days following the meeting.

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Agenda Item 3

CABINET

THURSDAY, 27 OCTOBER 2016

PRESENT: Councillors Simon Dudley(Chairman), Phillip Bicknell, David Coppinger, Carwyn Cox, Geoff Hill, Derek Wilson, Natasha Airey, MJ Saunders, Samantha Rayner and Jack Rankin

Principal Members also in attendance: Christine Bateson, Lisa Targowska and Stuart Carroll

Also in attendance: Councillor Jones

Officers: Rob Stubbs, Alison Alexander, Simon Fletcher, Russell O'Keefe, David Scott, Chris Andersen and Karen Shepherd

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor David Evans.

DECLARATIONS OF INTEREST

None received

MINUTES

RESOLVED UNANIMOUSLY: That:

- i) The Part I minutes of the meeting held 29 September 2016 be approved.**
- ii) The Part I minutes of the meeting of the Cabinet Regeneration Sub Committee held on 26 September 2016 be noted.**
- iii) The Part I minutes of the meeting of the Cabinet Local Authority Governors Appointments Sub Committee held on 27 September 2016 be noted**
- iv) The Part I minutes of the meeting of the Cabinet Prioritisation Sub Committee held on 13 October 2016 be noted**

APPOINTMENTS

None

FORWARD PLAN

Cabinet considered the contents of the Forward Plan for the next four months and noted the changes that had been made to the plan since the last meeting. In addition it was noted that:

- The item 'RBWM Property Company – Initial Business Plan' be deferred from the Cabinet Regeneration Sub Committee meeting on 24 October to the meeting scheduled for 13 December 2016
- The item 'Change to Council Tax Empty and Unfurnished Exemption' would be deferred from October to November 2016

- The item 'Adoption of Indoor Sport & Playing Pitch Strategy' would be deferred from November to December 2016
- The item 'Delivering Differently In Operations & Customer Services - Highways & Transport Services' would be deferred from November to December 2016
- The item 'Apprenticeships within the Royal Borough' would be deferred from November 2016 to February 2017
- The item 'Station Opportunity Area – Options' would be presented to the Cabinet Regeneration Sub Committee on 13 December 2016

CABINET MEMBERS' REPORTS

A) DELIVERING ADULT SERVICES

Members considered delivering adult services in partnership with Wokingham Borough Council through their Adult Services provider, Optalis Limited.

Kate Sheehan addressed the meeting. Mrs Sheehan thanked the Lead Member for speaking to her the previous Sunday; the conversation had been informative and had allayed some of her fears. However, she wanted to take the opportunity to raise a number of concerns. This was a major decision that could impact the most vulnerable in the community. She asked Cabinet to address a number of issues:

- The cost of buying into Optalis. She had viewed the accounts online. They did not show consistent growth or financial security. At one point there had been a significant loss, then a £5,000 surplus, and last year a £100,000 surplus. She did not feel this warranted a payment of £800,000.
- Brand value. Ms Sheehan worked in the sector and was aware that Optalis' brand value was limited. They were known in Berkshire and Oxfordshire but not beyond. Optalis did not have extensive knowledge of the private sector.
- Attracting and retaining staff. This was a flimsy benefit as although it allowed for staff progression, people could not afford to live in the area because of the high cost of housing. Optalis already had recruitment issues.

Mrs Sheehan suggested that Members and officers should scrutinise hard how the figure of £800,000 had been arrived at, and negotiate harder for the best interest of residents. She highlighted that for the first 2 years the borough would only own 45% of the company, giving Wokingham the ability to outvote the council. A proper shareholder agreement and a deadlock agreement were needed as politically things would change.

The Lead Member explained that, following Cabinet's decision in May 2016 to explore the option, both councils had employed Care and Health Solutions to facilitate negotiations. This work had concluded and the report requested approval to undertake due diligence and progress development of a full business case and implementation plan, with the objective of transferring staff to the new joint organisation in April 2017. The council did not lose its responsibilities and was required to continue to employ a Director of Adult Services. Those services that were commissioned by the council were currently out of scope, but would be looked at upon renewal. All staff would TUPE transfer with all rights protected including pension rights. A number of support staff would also be affected, the numbers were to be confirmed.

The Lead Member commented that the borough was renowned for the way it managed costs without reducing services. The one problem was size, as it was not

big enough to provide staff with career progression and competed with neighbouring authorities for recruitment. The Lead Member highlighted that the borough was not outsourcing a critical service. The borough already shared services with Wokingham including legal, audit and building control. The only difference here was that staff would be in a wholly-owned trading company with any surplus coming back for the benefit of residents. In his opinion the benefits outweighed the risk as the proposal provided:

- The ability to operate in a competitive market with a less rigid procurement framework
- Scope to drive innovation
- Improved recruitment and retention
- The opportunity to access new revenue streams

All staff had been briefed on the changes and would receive regular communications. In parallel, the borough would consult with residents and partners to ensure all could have their say and develop the new model. Optalis would continue to have its own Management Board, there would also be a Shareholder Board comprising three councillors from each authority. The role of the Overview and Scrutiny Panel would not change, nor the ability for any councillor to challenge Optalis should any issue arise. Agreement had been reached to purchase 45% of Optalis, growing to 50% over time. The price was based on the expertise built up by Optalis, the work required to set up the new model, the ability for the borough to compete with bigger players and the opportunity to share in any surplus achieved. A further £200,000 was requested to finance a smooth transfer. It had initially been thought that staff undertaking the process in Children's Services could do both, but it was now clear that it needed to be done separately.

In response to Mrs Sheehan's comments the Lead Member explained that it was clear that Optalis has had financial problems, as any new company did, but he was confident they had now reached a stage where they were ready. He accepted the point about brand value being geographically limited, but there was opportunity for growth. Property prices were an issue in relation to recruitment. The Leader was driving a number of projects to increase the availability of housing for key workers. In relation to the original 45% share, the borough would need to manage this carefully. The role of the Shareholders Board would be explored and explained more fully in building the business case.

The Chairman stated that he would expect the shareholders' agreement to include a number of critical reserve matters. The detailed analysis showed an internal rate of return of over 70%; he would like this to be included in the report in December 2016. He therefore suggested additional wording to be added to recommendation i, to read 'including financial analysis of shareholding consideration'.

The Lead Member for Finance commented that it was self-evident that local authorities needed to share their challenges and capabilities in ever more areas. Those outside major cities would need to collaborate more and more to maintain standards at a cost residents were prepared to fund. This was a clear opportunity to share the borough's arrangements with Wokingham who had accelerated the agenda. The value of £771,302 as presented in the report implied a degree of precision. In this sort of scenario you would be dealing with a willing buyer and a willing seller and both needed to ensure the right level of due diligence. It was clear that the number had been keenly negotiated, not necessarily to the disadvantage of either party but as a

fair representation of the saving the council would make by joining a pre-existing organisation. The two councils were choosing to serve the needs of adult residents in a clear, structured and collaborative way.

In response to questions from Councillor Mrs Jones, the Chairman confirmed that recommendation ii represented an addition to the capital programme, not a dilution of the existing programme. The Managing Director explained that the long-term role of the Director of Adult Services would be covered in the December 2016 report. The Chairman commented that he would expect this to form part of the business case. The Managing Director confirmed that the management of resources going into Optalis would be by the strategic commissioner in the local authority. The three Members of the Shareholder board would determine the use of that resource.

The Lead Member for Highways and Transport commented that a total of £1m was being invested if you took into consideration the additional £200,000. If a company were set up from scratch, the cost would be £300,000-£400,000. TUPE arrangements could be reversed if necessary, however the council could not afford to continue in the current situation; it needed to ensure career progression to get the best quality staff.

Members noted that Wokingham Cabinet was also meeting that evening and had just approved the proposal.

RESOLVED UNANIMOUSLY: That Cabinet:

- i. Delegates authority to the Managing Director/Strategic Director Adult, Children and Health Services, in consultation with the Leader of the Council and the Lead Member Adult Services, Health and Sustainability, to proceed to a full business case and broker an Inter Authority Agreement with Wokingham Borough Council and Optalis, for approval by Cabinet in December 2016 (including financial analysis of shareholding consideration).**
- ii. Approves the consideration for purchase of shareholdings of £771,302, to secure a 45% stake in Optalis Limited, payable on 31 March 2017 and recommends to Council that this is funded from the 2016-2017 capital programme.**
- iii. Confirms that the current Strategic Director of Adult, Children and Health Services will continue to deliver the statutory function of Director of Adult Social Services, see points 5.7-5.8, and will continue to manage the Deputy Director Health and Adult Social Care in order to oversee the transfer of services up to 30 June 2017 with line management responsibility then transferring to Optalis.**
- iv. Delegates authority to the Strategic Director Adult, Children and Health Services, in consultation with the Lead Member for Finance, to agree the level of resource required for support functions that should transfer to Optalis.**
- v. Requests £200K from the Development Fund to support the safe transfer of staff and services to Optalis on 1 April 2017 through to 30 June 2017, see point 4.3.**

B) PARKING STRATEGY

Members considered a new document setting out the policy principles the borough would use in planning, maintaining, expanding and enforcing its on and off street car parking over the next 20 plus years. The Lead Member explained that the document would replace the strategy that had been in place since 2004 (revised 2008). A framework structure had been proposed to allow for challenging issues. Whilst the situation in Windsor could be said to have remained the same in the last ten years, this was not the case in Maidenhead. Further changes were likely given the regeneration programme. Particular issues in the south of the borough could also be addressed by the strategy. The key issues were:

- Short and long-term parking
- Regeneration and the impact on parking
- Pricing
- Enforcement

The strategy had been developed by the parking team, but would require buy-in from highways, regeneration and planning, therefore it need to complement thinking in other areas.

Members noted that table 3 on page 99 set out the hierarchy of parking deemed appropriate for the borough. The Lead Member also highlighted the principles detailed on page 101 onwards of the report. The Highways, Transport & Environment Overview and Scrutiny Panel had endorsed the recommendations. He had been made aware that afternoon of comments from Councillor Beer that suggested a number of Members had been supportive of an additional recommendation to include reference to park and ride arrangements. The Lead Member stated that park and ride was not a priority for the council; it was a difficult thing to get right.

The Lead Member for Highways and Transport welcomed the document and the principles detailed within. Advantage card holders were residents. It was important to ensure fair charging for both residents and visitors. If methods of paying for parking for visitors were easy and the experience of parking was a pleasant one, he believed that would be fair. It was important to be aware that the cost of land in town centres could be up to £5m per acre and residents deserved a fair return on that land. There was a need to consider subterranean parking; he had been told it was expensive but felt that it would be less expensive in the long run.

The Lead Member for Finance commented that during periods of rapid regeneration it was not appropriate for the council to be seen to be the butt of all developer planning demands. Property developers were unambiguously obligated to provide the parking spaces needed for those who lived, worked or shopped in their developments. Businesses who already operated and brought people into the town centre to work or shop should also be clear that they shared the responsibility just like new developers to satisfy the increased parking needs of their businesses. The council therefore needed a clear set of policies generally for the public, which also sought to influence how the range of other parking provision was paid for out of the profits of developers.

The Principal Member for Neighbourhood Planning and Ascot & the Sunnings welcomed that the strategy was a rolling programme that could address issues in the south of the borough. Commuter parking was a particular problem.

The Lead Member for Planning confirmed that parking policy documents dating back to 2004 would be updated as part of the Borough Local Plan consultation.

The Deputy Lead Member for Ascot Regeneration welcomed the strategy. He was particularly pleased with the mention of Ascot, as a masterplan for the rejuvenation of the town would be presented the following week and parking would no doubt feature. Parking in Sunninghill was at a premium. He asked the Lead Member to consider erecting steel frame structures in Queens Meadow car park. He understood this may involve parking charges which were not currently in place at the moment. He also appreciated the clarity of the enforcement strategy.

The Lead Member for Children's Services suggested that the strategy should be put to the Young Ambassadors, as they would be the users of the future. The Lead Member agreed this was a good idea.

RESOLVED UNANIMOUSLY: That Cabinet:

i) Approves the Parking Strategy, including the revised Parking Enforcement Strategy and authorise implementation.

C) CHANGE TO COUNCIL TAX EMPTY AND UNFURNISHED EXEMPTION

Members noted that the item had been deferred to the next meeting in November 2016.

D) DELIVERING DIFFERENTLY - FUTURE DELIVERY OF DEBT RECOVERY ENFORCEMENT SERVICES

Members considered the creation of a new Debt Recovery Enforcement Service, branded as Thames Valley Enforcement Agency, through the commercial trading arm, RBWM Commercial Services from 1 April 2017. The Lead Member explained that the council currently used an external bailiff to collect council tax, business rates and parking debt that was exceptionally overdue. The proposal was to bring the service in-house. Start up costs were £114,000, however this would yield £423,000 of new revenue and a saving of £132,000. In 2014/15, 348 cases were put out to the external bailiff totalling £2,852,000. Bailiff fees amounted to between £500,000-£575,000.

The Lead Member had received a letter from the current supplier (Rundles & Jacobs) questioning the figures in the report. Rundles & Jacobs had questioned the projected income. In December 2015 and January 2016 they had provided their own data for 2014/15 stating they had earned between £404,00-£481,000. It was also the case that not all cases were sent to the main supplier. This represented an additional return of £150,000. Rundles & Jacobs had also highlighted that 25% of cases were out of area. The council's view was that around 50% of that number were within 30 miles and the remaining could be put out to UK-wide collection agencies at a cost of £19,000. Rundles & Jacobs had also highlighted business risk; the Lead Member did not dismiss this but commented that any new business venture was a risk but if no risk was taken there would be no opportunity to make savings or get the anticipated return.

It was confirmed that the new organisation would operate as a special purpose vehicle. The Chairman requested this be detailed in recommendation i.

The Lead Member for Finance commented that debt collection was one of the most profitable activities lawyers could undertake; the nature and scale presented in the report seemed right to him. Profit was reliant on efficient processes and skills. The service could potentially be provided to others. He expected the team to outperform by at least 50%.

The Principal Member for HR and Legal commented that another benefit of the council having greater control over the collection and enforcement process would be better communication with debtors and hopefully more supportive arrangements for individual residents.

Councillor Jones stated that she supported the proposal as the benefits outweighed the risks. She highlighted the comment from Corporate Services Overview and Scrutiny Panel that the name may be confused with Thames Valley Police. The Chairman responded that Members had taken note of the comment but felt that there were many businesses using 'Thames Valley'. The branding had been chosen to allow the service to be sold to others.

RECOMMENDATION: That Cabinet:

- i. Approves the creation of a Debt Recovery Enforcement Service, Thames Valley Enforcement Agency, from 1st April 2017, in a special purpose vehicle owned by RBWM Commercial Services.**
- ii. Approves a start-up loan of £114,000 to RBWM Commercial Services, required to set-up the Debt Recovery Enforcement service, and for this to be funded from the Development Fund.**
- iii. Delegates authority to the Strategic Director of Operations and Customer Service, in conjunction with the Lead Member for Customer & Business Services (including IT), to take all appropriate steps to set-up the council's new Debt Recovery Enforcement Services in RBWM Commercial Services in accordance with statutory requirements.**

E) FINANCIAL UPDATE

Members considered the latest financial update. The Lead Member reported that the general fund level was in excess of £6m, comfortably above the recommended level of £5.27m. This was despite the fact that the council had chosen to incorporate a £180,000 provision for the clearance of Shurlock Road and also despite the conclusion that, in the round, expectations needed to be reduced by £86,000. In Adults, Children & Health there were a few areas expected to have significant adverse variations by the end of the year:

- Home to School Transport had a projected a pressure of £340,000
- Temporary accommodation arrangements projected a pressure of £470,000

However, domiciliary care provision was projected to underspend by £200,000. Funding change in nursing care were also expected to result in a £300,000 underspend. There were a number of other uncertainties however the overall projection was for an overspend of £300,000 from a budget of £57m.

Operations and Customer Services had projected an underspend of £400,000 related to residual waste tonnage, garden waste collection, parking income and reduced ICT costs.

The Lead Member highlighted Appendix F, which showed the cash balance forecast for the next three months. The report to be presented to Cabinet in November 2016 would present a 12 month forecast. The revised estimate for the provision of Shurlock Road of £120,000 remained where it was, but the remaining £180,000 would be processed back into the accounts. Members noted Appendix G, the statement to the Secretary of State justifying the council's acceptance of a four year settlement. The statement set out that the borough had a strong reputation for strategic and tactical management and delivery of efficiencies, and showed the expectation to continue to manage the journey.

It was confirmed that the figure of £120,000 for Shurlock Road covered what had been spent so far and anticipated residual expenses. The Chairman highlighted the cost in the context of the £50,000 that the council had agreed to spend to protect residents from a third runway at Heathrow. The Lead Member for Environmental Services welcomed that fact that £120,000 had been spent to protect the residents of Waltham St Lawrence.

REWSOLVED UNANIMOUSLY: That Cabinet:

- i) Notes the Council's projected outturn position.**
- ii) Approves the inclusion of the £180k release of provision relating to the clearance of Shurlock Road as an approved estimate (see paragraph 4.7).**
- iii) Authorises the Head of Finance, in consultation with the Lead Member for Finance, to accept the four year local government settlement and submit the efficiency statement in Appendix G. (Further details in paragraph 4.8)**

LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE 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 took place on items 8-9 on the grounds that they involved the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act.

The meeting, which began at 7.30 pm, finished at 8.48 pm

CHAIRMAN.....

DATE.....

CABINET REGENERATION SUB COMMITTEE

MONDAY, 24 OCTOBER 2016

PRESENT: Councillors Simon Dudley (Chairman), Jack Rankin (Vice-Chairman), Phillip Bicknell, Carwyn Cox, Samantha Rayner, MJ Saunders and Derek Wilson

Also in attendance: Councillors Christine Bateson & David Hilton.

Officers: Alison Alexander, Russell O'Keefe, Chris Hilton, Simon Fletcher, Tanya Leftwich, Robert Large, Shauna Hichens and Rob Stubbs.

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor David Evans (Principal Member).

DECLARATIONS OF INTEREST

The Managing Director, Alison Alexander, declared an interest in the discussion around the Picturehouse and therefore Phase 1 of the development because she was in the process of purchasing a property in the location.

MINUTES

RESOLVED UNANIMOUSLY: That the Part I minutes of the meeting held on 26 September 2016 be approved.

RBWM PROPERTY COMPANY INITIAL BUSINESS PLAN

The Vice-Chair, Councillor Rankin, informed Members that this item had been withdrawn from the agenda as the paper was being put back a cycle as Member approvals were not yet completed. It was noted that this delay would have no impact on the timeline of delivery.

LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

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 6-8 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.

The meeting, which began at 5.00 pm, finished at 6.00 pm

CHAIRMAN.....

DATE.....

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Agenda Item 5

CABINET: 24 NOVEMBER 2016

FORWARD PLAN - CHANGES MADE SINCE LAST PUBLISHED:

ITEM	ORIGINAL CABINET DATE	NEW CABINET DATE	REASON FOR CHANGE
Property Company Business Plan	CRSC 24/10/16	CRSC 13/12/16	To allow for further work
Station Opportunity Area – Options	-	CRSC 13/12/16	New item
Land at Ray Mill Road East – Appointment of a Development Partner – Update	-	CRSC 13/12/16	New item
Purchase of Central House	-	CRSC 13/12/16 – for noting only, decision to be taken by Full Council	New item
Change to Council Tax Empty and Unfurnished Exemption	27/10/16	24/11/16	To allow for further work
Adoption of Indoor Sport & Playing Pitch Strategy	24/11/16	15/12/16	To allow for further work
Delivering Differently In Operations & Customer Services - Highways & Transport Services	24/11/16	15/12/16	To allow for further work
Delivery of Adult Services	-	15/12/16	New item
Long Stay Parking Provision in Maidenhead	-	15/12/16	New Item
Delivery of Children’s Services	-	15/12/16	New Item
Delivering Differently in Operations and Customer Services – CCTV	24/11/16	26/1/17	To allow for further consultation

Review of Participatory Budgeting	-	26/1/17	New Item
Selection of Joint Venture Development Partner Maidenhead Town Centre	-	8/2/17 – Cabinet Regeneration Sub Committee	New Item
Apprenticeships within the Royal Borough	24/11/16	23/2/17	To allow for further work
King's Court First School	15/12/16	23/2/17	To allow for further work

FORWARD PLAN OF CABINET AND COUNCIL DECISIONS

NB: The Cabinet is comprised of the following Members: Councillors Dudley (Leader of the Council and Chairman of Cabinet, incl. Housing), Coppinger (Deputy Chairman of Cabinet, Adult Services and Health, including Sustainability), Bicknell (Deputy Leader of the Council and Highways & Transport), Cox (Environmental Services incl. Parking), Hill (Customer and Business Services, incl. IT), D Wilson (Planning), Mrs N Airey (Children's Services), Saunders (Finance), S Rayner (Culture & Communities), Rankin (Economic Development and Property). Also in attendance (non-Executive): Councillors Bateson (Principal Member Neighbourhood Planning, Ascot & the Sunnings), Targowska (Principal Member HR and Legal), D. Evans (Maidenhead Regeneration and Maidenhead) and Carroll (Principal Member Public Health and Communications)

The Council is comprised of all the elected Members

All enquiries, including representations, about any of the items listed below should be made in the first instance to Democratic Services, Town Hall, St Ives Road, Maidenhead. Tel (01628) 796529. Email: democratic.services@rbwm.gov.uk

FORWARD PLAN

21	ITEM	Private Meeting - contains exempt/confidential information? See categories below.	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
	1. Adoption of Indoor Sport & Playing Pitch Strategy	Open -	This is to request the adoption of the Indoor Sport & Playing Pitch Strategy	No	Lead Member for Culture and Communities (Councillor Samantha Rayner)	Kevin Mist	Internal process	Culture and Communities Overview and Scrutiny Panel 15 Nov 2016	Cabinet 15 Dec 2016	
	2. Delivering Differently In Operations & Customer Services - Highways & Transport Services	Fully exempt - 4	The report will detail the outcome of a competitive procurement process for external provision of highways and transport services. Cabinet will be	Yes	Lead Member for Highways and Transport (Councillor Phillip Bicknell)	Simon Fletcher, Ben Smith	Internal process	Highways, Transport and Environment Overview and Scrutiny Panel 6 Dec 2016	Cabinet 15 Dec 2016	

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ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
		requested to consider recommendations setting out a future service delivery model that will facilitate the realisation of efficiencies that contribute to the savings identified in the council's medium term financial plan.							
22 3. Council Tax Base Report	Open -	To approve the Council Tax Base to be used for 2017-18 budget	Yes	Lead Member for Finance (Councillor MJ Saunders)	Rob Stubbs	internal process	Corporate Services Overview and Scrutiny Panel 6 Dec 2016	Cabinet 15 Dec 2016	
4. Delivering Differently In Operations & Customer Services – Civil Enforcement Officer & Community Warden Services	Fully exempt - 4	Cabinet will be requested to review options for different service models for Civil Enforcement Officer & Community Warden services. The report will contain recommendations setting out a future service delivery	Yes	Lead Member for Environmental Services (Councillor Carwyn Cox)	Craig Miller, Simon Fletcher	Internal Process	Crime & Disorder Overview & Scrutiny Panel tbc	Cabinet 15 Dec 2016	

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ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
		model that will facilitate the realisation of efficiencies that contribute to the savings identified in the council's medium term financial plan							
5. Long Stay Parking Provision Maidenhead No 3	Fully exempt - 4	In response to intelligence we have about increased demand for long stay parking provision alongside planned reduction in current capacity, this paper brings forward short to medium term proposals to increase provision of long stay parking in Maidenhead while long term solutions are further considered.	Yes	Lead Member for Environmental Services (Councillor Carwyn Cox)	Simon Fletcher	Internal process	Highways, Transport and Environment Overview and Scrutiny Panel 6 Dec 2016	Cabinet 15 Dec 2016	
6. Delivery of Children's Services	Fully exempt - 2	To approve the Inter Authority and Members' Agreement, including reserved	Yes	Lead Member for Children's Services (Councillor Natasha Airey)	Alison Alexander	Internal process	Children's Services Overview and Scrutiny Panel 8 Dec 2016	Cabinet 15 Dec 2016	

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ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
		matters, with Achieving for Children, London Borough of Richmond-upon-Thames and the Royal Borough of Kingston-upon-Thames							
24 7. Delivery of Adult Services	Fully exempt - 2	To approve the full Business Case and Inter Authority Agreement with Wokingham Borough Council and Optalis for the future delivery of adult services.	Yes	Lead Member for Adult Services and Health (Councillor David Coppinger)	Alison Alexander	Internal process	Adult Services and Health Overview and Scrutiny Panel 5 Dec 2016	Cabinet 15 Dec 2016	
8. Children's Services Capital Programme 2017-18	Open -	Report requests approval of the 2017-18 capital programme in Children's Services	No	Lead Member for Children's Services (Councillor Natasha Airey)	Rob Stubbs	Internal process	Children's Services Overview and Scrutiny Panel 8 Dec 2016	Cabinet 15 Dec 2016	
9. Future Royal Borough Service Model for Residents	Part exempt - 1, 2	The report will detail the service model of the council and propose a new leadership model	No	Chairman of Cabinet (Councillor Simon Dudley)	Alison Alexander	Internal	Adult Services and Health Overview and Scrutiny Panel 5 Dec 2016 Children's Services Overview and Scrutiny Panel 8 Dec 2016 Corporate	Cabinet 15 Dec 2016	

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ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
25							Services Overview and Scrutiny Panel 6 Dec 2016 Crime & Disorder Overview & Scrutiny Panel tbc Culture and Communities Overview and Scrutiny Panel tbc Highways, Transport and Environment Overview and Scrutiny Panel 6 Dec 2016 Planning & Housing Overview & Scrutiny Panel tbc		
10. Charters School, Sunningdale – Walking & Cycling Routes	Open -	At Cabinet on 29th September 2016, safe walking and cycling routes to Charters School were discussed alongside concerns about vehicle speeds and road safety.	No	Lead Member for Highways and Transport (Councillor Phillip Bicknell)	Ben Smith	Internal process	Highways, Transport and Environment Overview and Scrutiny Panel 6 Dec 2016	Cabinet 15 Dec 2016	

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ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
		Cabinet resolved to consider these issues collectively and present a report to Cabinet for consideration.							
26 11. Additional Library – Report of Consultation & Feasibility Studies	Part exempt - 3	Following agreement in February to undertake feasibility studies into options for a new library this report provides an indication of likely costs for the potential new library	Yes	Lead Member for Culture and Communities (Councillor Samantha Rayner)	Mark Taylor	Public & Parish consultation in Bray & Sunningdale Wards	Culture and Communities Overview and Scrutiny Panel tbc	Cabinet 15 Dec 2016	
12. Finance Update	Open -	Latest financial update	No	Lead Member for Finance (Councillor MJ Saunders)	Rob Stubbs	Internal process	Corporate Services Overview and Scrutiny Panel 6 Dec 2016	Cabinet 15 Dec 2016	
1. St Edmunds House	Fully exempt - 3	Future use of the site	No	Lead Member for Economic Development and Property (Councillor Jack Rankin)	Russell O'Keefe	Internal process	Corporate Services Overview and Scrutiny Panel 6 Dec 2016	Cabinet Regeneration Sub Committee 13 Dec 2016	
2. Land at Ray Mill Road East – Appointment of a Development	Fully exempt - 3	To provide an update following the report previously agreed	Yes	Lead Member for Economic Development and Property	Chris Hilton, Russell O'Keefe	Internal process	Corporate Services Overview and Scrutiny Panel	Cabinet Regeneration Sub Committee	

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ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
Partner – Update		on 14th July 2016 and seek approval to appoint a Development Partner to bring forward the site for residential development.		(Councillor Jack Rankin)			6 Dec 2016	e 13 Dec 2016	
3. York House Windsor - Office Accommodation Update	Open -	To update Cabinet (prior to submission of a planning application) on the financial and practical implications of the proposed works	No	Lead Member for Economic Development and Property (Councillor Jack Rankin)	Russell O'Keefe	Internal process	Corporate Services Overview and Scrutiny Panel 6 Dec 2016	Cabinet Regeneration Sub Committee 13 Dec 2016	
4. RBWM Property Company Ltd - Business Plan	Open -	The paper sets out the objectives, goals and targets for the company over a 5 year horizon.	Yes	Lead Member for Economic Development and Property (Councillor Jack Rankin)	Alison Alexander	Internal process	Corporate Services Overview and Scrutiny Panel 6 Dec 2016	Cabinet Regeneration Sub Committee 13 Dec 2016	
5. Purchase of Central House	Fully exempt - 3,4	A report for Members outlining the terms and rationale of purchasing Central House	Yes	Lead Member for Economic Development and Property (Councillor Jack Rankin)	Chris Hilton	Internal process	Corporate Services Overview and Scrutiny Panel 6 Dec 2016	Cabinet Regeneration Sub Committee 13 Dec 2016	Council 13 Dec 2016
6. Maidenhead Station Opportunity	Fully exempt - 3	Options on the	No	Principal Member for	Chris Hilton,	Internal	Corporate Services	Cabinet Regenera	

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Area – Options		proposed redevelopment of the Station Opportunity Area and delivery of a transport interchange		Maidenhead Regeneration and Maidenhead (Councillor David Evans)	Ben Smith	process	Overview and Scrutiny Panel 6 Dec 2016	tion Sub Committee 13 Dec 2016	
28 1. Member Participatory Budgets	Open -	To receive details of how Members propose to spend their PB allocation	Yes	Lead Member for Culture and Communities (Councillor Samantha Rayner)	David Scott	Internal process	Corporate Services Overview and Scrutiny Panel via email	Cabinet Participatory Budget Sub Committee 19 Dec 2016	
2. Neighbourhood Participatory Budget Scheme - Results of Public Vote	Open -	The results of the neighbourhood participatory budget scheme as voted for by the public	Yes	Lead Member for Culture and Communities (Councillor Samantha Rayner)	David Scott	Public vote	Corporate Services Overview and Scrutiny Panel via email	Cabinet Participatory Budget Sub Committee 19 Dec 2016	
1. Finance Update	Open -	Latest financial update	No	Lead Member for Finance (Councillor MJ Saunders)	Rob Stubbs	Internal process	Corporate Services Overview and Scrutiny Panel tbc	Cabinet 26 Jan 2017	
2. Children's Services Improvement Plan Update	Open -	To update Cabinet on progress against the Phase 2 Improvement Plan and the outcome of the	No	Lead Member for Children's Services (Councillor Natasha Airey)	Alison Alexander	Internal process	Children's Services Overview and Scrutiny Panel 25 Jan 2017	Cabinet 26 Jan 2017	

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		Local Government Association safeguarding peer review							
29 3. Review of Participatory Budgeting	Open -	To review the elements of participatory budgeting including member budgets, neighbourhood budgets and schools' participatory budgets	No	Lead Member for Culture and Communities (Councillor Samantha Rayner)	David Scott	Internal process	Corporate Services Overview and Scrutiny Panel tbc	Cabinet 26 Jan 2017	
4. Delivering Differently In Operations & Customer Services - CCTV	Fully exempt - 4	The report will detail the outcome of a fundamental review of the CCTV service. Cabinet will be requested to consider recommendations setting out a future service delivery model that will facilitate the realisation of efficiencies that contribute to the savings identified in the council's medium term	Yes	Lead Member for Environmental Services (Councillor Carwyn Cox)	Craig Miller, Simon Fletcher	Internal Process	Crime & Disorder Overview & Scrutiny Panel tbc	Cabinet 26 Jan 2017	

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		financial plan.							
1. Appointment of Local Authority Governors	Part exempt - 1	To consider the appointment of LA Governor Representatives to Governing Bodies of Schools in the Borough	Yes	Lead Member for Children's Services (Councillor Natasha Airey)	David Scott	Consultation with Schools and governing bodies	n/a	Cabinet Local Authority Governors Appointments Sub Committee 26 Jan 2017	
30 1. Budget and Council Tax	Open -	Report which sets financial context within next year's budget is being set. The report includes a recommendation to Council of a Council Tax, it recommends a capital programme for the coming year and also confirms Financial Strategy and Treasury Management Policy.	Yes	Lead Member for Finance (Councillor MJ Saunders)	Rob Stubbs	Internal process	Adult Services and Health Overview and Scrutiny Panel 1 Feb 2017 Children's Services Overview and Scrutiny Panel 25 Jan 2017 Corporate Services Overview and Scrutiny Panel 2 Feb 2017 Crime & Disorder Overview & Scrutiny Panel 30 Jan 2017 Culture and Communities Overview and Scrutiny Panel 24 Jan 2017	Cabinet 9 Feb 2017	

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							Highways, Transport and Environment Overview and Scrutiny Panel 31 Jan 2017 Planning & Housing Overview & Scrutiny Panel 23 Jan 2017		
2. Award Of Council Grants	Fully exempt - 3	To consider the award of grants to voluntary organisations	Yes	Lead Member for Culture and Communities (Councillor Samantha Rayner)	David Scott	Grants Panel	n/a	Cabinet 9 Feb 2017	
1. Selection of Joint Venture Development Partner Maidenhead Town Centre	Fully exempt - 3,4	A report for Members detailing the proposed outcome of the OJEU process to select a joint venture development partner	Yes	Lead Member for Finance (Councillor MJ Saunders), Lead Member for Economic Development and Property (Councillor Jack Rankin)	Chris Hilton	Internal process	Corporate Services Overview and Scrutiny Panel 2 Feb 2017	Cabinet Regeneration Sub Committee 8 Feb 2017	
1. King's Court First School	Open -	To consider the outcome of a consultation on the future of the nursery class at King's Court First School, Windsor	No	Lead Member for Children's Services (Councillor Natasha Airey)	Kevin McDaniel	Public consultation	Children's Services Overview and Scrutiny Panel tbc	Cabinet 23 Feb 2017	

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2. Council Performance Management Framework Quarter 3 2016/17	Open -	Report detailing performance of the Council against the corporate scorecard for quarter 3 2016/17	Yes	Chairman of Cabinet (Councillor Simon Dudley), Deputy Lead Member for Policy (Councillor Ross McWilliams)	David Scott	Internal process	Corporate Services Overview and Scrutiny Panel 2 Feb 2017 Culture and Communities Overview and Scrutiny Panel 24 Jan 2017	Cabinet 23 Feb 2017	
32 3. Financial Update	Open -	To receive the latest financial update	No	Lead Member for Finance (Councillor MJ Saunders)	Rob Stubbs	Internal process	Corporate Services Overview and Scrutiny Panel 2 Feb 2017	Cabinet 23 Feb 2017	
4. Apprenticeships within the Royal Borough	Open -	Paper to address the boroughs low uptake of apprentices in general, an overview of the councils apprentice scheme and the new apprentice levy and action plan of activity to address these.	No	Lead Member for Economic Development and Property (Councillor Jack Rankin)	Kevin Mist	Internal process	Corporate Services Overview and Scrutiny Panel 2 Feb 2017	Cabinet 23 Feb 2017	
1. Standards and Quality of Education in Royal Borough schools – A Review of the Academic Year	Open -	The report outlines the achievements of schools in the Royal Borough and identifies areas where further	Yes	Lead Member for Children's Services (Councillor Natasha Airey)	Kevin McDaniel	Internal process	Children's Services Overview and Scrutiny Panel 22 Mar 2017	Cabinet 23 Mar 2017	

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		development is required							
33 2. Council Manifesto Tracker	Open -	An outline of performance against the Council's manifesto Commitments	Yes	Chairman of Cabinet (Councillor Simon Dudley), Deputy Lead Member for Manifesto Delivery (Councillor Marius Gimore)	David Scott	Internal process	Corporate Services Overview and Scrutiny Panel tbc	Cabinet 23 Mar 2017	
3. Financial Update	Open -	Latest financial update	No	Lead Member for Finance (Councillor MJ Saunders)	Rob Stubbs	Internal process	Corporate Services Overview and Scrutiny Panel tbc	Cabinet 23 Mar 2017	
4. Shared Lives Options Update	Open -	Updating Cabinet on the progress of the Shared Lives project	No	Lead Member for Adult Services and Health (Councillor David Coppinger)	Hilary Hall	Internal process	Adult Services and Health Overview and Scrutiny Panel 16 Mar 2017	Cabinet 23 Mar 2017	
1. Member Participatory Budgets	Open -	To receive details of how Members propose to spend their PB allocation	Yes	Lead Member for Culture and Communities (Councillor Samantha Rayner)	David Scott	Internal process	Corporate Services Overview and Scrutiny Panel via email	Cabinet Participatory Budget Sub Committee 16 Mar 2017	

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2. Neighbourhood Participatory Budget Scheme - Results of Public Vote	Open -	The results of the neighbourhood participatory budget scheme as voted for by the public	Yes	Lead Member for Culture and Communities (Councillor Samantha Rayner)	David Scott	Public vote	Corporate Services Overview and Scrutiny Panel via email	Cabinet Participatory Budget Subcommittee 16 Mar 2017	
1. Appointment of Local Authority Governors	Part exempt - 1	To consider the appointment of LA Governor Representatives to Governing Bodies of Schools in the Borough	Yes	Lead Member for Children's Services (Councillor Natasha Airey)	David Scott	Consultation with schools	n/a	Cabinet Local Authority Governors Appointments Subcommittee 23 Mar 2017	

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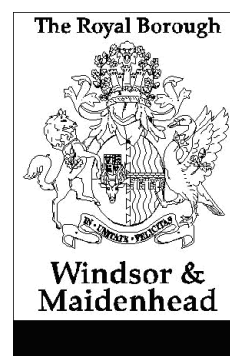
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DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

1	Information relating to any individual.
2	Information which is likely to reveal the identity of an individual.
3	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6	<p>Information which reveals that the authority proposes</p> <p>(a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or</p> <p>(b) to make an order or direction under any enactment.</p>
7	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

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Report for: ACTION



Contains Confidential or Exempt Information	NO - Part I
Title	Draft Borough Local Plan Consultation
Responsible Officer(s)	Russell O'Keefe, Strategic Director of Corporate and Community Services
Contact officer, job title and phone number	Jeni Jackson, Head of Planning, 01628 796042.
Member reporting	Clr Derek Wilson, Lead Member for Planning
For Consideration By	Cabinet
Date to be Considered	24 November 2016
Implementation Date if Not Called In	Immediately
Affected Wards	All

REPORT SUMMARY

1. The purpose of this report is to seek Cabinet approval for a further round of public consultation on the draft Borough Local Plan (BLP) under Regulation 18 of the Local Planning Regulations 2012.
2. The report follows on from the Cabinet decision on 29 September 2016 to undertake further consultation following legal advice received regarding the legal compliance and soundness of the draft BLP.
3. No further budget provision is required as additional funds for the work have already been approved prior to this proposed consultation.

If recommendations are adopted, how will residents benefit?

Benefits to residents and reasons why they will benefit	Dates by which residents can expect to notice a difference
1. Adoption of the BLP will provide residents with an increased degree of certainty about what development will be needed and where it should be located within the Royal Borough over the Plan period to 2032.	December 2017
2. The further consultation proposed will give residents	December 2016

and other interested parties the opportunity to comment on the full draft BLP and will also improve the prospect of the BLP being found sound and legally compliant when submitted for independent examination.	
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1. DETAILS OF RECOMMENDATIONS

RECOMMENDATION: That Cabinet:

- I. Approve the plan period from 2013 to 2033 to require a total of 14,240 dwellings and adjust the draft Borough Local Plan to reflect this change as necessary;**
- II. Approve the Draft Borough Local Plan and associated Sustainability Appraisal (including SA/SEA/HRA) for public consultation under Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012 for a six-week period from 2 December 2016 to 13 January 2017; and**
- III. Delegate authority to the Strategic Director of Corporate and Community Services in consultation with the Lead Member for Planning to make any final editorial and formatting amendments to the Draft Borough Local Plan and accompanying documents without altering the meaning of the Plan before consultation.**

2. REASON FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 The Borough Local Plan (BLP) is a key corporate priority and over the last few years the Council has been preparing a new BLP that will provide the development plan framework to guide the future development of the Borough. It is important that the Council has an up-to-date Local Plan that has been prepared and adopted in accordance with the National Planning Policy Framework (NPPF), published in March 2012.
- 2.2 The Secretary of State for Communities and Local Government has identified as a key priority the requirement for all local planning authorities to prepare and adopt a NPPF compliant Local Plan without further delay.
- 2.3 To that end, the Government has also set a target for all local planning authorities to have submitted a draft Local Plan to the Secretary of State for independent examination by early 2017 (no exact date has been set), failing which the Secretary of State may utilise the statutory powers to intervene in the plan-making process under Part 2 of the Planning and Compulsory Purchase Act 2004, which have recently been extended by the enactment of the Housing and Planning Act 2016. In practical terms, this means that the Government could take control over plan-making in the Royal Borough.
- 2.4 As Members know, the June 2016 draft version of the BLP was the subject of a legal compliance review undertaken by specialist planning Counsel, Mark Beard

of 6 Pump Court Chambers. The review concentrated on the legal compliance of the draft Plan and the prospects of it being found to be sound when submitted for examination.

- 2.5 A number of issues of non-compliance were identified by Counsel, including a Regulation 18 consultation being undertaken in 2015 without a Sustainability Appraisal/Strategic Environmental Assessment (SA/SEA) and the adequacy of record-keeping relating to the Council's compliance with the Duty to Co-operate in the preparation of the BLP.
- 2.6 As a result, significant amendments have been made to strengthen the draft BLP which is attached as Appendix A. Cabinet's approval is sought to publish this draft BLP and associated Sustainability Appraisal for a six-week public consultation period commencing on 2 December 2016. In addition, a programme of meetings is progressing to ensure the Duty to Co-operate requirements are fulfilled.
- 2.7 The updated draft BLP has been recently been subject to two external reviews. Firstly, the specialist Counsel has reviewed it again and his overall view is that it is a remarkable improvement and now ready for Regulation 18.
- 2.8 Secondly, an advisory review was carried out by the Planning Inspectorate who will ultimately assess and determine the BLP at examination. Their overall view on the content of the strengthened BLP was equally positive. However, they have strongly recommended that the Council change elements within the timetable. This will not change the overall timetable in which the BLP is expected to be adopted which remains the end of 2017. However, it does change some of the stages within it. The Inspectorate has requested that for every representation the Council receive during consultation that the Council write and submit to them an individual response and supporting topic papers rather than a summary of representations received and responses. Whilst this is not a requirement or needed legally they have strongly advised that it will significantly help the examination process. Given that the Council is likely to receive well over 30,000 responses this means considerable extra work and time to prepare which will mean the Council will submit the plan to the Inspectorate later. However, the Inspectorate has confirmed it will then schedule the Examination in Public approximately 10 weeks later which means that the overall timetable for adoption remains unchanged. Were the Council not to do this the Inspectorate has indicated that the timetable from submission to getting to Examination would be very considerable and that the extra work it has asked the Council to do would be carried out by the Planning Inspectorate and billed to the Council. This approach has been discussed with CLG and they have agreed this is the best way forward. The updated stages in the timetable are shown in section 15 and the Local Development Scheme will be amended accordingly.
- 2.9 Government policy requires the Council to illustrate the expected rate of housing delivery through a housing trajectory for the plan period. Throughout the plan period the Council is required to demonstrate a rolling five year supply of housing. In meeting this requirement and following the advice from the Planning Inspector it is recommended that the plan period is extended by one year to run for 20 years from 2013 to 2033. The consequent effect of doing so brings the total number of dwellings to be delivered over the plan period to 14,240. However, as the plan now seeks to meet 100% of housing need there is no requirement for a non

delivery buffer. What was the non delivery buffer plus a further year from windfalls equates to an additional year of provision.

- 2.10 The BLP must be prepared in consultation with the local community and other stakeholders. This further Regulation 18 consultation will enable residents to make their views known and for those comments to be taken into account in shaping the Regulation 19 Publication version of the Plan.

Option	Comments
Approve the attached Draft BLP for public consultation (Recommended)	This will help to ensure the early adoption of an up-to-date, sound and legally compliant BLP – to ensure the appropriate planning of the area to guide future development management decision-making and to provide the necessary information and links for Neighbourhood Plans.
Not to approve the draft BLP for consultation (Not recommended)	Progress will not be made towards the adoption of a sound and compliant BLP and there is a very significant risk of Government intervention in the local plan-making process.

3. KEY IMPLICATIONS

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
Borough Local Plan published for public consultation at Regulation 18 on 2 Dec 2016	BLP published after 2 Dec 2016	BLP published on 2 Dec 2016	Not applicable	Not applicable	2 December 2016

4. FINANCIAL DETAILS

Financial impact on the budget

- 4.1 Additional budget for specialist assistance for the work to strengthen the BLP has already been agreed and this work will be funded from that allocation. In addition a capital bid for the monies to fund the Examination in Public in 2017 is being

progressed separately to this report through the capital programme process for 2017/18

	2015/16	2016/17	2017/18
	Revenue	Revenue	Revenue
Addition	£0	£0	£0
Reduction	£0	£0	£0

	2015/16	2016/17	2017/18
	Capital	Capital	Capital
Addition	£0	£0	£0
Reduction	£0	£0	£0

5. LEGAL IMPLICATIONS

- 5.1 The BLP must be prepared and adopted in accordance with the provisions within Part 2 (Local Planning) of the 2004 Act (as amended) and the related Town and Country (Local Planning) (England) Regulations 2012 (as amended) and must be consistent with national planning policy.
- 5.2 The Council must also demonstrate that it has complied with the Duty to Co-operate with other local planning authorities and other prescribed bodies in the preparation of the BLP in accordance section 33A of the 2004 Act, otherwise known as the Duty to Cooperate.

6. VALUE FOR MONEY

- 6.1 None.

7. SUSTAINABILITY APPRAISAL

- 7.1 A Sustainability Appraisal (SA) of the draft BLP must be undertaken at each key stage of its preparation. The SA incorporates a Strategic Environmental Assessment (SEA) and a Habitats Regulations Assessment (HRA) informing the preparation of draft Plan by identifying and assessing reasonable plan-making alternatives (see also paragraphs 17.2 to 17.3 below). An Interim SA report incorporating the SEA/HRA of the draft BLP will be published alongside the attached Regulation 18 draft BLP for public consultation.

8. RISK MANAGEMENT

Risks	Uncontrolled Risk	Controls	Controlled Risk
A decision to submit the draft BLP for independent	Very high	Actions set out in the recommendation	Low

Risks	Uncontrolled Risk	Controls	Controlled Risk
examination without further consultation would be unlawful			
Inspector appointed to carry out the Independent Examination of the BLP concluding that the Council has failed to comply with the Duty to Cooperate necessitating withdrawal of submitted BLP	Very high	Actions set out in the recommendation	Low
Inspector appointed to carry out the Independent Examination of the BLP concluding that the submitted BLP is not sound and/or not legally compliant	Very high	Actions set out in the recommendation	Low
The Government intervenes in the plan-making process	High	Actions set out in the recommendation	Low

9. LINKS TO STRATEGIC OBJECTIVES

- 9.1 The BLP will help to achieve putting residents first through encouraging healthy people and lifestyles, improvement of the environment, economy and lifestyles and working for safer and stronger communities. It would also support the priority to work together by strengthening partnerships and value for money by investing in the future.

10. EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION

- 10.1 An Equality Impact Assessment (EqIA) has been developed and the assessment concludes that the BLP will not unlawfully discriminate against any group or individual or provide any grounds for such discrimination.

11. STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS

- 11.1 None

12. PROPERTY AND ASSETS

12.1 The draft BLP includes proposed site allocations that are owned by the Council.

13. ANY OTHER IMPLICATIONS

13.1 None

14. CONSULTATION

14.1 In addition to the Regulation 18 consultation and continuing the work involved in meeting the Duty to Cooperate, there will also be consultation with Local Plans Working Group and other stakeholders. The Council's Statement of Community Involvement includes further information on the requirements for public consultation on draft Development Plan Documents.

15. TIMETABLE FOR IMPLEMENTATION

Timescale	Details	Target Date
2 December 2016 - 13 January 2017	Regulation 18 Consultation and further Duty to Co-operate engagement	13 January 2017
3 December – 14 April 2017	Process and consider all Regulation 18 consultation responses (as they are received) including developing written responses to inform the preparation of the draft Regulation 19 Publication version of the BLP. Make any proposed modifications to the Local Plan arising from consultation responses.	14 April 2017
25 April 2017	Council approve Regulation 19 Publication version of the BLP.	25 April 2017
26 April – 7 June 2017	Regulation 19 Publication and six-week period for making representations under Regulation 20.	26 April 2017
26 April - 31 July 2017	Collate Regulation 20 representations (as they are received) and prepare written responses and topic papers. Consider any further minor modifications. Submission of the draft BLP to Secretary of State for Independent Examination together with representations and any proposed minor modifications..	31 July 2017
October 2017	Expected date for public hearing on BLP	October 2017

Timescale	Details	Target Date
December 2017	Expected date for adoption of BLP	December 2017

16. APPENDICES

- A. Draft Borough Local Plan – the Policies Map will be on display at the meeting.
- B. Habitat Regulations Assessment.
- C. Sustainability Appraisal SA/SEA Headlines Regulation 18 report.

17. BACKGROUND INFORMATION

- 17.1 To inform the policies in the draft Borough Local Plan and the site allocations being consulted upon, appropriate and proportionate evidence is essential for producing a sound Local Plan. Paragraphs 158 to 177 of the National Planning Policy Framework set out the type of evidence that may be required, subject to local circumstances. In accordance with Planning Practice Guidance (PPG) the Council has published the documents that form part of the evidence base as they have been completed, rather than waiting until options are published for consultation under Regulation 18, or publication of the Local Plan for representations under Regulation 19. The evidence base has informed the preparation and content of the draft BLP.
- 17.2 The draft BLP must be informed and accompanied by a Sustainability Appraisal. This systematically allows the potential environmental, economic and social impacts of the proposals to be taken into account, and has played a key role throughout the plan-making process. The Sustainability Appraisal plays an important part in demonstrating that the Local Plan reflects sustainability objectives and has considered reasonable alternatives. The Sustainability Appraisal which has been carried out to inform this draft BLP for Regulation 18 consultation incorporates a Strategic Environmental Assessment to meet the statutory requirement for certain plans and programmes to be subject to a process of 'environmental assessment'. The SA/SEA is a background paper; appended to this report is a Headlines Regulation 18 report (Appendix C).
- 17.3 The Local Plan also require a Habitats Regulation Assessment, as set out in the Conservation of Habitats and Species Regulations 2010 (as amended) as it is considered that the planned development in the BLP, either alone or in combination with other plans or projects, is likely to have significant effects on the integrity of European sites designated for the protections of habitats or species, located in the area or in its vicinity, for example, the Thames Basin Heaths Special Protection Area. The HRA is appended at Appendix B.
- 17.4 Whilst the Local Plan is an opportunity to set out a positive vision for the area, guidance is clear that the Plan should also be realistic about what can be achieved and when (including in relation to infrastructure). This means paying careful attention to providing an adequate supply of land, identifying what infrastructure is required and how it can be funded and brought on stream at the appropriate time; and ensuring that the requirements of the Plan as a whole will not prejudice the viability of development. The Council is involved in ongoing discussion with infrastructure and service providers in order to make clear what

infrastructure is required, who is going to fund and provide it, and how it relates to the anticipated rate and phasing of development. The Infrastructure Delivery Plan (IDP) which accompanies the Council's CIL Charging Schedule is being updated to have regard to the requirements based on the sites that might be brought forward in the final version of the BLP. This is work in progress, it is likely that an amended Regulation 123 List will be brought forward with the Regulation 19 Plan and accompanying IDP.

- 17.5 Spatial Vision: this sets out what the Borough will look like following the implementation of the Plan as remaining a place where everyone can thrive in a safe, healthy and sustainable environment. The varied characteristics of the Borough are recognised and the distinct and different values of Windsor and Maidenhead are valued in terms of the contribution they make to the success of the Borough. The particular and special characteristics in terms of the countryside and open spaces, Green Belt, historic environment, River Thames, woodland and parking, remain part of the heritage that continues to be valued, enhanced and protected.
- 17.6 The objectives of the Plan are
- i) To conserve and enhance the special qualities of the Borough's built and natural environments; and
 - ii) To meet the varied housing needs of residents in an appropriate way whilst steering development to the most sustainable locations; and
 - iii) To enable the continued success and evolution of the Borough's distinct visitor economy; and
 - iv) To enable the evolution and growth of the local business economy; and
 - v) To promote the vitality and viability of our town centres so they are at the heart of our communities; and
 - vi) To increase the opportunities available for people who wish to remain living in their own homes as they grow older or infirm; and
 - vii) To minimise the impact of flooding and any impact attributable to climate change; and
 - viii) To seek to retain, improve and provide new facilities and other infrastructure to ensure a high quality of life for residents of all ages.
- 17.6 Housing: Of crucial importance to the draft Borough Local Plan is the evidence which determines the Boroughs full objectively assessed need for housing, including affordable housing. The principal source of evidence is the Strategic Housing Market Assessment (February 2016) (SHMA) which was commissioned by the Thames Valley Berkshire LEP on behalf of the Berkshire local authorities and South Bucks District Council. The Borough sits within the Eastern Housing Market Area comprising this Council's administrative area, Slough Borough Council and South Bucks District Council. The SHMA identified the objectively assessed need (OAN) for housing in the Borough as 712 dwellings per annum for the Plan period.
- 17.7 Using the evidence in the Sustainability Appraisal/SEA, HELAA and the Edge of Settlement work together with other evidence base sites have been identified for the purposes of consultation which would meet 100% of the OAN for the Plan period. These sites are shown on the draft policies map and included as allocations in the draft Borough Local Plan which accompanies this report. This

includes the significant contribution made to meeting OAN through completions, commitments, small sites (less than 10 units) and windfall sites. It also includes urban sites, sites on the edge of settlements and sites currently within the Green Belt. It should be noted that the Strategic Flood Risk Assessment and strategic transport modelling work is currently being concluded, the latter will inform the ongoing infrastructure planning work to be contained in the IDP.

17.7 **Employment:** It is important to achieve a balance between sustainable housing and employment growth in the Borough to ensure that there are enough houses to accommodate the economically active workforce required to fill new jobs. There is a substantial evidence base to support the identification of economic development needs. The Thames Valley Berkshire LEP, in conjunction with the six Berkshire authorities, has jointly commissioned an Economic Development Needs Assessment (EDNA).

17.8 Three separate Functional Economic Market Areas (FEMA) have been identified with Windsor and Maidenhead split between the Central Berkshire FEMA which includes Bracknell Forest, Reading and Wokingham and then the Eastern Berkshire FEMA comprising Slough, this Borough and South Bucks. Studies have then been carried out in accordance with the Planning Practice Guidance to provide an assessment of future business needs and requirements for employment land and floor space within each FEMA, focusing on the group of B class uses which broadly cover office and industrial land uses. The local labour supply scenario is demonstrably out of kilter with the trend for delivery of employment floor space and therefore not considered to be appropriate for the local circumstances of this Borough. On this basis the Plan seeks to meet the trend based figure by providing 7.8 hectares of land for employment use. Three sites have been promoted for residential use that are currently in employment use, these are well located for housing being close to Maidenhead Town Centre and Railway Station. Consequently allocations are required to take up that reduction and to intensify employment use where appropriate and therefore the draft BLP allocates a single large site for mixed use to provide employment and residential use.

18. CONSULTATION (MANDATORY)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
Internal				
Cllr Derek Willson	Lead Member for Planning	20/10/16		
Russell O'Keefe	Strategic Director Corporate and Community Services	20/10/16	25/10/16	Throughout the report
Alison Alexander	Managing Director/ Strategic	20/10/16		

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
	Director Adults, Children and Health			
Simon Fletcher	Strategic Director Operations and Customer Services	20/10/16		
Rob Stubbs	Head of Finance	20/10/16		
David Scott	Monitoring Officer	20/10/16	20/10/16	Throughout the report
External				

REPORT HISTORY

Decision type:	Urgency item?
Key decision	No

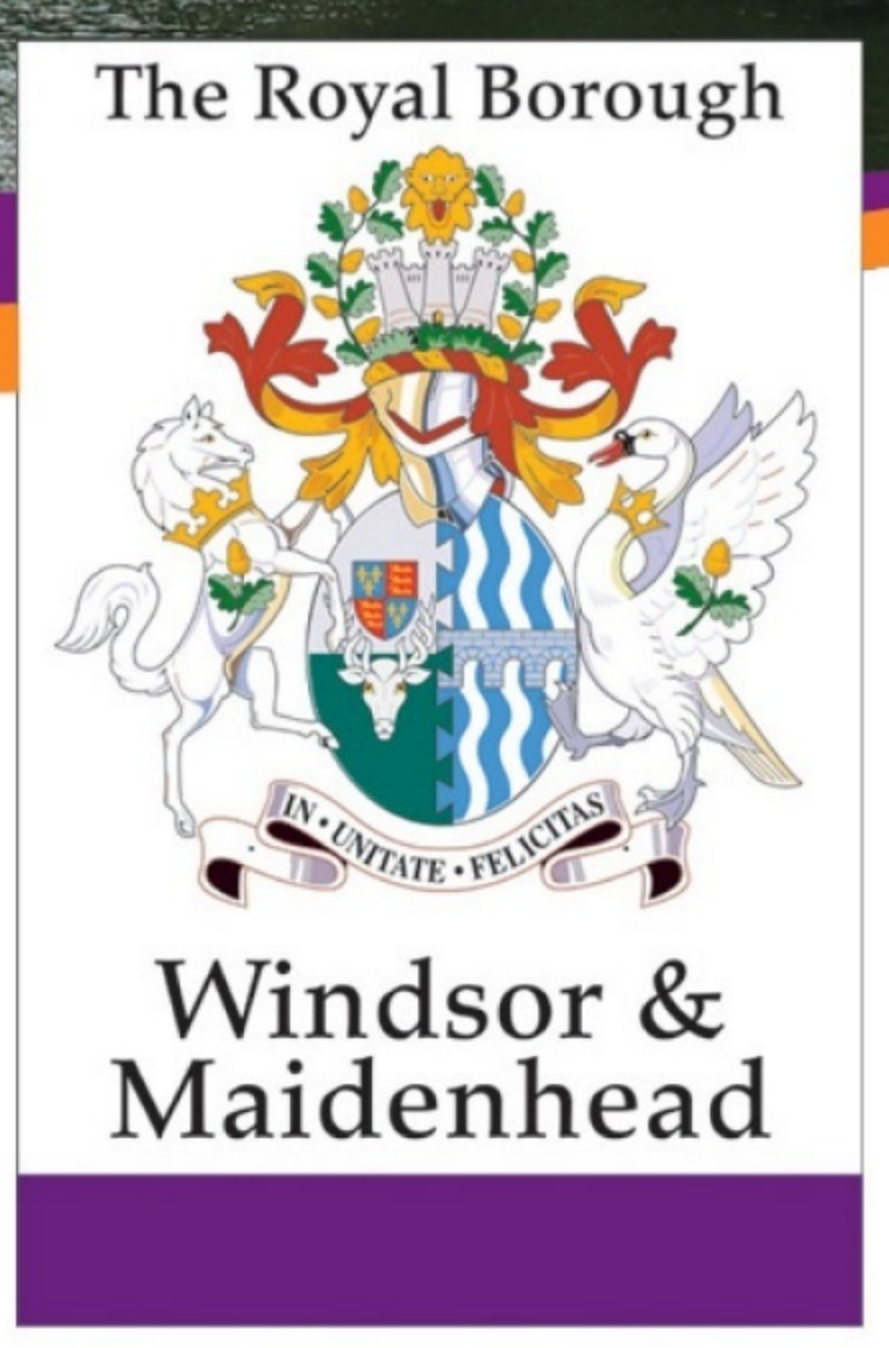
Full name of report author	Job title	Full contact no:
Chris Berry	Interim Planning Policy Manager	01628 796298

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Borough Local Plan 2013-2032

Regulation 18 - December 2016



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Foreword

Foreword by Leader of the Council and the Lead Member for Planning

We are delighted to introduce this further consultation draft of the Borough Local Plan for the Royal Borough of Windsor and Maidenhead. The Borough Local Plan promotes a sustainable pattern of development for the Borough over the plan period until 2032. The new development that is proposed in this plan aims to provide for new housing and affordable housing to fulfil the needs of all of our residents, whilst at the same time protecting our valued natural and built historic environment and assets. We are privileged to be home to one of the most recognisable and valued historic assets in the country, Windsor Castle and the Windsor Great Park.

The plan aims to protect and enhance those elements that make our Borough special in the eyes of not only our residents but all those who choose to visit, work and invest in the Royal Borough of Windsor and Maidenhead.

The Borough Local Plan is based on a substantial and robust evidence base and on the results of the consultation exercises we have carried out in the past, as guided by national policy and legislation. Representations you make at this stage will inform the next stage of the Borough Local Plan which will be submitted to the Secretary of State for Examination in Public by a Planning Inspector. We urge you to submit any comments you may have relating on the content of this draft Local Plan.

Cllr Simon Dudley, Leader of the Council and Cllr Derek Wilson, Lead Member for Planning

Introduction

1 Introduction

1.1 Introduction

1.1.1 The Borough Local Plan (BLP) is the key document that provides the framework to guide the future development of the Royal Borough of Windsor and Maidenhead. It sets out a proposed strategy and policies for managing development and infrastructure to meet the environmental, social and economic challenges facing the area up to 2032, sets out the scale and distribution of development, and explains how the Council and its partners will deliver the plan.

1.1.2 Adopted policies will implement the strategy, essentially setting out what development will be needed and where it should occur and key areas that should be protected. Development will be guided by allocations for specific sites and by policies to be applied to planning applications. This includes approaches to delivering housing, employment, retail, leisure and community uses and activities and infrastructure. In terms of protection, areas will be designated on the Policies Map where development will be inappropriate or where particular matters need to be considered, such as the Green Belt, Special Protection Areas or the setting of the River Thames.

1.1.3 Ultimately, the BLP will be used to make decisions on planning applications. It will also form the strategic framework for Neighbourhood Plans and more detailed guidance will be provided in the form of Supplementary Planning Documents, according to the adopted Local Development Scheme (LDS).

1.1.4 The purpose of this draft consultation version of the BLP is to seek further comments on the content of the plan prior to its publication for Examination in Public. Representations will be processed by the Council, and appropriate issues raised will be reviewed and, where appropriate, will inform the Borough Local Plan Publication which will be submitted for further consultation according to Regulation 19 of the Town and Country (Local Planning) (England) Regulations 2012.

1.2 Preparation of the Borough Local Plan

1.2.1 Planning legislation requires that the presumption in favour of sustainable development should be seen as a golden thread running through both the Borough Local Plan (BLP) and decision making processes. In particular the BLP should be seeking positively to meet the development needs of the Borough, encourage sustainable growth and development, and maintain and enhance the natural and built environments.

1.2.2 In preparing the BLP a clear direction is indicated for growth and development in the Borough from 2013 to 2032 and specific policies relate to the magnitude and distribution of development in line with recent changes in Government legislation regarding the preparation of Local Plans (Local Planning Regulations 2012) and National Planning Policy Guidance (NPPG). This final draft follows a process of plan-making which commenced with the preparation of Issues and Options in 2009, 'Planning for the Future' in 2012, the publication of Preferred Options in 2014 and a series of public consultations which are described in the Consultation Statement.

1.2.3 The Consultation Statement sets out:

- a. which bodies and persons were invited to make representations under Regulation 18
- b. how those bodies and persons were invited to make such representations
- c. a summary of the main issues raised by those representations
- d. how the main issues have been addressed in the Local Plan.

1.3 Evidence base

1.3.1 Local plans are required to be based on adequate, up to date and relevant evidence about the social, economic and environmental characteristics and prospects of the area. A comprehensive evidence base has been developed alongside the Borough Local Plan to support the policies within it, but evidence base documents are not subject to the same process as the BLP and are not subject to public consultation. The evidence base for the BLP is available for reference on the Council website.

1.3.2 The BLP must be accompanied by a Sustainability Appraisal and Strategic Environmental Assessment (SA/SEA) that considers the impact of the policies on the community, the economy and the environment. The Council has also undertaken a Habitat Regulation Assessment (HRA) which assesses the likely impacts of BLP policies on the integrity of internationally designated nature sites.

1.4 Policy context

1.4.1 The Borough Local Plan (BLP) must take account of relevant national guidance, policy and legislation. The wider policy context is formed by the National Planning Policy Framework (NPPF) introduced in March 2012 which explains the statutory provisions and provides guidance about the operation of the planning system and how government policy should be applied. Supporting the NPPF, National Planning Practice Guidance (NPPG) was first published in 2014 and is constantly updated, providing further clarity about the operation of the planning system: the BLP does not repeat national policy but aims to explain how the policy has been applied in the local context.

1.4.2 As required by the NPPF, the main theme running through the BLP is one of sustainable development. The Council's Development Management Service as part of the wider Planning Service has sought to engage pro-actively with applicants through a formal paid-for 'Pre-Application Process' to find solutions to problems and where there is no up to date policy, to grant planning permission without delay unless material considerations indicate otherwise.

1.4.3 NPPG, which supports the NPPF, is web based guidance provided by Communities and Local Government (CLG) on the wide range of topics concerned with the preparation of local plans. It is constantly updated to reflect the latest Government policy and ministerial statements.

1.4.4 In March 2013 the Government partially revoked the South East Plan which was the regional spatial strategy for the South East apart from Policy NRM6 which is concerned with the Thames Basin Heaths Special Protection Area, and this remains in force. The existing statutory development plan for the Royal Borough comprises the Saved Policies from the Adopted Royal Borough of Windsor and Maidenhead Local Plan 2004, the Maidenhead Town Centre Area Action Plan 2011, the Replacement Minerals Local Plan (incorporating alterations adopted in December 1997 and May 2000) and the Waste Local Plan December 1998.

1.4.5 Following the introduction of the Neighbourhood Planning process via the Localism Act of 2011, the Ascot, Sunninghill and Sunningdale Neighbourhood Plan was made by the Council in April 2014 and therefore forms a constituent part of the statutory development plan for the appropriate area within the Borough.

1.5 Neighbourhood Plans

1.5.1 A Neighbourhood Plan is a community-led development framework, which in combination with a Local Plan will help guide the future development of an area. Neighbourhood planning offers a formal opportunity to add real value to the planning process by setting out community aspirations.

1.5.2 Neighbourhood Plans should support the strategic development needs set out in the BLP and should also plan positively to support local development in accordance with Paragraph 16 of the NPPF. The policies in this BLP are clearly marked in the list in Section 2 if they are considered to be 'strategic policies' to guide the production of Neighbourhood Plans across the Borough.

1.5.3 In general, 'strategic policies' are those that have an impact across the Borough as a whole or that deal with the amount of development that the BLP is prescribing. Other policies in the BLP are not considered to be strategic, but it is expected that Neighbourhood Plans would also have general regard to non-strategic policies in helping to formulate their plans.

1.6 Duty to Cooperate

1.6.1 Section 110 of the Localism Act 2011 sets out the 'Duty to Cooperate' which is a legal duty under a new Section 33A in the Planning and Compulsory Purchase Act 2014 requiring local planning authorities to cooperate on strategic cross boundary matters. The Duty applies to all local planning authorities, national park authorities and county councils in England and informs the plan making process

1.6.2 The 'Duty' relates to sustainable development or use of land that would have a significant impact on at least two local planning areas and requires:

1 Introduction

- that councils set out planning policies to address such issues
- that councils and public bodies 'engage constructively, actively and on an ongoing basis' to develop strategic policies
- councils to consider joint approaches to plan making.

1.6.3 The NPPF sets out the strategic issues where cooperation might be appropriate and gives further guidance on 'planning strategically across local boundaries.' It highlights the importance of joint working to meet development requirements that cannot be wholly met within a single planning area, through either joint planning policies or informal strategies such as infrastructure and investment plans. The NPPG provides further guidance on how the Duty to Cooperate should be applied in local planning.

1.6.4 The Duty to Cooperate is an on going and evolving process for strategic policy areas and will involve several iterative steps. A key aspect of cooperation concerns the provision of houses and jobs to ensure that objectively assessed needs in these areas are met in full. Local planning authorities should talk collaboratively with other bodies to ensure coordination of strategic issues, and can undertake joint working on areas of common interest.

1.6.5 The Borough is actively engaged in contributing to the process, through initiatives such as joint working on the Strategic Housing Market Area (SHMA) for Berkshire, Functional Economic Market Areas (FEMA), retail study work, the Thames Basin Heaths Special Protection Area joint working, work with Thames Water and other statutory undertakers, major highway schemes such as on the M4, and other transport issues such as Crossrail. This process has helped steer and inform policy development and to help develop an appropriate evidence base for the emerging BLP.

1.6.6 A Duty to Cooperate Compliance Statement will accompany the BLP at the stage of its submission to the Secretary of State under Regulation 19. The Statement will comprise the list of bodies to be engaged under the Duty during the preparation of the BLP, the strategic issues that have been given consideration, and the outcomes that affect policy preparation. Activities have included extensive meetings with neighbouring authorities and stakeholders to discuss strategic cross-boundary issues with further meetings being held to discuss more specific technical issues and the preparation of memoranda of understanding between local authorities with regard to strategic and specific issues.

1.6.7 A Consultation Statement will also accompany the BLP at submission, which will explain how it has evolved through its various states of consultation, who was invited to make representations, how they were invited to do so, a summary of the main issues raised by representations and how these have been addressed in the plan. The Statement describes five stages of publication consultation since 2007 culminating in consultation on the draft BLP in December 2016 and January 2017.

1.6.8 It is important to recognise that the Duty to Cooperate is a continuous process of reviewing policy and accompanying justification and the potential impacts of policy on neighbouring authorities and agencies. The Duty continues throughout each stage of the plan making process and entails the active engagement of both officers and Members to ensure that implications are clear and that appropriate actions are taken collaboratively and for mutual benefit whenever possible.

1.7 How can I express my views?

1.7.1 The purpose of this consultation is to enable people to make representations on issues of content and policies prepared following previous public and stakeholder consultation and consideration by the Council. Representations will be reviewed and assessed, and where appropriate incorporated into the Borough Local Plan Publication which will be submitted to the Secretary of State

1.7.2 The Borough Local Plan Publication will then be examined by an independent Inspector whose role is to assess whether it has been prepared in accordance with the "Duty to Cooperate", legal and procedural requirements, and whether or not it is sound according to the tests in the NPPF. The tests of soundness that the BLP needs to meet are that the plan is:

- Positively prepared - being based on a strategy that aims to meet objectively assessed needs for development and infrastructure
- Justified - being the most appropriate strategy

- Effective – being deliverable over the plan period based on effective joint working
- Consistent with national policy – enabling the delivery of sustainable development in accordance with the NPPF.

1.7.3 Views are sought on the content of this draft BLP. Representations should be supported by evidence if possible, and when making representations, please clearly indicate which policy, paragraph or page number you are referring to.

1.7.4 Where possible, representations should be made electronically as this is the quickest and easiest way. Alternatively there is a paper form for you to complete and send back. This can be found on our website, the Council Offices and Libraries. When making representations please use a separate sheet for each comment, marking each sheet with the relevant policy, paragraph, or page number.

1.7.5 Please be aware that a summary of all representations received and the representations themselves will be publicly available for people to read on the Royal Borough of Windsor and Maidenhead website. Personal details will be redacted.

Representations can be made online at:

<http://consult.rbwm.gov.uk/portal>

Alternatively completed representation forms can be emailed to: planning.policy@rbwm.gov.uk

Or hard copies can be sent to: FREEPOST RBWM PLANNING POLICY

List of Policies

List of Policies

Policy	Strategic?
SP1 Spatial Strategy	Yes
SP2 Community Led Development	No
SP3 Design	Yes
SP4 Townscape and Landscape	Yes
SP5 River Thames Corridor	Yes
SP6 Development in the Green Belt	Yes
SP7 Countryside Character	Yes
HO1 Housing Development Sites	Yes
HO2 Meeting Housing Need	Yes
HO3 Affordable Housing	Yes
HO4 Gypsies and Travellers	Yes
HO5 Housing Layout and Design	Yes
HO6 Density and Amenity	No
HO7 Subdivision of Dwellings	No
HO8 Development Involving Residential Gardens	No
HO9 Extensions and Outbuildings in Residential Curtilages	No
ED1 Economic Development	Yes
ED2 Defined Employment Sites	Yes
ED3 Other Sites and Loss of Employment Floorspace	Yes
TR1 Hierarchy of Centres	Yes
TR2 Maidenhead and Windsor Town Centres	Yes
TR3 District and Local Centres	No
TR4 Shops and Parades outside Defined Centres	No
TR5 Markets	No
VT1 Visitor Development	No
VT 2 Visitor Accommodation	No
HE1 Historic Environment	No
HE2 Listed Buildings	No
HE3 Ancient Monuments	No
HE4 Archaeology	No
HE5 Registered Parks and Gardens	No

List of Policies

Policy	Strategic?
HE6 Conservation Areas	No
HE7 Windsor Castle	No
HE8 Local Heritage Assets	No
NR1 Sustainable Design and Construction	Yes
NR2 Renewable Energy	Yes
NR3 Managing Flood Risk and Waterways	Yes
EP1 Environmental Protection	Yes
EP2 Air Pollution	No
EP3 Artificial Light Pollution	No
EP4 Noise	No
EP5 Contaminated Land and Water	No
NE1 Nature Conservation	No
NE2 Thames Basin Heaths Special Protection Area	Yes
NE3 Trees, Hedgerows and Woodlands	No
NE4 Open Space	Yes
NE5 Rights of Way and Access to the Countryside	No
IF1 Community facilities	Yes
IF2 New Sports and Leisure Development at Braywick Park	No
IF3 Sustainable Transport	Yes
IF4 Infrastructure and Developer Contributions	Yes
IF5 Telecommunications	Yes
IF6 Water Supply and Sewerage Infrastructure	Yes

List of Policies

Spatial Portrait

3 Spatial Portrait

3.1 Context

3.1.1 The Borough lies to the west of London providing a predominantly countryside setting for the three main settlements of Maidenhead, Windsor and Ascot, and a number of neighbouring villages. Pressure for development comes from a number of sources including a changing and growing population with a shifting demand for different types of housing and infrastructure.

3.1.2 The presence of good transport links including closeness to Heathrow Airport, a successful urban and rural economy, a high quality environment that serves to attract new residents, businesses and visitors, and the Borough's relative proximity to London, provides a dynamic setting for future development. The population of the Borough is continuing to change with an ever increasing and ageing population and this shift in the demographic profile will bring with it particular challenges especially with regard to making appropriate provision for sustainable development to meet those needs.

3.2 Linkages to surrounding areas

3.2.1 Located in the heart of the Thames Valley, less than 30 miles to the west of Central London, the Borough borders several other administrative local authorities and has important inter-connections with employment and housing catchments, plus strategic transport links. The Borough benefits from having ten railway stations, served by a combination of main line and branch line services.

3.2.2 Maidenhead is on the Great Western Main Line, which connects London Paddington with South West England and Wales, incorporating branch lines to Marlow and to Windsor and Eton Central. Windsor and Eton Riverside is the western terminus for services from London Waterloo, while Ascot lies on the junction of the Waterloo to Reading and the Ascot to Guildford lines. Maidenhead will also be a significant stop for Crossrail, linking it to London and beyond.

3.2.3 The Borough is located only a short distance away from the UK's primary international airport, London Heathrow. This affects the surrounding area in terms of aircraft noise, traffic and business tourism. Aviation policy is set at the national level and the Borough actively engages in discussions at a strategic level with neighbouring local authorities to identify its impacts.

3.2.4 The Borough contributes to the workforce of nearby towns in the Thames Valley region, with residents commuting to Slough, Reading and London for employment. More than one in ten of East Berkshire's jobs are located in the Slough Trading Estate. Reading is another major town that provides jobs as well as a major shopping attraction. In turn, the Borough provides some of the main tourist and visitor attractions in the surrounding area, with historic Windsor Castle and its Great Park, Eton College, Legoland Windsor and Ascot Racecourse.

3.2.5 The River Thames forms much of the northern boundary of the Borough, which continues to work with the Environment Agency and other bodies to consider fluvial impacts on settlements and neighbours further downstream. The Borough also provides several crucial River Thames crossing points, enabling movement north and south of the river. These are located at Bisham, Cookham, Maidenhead, Windsor and Datchet.

3.2.6 Additional planned development in the surrounding areas (through other Development Plans) could increase pressure on the Borough's infrastructure, demand for housing, or on open spaces and access to the countryside. The planned redevelopments of both Slough and Bracknell town centres will impact upon the Borough, and its settlements will need to focus on their unique distinctiveness to maintain their vibrancy and vitality.

3.3 Natural and built environments

3.3.1 Approximately 83% of the Borough's area is Metropolitan Green Belt. There are 27 Conservation Areas, over 1,000 Listed Buildings, a number of Scheduled Monuments including Windsor Castle and ten registered historic parks and gardens including six which form part of the Royal Windsor Estate. Trees, woodlands and open space play an important role in defining the area as a 'Green Borough.'

3.3.2 A number of areas in the Borough are internationally designated as Special Areas of Conservation (SAC), the Thames Basin Heaths Special Protection Areas (SPA), and Ramsar Sites designated under the Natura 2000 Convention. The Borough also has a number of nationally designated sites including Sites of

Special Scientific Interest (SSSI) that cover 1,663 hectares or 8.41% of the Borough's area and one National Nature Reserve (NNR) at Chobham Common. These designations may, in isolation and in combination, serve to act as constraints on development in line with the National Planning Policy Framework (NPPF).

3.3.3 A key feature of the Borough is the vast number of trees and open space that residents and businesses alike can enjoy. Trees and woodlands play an important role in defining the character of a 'Green Borough', helping to shape the environment for residents and tourists that appreciate the unique characteristics of the Royal Borough of Windsor and Maidenhead.

3.3.4 Within the Borough there are a number of larger sites such as Windsor Great Park, Ashley Hill near Burchetts Green and other open space containing trees and woodlands which are important for nature conservation. The River Thames and its associated tree lined and wooded banks also provide distinctive features.

3.3.5 The Borough's landscape provides opportunity for conservation, enhancement, restoration and creation, to strengthen distinctive character through design and management. The landscapes that border urban areas, or are attractive tourist destinations (such as Windsor Great Park) are deemed to be particularly at threat from change, although overall the landscapes of the Borough are deemed to have low capacity for change.

3.4 Community

Population

3.4.1 The 2011 Census indicated that the Borough has 144,560 residents, an 8.2% increase in the last ten years since 2001 Census, when the population was 133,626. The population of the Borough is showing signs of ageing in line with national trends, seeing 16.7% of the population aged 65+; nationally this was 16.4%.

3.4.2 The Borough also has a slightly higher than national average percentage of young people aged 0 – 19 years at 24.3% of the population, compared to 24.0% nationally. A further trend in the Borough is fewer young adults (19 – 30 years of age) than nationally. This could in part be linked to few further education opportunities such as universities within the Borough, but also potentially the high cost of living and employment opportunities in the area.

Housing

3.4.3 The 2011 Census counted 58,349 households in the Borough. In 2008, 1.4% of the Borough's dwelling stock comprised second homes; nationally 0.9%. In April 2011, the tenure of dwellings across the Borough was 85.5% private rented or owner-occupied, and 13% Registered Social Landlord (RSL); nationally 82% and 10% respectively. The 2011 Census counted 3,495 people living in communal establishments (for example, care homes, boarding schools) in the Borough.

3.4.4 In the last ten years, the dwelling stock of the Borough has remained relatively unchanged, seeing only a slight shift to smaller dwellings. For example, in 2001 Band C properties made up 14.4% of the dwelling stock, but by 2011 this was 14.7%, and similarly B and G accounted for 15.4% in 2001, down to 15.0% in 2011.

3.4.5 At April 2013, the average property price in the Borough was £341,890 compared to £209,750 for the South East. This is more than double the national average and makes the Borough one of the most expensive places to live in the country outside London.

Health

3.4.6 Access to doctors and hospitals is often cited as a cause for concern in public consultations. The Borough has three hospitals (St Marks, Maidenhead; Heatherwood Hospital; Ascot; King Edward, Windsor) but no accident and emergency services, and the Borough is reliant on Wexham Park Hospital in Slough, the Royal Berkshire in Reading, Frimley Park in Frimley and St Peters in Chertsey.

3.4.7 Modelling undertaken in October 2011 suggests that 87% of households are within fifteen minutes of a GP surgery using public transport and walking (99% are within 30 minutes). For hospitals, 90% of households can access services within 30 minutes; although only 1% can access Wexham Park Hospital within this time (71% could access it within an hour).

3 Spatial Portrait

Education

3.4.8 There are 62 state schools in the Borough; three nurseries, 45 primary schools, thirteen secondary schools and one special school and of these, nine are currently academies. Demand for primary school places in the Borough has been rising in recent years as a result of a rising birth rate and new housing and a significant number of new primary school places have already been provided in both Windsor and Maidenhead, and more are likely to be needed in the early part of the plan period. There is only a small amount of movement across boundaries into and out of primary schools.

3.4.9 Demand for secondary schools places in the Borough has remained relatively steady in recent years, but it is expected that significant numbers of new secondary school places will be required from 2017 onwards. Substantial numbers of children and young people living in the Borough attend secondary schools in Slough and Buckinghamshire. There is also significant movement into the Borough's secondary sector from neighbouring areas. Independent schools educate approximately 15% of the Borough's children and young people.

Recreation

3.4.10 The Borough manages and maintains 53 parks, open spaces and play areas, providing opportunities for sports activities, informal play, or gentle strolls in pleasant surroundings – covering a total area of around 186 hectares. Any intensification or infilling development in the urban area could result in access to open space for recreation becoming an increasingly important local issue. There are also several indoor and outdoor sports facilities, including leisure centres and sports pitches.

Arts and culture

3.4.11 Both the Firestation Centre for Arts and Culture in Windsor, and the Norden Farm Centre for Arts in Maidenhead provide events such as film, live music, theatre, comedy, workshops, dance and exhibitions. There is also a heritage centre in Maidenhead and a museum in Windsor.

3.5 Economic prosperity

3.5.1 The Borough has a highly qualified workforce with 96% holding qualifications, and 48% qualified to degree level or higher. The majority of employee jobs are in the service sector (88%) followed by construction (7%) and manufacturing (5%). The number of people who are self employed has increased in the last decade to 11.5% in 2012 from 10.5% in 2001 (nationally 8.3% in 2001, and 9.4% in 2012). The rise in the self-employed workforce has resulted in an increase in demand for better access to broadband services, particularly in rural areas.

3.5.2 The East Berkshire Local Economic Assessment (August 2011) indicates that the Borough could see an employment base growth of 19% by 2030 and the same study shows a decrease in manufacturing employment and an increase in banking, finance and insurance employment. The Employment Land Review (2009)(ELR) suggests that there will be an increase in demand for offices whilst demand for industrial and warehousing space will decline, owing to the restructuring of the economy; at the same time, as a trend for office downsizing.

3.5.3 The ELR identified a number of sites suitable for development, principally in Maidenhead and Windsor town centres which are attractive office locations. If demand could not all be met within the two town centres, the study deemed there was scope to redevelop some existing industrial areas to provide new office premises.

3.5.4 The economically active workforce, aged between 16 and 64 years, is 81% which is higher than the national average (76.9%). The unemployment rate is low compared to the national average (1.8% in May 2013 compared with 3.6% nationally).

Retail

3.5.5 The Borough has two sub-regional shopping centres (Windsor and Maidenhead), two district centres (Ascot and Sunningdale) and several local centres which provide vital services for residents in the wider urban areas, or villages outside the main urban settlements. Overall, the larger centres provide predominantly comparison and services retail functions, with local centres providing more convenience and service shops. A similar trend is seen with regard to whether the shops are independents or large national multiple chains; main town centres tend to see a large proportion of the latter, with local centres seeing an increased variety of occupiers.

Spatial Portrait

Visitors and tourism

3.5.6 Tourism is crucial to the local economy, with over seven million people visiting the Borough each year. Windsor itself is home to two of the UK's top 20 visitor attractions, Legoland and Windsor Castle. The Borough is also home to other attractions and world class events including Ascot Racecourse with Royal Ascot, Windsor Racecourse, the Windsor Royal Tattoo, Eton College, Windsor Great Park, and other historic villages. The Borough is also home to one of the oldest and best known airfields in the country; White Waltham Airfield, reputedly the largest grass airfield in Britain.

3.5.7 An estimated 716,000 staying trips were spent in the Borough in 2010, of which around 73% were made by domestic visitors and 27% by overseas visitors. It is estimated that 51% of overseas trips to Windsor and Maidenhead were holiday related, 28% were business related and 17% were primarily for visiting friends and relatives. Total expenditure by visitors is estimated to have increased by 10.8% between 2008 and 2010.

3.5.8 Whilst not offering the same variety of visitor attractions as Windsor, Maidenhead nevertheless saw 59% of all visitors indicate that the River Thames was the main reason they had chosen to visit Maidenhead. A high proportion of visitors to the town gave the reason that they were visiting friends or family, that is, not a holiday visit. Tourism-related expenditure is estimated to have supported 6,425 full time equivalent jobs in the Borough; an actual total of 8,710 if part time and seasonal work is accounted for (Economic Impact Study, 2010).

3.6 Climate change

Flooding

3.6.1 The most pressing implication of climate change is likely to be flooding as a result of increased rainfall in the future. Just over 27% of the Borough is located within Environment Agency Floodzone 2 (1:100 – 1:1000 year risk of flooding), and 20.3 % within Floodzone 3 (1:100 year risk of flooding) and managing new development not to put new and existing residents at increased exposure to flooding is essential. The Strategic Flood Risk Assessment suggests that there will not be a marked increase in the extent of flooding, so only a few areas that are currently situated outside Floodzone 3 (high probability) will be at risk of flooding in future years.

3.6.2 Research in other areas suggests that the future 1:100 year floodzone could extend to the current 1:1000 year floodzone and it is important to take into consideration that property and areas currently at risk of flooding may be more susceptible to more frequent and severe flooding in future years. Climate change could also potentially increase the frequency and intensity of localised storms over the Borough, exacerbating localised drainage problems which may be exacerbated by the use of non-porous materials in construction.

Efficient use of energy and resources

3.6.3 The Borough actively encourages residents and businesses to recycle as much as possible, with recycling, reusing or composting accounting for over 40% of waste in 2010/11. This is in line with the national average for the same period.

3.6.4 Energy consumption is currently mostly from fossil fuels and not renewable sources, although the Borough is increasingly seeing developments incorporating sustainable aspects, and has seen hydro-electric turbines built at Romney Weir and the retrofitting of homes. Many schools, householders and businesses are retrofitting solar panels to their properties to become more energy efficient.

3.6.5 Water usage is a key consideration for the future of the Borough, with alterations in climate patterns having the scope to impact water resources. If spring and autumn become drier and warmer seasons, then the recharge season may be shorter resulting in overall less groundwater recharge. Indeed there are already several areas across the Borough that are covered by Source Protection Zones (SPZ), but the most significant are in SPZ1 where development could have greatest risk to groundwater supplies. These include the following locations: Cookham Rise, Hurley, Maidenhead, Bray and north Datchet.

Sustainable transport

3.6.6 The Borough has high car usage and ownership, partially due to the rural nature of some settlements where regular public transport services are not viable, and also as a result of the area being relatively affluent. Car ownership was 86.7% at the 2011 Census, which has increased since the 2001 Census when it was 85.7%. The population is therefore very mobile, increasing the amount of commuting and social journeys undertaken.

3 Spatial Portrait

3.6.7 The Borough has three Air Quality Management Areas (AQMAs) to monitor and seek to improve air quality in urban areas that experience high levels of traffic pollution. These are Maidenhead town centre, Royal Windsor Way in Windsor, and where the M4 crosses the A308 at Holyport, Bray).

3.7 Key spatial issues

3.7.1 Considering the nature of the Borough as described above leads to the identification of a series of key issues for the BLP to address. The challenge for the BLP is to manage the potential impacts of future growth to ensure that development takes place in a sustainable manner that supports the local economy, whilst safeguarding and enhancing where possible the valuable natural and built assets of the Borough.

Key spatial issues

- How can the Borough promote the development it needs without adversely impacting on the existing built character and natural environment which makes the Borough the successful place it is?
- How can the Borough provide the necessary amount of decent and affordable housing for all its communities in the right locations, given land values and property prices in the area?
- How can Borough respond to the needs of an ageing population?
- How and where could the Borough enable provision of the services and facilities needed for existing and future residents, including necessary infrastructure?
- How can the Borough improve and maintain the natural environment and countryside which makes the area an attractive place to live, work and visit?
- How can the Borough plan to meet the development needs of business and support an economy fit for the 21st century, whilst maintaining the balance between residential and commercial development needs in both urban and rural locations?
- How can the Borough support and improve the tourism and visitor economy, particularly around the towns of Windsor and Maidenhead?
- How should the Borough contribute to national climate change targets, and ensure the community are not put at risk of the effects of climate change?
- How can the Borough preserve and enhance its unique heritage and built environment for current and future residents and visitors to enjoy?
- How can the Borough best accommodate the needs of people to use their car for some journeys and also encourage more use of alternatives?
- How can the Borough support rural areas to improve their sustainability, whilst maintaining the factors that make the countryside a desirable place to live, work and play?

Spatial Vision and Objectives

Spatial Vision and Objectives

4.0 Context

4.0.1 The corporate vision for the Borough is set out in the Borough's Strategic Plan (RBWM 2016) which had its roots in the Sustainable Community Strategy (RBWM 2010) and seeks a prosperous and vibrant future for both urban and rural communities whilst retaining and enhancing the Borough's distinctive heritage, landscape and character. The Borough Local Plan (BLP) is the spatial expression of the Council's vision for the future of the Borough and therefore built on the main themes of the Strategic Plan as follows:

- Residents First - with the strategic priorities of more choice in education; healthy lifestyles and support into old age; vibrant town centres that benefit from Crossrail and other major infrastructure investments; and satisfaction with the Borough's roads. This will be achieved by supporting children and young people; encouraging healthy people and lifestyles; improving the environment, economy and transport; and working for safer and stronger communities.
- Value for Money - with low Council Tax being the norm; with more residents having the opportunity to own their own home; seeking to avoid over-inflationary increases in fees and charges; and services delivered for residents on a cost effective basis. This will be achieved by enhancing customer services; delivering effective services; and strengthening partnerships. This will be achieved by delivering economic services; improving use of technology, systems and structures; increasing non -Council Tax revenue; and investing in the future.
- Delivering together - with Council services be available for longer and in more locations; residents accessing services in the most convenient way for them and first time issue resolution; sharing more services and work with staff to deliver more effective and integrated services; and working more closely with parish councils and other key partners. This will be achieved by enhancing customer services; delivering effective services; and strengthening partnerships.
- Equip Ourselves for the Future - with mobile technology that will enable the delivery of services where and when residents need and want them; and investing in staff and encouraging joined up working to deliver seamless front line services. This will be achieved by equipping our workforce; developing our systems and structures; and changing our culture.

4.1 Spatial vision

4.1.1 The spatial vision for the BLP sets out what the Borough will look like following the implementation of the plan. The Royal Borough of Windsor and Maidenhead will remain a place where everyone can thrive in a safe, healthy and sustainable environment.

4.1.2 The varied characteristics of the Borough are recognised and the distinct and different values of Windsor and Maidenhead are valued both separately in their own right and collectively in terms of the contribution they make to the continuing success of the Borough. The particular and special characteristics in terms of the countryside and open spaces, Green Belt, historic environment, River Thames, woodland and parkland, remain part of the heritage that continues to be valued, enhanced and protected.

4.1.3 Development will be expected to promote sustainability and add to the special qualities of the Borough through high quality design, effective and efficient use of land and protection for those valued heritage, natural and other assets. Development will aim to protect the open countryside from unnecessary development and promote the inclusion of open and green space wherever possible. Particular consideration will be given to flooding and traffic implications arising from development with regard paid to the capacity of existing infrastructure.

4.1.4 Additional infrastructure including education, healthcare, highways, social infrastructure and telecommunications will be provided alongside development to ensure that people, goods and communications can freely connect and travel across the Borough. Transport infrastructure in particular will be maintained to ensure that interdependencies between places within the Borough and outside are maintained.

4.1.5 Development will be located sustainably within and around the urban area of Maidenhead as the major service centre of the Borough. Sustainable development will also be focused in and around Windsor and other centres that already provide services.

4.1.6 The wider Thames Valley region will continue to be a focus for economic development with Maidenhead playing a vital role. Maidenhead Town Centre will continue its programme of regeneration to enable the town to continue to provide a focus for economic development and employment and together with Windsor and Ascot

Spatial Vision and Objectives

will continue to meet the aspirations of residents at the heart of the community. Windsor and Eton will continue to be promoted and enhanced as thriving visitor destinations for both the domestic and international tourist market.

4.1.7 The Borough will continue to prosper and provide a good range of jobs and homes for all of our residents close to where people choose to live with Maidenhead as a particular focus for sustainable residential development. Smaller villages and settlements within the Green Belt will be protected from pressure arising from additional housing development whilst still allowing for an appropriate level of growth supported by suitable infrastructure. The Borough will continue to provide an excellent education through our schools and colleges relevant to the needs of our existing business community whilst also helping to attract and retain new business opportunities.

4.1.8 The Green Belt will be protected to ensure that the setting of our towns and villages remain protected from inappropriate development. Access to the countryside will be promoted to take advantage of the benefits offered by the rural setting of the Borough

4.2 Objectives

Objective 1 - Special qualities

To conserve and enhance the special qualities of the Borough's built and natural environments:

- i. Protect the openness of the Green Belt.
- ii. Retain the character of existing settlements through guiding development to appropriate locations and ensuring high quality design of new development.
- iii. Protect the special qualities of the built environment including heritage assets.
- iv. Protect and enhance biodiversity within the Borough.

*This objective meets the following Strategic Plan themes: **Residents first, Value for money***

Objective 2 - Meeting housing needs

To meet the varied housing needs of residents in an appropriate way whilst steering development to the most sustainable locations:

- i. Provide sufficient new housing to meet the Borough's needs.
- ii. Make the most of previously developed land.
- iii. Provide housing that meets the needs of all sections of community including a sufficient level of affordable housing.

*This objective meets the following Strategic Plan themes: **Residents first, Value for money***

Spatial Vision and Objectives

Objective 3 - Visitor economy

To enable the continued success and evolution of the Borough's distinct visitor economy:

- i. Reinforce the role of key tourism centres such as Windsor, Ascot and the River Thames.
- ii. Provide sufficient accommodation and facilities for tourists.
- iii. Identify and promote opportunities for additional tourism related development.

*This objective meets the following Strategic Plan themes: **Residents first, Value for money, Equip ourselves for the Future***

Objective 4 - Local business economy

Enable the evolution and growth of the local business economy:

- i. Maintain a buoyant and broad-based economy.
- ii. Support the reuse and redevelopment of existing employment-generating sites and premises in order to maintain a sustainable balance between jobs and local labour.

*This objective meets the following Strategic Plan themes: **Residents first, Delivering together, Equip ourselves for the future***

Objective 5 - Town, district and local centres

To promote the vitality and viability of town centres so that they are at the heart of their communities:

- i. Promote the town centres of Windsor and Maidenhead as the principal locations for office, retail, tourism and leisure development.
- ii. Support the delivery of the adopted Maidenhead Area Action Plan Development Plan Document.

*This objective meets the following themes: **Residents first, Delivering together, Value for money, Equip ourselves for the future***

Spatial Vision and Objectives

Objective 6 - Infrastructure

To retain, improve and provide new facilities and other infrastructure to support new development and ensure a high quality of life for residents of all ages:

- i. Secure the provision of utilities, services and facilities to enable planned development in a coordinated and timely manner
- ii. Ensure that new development makes an appropriate contribution towards infrastructure needs arising from such development.

*This objective meets the following Strategic Plan themes: **Residents first, Delivering together, Value for money, Equip ourselves for the future***

Objective 7 - Sustainable transport

To promote sustainable transport and alternatives to the use of private vehicles:

- i. Encourage the provision of facilities for pedestrians and cyclists in new development
- ii. Locate development to minimise the need for travel
- iii. Promote the use of public transport.

*This objective meets the main Strategic Plan themes of **Residents first; Delivering together, Equip ourselves for the future.***

Objective 8 - Heritage

To seek to maintain and enhance the rich heritage of the Borough:

- i. Protection of designated areas and developments, such as scheduled monuments, Listed Buildings and Conservation Areas
- ii. Promotion of high quality development and design in sensitive heritage areas.

*This objective meets the main Strategic Plan themes of **Residents first; Delivering together, Equip ourselves for the future.***

Spatial Vision and Objectives

Objective 9 - Environmental protection

To maintain and enhance the natural environment of the Borough:

- i. Ensure that new development contributes to environmental improvement
- ii. Protect designated areas and features.

*This objective meets the main Strategic Plan themes of **Residents first; Delivering together, Equip ourselves for the future.***

Objective 10 - Open space and leisure

To provide adequate open space for planned development and appropriate leisure and recreation facilities:

- i. Ensure that new development contributes to providing open space within new development
- ii. Maintain and enhance leisure and recreation facilities.

*This objective meets the main Strategic Plan themes of **Residents first; Delivering together, Equip ourselves for the future.***

Objective 11 - Climate change and biodiversity

To ensure that new development takes account of the need to mitigate the impacts of climate change and on biodiversity:

- i. Promote sustainable design and construction.
- ii. Promote the use of renewable energy.
- iii. Manage flood risk through the location and design of development.

*This objective meets the main Strategic Plan themes of **Residents first; Delivering together, Equip ourselves for the future.***

Spatial Strategy

5 Spatial Strategy

5.1 Strategic context

5.1.1 Following the formulation of the spatial vision and objectives, the Borough Local Plan (BLP) presents policies which identify the quantum of new development which is envisaged to accommodate the population growth and economic needs of the Borough over the plan period. A further principal aim of the BLP is to set out clearly the Borough's policies for the spatial distribution of development based on the vision and objectives of the plan.

5.1.2 This section presents the housing and economic development targets for the Local Plan period (2013 - 2032) and describes the Borough's approach to the distribution of future development. The justification for this approach has been derived from the National Policy Planning Framework (NPPF), the Sustainability Appraisal/Strategic Environmental Assessment (SA/SEA) and the substantial evidence base produced by the Council. Of paramount importance is the evidence that determines the Borough's objectively assessed needs for housing and employment and additional capacity for retail, and key to delivering these targets will be the availability of suitable sites and the provision of supporting infrastructure.

5.2 Housing needs

5.2.1 Of crucial importance to the BLP is the evidence which determines the Borough's objectively assessed need for housing, including affordable housing, and land for gypsies, travellers and travelling show-people. The principal source of evidence for housing need is the Strategic Housing Market Area Assessment (February 2016) (SHMAA) which was commissioned by the Thames Valley Berkshire Local Enterprise Partnership on behalf of the Berkshire local authorities (Bracknell Forest Council, Reading Borough Council, Royal Borough of Windsor and Maidenhead, West Berkshire Council, Wokingham Borough Council) and South Bucks District Council and carried out by consultants GL Hearn.

5.2.2 The consultants defined two separate housing market areas within the overall Berkshire Strategic Housing Market Area (SHMA); namely a western housing market area (WHMA), comprising Bracknell Forest, Reading, West Berkshire and Wokingham, and an eastern housing market area (EHMA) comprising the Royal Borough of Windsor and Maidenhead, Slough Borough Council and South Bucks District Council. The SHMAA identified the objectively assessed needs for housing in the Borough, as required by the NPPF, as 13,528 new dwellings, equivalent to 712 new dwellings per annum for the plan period (2013-2032).

5.2.3 This need is based on an analysis of national population projections with key local inputs, including net migration, household formation rates and housing vacancy rates. Further national data is expected to be published during 2016 and the Council will monitor the impact of new data releases on its objectively assessed housing need and respond as appropriate.

5.2.4 The Council is required to assess the need for accommodation for gypsies, travellers and travelling show-people in line with the national Planning Policy for Traveller Sites published by the Government in 2015 which covers a wide range of issues including need assessment, appropriate supply of sites and environmental and related matters. It also seeks to reduce tensions between the settled and traveller communities.

5.2.5 The Council commissioned a Traveller Accommodation Assessment in 2015 which was based on the planning definition of gypsies and travellers at that time which has subsequently been superseded by legislation. Further work is now being done jointly with other Berkshire authorities with regard to the implications of the new definition for this specific housing need, and results will be presented in due course. The assessment will be used as evidence base to support the development of a Gypsy and Travellers Local Plan as noted in the Local Development Scheme.

5.3 Economic development needs

5.3.1 Economic growth in Berkshire is guided by the Thames Valley Berkshire Local Enterprise Partnership (TVBLEP). RBWM is working closely with the LEP and the other Berkshire authorities to ensure that the aspirations of the TVBLEP's Strategic Economic Plan for Berkshire (SEP) can be accommodated in a way that recognises the Borough's very special character and the considerable land supply constraints it faces. The Berkshire SEP articulates how the LEP will achieve the ambition of creating 20,000 new jobs across Berkshire by 2021.

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5.3.2 TVBLEP and the six Berkshire authorities jointly commissioned Nathaniel Lichfield and Partners (NLP) to undertake identification of the functional economic market areas (FEMAs) that they operate within and also to analyse the land requirements necessary to accommodate jobs in the main “B Class” sectors which together broadly cover office, manufacturing and warehousing land uses. These studies form a key part of the detailed analysis for the implementation of the SEP and are an essential element of the plan making process.

5.3.3 The evidence base to support the identification of economic development needs for RBWM draws on these Economic Development Needs Assessments (EDNAs) produced by NLP. The studies have been carried out by NLP in accordance with the NPPG to provide an assessment of future business needs and requirements for employment land and floorspace within each FEMA, focusing on the group of 'B Class' sectors. However, the Borough recognises that not all jobs fall within these use classes; growth in the service industry, retail, leisure and tourism is also expected to provide further economic growth.

5.3.4 Two core FEMAs operate across the Borough which reflect the varied characteristics and economic roles associated with different parts of it. The Borough’s position within two FEMAs illustrates the equally strong relationships that RBWM exhibits with more central parts of Berkshire as well as areas to the north and east.

5.3.5 In labour market terms, eastern parts of the Borough share a Travel to Work Area (TTWA) with Slough and Heathrow, while northern and western parts of the Borough have stronger functional economic relationships with western M4 corridor locations such as Reading and Wokingham.

5.3.6 Three separate FEMAs were identified in Berkshire as follows: Western Berkshire FEMA, comprising West Berkshire; a Central Berkshire FEMA, comprising Bracknell Forest, Reading, Windsor and Maidenhead and Wokingham, and an Eastern Berkshire FEMA comprising Slough, Windsor and Maidenhead and South Buckinghamshire.

5.3.7 In March 2015 the report “Housing Market Areas and Functional Economic Market Areas in Buckinghamshire and the surrounding areas” was published. This study included South Bucks within a Berkshire FEMA which included Bracknell, Reading, Slough, West Berkshire, Windsor and Maidenhead and Wokingham districts. This reflected the best fit to the plan making geography at the time.

5.3.8 In July 2016 an update to the study was published which found that the functional relationship between the markets was unchanged but the best fit to the plan making geography had altered due to the decision to produce a joint plan by South Bucks and Chiltern Councils. In order to align the market areas with the best fit to the plan making areas, the update to the study accepted that South Bucks district should now be considered part of a Central Buckinghamshire FEMA. This Central Buckinghamshire FEMA now comprises Aylesbury Vale, Chiltern, South Bucks and Wycombe districts.

5.3.9 In recognition of the evolution of the plan making geography since the publication of the Berkshire FEMA study in February 2016, needs arising in South Bucks are now, and will continue to be, identified by the Central Buckinghamshire EDNA and subsequent updates. The decision not to include analysis for South Bucks is not seen as impacting on the analysis of the needs arising within Slough and the Borough, due to the methodological approach of the study.

5.3.10 The evidence from the studies help to inform the basis for the development of the economic policies for the BLP. It is recognised that the boundaries of the four core FEMA identified across Berkshire and Central Buckinghamshire are porous rather than fixed, and that the Duty to Cooperate will need to be discharged across the four core FEMA.

5.3.11 The outputs of the Economic Development Needs Assessments (EDNA) include the land requirements from the two FEMAs relating to Windsor and Maidenhead; the figures for B Class employment space requirements were based on three scenarios for future economic growth to 2036 based on labour demand, past trends of completion of employment space, and local labour supply. The results for Windsor and Maidenhead are as follows:

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	Employment floorspace need (sqm)			Land requirements (Ha)		
	Labour Demand	Completions	Labour Supply	Labour Demand	Completions	Labour Supply
B1a/B1b	261,545	-438,955	276,000	105.5	-18.5	107.4
B1c, B2, B8	638,250	18,285	660,200	218.5	51.1	212.6
Total	944,795	-420,670	936,200	324.0	32.6	320.0

Table 1 : Central Berkshire FEMA

	Employment floorspace need (sqm)			Land requirements (Ha)		
	Labour Demand	Completions	Labour Supply	Labour Demand	Completions	Labour Supply
B1a/B1b	108,800	-26,565	137,950	37.9	14.7	42.2
B1c, B2, B8	27,150	206,310	733,540	182.4	76.1	209.0
Total	735,950	179,745	871,490	220.3	90.8	251.2

Table 2 : Berkshire LPAs in Eastern Berkshire FEMA

	Employment floorspace need (sqm)			Land requirements (Ha)		
	Labour Demand	Completions	Labour Supply	Labour Demand	Completions	Labour Supply
B1a/B1b	50,500	-25,760	52,680	19.3	6.3	19.6
B1c, B2, B8	171,580	-26,680	168,400	52.2	1.5	51.4
Total	222,080	-52,440	221,080	71.5	7.8	71.0

Table 3 : RBWM

5.3.12 In order to relate to the BLP plan period (2013-2032), the figures for employment space need have been adjusted as follows:

	Employment floorspace need (sqm)		
	Labour Demand	Completions	Labour Supply
B1a/B1b	41,717	21,280	43,518
B1c, B2, B8	141,740	22,040	139,113
Total	183,457	43,320	182,631

Table 4 : RBWM (Plan Period)

5.3.13 The derivation of floorspace requirements from forecast growth is highly sensitive to the assumptions made during the analysis. A key assumption used in the EDNAs relates to the conversion of industrial sectors to use classes and types of property.

5.3.14 The translations that the EDNA has made provide an approximation on the macro-economic scale of sub-regional planning, but may not be the most appropriate to the specific circumstances and markets within individual districts. For the Borough, the assessment for B8, B2, and B1(c) figures appears at odds with market trends, reflecting the propensity for head offices of warehousing companies to locate here.

5.3.15 To check the validity of the findings in the local context, NLP were commissioned to undertake an assessment of the appropriateness of the broad sector classifications used in the Berkshire EDNAs to the local circumstances in the Borough. This sensitivity analysis is expected to identify a higher need for B1 floorspace and a lower requirement for B2 warehousing; which would be analogous to market trends.

5.3.16 In the light of this further work and the local circumstances, the BLP uses the past trends of completions of employment space as indicating plan requirements which have been calculated to 2036. To relate to the BLP plan period, figures for employment space needs have been adjusted to reflect the length of the plan period.

5.3.17 Since the forecast is expected to exhibit linear growth in requirements over the latter stages of the plan period it is considered appropriate to reduce the requirements by an average figure to approximate to the forecasts to the 2013 to 2032 plan period. This scenario suggests that the BLP will need to provide a of 43,320 square metres of employment floorspace within the Borough to 2032.

5.4 Retail needs

5.4.1 The economic prosperity of the Borough is in part due to the attractiveness of the area to both residents and business. One of the key contributors to the image and character of the borough are the town centres of Windsor and Maidenhead which offer the focal point for a range of commercial premises, shops and leisure facilities.

5.4.2 To ensure that the plan contributes to maintaining and enhancing the vitality and viability of these and other centres in the borough, the retail offer needs to be supported. A Retail and Town Centre Study was undertaken by consultants Cushman and Wakefield (formerly DTZ) during 2015. This retail study quantifies the capacity for additional retail floorspace between 2016 and 2031 and identifies the extent of the primary shopping areas and retail frontages in the main centres.

5.4.3 Forecasting undertaken by the retail study assumed that the 2015 pattern of market shares of convenience and comparison goods shopping in the Borough will remain unchanged throughout the forecasting period to 2031. Under this assumption the report anticipates capacity for an additional net tradable area of 3,150m² of convenience goods sales floorspace and 9,100m² of comparison goods sales floorspace for the period 2016 to 2031. It is expected that 40% of the convenience goods floorspace capacity will be found within Maidenhead town centre while 62% of the comparison goods floorspace capacity will be found in Windsor.

5.4.4 The forecasting period of the retail study does not match the plan period. An extrapolation of floorspace based on the average capacity expected for the preceding five years has been derived. Based on this extrapolation, the retail floorspace capacity will be 3,340m² of convenience goods sales floorspace and 9,550m² of comparison goods sales floorspace for the period 2016 to 2032.

Convenience Goods Forecast Floorspace Capacity (m ²)	2016	2021	2026	2031	2032
Windsor	100	300	500	700	740
Maidenhead	-50	400	850	1300	1390
Ascot	50	100	150	200	210
Sunningdale	0	100	200	250	260
Non-central stores	150	350	500	700	740
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Convenience Goods Forecast Floorspace Capacity (m ²)	2016	2021	2026	2031	2032
	250	1250	2200	3150	3340

Table 5 : Convenience Goods

Comparison Goods Forecast Floorspace Capacity (m ²)	2016	2021	2026	2031	2032
Windsor	550	2550	4350	5700	5950
Maidenhead	100	550	1550	2300	2450
Ascot	50	150	250	300	310
Sunningdale	50	150	250	300	310
Non-central stores	0	200	350	500	530
	750	3600	6750	9100	9550

Table 6 : Comparison Goods

5.5 Development of spatial strategy

5.5.1 In March 2009 options for the distribution of future development were identified to address the projected population and economic development needs, key issues and challenges which shared a number of common features relating to the economy of the Borough, housing within the Borough and protection of the environment. All options shared an approach that continued a strategy of urban focus and renaissance to maximise the role of towns in accommodation development and looked to support the role of town centres in accommodating development at the most accessible locations.

5.5.2 This approach recognised the difference between Windsor's role as a main visitor attraction with a high environmental quality that was not comparable to Maidenhead's role as a centre to serve the needs of residents, together with Maidenhead's strategic role as a transport hub including Crossrail. It also recognised the need to support the role of Maidenhead as a centre for retail, leisure and employment to stop the potential for a long term decline of the town centre due to competition with other larger neighbouring centres outside the Borough. It advocated the re-use of urban land which would also in turn help to protect the Green Belt from inappropriate development and all three options for development sought to maintain the quality of the towns and villages across the Borough.

5.5.3 Three strategic options for the distribution of development were, in March 2009, considered to be:

- Option A: High density growth
- Option B: Moderate density growth
- Option C: Low density growth

5.5.4 Option A would see development densities increase across the existing built up areas of the Borough. Maidenhead and to a lesser extent Windsor would be expected to absorb most new development, supporting their role as the most sustainable settlements, their importance as business locations and the availability of land. Other settlements outside the Green Belt would be expected to accommodate new development and there would be taller buildings in town centres and other specific locations. This option would result in no or minimal loss of Green Belt.

5.5.5 Option B would entail moderate increases in residential density. Again Maidenhead and to a lesser extent Windsor would absorb most new development with other settlements outside the Green Belt accommodating new development. Some land around the edge of settlements would be required to provide development and delivery would be through small sites with limited impact on infrastructure and the appearance of the area, with some loss of Green Belt.

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5.5.6 Option C would result in lower residential densities across the Borough with a greater amount of greenfield land around the edges of settlements, resulting in a greater loss of Green Belt than other options.

5.5.7 The 2014 Preferred Options consultation set out another series of three options that responded to the strongly expressed public support for the Green Belt as a result of the 2009 consultation. The Green Belt may be regarded as the primary determining factor in the potential site allocation.

Option 1: To restrict building to the capacity of existing built up areas, avoiding building in the Green Belt

5.5.8 This option places an emphasis on environmental protection, specifically the Green Belt, over social and economic consequences. Protecting the current precise extent of the Green Belt would restrict building capacity and significantly fewer houses would be built than are projected to be needed.

Option 2: To permit building to a level that meets the projected population and economic development needs, recognising that this would require some building in the Green Belt.

5.5.9 This option places an emphasis on social and economic needs over environmental impacts and would require significant building in the Green Belt.

Option 3: To permit building to a level that strikes a balance between meeting the projected population and economic development needs and the environmental impacts, including some building in the Green Belt.

5.5.10 This option seeks a balance between social and economic needs with environmental impacts and would mean some limited use of existing Green Belt.

5.5.11 Based on careful consideration of the three strategic options, including taking into account the results of consultation with the wider community, Option 3 was considered to be the most appropriate, seeking a balance between social and economic needs and environmental impacts whilst at the same time seeking to meet the expectations of national policy and reflecting the need for all authorities to do more to increase housing supply.

Elements of the spatial strategy

5.5.12 The above option forms the basis for the spatial strategy for the Borough, comprising the following main components:

- within the context of the functional area, seeking to provide a balance between homes and jobs
- maintaining an environment that conserves the special qualities of the Borough and places within it
- focusing the majority of development within the towns and villages, optimising the efficient use of land which has been previously developed and keeping development in the Green Belt to the minimum possible, compatible with the requirements of the NPPF
- promoting a strong network of town, district and local centres which are at the heart of their community, providing shopping, services, employment and leisure.

5.5.13 Achieving the sustainable balance between the level of development identified as needed and continuing to protect the environment requires the use of a range of sources of land supply for housing. This includes some limited development in the Green Belt where environmental impacts are considered to be limited and the purposes of including land in the Green Belt are not compromised. A spatial strategy based on this approach will make a significant contribution to meeting the identified need for development and will provide long term protection for the Green Belt against speculative proposals for inappropriate development.

5.5.14 The high quality of the environment is one of the Borough's defining characteristics, The Borough comprises a number of distinct towns and villages, each with their own identity and character but all related by an attractive countryside setting which includes royal parkland, forests and woodlands, the River Thames valley and farmland.

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5.5.15 Throughout the Borough there are examples of the unique history and long association with the Crown, with many exceptional buildings and places. To maintain the success of the Borough and its competitiveness into the future it is essential that development is compatible with its special qualities and character.

5.5.16 Redeveloping where buildings already exist or allowing the conversion of existing buildings helps meet the identified need for development without using undeveloped land. Building at higher densities in the right locations optimises the efficient use of land. It also reduces the amount of land required for development in less sustainable locations and can also help support local services and facilities.

5.5.17 To reflect the availability of suitable previously developed land, the spatial strategy will concentrate development in the urban areas of the Borough, outside the Green Belt. Higher residential densities will be particularly encouraged within and in proximity to Maidenhead town centre, and to a lesser degree Windsor town centre and all land should be used as efficiently as possible in line with relative accessibility and local character. Employment will continue to be focused in the town centres and in existing employment areas where they continue to meet the needs of businesses.

5.5.18 Town centres should be at the heart of the community, providing a range of services, shops, leisure opportunities and employment. Town centres and surrounding areas are the most appropriate location for higher density development and a mix of uses in accordance with their greater levels of accessibility relative to other areas. Local centres are also central to their communities, providing easily accessible services and facilities.

5.5.19 A strategy for the rejuvenation of Maidenhead town centre is already in place. It envisages new shops, homes, employment and leisure opportunities, alongside a raft of improvements to the environment. About 2,000 additional new homes are envisaged and opportunities to increase residential provision within the town centre will be pursued.

5.5.20 The rejuvenation of Ascot High Street is also an opportunity to create a community hub through mixed development, including new shopping and housing. This proposal is included in the Ascot, Sunninghill and Sunningdale Neighbourhood Plan which was made in 2014. A number of new homes are anticipated, of which approximately 50% will be located on land within the Green Belt, although this will be confirmed when a planning application is received.

5.6 Land availability

5.6.1 A joint methodology for a Housing and Economic Land Availability Assessment (HELAA) has been developed by all Berkshire authorities, except Bracknell Forest, to be applied to achieve a common approach when assessing sites for development. Each local authority will now follow this base methodology to ensure comparable information is available and recognise they may need to vary from it in order to respond to local characteristics.

5.6.2 The HELAA recently prepared by the Council(2016) identifies suitable land available for housing and economic development, its development potential and when development is likely to occur. This has identified a wide range of sites which are available for development, achievable and deliverable within the plan period.

5.6.3 The full list of sites from which allocations are made for the draft BLP was initiated in 2014 as part of the Council's Strategic Housing Land Availability Assessment (SHLAA) and responses to the BLP Preferred Options consultation, also in 2014. A formal Call for Sites was made in 2015, which was a publicised event where agents and landowners were encouraged to submit information regarding sites across the Borough.

5.6.4 Since 2015, landowners and agents have continued to submit information regarding sites which are then subject to assessment through the HELAA process. The inclusion of land within a HELAA report does not in itself determine that it is suitable for development, or that the land is necessarily available for development.

5.6.5 Assessments made through a HELAA assist the process of site selection which is a primary purpose of the BLP or, where produced, a Neighbourhood Plan. Further remarks relating to the site selection process are made below.

5.6.6 For the Borough's HELAA, a key source of information has been the Edge of Settlement Study prepared by the Council in 2016, as well as technical studies by promoters and land-owners. Sites which have been subject to planning applications and pre-application advice have also been considered.

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5.7 Sustainability appraisal

5.7.1 The RBWM Borough Local Plan must be accompanied by a sustainability appraisal/strategic environmental assessment (SA/SEA) that considers the impact of policies on the community, the economy and the environment. The SA/SEA seeks to maximise the positive impacts of local plan policies and minimise the adverse. Related to the SA/SEA is the requirement to undertake a Habitat Regulations Assessment (HRA) which assesses the likely impacts of local plan policies on the integrity of nationally and internationally designated locations.

5.7.2 A SA/SEA was carried out on the BLP Preferred Options 2014 which identified Option 3 as the preferred strategic policy option that sought a balance between social and economic needs while protecting the quality of the environment. Similarly, a SA/SEA has been carried out on the present draft BLP including a HRA and supports the process of assessment described below.

5.8 Site selection

5.8.1 The selection of sites to be incorporated into policies for housing, economic development, and infrastructure provision is a primary function of the draft BLP. Following from a spatial strategy which promotes sustainable development, the strengthening of existing settlements and some release of existing Green Belt sites while protecting the high quality built and natural environments of the Borough, it is necessary to identify sites which are suitable for development within the plan period (2013-2032).

5.8.2 Assessment forms a key component of the evidence base to underpin policies in development plans for housing and economic development, including supporting the delivery of land to meet identified need for these uses. As noted in the NPPG, plan makers will then be able to plan proactively by choosing sites to go forward into their development plan documents to meet objectively assessed needs.

5.8.3 The assessment is an important evidence source to inform plan making but does not in itself determine whether a site should be allocated for development. This is because not all sites considered in the assessment will be suitable for development (for instance, because of policy constraints or if they are unviable). It is the role of the assessment to provide information on the range of sites which are available to meet need, but it is for the development plan itself to determine which of those sites are the most suitable to meet those needs.

5.8.4 The draft BLP will identify sites for specific or mixed uses and activities, and the HELAA, informed by the Council's Edge of Settlement Study (EoSS) prepared in 2015, presents the total number of sites for which information has been provided to the Council, as the draft BLP seeks to provide for the objectively assessed needs for housing and economic development. The Council does not need to allocate land in the BLP to meet total needs because a certain number of sites have already been developed since the beginning of the plan period, and unanticipated sites, known as 'windfall sites' become available generally later in the plan period.

5.8.5 A significant number of the sites identified in policies in the draft BLP were first consulted on in the 2014 Preferred Options. Further sites have been identified as appropriate for inclusion as a result of being offered by land owners subsequently or due to re-evaluation of previously offered sites. The role of the Green Belt in the determination of appropriate sites is discussed in Section 7 below and it is both national and local policy to continue to protect as much as possible of the 83% of the area of the Borough which is covered by this designation.

5.8.6 Over 220 sites have been submitted, through the Call for Sites, and responses to consultations, lapsed planning permissions and other sources. They are geographically spread throughout the Borough and comprise urban, peripheral and some rural sites.

5.8.7 These sites have been assessed in accordance with the Berkshire HELAA methodology to produce a number of options for site allocations. The options related to the proportion of objectively assessed need for housing and economic development which is met.

5.8.8 The Council has decided to pursue an option for consultation that can provide 14,211 housing units, which fully satisfies the housing need identified. A balance will be sought between the provision of housing and employment and an appropriate number of sites will be allocated in the BLP taking account of the highly significant constraints affecting development in the Borough.

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5.8.9 Specific allocations are presented in Sections 7 and 8 in policies for housing and economic development (Policies HO1 and ED1). Details of the assessment process are included in the Council's HELAA report and the Council is satisfied that the exceptional circumstances required for the limited release of Green Belt are satisfied; further discussion may be found in Section 6.8 below.

5.9 Policy SP1 Spatial Strategy

Policy SP 1

Spatial Strategy for the Royal Borough of Windsor and Maidenhead

1. The Borough Local Plan will provide for 14,211 new dwellings and seek to enable up to 43,320 square metres of employment floor space and up to 9,550 square metres of additional retail floor space in the plan period up to 2032.
2. Development will be focused primarily on the urban area of Maidenhead, and the strategy recognises the national and international significance of Windsor as a significant town centre in the Borough. Proposed development in Ascot with its special characteristics and further retail and employment development will be directed to district and village centres.
3. New housing and economic development will be directed in the first instance to the following strategic locations as identified on the Policies Map:

Strategic locations for development:

- a. Maidenhead town centre
 - b. Ascot town centre
 - c. Maidenhead golf course and associated sites
 - d. The Triangle (Land bounded by M4, A308(M), A330)
 - e. Land west of Windsor, north and south of A308
4. Maidenhead town centre will be the main focus for sustainable growth in the Borough to support its role as a focus within the wider Thames Valley. High density development, well designed with appropriate infrastructure will make the most of the town's transport links and the development of a well integrated transport hub centred on Maidenhead railway station to take advantage of Crossrail connections.
 5. Within Maidenhead town centre, development of tall buildings which enhance its image will be encouraged providing they do not compromise its character and appearance and that of nearby areas, including Conservation Areas.
 6. Windsor town centre has national and international significance as a major focus of visitor and tourist activity based on Windsor Castle and Windsor Great Park. Conservation issues are particularly important and limited development will be permitted which seeks to enhance the town centre's attractiveness and does not compromise its character and appearance.
 7. Ascot town centre will provide the opportunity for the coordinated development of several sites related to Ascot High Street to strengthen its role as a significant centre in the Borough providing a wide range of uses and activities.
 8. Maidenhead Golf Course and land to the south of the golf course (Land south of Harvest Hill Road, Maidenhead; Land south of Manor Lane) as defined on the Policies Map will accommodate 2000 housing units and associated infrastructure.
 9. Land south of A308, north of the M4, and west of Ascot Road (Triangle site) may accommodate industrial and warehousing floor-space.

10. The Green Belt will be protected from inappropriate development in line with the guidance contained in ministerial statements, legislation and policy, and those sites proposed for development which are presently designated as Green Belt are identified in Policies HO1 and ED2 and are supported by evidence which justifies their inclusion as appropriate for development.

11. Previously developed land will be exploited to make the best use of existing facilities. Proposals for the development of previously developed land will be acceptable in principle subject to assessment of impacts and mitigation measures arising from that development.

12. Development proposals will promote sustainability through high quality design, effective and efficient use of land and protection for heritage, natural and built assets. Proposals will be expected to make provision for appropriate infrastructure to support development and will also be expected to adapt to the requirements of climate change, with particular regard to mitigating and avoiding the potential for flooding.

13. Development must be well designed to enhance the unique and distinctive characters and attractiveness of district, local and neighbourhood centres. The Borough Local Plan will be supported by Neighbourhood Plans.

14. In exceptional circumstances community led proposals may deliver development on land that is not normally considered suitable or appropriate for development. Justification of such proposals will be expected to be included in the Neighbourhood Plans. Additionally on such sites there may also be a small element of market development provided for which justification must be provided, particularly with regards to viability.

5.10 Sustainable and community led development

5.10.1 The main purpose of planning is to contribute to the achievement of sustainable development. The Government has placed the presumption in favour of sustainable development at the heart of its approach to planning which is set out in the NPPF. The BLP interprets the national guidance into the local area, and in so doing defines what constitutes sustainable development for the Borough.

5.10.2 National guidance also indicates where development should be restricted including sites protected by the Birds and Habitat Directives, Sites of Special Scientific Interest, Green Belt, designated heritage assets and land liable to flooding as shown on the Policies Map.

5.10.3 The Localism Act 2011 promotes community-led proposals which are driven by local residents, rather than the Council or commercial interests. The Borough wishes to encourage residents to engage directly in the planning of their communities and will support in principle community-led proposals which meet an identified need and have the agreement of the local community. The preferred method of this engagement will be through Neighbourhood Plans.

5.10.4 A Neighbourhood Plan is a community-led framework for guiding the future development, regeneration and conservation of an area and may not be used to constrain the delivery of development inappropriately. The Borough is committed to enabling and assisting neighbourhood planning and recognises that, as part of this, proposals may emerge that have strong community support but are outside the scope of this plan.

5.10.5 Community-led proposals may be delivered on land where development is not normally permitted, for example a community facility on an employment site. In certain circumstances it may be appropriate for a small element of open market development to be provided as part of community-led schemes. Where proposed, the need for the open market development must be demonstrated through financial appraisals which show that the scheme would otherwise not be viable.

5 Spatial Strategy

5.11 Policy SP2 Community Led Development

Policy SP 2

Community Led Development

1. Community led development proposals will be supported where:
 - a. proposals are in general conformity with the strategic policies of the Borough Local Plan set out elsewhere in this document, and accords with the other policies contained in the Plan
 - b. proposals for development are contained in a made Neighbourhood Plan that has been subject to public consultation in line with the Neighbourhood Planning Regulations and can therefore demonstrate clear community support.
2. Proposals for affordable housing in Neighbourhood Plans may be supported in suitable Green Belt locations as an exception to normal policies of control provided that sufficient justification for such an exception has been provided. This should include how the scale of the scheme and range of dwelling sizes, types and tenures is appropriate to the location and level of identified local affordable housing need, and it can be demonstrated that the scheme will be well managed and financially viable over the long term and that any benefits provided by the scheme can be retained by the local community in perpetuity;
3. Elements of open market development delivered as part of a community led development scheme will be considered acceptable where:
 - a. it can be demonstrated through a financial appraisal that it is essential to enable the delivery of community benefit
 - b. it can be demonstrated that the community benefit (such as, but not exclusively affordable housing or open space) is greater than would be delivered on an equivalent open market site.

Quality of Place

Quality of Place

6.1 Context

6.1.1 A key objective of planning is to maintain and where possible enhance the quality of a place. This quality is not only about how an area looks, but also about how it feels and is used. The quality of an area is important to the social, economic and environmental vitality of its community, and is often important beyond the immediate vicinity. These factors make it important to ensure that the qualities of our towns, villages, hamlets, spaces, and countryside are maintained and enhanced, and that new development contributes to these values.

6.1.2 Development can help build community cohesion, define local distinctiveness, and foster a sense of place, or conversely it can harm these assets by not considering fully the impacts or opportunities within a scheme or proposal. Development should be a long-lasting feature within an area, so it is important to get it right.

6.1.3 Further strategic policies relate to the significance of good design, townscape and landscape, River Thames Corridor, Green Belt and countryside character of the Borough.

6.2 Design

6.2.1 All development, redevelopment and conversion should demonstrate design excellence and respond positively to its context. Development in the Borough should create safe, secure and pleasant environments both inside and outside buildings, with careful consideration to the way people use spaces and places. These factors will not only improve quality of life, but will also attract business and visitors to the Borough.

6.2.2 Delivering good design is a key element to this plan and is necessary to ensure that development in the Borough is of high quality. There are many different principles that go into delivering good design including visual factors, functionality, sustainability and local distinctiveness.

6.2.3 Design of any scheme should be a response to the context of a proposal both in terms of where it is located and what it is attempting to deliver. Generic designs are rarely suitable as they deliver development that fails to be distinctive and do not help establish a sense of place. Well designed schemes should look to make the most of existing buildings, greenery, topography, views and other features both on and off the site as an opportunity to develop a unique and attractive scheme.

6.2.4 New design does not have to imitate architectural forms or features, but should recognise the rhythm, height, proportion and plot relationships of existing properties. Where a street has no dominant pattern or form of development, or this has already been radically altered, new development should still generally reflect the pattern of development of its wider context.

6.2.5 The local importance of design and the need to respond to an area is something that is very important to residents as demonstrated in the Cookham Village Design Statement, the Ascot Sunninghill and Sunningdale Neighbourhood Plan and emerging neighbourhood plans. Proposals should be designed to complement local character and, in areas where character can be seen to be low quality, development should seek to raise the standard.

6.2.6 The relationship with neighbouring properties should be considered to avoid conflict through proposals that are overbearing, reduce privacy or may harm outlook or light levels. Imaginative layouts can help reduce the impact of a scheme on neighbours and can create high quality spaces that are both pleasant and functional. Incorporating basic principles included in Secured by Design, such as ensuring that private and public spaces are clearly defined and that pedestrian routes do not become isolated, will assist in making spaces feel safe.

6.2.7 Access to, through and around a scheme should be carefully thought through so that users will feel safe and will not face any unnecessary impediment. New road layouts should prioritise safe, easy and direct pedestrian movement. Good permeability should be delivered and opportunities to enhance accessibility around the community should be secured, particularly where key routes to locations such as schools or retail centres can be provided. Generally gated developments will not be encouraged.

6.2.8 Strong landscaping schemes should be included in all development proposals as they can help to connect a scheme to the wider area and can soften the impact of new development. Landscaping should be used to reduce the domination of car parking, providing screening where appropriate and creating strong boundaries. Where possible, native species should be used, and consideration should be given to the future maintenance of schemes to reduce the costs for future occupiers.

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6.2.9 The Maidenhead Town Centre Area Action Plan (AAP) identifies two areas where tall buildings are considered suitable in principle: the area around the railway station, and; south of Bad Godesberg Way. The AAP suggests a maximum height of twelve storeys (40 metres) based on the height of existing tall buildings. Maidenhead town centre provides an opportunity to create more dynamic variations in building heights and elsewhere contrasting building heights should generally be avoided.

6.2.10 To assist the rejuvenation and optimise the use of land in Maidenhead town centre, greater flexibility in building height than currently outlined in the AAP will be considered, including proposals in excess of the twelve storey (40 metres) maximum height suggested. Proposals across the town centre will be judged on their individual merits whilst ensuring the setting and character of heritage assets, and sensitive areas such as the Conservation Area are protected.

6.2.11 The Borough will view favourably those proposals that have actively sought, and incorporated the views of the local community throughout their design. Neighbourhood Plans may wish to set guidance for what level of community engagement is sought for different developments to be appropriate for the area.

6.3 Policy SP3 Design

Policy SP 3

Design

1. New development should contribute towards achieving high quality design in buildings, spaces and areas.
2. Development proposals will achieve high quality design in buildings, spaces, and connections with the wider community. All development proposals will have regard to the following design principles:
 - a. local character and context: respecting and enhancing where possible the local character, to help establish distinctive neighbourhoods; making the most of existing features on and off site to connect to the local area and create interesting places
 - b. views: retaining important local views of historic buildings or features, positive areas of townscape or scenic importance, and making the most of opportunities to improve views where possible and recognising public views of key landmarks such as Windsor Castle, Eton College and the River Thames
 - c. appearance: incorporating interesting frontages and design details, whilst delivering development that will be appropriate for its use and locality in terms of height, scale, bulk, mass, proportions, built form, rhythm, urban grain, layout and materials
 - d. relationships: achieving a satisfactory relationship with neighbouring properties and between neighbouring properties within a proposed scheme; avoiding unacceptable impacts on the privacy, daylight or sunlight, or outlook of neighbouring properties and potential conflict between uses
 - e. movement and access: delivering easy and safe access and movement for cars, pedestrians, cyclists, and service vehicles, maximising opportunities to enhance permeability and encouraging the use of sustainable modes of transport where possible
 - f. legibility: creating a place that is easy to navigate through the provision of clear and convenient routes, using building identity and landmarks and clear intersections.

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g. public realm: delivering streets, spaces, and other routes which are safe, uncluttered, and that provide a good sense of enclosure and are easily accessible for all, with a clear definition between public and private areas

h. parking: delivering adequate levels of parking that is logical, safe and secure for users and not dominating the landscape

i. landscaping and amenity: including comprehensive landscaping schemes that are integrated into proposals, adequate levels of amenity space both in terms of visual amenity space and useable private, shared or public spaces, linking development with the surrounding area, adding interest and screening where necessary

j. materials: using high quality materials that are suitable for the location and purpose

k. interiors: providing internal spaces that are accessible for all users regardless of disabilities, promoting wellness of users through adequate light and space standards. And being capable of adaptation to meet future needs

l. community safety: minimising the opportunity for crime and anti-social behaviour through design that creates safe places

m. storage: providing adequate, efficient, and secure internal and external storage space, including for recycling waste bins and outdoor equipment, that is integrated into the scheme to minimise visual impact

n. sustainability: development should be sustainable in its design, construction and operation.

3. Within Maidenhead town centre (as defined on the Policies Map) including the area of the Town Centre Area Action Plan, greater flexibility on building heights will be permitted. Tall buildings will be supported where they demonstrate exceptional high quality design and do not cause unacceptable impacts. Advice provided by Historic England or similar bodies on tall buildings should inform development proposals.

4. Developments should be designed in partnership with:

a. the Council through the pre-application service

b. the local community through Neighbourhood Plan groups and other engagement methods appropriate to the proposals and in line with standards set out in the adopted Statement of Community Involvement

c. design panels as appropriate for major schemes, with the cost of the design panel to be borne by the applicant.

5. A Borough Design Guide Supplementary Planning Document will be prepared to illustrate further how this policy will be implemented.

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6.4 Townscape and landscape

6.4.1 The Borough has varied landscapes and townscapes which contribute to its distinctiveness and attraction to residents, businesses and visitors. Retaining this distinctiveness is essential especially in areas of high quality townscape or landscape, and in areas of lower value new development should seek improvements.

6.4.2 Development proposals will be required, through design and access statements, to demonstrate how a proposal takes into account and responds positively to the character of its surroundings. Positive features and views should be retained and opportunities taken to improve the distinctive character through development.

6.4.3 The Borough has carried out a detailed review of the character of its rural and urban areas. A Townscape Assessment was produced for all of the urban areas that are not within the boundaries of the Green Belt. Similarly, a Landscape Character Assessment was produced to provide a starting point for considering the character attributes locally for schemes in areas within the Green Belt, including villages and hamlets that are in the Green Belt.

6.4.4 In urban areas, the Townscape Assessment should be used to identify the character attributes of both the immediate and wider area. Development proposals should demonstrate how they make the most of important townscape features contributing to the specific characteristics identified, including capitalising on any opportunities to enhance local character.

6.4.5 The Landscape Character Assessment identifies a number of landscape character areas which are formed by the nature and geology of the area. It should be used to demonstrate an understanding of the special qualities of the landscape area and how these are taken into account in development proposals. Key elements of local landscape character can include natural features such as trees and hedgerows and also structural features such as walls, fences, buildings and surface materials.

6.5 Policy SP4 Townscape and Landscape

Policy SP 4

Townscape and Landscape

1. Development proposals should respond to the local context, retaining important attributes and where possible enhancing the quality and character of the local area.
2. Using the Townscape Assessment, development proposals in the urban areas should maintain and enhance local character in terms of both the immediate surroundings and streetscene; and at the wider settlement or character type area, respond positively to defining features.
3. Using the Landscape Character Assessment, development proposals in rural areas should maintain and enhance the quality, distinctive local characteristics and features that contribute positively to landscape character and rural views.

6.6 River Thames Corridor

6.6.1 The River Thames is one of the Borough's most important natural and cultural assets, providing extensive leisure, ecological, environmental, landscape and economic benefits. It is essential to ensure that this importance and attraction is preserved whilst welcoming the opportunities the river brings for positive change.

6.6.2 The NPPF states that 'the planning system should contribute to and enhance the natural and local environment by protecting and enhancing valued landscapes.' High quality development proposals within the River Thames Corridor can make a positive contribution to the character and setting of this important landscape.

6.6.3 Policy should support and promote the key heritage attractions associated with the River Thames. This applies to development of all uses and scales with an impact on the River Thames and its setting, including the valley sides and crests which form a distinctive topographical feature, and the flat open floodplain where change could have a significant impact on views from the river.

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6.6.4 In built-up areas, the setting may in places be defined simply by the line of buildings closest to the river, but in other places could comprise a wider area including entire villages such as Bisham, Temple and Hurley due to their relationship to the river and the nature of the valley topography. Similarly, historic buildings and their settings that have a visual or historic link with the river, for example Windsor Castle and Eton College, would also form part of the river setting.

6.6.5 The River Thames flows through the Borough for 25 miles making a unique contribution to the environment and forming one of the Borough's most significant landscape features. It includes stretches of great scenic character, for example steep wooded slopes between Bisham and Maidenhead, and extensive floodplain valleys such as around Hurley. It also has stretches with deep historic associations, often with national importance, such as in Windsor, Eton and Ankerwycke.

6.6.6 The quality of the building and spaces alongside the river makes an important contribution to the Borough's environment and enjoyment of the river. Every stretch of waterway has its own character and this needs to be reflected in the design of new development.

6.6.7 The principles of high quality design are set out in Policy SP3. Particular care will be taken to ensure developments within the setting of the Thames complement the distinctive character of the water frontage and important views. The extent of the setting of the Thames is defined on the Policies Map.

6.6.8 In addition to the scenic and cultural benefits, the River Thames Corridor provides many opportunities for sport and leisure. Some of these opportunities are active, some involving the water, and others simply benefiting from the calm and reflective feeling of being near water. Both active and passive activities can contribute towards improving the health of residents and visitors and should be protected. There is public access to much of the River Thames including the Thames Path National Trail.

6.6.9 River-related services, businesses, and infrastructure, make an important functional contribution to the character and use of the River Thames. This is especially the case for those involving the construction, repair and servicing of river craft; make a vital contribution to the continuation of the historic traditions and function of the River Thames. The Council endorses the principle of supporting sites associated with river-related activities and employment. Opportunities for generating renewable energy will also be supported in principle, provided that they do not adversely impact on the River Thames Corridor.

6.6.10 The variety of wildlife related to the river, its tributaries and islands adds to the enjoyment of the river. Policy SP5 seeks to maintain the ecological value of the river and in appropriate circumstances, restore and enhance natural elements of the riparian environment.

6.6.11 In 2015, the River Thames Alliance published the Thames Waterway Plan, an integrated strategy for the river to 2021. Furthermore, the Environment Agency has produced a River Basin Management Plan, Thames River Basin District in 2009, which seeks to manage the pressures facing the water environment of the river basin.

6.6.12 Policy SP5 seeks to promote the healthy growth in the use of the River Thames for communities, wildlife, leisure and business in ways that are compatible with its character and setting and ecology, and is in line with the objectives of these plans. The Borough will work with adjoining authorities and other partner organisations where needed to prepare wider strategies or projects.

6.7 Policy SP5 River Thames Corridor

Policy SP 5

River Thames Corridor

1. The special character and setting of the River Thames as defined on the Policies Map will be conserved and enhanced, and appropriate development proposals associated with river related activities and employment will be supported.
2. Particular care will be taken to ensure developments within the setting of the Thames complement the distinctive character of the water frontage and important views. Existing riverside access will be maintained and opportunities examined to extend access to the River Thames and adjoining sites.
3. Where appropriate, development proposals within the River Thames Corridor will be required to
 - a. protect, and where possible enhance, views to and from the river
 - b. meet the principles of high quality design set out in this plan, having special regard to the riverside setting and water frontage character, and considering views of proposals from all public vantage points, including from the river
 - c. protect and conserve landscape features, buildings, structures, bridges, archaeological remains that are associated with the Thames and its history and heritage
 - d. maintain, and where possible enhance, public access for riverside walking, river corridor cycling, and fishing and boating
 - e. maintain tree cover, riverbank vegetation, stability of river banks and conserve or improve the ecological value of the area including its role as a wildlife network. There may be opportunities for the restoration and enhancement of natural elements of the river environment that should be incorporated within the design of new developments.
4. Appropriate proposals for sport, leisure, and river-related employment, infrastructure, and renewable energy generation will be supported where they meet the above criteria and where they will not obstruct access along or to the river for any users, or harm its ecological value
5. The principle of supporting sites associated with river-related activities and employment will be supported. Opportunities for generating renewable energy will also be supported in principle, provided that they do not adversely impact on the River Thames Corridor.
6. The ecological value of the river will be maintained and in appropriate circumstances, restored and enhanced together with natural elements of the riparian environment, and proposals should seek to promote the healthy growth in the use of the River Thames for communities, wildlife, leisure and business in ways that are compatible with its character and setting and ecology, and in line with the objectives of the Thames Waterway Plan and the Environment Agency's River Basin Management Plan.

6.8 Green Belt

6.8.1 The whole of the Borough lies within the Metropolitan Green Belt which, with the exclusion of the larger settlements, comprises 83% of the Borough's area. Much of the Green Belt is used for agriculture, forestry, open land and recreational uses, but it also includes a number of small villages and hamlets, educational establishments and other institutional uses, employment premises and mineral workings.

6.8.2 The spatial strategy for the Borough is to a large extent determined by the extent of the Green Belt, and the towns and villages which are excluded from the Green Belt are regarded as the most sustainable locations for development by virtue of their existing access to services and facilities, and the availability of previously developed land. As well as continuing to restrict development in the Green Belt as set out in national

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policy, another key way to achieve a sustainable pattern of development is by promoting a strong and vibrant countryside character. This approach is consistent with national policy that promotes economic growth in rural areas in order to create jobs and prosperity.

6.8.3 National government policy assigns great weight to the protection of the Green Belt, which is regarded as the primary constraint on the location of new development in the Borough. This is supplemented by the results of public consultation during the preparation of the BLP in 2009 and 2014 which overwhelmingly supported protection of the Green Belt.

6.8.4 In reviewing the availability of sites for development outside the Green Belt against the objectively assessed needs for housing and economic development as identified in Section 5 above, it is apparent that it is not possible to accommodate all anticipated development needs in the Borough during the plan period without using a limited area of the Green Belt. The most recent 'call for sites' took place in June 2015, and provides the basis for the assessment of suitable land for development throughout the Borough.

6.8.5 The Green Belt and Edge of Settlement studies conducted between 2013 and 2016 assessed land on the edge of settlements which are themselves excluded from the Green Belt for development. The purpose of the 2016 Edge of Settlement Study : Part 1 - Green Belt Purpose Assessment is to consider specifically how land currently designated Green Belt performs against the purposes of Green Belt as defined in the NPPF. This assessment therefore builds on the strategic level Green Belt Purpose Analysis (2013) which comprehensively considered all land designated Green Belt within the Borough.

6.8.6 In the Green Belt Purpose Analysis (2013) the options of establishing a new settlement and the significant expansion of an existing settlement that would alter the existing settlement hierarchy were both rejected by the Council through the sustainability appraisal process as unreasonable. Having identified those parcels of land in Part 1 which perform least well against the purpose of the Green Belt, further indicators of their suitability were considered in the Edge of Settlement Study: Part 2 - Constraints, Opportunities and Delivery Assessment.

6.8.7 The Council examined in detail the scope for parcels of land on the edge of existing settlements to be released from the Green Belt where it is considered that:

- development could reasonably be fitted into the urban fabric;
- landowners have indicated that they are willing to promote the site for development;
- contributions that the proposed sites make to Green Belt purposes are modest; and
- a range of other planning requirements are satisfied (for example, in terms of flood risk, impacts on wildlife, impacts on landscape and impacts on the historic environment.)

6.8.8 The EoSS informs the HELAA study which provides a comprehensive assessment and inventory of available and suitable sites for development based on the range of criteria as noted above. These comprise sites in the Green Belt which have been previously developed together with a limited number of sites for new development where Green Belt objectives have been compromised or are not as relevant as previously, and these comprise the exceptional circumstances required by the NPPF for the release of Green Belt.

6.8.9 There are a number of villages that are washed over by the Green Belt. Development proposals within these villages will continue to be determined according to the guidance in the NPPF. Exceptions to the general presumption against development are either proposals supported by a case of special circumstance or those detailed by Paragraphs 89 and 90 of the NPPF which allow for limited infilling in settlements and limited affordable housing for local community needs under policies set out elsewhere in this plan.

Residential and non-residential development including agricultural and forestry workers dwellings

6.8.10 The acceptability of additional development in the Green Belt is guided by national policy where there is scope for a replacement of an existing building in the same use, or the extension or alteration of a building, or re-use of a building of substantial and permanent construction. There is a general presumption that inappropriate development proposals not supported by a case of very special circumstances will not be supported by the Council.

6.8.11 National policy states that the extension or alteration of a building (in the same use) or the replacement of a building, subject to key tests, is not inappropriate development in the Green Belt. To apply this effectively, the policy balances the need to control the re-use and replacement of non-residential buildings in the Green Belt, with the BLP's objective to maintain a buoyant and broad-based economy in the countryside parts of the Borough.

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6.8.12 The Borough will impose such conditions as may be appropriate to ensure that the openness of the Green Belt and the purposes of including land within it are maintained and identification of the extent of any residential curtilage. This may include withdrawal of permitted development rights. The Town and Country Planning (General Permitted Development)(Amendment)(England) Order 2015) GPDO (As amended) permits existing buildings used for agricultural purposes to be used for purposes supporting rural growth.

6.8.13 National planning guidance states that new homes should be sustainably located and this will normally be within existing towns and villages. The construction of new dwellings in the Green Belt constitutes inappropriate development and requires very special circumstances to be shown before they can be permitted. Very special circumstances may exist if a new dwelling is required for those engaged in agriculture or forestry where there is both an essential and permanent need for a worker to be housed at their place of work. The need for a new dwelling in the Green Belt for a worker engaged in any other type of enterprise will be judged on a case by case basis. Any such dwelling should be proportionate to the holding or other enterprise it is intended to serve, not the personal preference of the occupier. For this reason consideration may be given to the removal of permitted development rights for the extension of dwellings so approved to ensure that the dwelling remains proportionate and available to the agricultural holding in the long term.

6.8.14 To demonstrate that the need is essential applications for new dwellings in the Green Belt should show that a new dwelling is required on the grounds of animal welfare or agricultural/forestry processes, where attendance is needed at short notice, at all times of the day or night and where failure to attend could lead to serious loss of crops or livestock. The location of the dwelling must be suitable for this purpose. To demonstrate that the need is permanent, applications for new dwellings in the Green Belt should show that the worker is required on a full time basis, the enterprise is sound enough to support a permanent need both now and as far as can reasonably be seen ahead and that the dwelling will remain available while ever the need remains.

6.8.15 Where a new dwelling is being proposed to support a new agricultural or forestry enterprise, or where immediate viability cannot be established but there is a clear functional need, only a temporary planning permission will be granted initially so as to allow the enterprise to be developed or viability to be established. Temporary permission will normally be for a period of three years. Permission for a temporary dwelling should not be approved where a permanent dwelling would not be acceptable. If by the end of the initial three year period the viability of the enterprise cannot be demonstrated temporary permission will not normally be renewed nor will permission be granted for a permanent dwelling. If however, there is clear evidence that a permanent need is being established at the site the local planning authority may exceptionally agree an appropriate extension. If the need cannot be demonstrated then the local planning authority would require the building to be removed as it would be unlikely that a need would be established without repeated renewals.

6.8.16 It is reasonable to put in place mechanisms to ensure that both the proposed dwelling and any existing dwellings within the holding are retained for use by the enterprise. This will prevent further demand for dwellings in the Green Belt either because an existing dwelling has ceased to be available or because separate businesses have been created each with a need for residential accommodation. This will be achieved by the use of occupancy conditions. Agricultural occupancy conditions will only be removed where it can be clearly demonstrated that the need for which the dwelling was approved no longer exists.

Facilities for outdoor sport, outdoor recreation and cemeteries

6.8.17 There are many existing sport and recreation facilities in the Green Belt, including stables, football pitches, golf courses, cricket grounds etc. The Green Belt in the Borough also contains a number of cemeteries. For their continued proper functioning the need for new associated buildings occasionally arises. As the principal objective of Green Belt policy is to maintain an open character it follows that any new building, as well as the treatment of associated outside space, including for access and car parking should be no more than is genuinely required to enable that use to be carried on. Even then the consequent impact on the Green Belt may render a proposal unacceptable. In accordance with core planning principles it will be preferable if an existing building can be converted to provide the accommodation required.

6.8.18 Any development, including any new access, car parking areas, floodlighting or additional curtilage, should be unobtrusive and will not be acceptable where it would create a significant and essentially urban element in the landscape to the detriment of its Green Belt setting. Consideration will be given as to whether the new facility proposed would lead to the expansion of the existing use to the extent that it would become unacceptable in its location because the noise and other disturbance it would generate, both on site and on the road network leading to the site, would be harmful to the amenity of local residents or people visiting the area for recreation. In these cases permission should not be forthcoming.

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6.8.19 As a consequence of changes to agricultural practises and a decline in agriculture generally, the fragmentation of former agricultural holdings often results in individual land parcels being used for the keeping and grazing of horses, where a need for new stabling, including associated buildings for the storage of feed and tack, can arise. Usually the proposal will be for ready-made stables and these are generally acceptable where they are of timber construction and can be appropriately and unobtrusively sited. The use of more permanent materials should be resisted as this can result in a proliferation of permanent structures to the detriment of the open character of the landscape should the use as a stable cease. Stables should where possible be sited where access already exists, as the impact of any new access will be taken into account in assessing impact. In all cases the local authority will ensure that regard has been made of latest guidelines on the welfare of horses to ensure that the scale of the proposal is proportionate to the amount of land associated with it. Proposals deemed excessive will not be acceptable.

6.8.20 Facilities for the exercising of horses, (usually referred to as menages), riding arenas, training facilities and horse walkers may be acceptable in the Green Belt as they are associated with an open land use, provided that they can be unobtrusively located and designed and do not detrimentally impact on residential amenity, highway safety and landscape quality. They are structures that require a large, flat surface and in many cases this cannot be achieved without a significant degree of engineering involving the realignment of slopes and erection of retaining structures. This can have a significant impact on the character and appearance of the local landscape and any proposal that would result in a detrimental impact will not be acceptable. Where the degree of engineering and impact can be accepted, it will be expected to be mitigated through the use of appropriate hard and soft landscaping. This will include consideration of the type of surfacing and boundary treatment proposed which should be appropriate to the character of the surrounding landscape.

6.8.21 Floodlighting at menages will not be accepted as this is deemed to have an undesirable urbanising effect and can lead to unacceptable light pollution in the countryside.

6.9 Policy SP6 Development in the Green Belt

Policy SP 6

Development in the Green Belt

1. The Metropolitan Green Belt is defined on the Policies Map and the open and rural character of the Green Belt will generally be maintained and supported to safeguard the Borough from inappropriate development.
2. Boundaries of existing settlements washed over by the Green Belt, (as defined on the Policies Map) will be maintained in order to identify limits to any infilling. The Council will determine whether any local exceptional circumstances exist to warrant any changes to those boundaries.

Residential

3. New residential development in the Green Belt will only be permitted where:
 - a. the development proposal would be entirely contained within the boundary of a settlement or constitutes limited infilling within the boundaries of a village as defined on the Policies Map
 - b. Proposals for new dwellings associated with agriculture or forestry will normally be acceptable where:
 - i. there is both an essential and permanent need for the new dwelling based on the functional requirements of the enterprise it is intended to serve;
 - ii. the new dwelling is suitably located for the purpose for which it is intended;
 - iii. there is no other suitable accommodation available in nearby settlements, no available existing dwelling on the holding and no suitable existing building on the holding available for conversion to residential use that would meet the demonstrated need;
 - iv. it can be clearly shown that residential accommodation is required to establish an agricultural or forestry business in the green belt.
 - c. where there would be no other justification for such accommodation, consideration will be given only to the grant of planning permission for the siting of a mobile home or other suitable form of temporary accommodation for a maximum of three years. If at the end of this period viability cannot be demonstrated the temporary accommodation would be expected to be removed and the site restored, unless there is clear evidence that a permanent need will be established within a period to be agreed with the local authority;
 - d. a satisfactory mechanism will be put in place to secure the long term control of the dwelling by the business and of any other dwelling that meets the need of the business. Occupancy of the dwelling in question (and of any other dwelling that meets the need of the business) will be restricted to persons solely, mainly or last working in agriculture or in forestry. In all cases the history of the enterprise will be scrutinised and where fragmentation has occurred to sever land from agricultural dwellings or from buildings that could have been converted to residential use a new dwelling will not normally be permitted.
 - e. any proposals for a new dwelling deemed disproportionate in scale to the enterprise it is intended to serve or inappropriately sited or designed in terms of impact, including the treatment of land around it, will not be acceptable. Consideration will be given to the removal of permitted development rights for the extension of any dwelling so approved where it is felt that extension could risk rendering the dwelling disproportionate to the holding and so unlikely to remain available for future occupation by an agricultural worker.

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- f. the development proposal relates to the rebuilding or one-for-one replacement of an existing habitable dwelling of permanent construction where the residential use is not seasonal or occasional and which has not been abandoned and which will not have a materially greater impact than the original building
- g. the development proposal relates to affordable housing on rural exception sites
- h. the development proposal relates to affordable housing on rural exception sites through a community led proposal identified in a made Neighbourhood Plan

Non-residential

5. Development proposals for the reuse or replacement of non residential buildings in the Green Belt will only be permitted where:

- a. an existing lawful building remains that is substantially complete
- b. the building is of permanent and substantial construction and its form is in keeping with its surroundings and would not require extensive reconstruction or a material change in size or scale
- c. the proposed use would not have a materially greater impact than the present or last approved lawful use on the openness of the Green Belt and the purposes of including land in it
- d. the reuse of a building for business and industrial uses should be appropriate in size and viability to agricultural units or buildings on the farm. Appropriateness should be tested against the context of the locality as justified in a farm management plan.

Equestrian

In the Green Belt proposals for new buildings or structures associated with outdoor sport, outdoor recreation or cemeteries will normally be acceptable provided that;

- a. the scale of the building is no more than is genuinely required for the proper functioning of the enterprise or the use of the land to which it is associated;
- b. the building is unobtrusively located and designed so as not to introduce a prominent urban element into a countryside location, including the impact of any new or improved access and car parking areas;
- c. there is no detrimental effect on landscape quality, residential amenity or highway safety.

6.10 Countryside character

6.10.1 The BLP seeks to protect and enhance the distinctive character and heritage of its settlements and countryside that surrounds them, by steering growth towards the urban areas and by also promoting a strong and vibrant countryside character. The Borough Local Plan sets out to ensure that development seeks to maintain the open and rural character of the countryside; and Green Belt and other rural areas to help promote a living, working and vibrant countryside.

6.10.2 Five key countryside principles are important to the delivery of the BLP and sit alongside and complement Green Belt objectives:

- a. important role of the Metropolitan Green Belt as the first significant open space west of London
- b. protection and enhancement of the environmental quality of the borough
- c. conservation and enhancement of the Borough's natural beauty and historic and cultural heritage
- d. support and enhancement of people's understanding and enjoyment of the countryside
- e. promotion of economic and social health and well-being of local communities.

Quality of Place

6.10.3 Whilst striving for greater versatility in the rural area, the BLP seeks to ensure that proposals for development in the countryside are appropriate to their location, small in scale and do not detract from the character of the area. Care should also be taken over the scale, siting, design and materials employed in any new buildings so as to limit the impact on the character of the countryside.

6.10.4 The BLP draws together key activities that the Borough wishes to support in the countryside; its purpose being to manage general change within the countryside. Suitable rural enterprise schemes in appropriate locations can help to support local communities and agriculture, and other rural pursuits can assist in maintaining rural character. There are also other policies that deal with the re-use or replacement of non-residential buildings, rural tourism, rural housing, infilling within villages and limited infilling or redevelopment of previously developed sites all of which are subject to the normal Green Belt tests.

6.11 Policy SP7 Countryside Character

Policy SP 7

Countryside Character

1. Development proposals in the countryside will need to respect its character. Development proposals for infrastructure in the countryside will be permitted where it can be demonstrated that there are very special circumstances which outweigh any harm to the Green Belt. Communities within the Borough will be encouraged to identify important characteristics of their rural places and to develop suitable approaches to support the countryside through Neighbourhood Plans and or Village Design Statements.
2. Development proposals will be permitted where very special circumstances can be demonstrated that take into account the following principles:
 - a. development located where it would be viewed against existing built form and sited adjacent to existing settlements, making the best use of existing community infrastructure
 - b. the scale of proposed development should be appropriate to its location
 - c. design and layout should respect the character and appearance of the countryside and landscape setting
 - d. development proposals should not lead to a level of activity including traffic which is incompatible with the rural character of the area
 - e. the best and most versatile agricultural land and woodland is protected from development.
3. Development proposals for the following types of development will be permitted, subject to the requirements of policy regarding the Green Belt:
 - a. development for agriculture
 - b. the re-use or replacement of non-residential buildings
 - c. rural tourism and leisure development that benefits businesses, communities and visitors in rural areas
 - d. limited infilling in village, and limited affordable housing for local community needs
 - e. limited infilling or the partial or complete redevelopment of previously developed sites.

7.1 Context

7.1.1 The BLP supports the provision of housing to ensure that homes are available in the Borough to meet future needs. Deciding the scale, distribution and type of new homes that are to be provided in the future are amongst the most significant issues that the Borough Local Plan should address.

7.1.2 It is vital to make the best and most efficient use of previously developed land to minimise the amount of new land required for house building and this includes the redevelopment of existing sites at higher densities, changing the use of some redundant employment sites, encouraging flats above shops and new housing development in town centre opportunity areas, and development on other previously developed windfall sites.

7.1.3 The Council has determined that to meet the level of need for housing in the Borough there will need to be a limited amount of development and redevelopment on land presently designated as Green Belt. Strategic locations have been identified in Policy SP1 and further sites are identified in spatial policies for housing, economic development, retail and other uses and activities.

7.1.4 The Council will monitor the supply of housing land to ensure that a five year supply of deliverable sites is maintained as required by Government legislation. The Council will also keep under review the monitoring and updating of housing land supply data through the Authority Monitoring Report.

7.2 Amount and distribution

7.2.1 The NPPF requires local authorities to meet the full objectively assessed need for housing unless the impacts of doing so would significantly and demonstrably outweigh the benefits when assessed against the NPPF as a whole, or specific policies indicate that development should be restricted. This is placed against the background of positively seeking opportunities to meet need and the BLP takes a positive approach to providing for the identified level of need across the Borough as noted in the spatial strategy(Policy SP1).

7.2.2 The spatial strategy proposes the provision of 14,211 new homes within the Borough in strategic locations as identified in Policy SP1, sites in existing settlements, previously developed sites in the Green Belt, and a limited number of sites which will be released from the Green Belt due to the exceptional circumstances identified by this Local Plan. The spatial strategy pursues with vigour the more intensive use of urban land, particularly in town centre locations.

7.2.3 The result of the step change in the level of housing provision within Maidenhead town centre will result in higher urban density development and revitalising the central area by increasing the number of residents and increasing the vitality and vibrancy of the Town Centre particularly into the evenings and weekends. The Council is also allocating a number of smaller brownfield sites elsewhere which will make a valuable contribution towards meeting the identified need for housing. There is a number of sites where a mix of uses is proposed including housing, employment, retail and community facilities and details are provided on the individual site proformas.

7.2.4 The Council will be supportive of new residential development on the number of small sites that are impractical to identify in advance which unexpectedly become available during the plan period providing that the sites are suitable and appropriate for residential development. This source of land recycling is expected to provide for at least an additional 1,950 new dwellings over the plan period based on recent trends.

7.2.5 As noted in Section 5.8 above, the Council has examined in detail the scope for parcels of land on the edges of settlements to be released from the Green Belt in the Edge of Settlement Study, Volumes 1 and 2; where:

- a. development could reasonably be fitted into the urban fabric of existing settlements
- b. landowners are willing to promote development
- c. the contributions that the parcels make towards Green Belt purposes are considered to be modest
- d. a range of other planning requirements are able to be satisfied e.g in terms of flood risk, impact on landscape, wildlife or heritage.

Housing

7.2.6 National policy and guidance require the objective assessment of the future need for housing over a functional housing market area; an area which reflects the key functional relationships between places where people live and work. The assessment should identify the scale and mix of housing that meets the household and population projections, taking account of migration and demographic change.

7.2.7 The Borough forms part of a wider Strategic Housing Market Area and has close links with other Housing Market Areas in neighbouring areas. The Council has worked collaboratively with the other Berkshire authorities and the Thames Valley Berkshire LEP to produce a joint Strategic Housing Market Assessment (SHMA.) The Berkshire wide SHMA has identified a level of objectively assessed need for the Borough of 712 dwellings per annum or 13,528 new dwellings over the plan period from 1st April 2013 to 1st April 2032.

7.2.8 The approach to identifying sites seeks to meet the identified need for housing in line with the expectations of national policy and guidance and reflects the requirement for all local authorities across the Housing Market Areas to do more to increase housing land supply. It is important to note that the Borough Local Plan housing requirement does not represent the only source of new dwellings that can be accommodated. Ancillary accommodation created through the extension of properties and some forms of shared accommodation do not require planning permission but will still make an important contribution to meeting housing needs as will provision arising from changes to permitted development rights.

Housing provision

7.2.9 The BLP aims to accommodate a significant increase in housing provision over the plan period. This includes continued work to identify emerging windfall sites and working with other agencies such as central government, to ensure that the optimum use of surplus land and facilities is made to accommodate need, and working with Neighbourhood Plan groups to identify further sites for housing.

7.2.10 The BLP makes provision for 14,211 new dwellings over the plan period from 2013 to 2032. A significant contribution of 3,772 new dwellings towards meeting this target has already been made by sites which have either been developed or are committed.

7.2.11 A further contribution of 1,950 dwellings is made by small sites and windfalls over the plan period. It is proposed to allocate a number of former Green Belt sites to accommodate new dwellings, and 1,500 new dwellings within an area which includes the Maidenhead Town Centre Area Action Plan boundary.

Category	Amount
Completions since 1st April 2013	1,476
Commitments (sites with planning permission)	2,296
Small sites allowance/windfall (unidentified sites)	1,950
Allocations (defined in Policy H01)	8,489
Total	14,211

Table 7 : Housing supply

Housing delivery and targets

7.2.12 Government policy requires the Council to illustrate the expected rate of housing delivery through a housing trajectory for the plan period. The Council is also required to identify a supply of specific deliverable sites sufficient to provide five years worth of housing against its housing requirements as set out in previous assessments. Housing delivery in the first three years of the plan period in 2008 was as follows:

Time period	2013/ 2014	2014/ 2015	2015/ 2016
South East Plan ⁽¹⁾ housing target			
Emerging Borough Local Plan housing target	420 ¹	420 ¹	420 ¹
No of new dwellings completed	360	514	602

Table 8 : Historic Housing Delivery

7.2.13 The BLP should identify and update annually a supply of specific deliverable sites sufficient to provide five years worth of housing against housing requirements, with an additional buffer to ensure choice and competition in the market for land related to the rate of housing delivery. The plan is also required to identify a supply of specific, developable sites or broad locations for growth for years six to ten of the plan period, and where possible years eleven to fifteen, and will need to show a trajectory of expected housing delivery throughout the plan period.

7.2.14 NPPG recommends that the assessment of a local delivery record is likely to be more robust if a longer term view is taken, since this is likely to take account of the peaks and troughs of the housing market cycle. Housing delivery within the Borough has historically been above the Berkshire Structure Plan housing target and South East Plan housing target with the exception of the reduced returns in 2010/11 to 2012/13, which were due to the effects of the economic recession.

7.2.15 Delivery rates have since recovered and are currently rising above past trends and the Council will publish annually, via the Monitoring Report, details of the five year housing land supply which will include a list of the sites considered to comprise the supply as at 1st April each year. Targets for the delivery of housing for each year over the plan period are presented below and indicate the implications of achieving the objectively assessed need over the first five year period.

7.2.16 The five year housing land supply figure comprises sites that are considered to meet as closely as possible the criteria for deliverability as required by the NPPF, paragraph 47, in that they are available, suitable and achievable within five years. Included within the five year supply is an allowance for windfalls, based on previous historical patterns of delivery within the Borough, in line with the NPPF Paragraph 48, sites with planning permission, site allocations as identified in Policy HO1.

year	2013/16	2014/17	2017/18	2018/19	2019/20
units	2013/14 1260	420	420	420	730
year	2020/21	2021/22	2022/23	2023/24	2024/25
units	730	730	730	850	850
year	2026/27	2027/28	2028/29	2029/30	2030/31
units	850	850	850	850	850

Table 9 : Housing Delivery Targets

7.2.17 A more detailed Five Year land Supply and Trajectory Statement is being produced which will identify the sites included in the BLP comprising the five year supply. Increasing the housing delivery from past trends to the levels required to meet demand during the plan period will require a market adjustment and delivery of the necessary infrastructure, particularly for larger sites.

Housing

7.3 Housing development sites

Housing development sites

7.3.1 Sites are allocated for housing through the process described in Sections 5 and 7.2 above as the result of the application of criteria identified in Section 7.2 above and through the sustainability appraisal process. Allocated sites in Policy HO1 are in the following five categories:

- strategic locations for development
- Maidenhead
- Windsor
- Ascot, Sunningdale and Sunninghill
- other areas.

7.4 Policy HO1 Housing Development Sites

Policy HO 1

Housing Development Sites

1. The following sites are allocated for housing development and defined on the Policies Map. Further information on the site allocations is presented on the site proformas. The proformas indicate the necessary infrastructure that will be required to support the sustainable development of the allocated sites.

Site reference	Site	Estimated Capacity (Net)
	Strategic locations	
	Maidenhead town centre	
HA1	Railway Station	150
HA2	Reform Road	150
HA3	Saint-Cloud Way	640
HA4	West Street	240
HA5	York Road	320
	Maidenhead Golf Course and associated sites	

Site reference	Site	Estimated Capacity (Net)
HA6	Maidenhead Golf Course	2000
HA7	Land south of Harvest Hill Road, Maidenhead	350
HA8	Land south of Manor Lane, Maidenhead	180
HA9	Land south of the A308(M), west of Ascot Road and north of the M4 (Known as the Triangle Site)	150
HA10	Ascot Town Centre	300
HA11	Land west of Windsor, north and south of A308	650
	Maidenhead	
HA12	Boyn Valley Road Industrial Area, Maidenhead	300
HA13	Exclusive House, Oldfield Road, Maidenhead	30
HA14	Land south of Ray Mill Road East, Maidenhead	60
HA15	Middlehurst, 90-103 Boyn Valley Road, Maidenhead	45
HA16	Osbornes Garage, 55 St Marks Road Maidenhead	20
HA17	Tectonic Place, Holyport Road, Maidenhead	25
HA18	Land between Windsor Road and Bray Lake, south of Maidenhead	140
HA19	Land east of Whitebrook Park, Lower Cookham Road, Maidenhead	75
HA20	Land east of Woodlands Park Avenue and north of Woodlands Business Park, Maidenhead	300
HA21	Land known as Spencer's Farm, north of Lutman Lane, Maidenhead	300
HA22	Land north of Breadcroft Lane and south of the railway line, Maidenhead	100
HA23	Land west of Monkey Island Lane, including water treatment works, Maidenhead	100
HA24	Summerleaze, Summerleaze Road, Maidenhead	80
	Windsor	
HA25	Minton Place, Victoria Street, Windsor	75
HA26	Shirley Avenue (Vale Road Industrial Estate), Windsor	80
HA27	Territorial Army Centre, Bolton Road, Windsor	25

Housing

Site reference	Site	Estimated Capacity (Net)
HA28	Windsor and Eton Riverside Station Car Park, Windsor	30
HA29	Windsor Police Station, Alma Road, Windsor	35
	Ascot, Sunninghill and Sunningdale	
HA30	Ascot Station Car Park, Ascot	35
HA31	Englemere Lodge, London Road, Ascot	10
HA32	Heatherwood Hospital, Ascot	250
HA33	Silwood Park, Sunningdale	75
HA34	Sunningdale Park, Sunningdale	230
HA35	Gas holder site, Bridge Road, Sunninghill	53
HA36	Broomhall Car Park, Sunningdale	28
HA37	White House, London Road, Sunningdale	10
	Other Areas	
HA38	Cookham Gas holder, Whyteladyes Lane, Cookham	60
HA39	Land east of Strande Park, Cookham	20
HA40	Land north of Lower Mount Farm Long Lane Cookham	200
HA41	Land north and east of Churchmede Secondary School, Priory Road, Datchet	175
HA42	Land at Slough Road/Riding Court Road, Datchet	150
HA43	Land north of Eton Road adj to St Augustine's Church, Datchet	35
HA44	Land east of Queen Mother Reservoir, Horton	130
HA45	Land adjacent to Coppermill Road, Horton	27
HA46	Straight Works, Old Windsor	20
HA47	95 Straight Road, Old Windsor	11
HA48	Tithe Farm, Tithe Lane, Wraysbury	20
	TOTAL	8,489

7.5 Meeting housing need

7.5.1 The Borough seeks to deliver a wide variety of high quality homes that will provide all tenures, types and sizes of housing to meet the needs and demands of different people in the community. This will include housing for older people, people with disabilities, the travelling community, students and others in the community with specialist housing needs. The provision of new dwellings will take account of local need to allow for a genuine choice of housing options and the creation of sustainable, balanced and mixed communities.

Protection of existing stock

7.5.2 Given the pressure on existing housing stock the Borough wishes to offer protection to land that benefits either from a planning permission that allows for residential development or that comprises part of the extant housing stock. This will also help towards creating a balanced and mixed community in line with national guidance. Offering protection to existing housing stock will also help to reduce the need to travel by providing accommodation within the Borough and going some way to reducing the pressure on Green Belt to provide housing land.

7.5.3 The unique constraints that operate within the Borough including the very high percentage of land within the Green Belt, the quality of the historic and natural environment; the pressure for housing which arises from the proximity of the Borough to London; and the excellent transport links mean that the most efficient use of existing housing stock must be made. The policy approach in the BLP aims to protect existing housing stock and land but also recognises that there may be some limited circumstances that mean that some housing may be lost, for example development proposals that involve the re-provision of housing at a higher density that exists on the extant site.

Self or custom build

7.5.4 The Government is actively supporting the self and custom-build sectors for people who wish to design and build their own home. The Borough is obliged to keep a register of people and interested associations that are seeking land to construct self build or custom build housing. Regard will be had to the information on the register when the Borough is carrying out its planning, housing, land disposal and regeneration functions.

7.5.5 Self-build and custom housebuilding registers provide valuable information on the demand for self-build and custom housebuilding in a relevant authority's area and provide evidence base of demand for this type of housing. Future demand for such plots will be kept under review and this may lead to the allocation of further sites to meet expressed demand.

Housing

7.6 Policy HO2 Meeting Housing Need

Policy HO 2

Meeting Housing Need

1. The provision of new homes should contribute to meeting the needs of current and projected households by having regard to the following principles:
 - a. provide an appropriate mix of dwelling types and sizes
 - b. be adaptable to changing life circumstances
 - c. for proposals of 20 or more dwellings, at least 5% of dwellings should be delivered as fully wheelchair accessible.

2. Development proposals for residential care will be only be permitted where they meet local commissioning priorities or a demonstrable local community need has been established.

3. Development proposals should demonstrate that housing type and mix have been taken into account and show how they seek to demonstrate how dwellings have been designed to be adaptable.

4. Development proposals should not result in a net loss of existing dwellings or land that provides for residential uses unless such a loss is justified by specific circumstances. The Council will only support development proposals that would result in the net loss of residential accommodation where one or more of the following criteria are met:
 - a. retention of the residential use would be undesirable due to proven environmental constraints
 - b. the development proposal would provide an essential community service or another form of residential accommodation;

5. Development proposals that would result in the partial loss of an existing unit of residential accommodation to non residential use will only be permitted where one or more of the following criteria are met:
 - a. the nature and intensity of the non residential use would not detract from the occupation of the retained residential accommodation, or
 - b. the retained residential accommodation would be of a satisfactory standard including living space and residential amenity.

7.7 Affordable housing

7.7.1 The Borough is considered to be one of the most prosperous areas in the country with very high house prices and lack of supply, particularly with regard to affordable housing. The Borough enjoys a close proximity to London with excellent transport links, a great number of employment and leisure opportunities and a vibrant local economy, and this serves to increase demand for housing which in turn leads to increased house prices.

7.7.2 Affordability is a measure of whether housing can be afforded by certain groups of households and is defined by the relationship between local incomes and the local general housing market. Therefore, the ability of a household to satisfy its own housing requirement is fundamentally a factor of the relationship between local house prices and household income.

7.7.3 The high cost of home ownership in the Borough has always presented an issue of affordability for many of the Borough's residents and leaves many people unable to afford market housing. In addition the high cost of renting on the open market leaves many local people unable to afford this tenure without dependency on benefits. This increases the demand for the provision of affordable housing. The current SHMA shows that there is a need for an additional 434 new affordable homes in the Borough every year.

7.7.4 Affordability is a major concern to those on the lowest earnings, who are generally first time buyers. The Borough's affordability ratio of median house price to salary is 13.45 (CLG, 2015) which means that house cost, on average, over thirteen times the average salary. Due to the high price of housing many lower paid and lower skilled jobs are filled by people who cannot afford to live in the Borough and this has led to an increase in commuting.

7.7.5 The Council has a corporate policy to encourage affordable housing, including key worker housing. The Council seeks to encourage more residents to invest in securing their own housing in the Borough and thus the provision of a broader range of affordable housing products to meet the demand across the whole of the local housing market.

Hierarchy of provision - alternative sites

7.7.6 The Council will expect new affordable housing to be provided on site in the first instance. If, in accordance with the policy, a case is advanced justifying provision on an alternative site, it will be the responsibility of the applicant to identify a suitable alternative or donor site. To ensure no overall loss of affordable units, the alternative site will be expected to deliver those units foregone on the original site plus any affordable units that would be required should the alternative site in itself also trigger the requirement to provide affordable housing. In such circumstances the Council will require an amount of affordable housing commensurate with that which could have been secured had the site come forward in its own right in addition to the quantum of affordable housing to be provided to secure compliance with obligations for the original site.

7.7.7 The delivery of affordable housing will be provided in accordance with the following order of priority.

- a. on-site as part of the development and distributed across the development as much as is reasonable and practical to create a sustainable, balanced community.
- b. on an alternative site, only if provision would result in a more effective use of available resources or would meet an identified housing need, such as providing a better social mix and wider housing choice.
- c. a financial payment to be utilised in providing affordable housing on an alternative site.

7.7.8 Planning conditions and/or obligations will be used to ensure that the affordable housing will remain at an affordable price for future eligible households, or for the subsidy to be recycled to alternative affordable housing provision.

Viability

7.7.9 In exceptional circumstances, where the provision of affordable housing in accordance with this policy is not economically viable, the Council will expect the submission of financial appraisal information alongside the planning application. Applicants will be expected to pay for an independent review of the information submitted.

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7.7.10 If the Council is satisfied that affordable housing cannot be provided in accordance with this policy, it will seek to negotiate alternative provision. Reference may be made to the economic viability analysis provided for the Community Infrastructure Levy which is now implemented.

Exceptional circumstances

7.7.11 On the basis of the results of the SHMA and the HELAA, it is clear that the Council will not be able to deliver sufficient affordable housing to meet the level of identified need. The Council will therefore explore opportunities to deliver affordable housing from other sources of sites. The details will be determined on a site-by-site basis through negotiation.

7.7.12 The proportion of affordable housing should not prejudice the provision of other planning elements necessary and reasonably related to the scheme. This will not override the objective of achieving sustainable development in the Borough.

7.7.13 This policy applies to all sites where new residential development is proposed, including mixed use schemes and proposals where there is a net increase in the number of units on a site. This will include sheltered and extra care accommodation and other forms of residential accommodation where relevant.

7.7.14 Financial contributions collected by the Council in lieu of on site provision will be used to fund new affordable homes through the following mechanisms:

- the provision of grant funding to Registered Providers.
- the provision of grant funding directly to a developer.
- a local housing company

7.7.15 The Council will prepare and keep under review an Affordable Housing Delivery SPD which will provide detailed information regarding the implementation and delivery of this policy. Specifically, the SPD will include:

- a formula for calculating financial contributions in lieu of on site provision
- details of the size and type of units that the Council will expect to be delivered on site
- details of the distribution of affordable housing across developments (e.g. approach to 'pepper potting' and 'clustering')
- the Council's approach to rounding
- details of any exceptional circumstances
- advice on the open book approach to viability assessments
- details on the requirement for affordable units to be secured in affordable tenure in perpetuity through the use of section 106 agreements

Rural exception sites

7.7.16 The countryside areas of the Borough have high house prices and a very limited supply of affordable homes. This acts to restrict the ability for residents to live in a home in which they have an element of equity. There is a considerable component within the community across the Borough, particularly in the countryside areas who cannot afford the homes that are available on the open market. There is justification, therefore for an exception to be made against normally restrictive policy such as Green Belt, to allow for affordable housing to be provided on sites that would not normally be considered for housing use.

7.7.17 There are few opportunities to build in the countryside due to the Green Belt. Certain parts of the Borough are designated as 'Rural Areas' under current guidance and legislation and there are provisions within legislation that allow for the provision of affordable housing provided on an exception basis and which will remain affordable in perpetuity, secured as appropriate by planning obligations. The Borough will continue to work with a variety of housing providers including Registered Landlords and other developers to understand the needs of the local community for affordable housing and to explore the means to provide it on such rural exceptions sites.

7.7.18 The provisions of the legislation that allows for rural exceptions housing sites also allows for an element of market housing on the site in order to enable the scheme to be viable. In these circumstances it will be expected that a development appraisal will need to accompany any planning application. The inclusion of any element of open market housing must serve to benefit the provision of rural affordable housing and must not inflate the 'threshold land value', that is, the minimum land value likely to trigger an owner to sell the land.

7.8 Policy HO3 Affordable Housing

Policy HO 3

Affordable Housing

1. The quantum (subject to the minimum requirement of 30%), tenure, size and type of affordable housing units will be negotiated on a site by site basis, having regard to housing needs, site specifics and other factors.
2. Development proposals that provide for a wide range of affordable housing products in line with government initiatives will be encouraged.
3. Constraints on the development of the site imposed by other planning objectives.
4. The need to achieve a successful housing development in terms of the location and mix of affordable homes.
5. The costs relating to the development; in particular the financial viability of developing the site (using an approved viability model) in which instance the Council will consider off site contributions in lieu of on site provision.
6. If a site allocated or identified for housing is sub-divided so as to create two or more separate development schemes one or more of which falls below the relevant threshold, the Council will seek an appropriate level of affordable housing to reflect the provision that would have been achieved on the site as a whole had it come forward as a single scheme for the allocated or identified site.
7. The delivery of affordable housing will be provided in accordance with the following order of priority.
 - a. On-site as part of the development and distributed across the development as much as is reasonable and practical to create a sustainable, balanced community.
 - b. On an alternative site, only if provision would result in a more effective use of available resources or would meet an identified housing need, such as providing a better social mix and wider housing choice.
 - c. Planning conditions and/or obligations will be used to ensure that the affordable housing will remain at an affordable price for future eligible households, or for the subsidy to be recycled to alternative affordable housing provision.

Rural exception sites

5. Development proposals for limited affordable housing within the Green Belt, to meet local needs only, will be permitted as an exception where all of the following criteria are met:
 - a. a demonstrable local community need for affordable housing has been established
 - b. the number, size and tenure of the dwellings are suitable to meet the identified need
 - c. the site and the development proposal are well related to an existing settlement and is not located in the open countryside
 - d. the proposal is designed to respect the characteristics of the local area including the countryside setting
 - e. schools with capacity, health, shops and other community facilities are within reasonable travelling distance

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- f. the initial and future occupation is controlled to ensure the dwellings remain available to people in housing need, with a strong and demonstrable local connection secured through a Section 106 Legal Agreement
- g. an element of market housing may be permitted if it is proven to be necessary for the viability of the scheme
- h. any application including market housing must be accompanied by a development appraisal to demonstrate viability.

7.9 Gypsies and Travellers

7.9.1 Gypsies and Travellers form part of the community within the Borough with particular housing needs. The Council has determined that this need should be dealt with by way of a separate Local Plan devoted to the needs of this part of the community. There is still a need to provide guidance for consideration of applications that may come about before the Gypsy and Traveller Local Plan is adopted and best practice, as per the national Planning Policy for Traveller Sites, requires a policy approach that defines what criteria will be used to judge applications in the mean time.

7.9.2 The Council undertook a Gypsy and Traveller Accommodation Assessment (GTAA) in 2015 to help inform the development of the Gypsy and Travellers Borough Local Plan using the planning definitions available at the time. Recent legislative changes have altered these definitions and the Council is now working with other Berkshire local authorities to provide the robust evidence base needed for appropriate proposals for this specific area of housing need.

7.10 Policy HO4 Gypsies and Travellers

Policy HO 4

Gypsies and Travellers

1. The need for Gypsy and Traveller Accommodation will be addressed through the granting of planning permissions and a Gypsy and Traveller Accommodation Local Plan to deliver the pitch target determined and supported by evidence including an up to date Gypsy and Traveller Accommodation Assessment.
2. Planning permission for Gypsy and Traveller and Travelling Showpeople accommodation will be granted providing all of the following criteria are met:
 - a. the site is suitably connected by sustainable modes of transport to a settlement with health care, retail, and school facilities with capacity
 - b. the impact of development including in combination with existing pitches would not harm the landscape or rural character of the area, in particular the Green Belt
 - c. the site can be safely accessed by pedestrians, vehicles and caravans to and from the highway
 - d. the site is not located in a flood zone as shown on the Policies Map.
3. In addition to the above, the following criterion applies to Travelling Showpeople accommodation only: the site should be suitable for the storage and maintenance of show equipment and associated vehicles without causing harm through conflict with other policies in the Plan.
4. Due to the nature of this housing need, there will be continuing cooperation with neighbouring local planning authorities to ensure that the appropriate demand is identified and provision made.

7.11 Housing layout and design

7.11.1 Careful consideration should be given to the principles of sustainable development which suggest there is a benefit to the wider environment from general increases in density, particularly in locations which are close to services and facilities. It is also important to ensure that those good and attractive elements of the existing environment are protected and a high standard of design should be achieved in the layout and landscaping of residential developments so that proposals complement the existing character and appearance of the area.

7.11.2 The way housing is laid out and designed can have a significant impact on potential energy consumption, for instance through passive solar designs, building siting and orientation, internal layout and landscaping. These measures can reduce energy use and provide a pleasant living environment.

7.11.3 Developments should provide an attractive and safe residential environment. The preferred policy approach below sets out considerations which are specific to residential developments. It supplements Policy SS3 which sets out design principles which are applicable to all proposals, including residential.

7.11.4 The Borough Wide Design Guide Supplementary Planning Document will provide further advice on expected standards of accommodation including minimum space standards.

7.12 Policy HO5 Housing Layout and Design

Policy HO 5

Housing Layout and Design

1. Development proposals for residential development should achieve high standards of design and landscaping to create attractive and safe residential areas.

2. In addition to the requirements of Policy SP3 Design, development proposals for residential development will be required to demonstrate how the proposal aims to mitigate the impact of climate change, and how the layout and design of the scheme meets the following criteria:

- a. be compatible with the character of the surrounding area
- b. provide for the residential amenity of future occupiers and not unacceptably affect the residential amenity of nearby properties
- c. respond to the need to reduce potential energy consumption through such measures as siting and orientation, internal layout, landscaping and natural lighting and ventilation, energy efficiency, micro-generation, thermal mass, water recycling, sustainable drainage and tree coverage of temperature regulation
- d. create visual interest through the use of views into and out of the site, and through the use of an appropriate variety in building types, materials, means of enclosure, surface treatment and landscaping
- e. avoid blank areas of facade to public areas
- f. provide car parking which is convenient and accessible and close to the housing being served
- g. within mixed use schemes, provide a separate access to any residential accommodation
- h. within retirement schemes, provide convenient and accessible storage for mobility aids and refuse
- i. avoid prejudicing the satisfactory development of the wider area.

3. A Borough Wide Design Guide Supplementary Planning Document will illustrate further how this policy should be implemented.

Housing

7.13 Policy HO6 Density and Amenity

Policy HO 6

Housing Density and Amenity

1. Proposals for higher density residential schemes in sustainable locations in and around town centres will be permitted, particularly those with good access to transport nodes and interchanges. The density of development will be informed by:
 - a. the layout of the proposal compared to the prevailing character of the surrounding area
 - b. the need to ensure satisfactory residential amenity for both the proposed accommodation and nearby residential properties
 - c. the accessibility of the location and the availability of existing and proposed services, facilities and infrastructure.
2. Development proposals for new or extended residential accommodation will be required to:
 - a. provide adequate and adaptable living space
 - b. provide a satisfactory standard of privacy for both the proposed accommodation and for nearby properties
 - c. allow for a satisfactory outlook for both the proposed accommodation and for nearby properties
 - d. allow for a satisfactory level of sunlight and daylight for both the proposed accommodation and for nearby properties
 - e. include suitable useable outdoor amenity space
 - f. include suitable space for refuse and recycling storage, and drying space
 - g. not be subject to unacceptable nuisance, pollution or contamination.
3. A Borough Wide Design Guide Supplementary Planning Document will illustrate further how this policy should be implemented.

7.14 Policy HO7 Sub-division of Dwellings

Policy HO 7

Sub-division of Dwellings

1. Development proposals for the sub-division of dwellings to form additional dwellings or housing in multiple occupation in areas excluded from the Green Belt will be permitted where the proposal can demonstrate it meets all of the following criteria:
 - a. no loss of small family accommodation
 - b. respect for the character and appearance of the original property
 - c. be compatible with the character and appearance of the area
 - d. provide satisfactory levels of residential amenity for future occupiers and would not unacceptably affect the residential amenities of nearby properties
 - e. provide a satisfactory standard of accommodation, including adequate living space, appropriate noise insulation, layout of rooms between units of accommodation and a quality external and internal environment
 - f. provide usable outdoor amenity space
 - g. provide suitable space for refuse and recycling storage and drying space
 - h. provide satisfactory access, car parking and secure cycle parking.
2. A Borough Wide Design Guide Supplementary Planning Document and a Parking Supplementary Planning Document will illustrate further how this policy should be implemented.

7.15 Policy HO8 Development Involving Residential Gardens

Policy HO 8

Development Involving Residential Gardens

1. The erection of new dwellings in residential gardens in areas excluded from the Metropolitan Green Belt will be permitted where this can be achieved without compromising the quality of the environment and where they can demonstrate how they meet all of the following criteria:
 - a. the proposal is compatible with the character and appearance of the area, particularly in terms of the built form and spaces around buildings and respects the Townscape Assessment
 - b. the layout integrates with the surrounding area with regard to site coverage of each plot, building lines, urban grain, rhythm of plot frontages, parking areas and existing pattern of openings onto the highway
 - c. the proposal provides appropriate hard and soft landscaping, particularly at site boundaries
 - d. the proposal would not have an unacceptable affect on biodiversity in terms of fragmentation of blocks of gardens, which as a unit or in association with adjacent open space are deemed to make an important contribution to biodiversity and contribute to green corridors and networks.
2. In areas within the Metropolitan Green Belt disproportionate additions to buildings and the creation of outbuildings are inappropriate and in such cases, development proposals would need to demonstrate that very special circumstances exist that outweigh the harm to the Green Belt and any other harm.

Housing

7.16 Policy HO9 Extensions and Outbuildings in Residential Curtilages

Policy HO 9

Extensions and Outbuildings in Residential Curtilages

1. Development proposals in areas excluded from the Metropolitan Green Belt that involve the extension to an existing building or the erection of an outbuilding within a residential curtilage will be permitted where the proposal meets all of the following criteria:

- a. respect the character and appearance of the original property
- b. be compatible with the character of the surrounding area
- c. provide a satisfactory level of amenity for occupiers of the existing property
- d. not unacceptably affect the residential amenity of nearby properties through loss of privacy, loss of light and over dominance
- e. avoid large, blank areas of facade to public areas
- f. not sited where it would impair highway safety or lead to inadequate parking provision

2. A Borough Wide Design Guide Supplementary Planning Document will illustrate further how this policy should be implemented.

Economy

8.1 Context

8.1.1 The Borough is part of the prosperous Thames Valley and one of the key drivers of economic activity in the area. The BLP seeks to meet the changing development needs of business and support a borough economy fit for the 21st century. Planning supports sustainable economic development and policies are intended to guide and support economic development which ensures that local residents will benefit from a thriving and healthy economy.

8.1.2 The Borough has a strong local economy, with good representation in the service sector, knowledge-based firms and other professional occupations. The banking, finance, business services and ICT sectors are well represented and with good potential for further growth. There is a smaller but important manufacturing base.

8.1.3 Significant local sources of employment comprise a variety of major companies. GlaxoSmithKline has one of their manufacturing sites in Maidenhead and there are significant offices for major international companies such as Hitachi, Volvo, Blackberry and Seiko together with a range of small and medium sized companies and an important tourist sector anchored by Windsor and Legoland. The Borough has a large proportion of small firms, which is an indicator of a diverse and entrepreneurial economy.

8.1.4 Unemployment in the Borough has historically been below regional and national rates. In common with other areas, the claimant count rose in the late 2000s/early 2010s but remains healthy compared to other areas. The labour market is tight with high rates of economic activity, and the workforce is well skilled and educated.

8.2 Economic development

8.2.1 The economic strengths of the Borough influence its ability to support new businesses and employment floorspace in future. These strengths include:

- good transport accessibility
- a location within the economically buoyant M4 corridor and close to London and Heathrow
- high rates of new business formation and entrepreneurship
- a workforce with high level job skills
- high proportions of knowledge-based businesses
- good quality of life factors
- attractiveness to inward investment.

8.2.2 Alongside these strengths, challenges exist which may act to limit the growth of the local economy these include high housing costs and wage level, high levels of out-commuting to London and a highly constrained development land supply.

8.2.3 While the local economy has restructured in recent decades to become more business and service-oriented, a trend that is likely to continue, a healthy economy still needs a broad and diverse base with many different types of business sectors represented. A long term trend has been apparent of a restructuring of the local economy which has seen a move away from traditional industrial uses and towards higher value, office-based employment uses.

8.2.4 Economic growth in Berkshire is guided by the Thames Valley Berkshire Local Enterprise Partnership (TVBLEP). RBWM is working closely with the LEP and the other Berkshire authorities to ensure that the aspirations of the TVBLEP's Strategic Economic Plan for Berkshire (SEP) can be accommodated in a way that recognises the Borough's very special character and the considerable land supply constraints it faces. The Berkshire SEP articulates how the LEP will achieve the ambition of creating 20,000 new jobs across Berkshire by 2021.

8.2.5 Employment space will be managed and appropriate development and redevelopment supported including the promotion of appropriate infrastructure to support home and flexible working patterns. This will be supported by the Borough's Economic Development Strategy.

8.2.6 TVBLEP and the six Berkshire authorities jointly commissioned Nathaniel Lichfield and Partners (NLP) to undertake identification of the functional economic market areas (FEMAs) that they operate within and also to analyse the land requirements necessary to accommodate jobs in the main “B Class” sectors which together broadly cover office, manufacturing and warehousing land uses. These studies form a key part of the detailed analysis for the implementation of the SEP and are an essential element of the plan making process.

8.2.7 The evidence base to support the identification of economic development needs for RBWM draws on these Economic Development Needs Assessments (EDNAs) produced by NLP. The studies have been carried out by NLP in accordance with the National Planning Practice Guidance to provide an assessment of future business needs and requirements for employment land and floorspace within each FEMA, focusing on the group of 'B Class' sectors. However, RBWM recognises that not all jobs fall within these use classes; growth in the service industry, retail, leisure and tourism is also expected to provide further economic growth.

8.2.8 Two core FEMAs operate across the Borough which reflects the varied characteristics and economic roles associated with different parts of it. The Borough’s position within two FEMAs illustrates the equally strong relationships that RBWM exhibits with more central parts of Berkshire as well as areas to the north and east. In labour market terms, eastern parts of the Borough share a Travel to Work Area (TTWA) with Slough and Heathrow, while northern and western parts of the Borough have stronger functional economic relationships with western M4 corridor locations such as Reading and Wokingham.

8.2.9 Three separate FEMAs were identified as follows: Western Berkshire FEMA comprising West Berkshire, a Central Berkshire FEMA comprising Bracknell Forest, Reading, Windsor and Maidenhead and Wokingham and an Eastern Berkshire FEMA comprising Slough, Windsor and Maidenhead and South Bucks.

8.2.10 The evidence from the studies help to inform the economic policies for the BLP. The outputs of the EDNAs include land requirements from the two FEMAs relating to RBWM; the figures for B Class employment space requirements were based on three scenarios for future economic growth to 2036 based on labour demand, past trends of completion of employment space, and local labour supply. These are reproduced below in Figures 9 and 10 below:

Land Use	Scenario 1. Baseline Labour Demand	Scenario 2. Past Completion Rates	Scenario 3. Labour Supply
Offices (B1a/B1b)	50,500	-25,760	52,680
Industrial (B1c/B2/B8)	171,580	-26,680	168,400
Total B Class Land (sq.m)	222,080	-52,440	221,080

Table 10 : Net Employment Space Requirements (GEA sq.m) for RBWM by Scenario (2013 to 2036)

Land Use	Scenario 1. Baseline Labour Demand	Scenario 2. Past Completion Rates	Scenario 3. Labour Supply
Offices (B1a/B1b)	19.3	6.3	19.6
Industrial (B1c/B2/B8)	52.2	1.5	51.4
Total B Class Land (ha)	71.5	7.8	71.0

Table 11 : Gross Employment Land Requirements (ha) for RBWM by Scenario (2013 to 2036)

8.2.11 The derivation of floorspace requirements from forecast growth is highly sensitive to the assumptions made during the analysis. A key assumption used in the EDNAs relates to the conversion of industrial sectors to use classes and types of property. The translations that the EDNA has made provide a good approximation on the macro-economic scale of sub-regional planning, but may not be the most appropriate to the specific circumstances and markets within individual districts.

8.2.12 For RBWM the assessment for B8, B2, and B1(c) figures appears at odds with market trends, reflecting the propensity for head offices of warehousing companies to locate within the Borough. To check the validity of the findings in the local context, RBWM have commissioned NLP to undertake an assessment of the

Economy

appropriateness of the broad sector classifications used in the Berkshire EDNAs to the local circumstances in RBWM. This sensitivity analysis is expected to identify a higher need for B1 floorspace and a lower requirement for B2 warehousing; which would be analogous to market trends.

8.2.13 In the light of this further work and the local circumstances, the BLP uses the past trends of completions of employment space as indicating plan requirements which have been calculated to 2036. Adjusting for the length of the plan period from 2013 to 2032 indicates that the requirements will be 43,320sqm.

8.2.14 The EDNA forecasts indicate that there will continue to be a demand for office space within the Borough accompanied by continued demand for industrial and warehousing floorspace, driven by the distribution sector. In response, policies within the BLP aim to protect existing employment floorspace and support the creation of further employment floorspace both through the policy approach and allocation of specific sites.

8.2.15 Sustainable economic development provides local employment opportunities, attracts people to spend time and money in the Borough and can enhance daytime activity. It generates wealth and can help establish town centres and employment areas as the vibrant and successful hearts of their communities.

8.2.16 Policies will manage the availability of employment land and premises flexibly and the efficient future use of sites, to encourage and enable the provision of a sufficient supply to meet identified needs. Offices will be focused in town centres and business areas and policies will ensure that any loss of employment land or premises is properly justified by evidence.

8.3 Policy ED1 Economic Development

Policy ED 1

Economic Development

1. A range of different types and sizes of employment land and premises will be encouraged to maintain a portfolio of sites to meet the diverse needs of the local economy. Appropriate intensification, redevelopment and upgrading of existing sites and premises will be encouraged and supported to make their use more efficient and to help meet the forecast demand over the plan period and to respond to modern business needs. Office type development will be focused in town centres and existing employment areas
2. Proposals should endeavour to improve the education and skills levels of Borough residents and initiatives will encourage the use of local labour, particularly on the development of large and strategic sites. Development proposals that would assist small and start-up businesses will also be supported.
3. The development of large and small businesses will be supported to encourage local employment opportunities and useful services.

8.4 Growth and skills

8.4.1 The general approach towards economic development is to make the best use of existing employment land and to aim for a diverse and knowledge-based economy based around higher value, lower impact activities including high-tech employment uses. Economic growth that does not require the importing of extra labour or the use of extra land is encouraged. This is often referred to as smart growth, and is seen as an essential element of the Borough's future economic success.

8.4.2 Smart growth can achieve higher prosperity without increasing the ecological or physical footprint of business. This reflects wider changes in society that are seeing a move away from traditional, rigid workplace-based working patterns and towards a more flexible and responsive way of working, including in particular much greater use of home-working.

8.4.3 The EDNA identifies there will also be a rise in smarter and more flexible forms of working. This reflects national trends and is likely to become a more important factor in the local economy in future. To reflect the need for flexibility and support smart growth in the economy encouragement the BLP aims to support home-working and other forms of flexible working, including the provision of the infrastructure necessary to support this.

8.4.4 The Borough will continue to work with key stake holders and infrastructure providers to improve broadband coverage and enable the provision of new infrastructure, in particular the implementation of the Superfast Berkshire project.

8.4.5 Residents of the Borough are especially well represented amongst the professional occupations. As the particular skill-sets used by these professions are well suited to high-tech employment, home-working and other flexible working patterns, the Borough is committed to encouraging these activities.

8.4.6 Besides allowing economic growth without a commensurate increase in employment floorspace, this type of working also facilitates a greater number of people to be economically active or increase their level of economic activity. This in turn aids the development of the Borough's economy. The principle of flexible working and the infrastructure necessary to support this forms a central part of this strategy and is strongly encouraged.

8.4.7 Home working will be supported owing to its economic value to the Borough, and this will be applied within the context of determining whether its impact on the local area is acceptable. Neighbourhood Plans may offer further detail and guidance on the assessment of such proposals.

8.5 Range of uses

8.5.1 Industrial and warehousing uses play an important role in maintaining a diverse economy and offering a range of job opportunities for Borough residents. Despite the general upskilling of the workforce, a significant proportion of residents are likely to remain in manual occupations and there is a significant forecast demand for premises suitable for these kinds of uses.

8.5.2 The nature of industrial and warehousing uses means that they often need to operate from lower-cost property, a feature they share with many small and start-up businesses. These uses can all come under pressure from higher-value uses that can support greater rental levels, and it is appropriate to ensure that a range of types of premises remains available to meet the future needs of all sectors of the local economy.

8.5.3 The presence of a range of types of businesses provides a number of benefits for Borough residents. These include the opportunity to access sustainably choice of local employment opportunities and useful services. In addition, the availability of suitable business premises means that residents who wish to set up their own business will find it easier to do so.

8.5.4 Nationally permitted development rights to convert offices and light industrial units to housing will inevitably reduce the supply of employment floorspace in the borough. Any changes arising will be monitored during the plan period and the supply of floorspace will be managed to ensure that an appropriate supply of premises continues to be made available to support the needs of the local economy.

8.6 Small businesses

8.6.1 The Borough has a high level of new business formation, and the small business sector is vital to the social and economic well-being of the borough. Enabling small businesses to develop and thrive can strengthen the local economy and increase business vibrancy, as well as leading to greater employment opportunities for local people. The Borough supports the development of small businesses in a flexible and sustainable way, through planning applications and the allocation of land.

8.6.2 Access to broadband is a high priority for many small businesses, and it is important that homes are broadband-enabled to allow for effective home-working. The Borough will continue to work with key stake holders and infrastructure providers to improve broadband coverage and enable the provision of new ICT infrastructure. In particular the Superfast Berkshire project and its necessary supporting infrastructure is supported.

Economy

8.7 Defined employment sites

8.7.1 The Borough is an attractive location for employment use and demand for land and floorspace is projected to continue throughout the plan period. The arrival of Crossrail services in Maidenhead may provide a particular boost.

8.7.2 The Borough's future economic role is likely to continue in a similar pattern to that now existing, with no obvious factors that should lead to serious decline nor produce a step-change in economic activity. The likely need for new or replacement employment floorspace can be largely met through intensification and redevelopment leading to more efficient use of existing sites, alongside a small number of new allocations.

8.7.3 The BLP responds to these pressures by enabling economic development and the intensification of economic activity in appropriate locations. These locations are mainly those where economic activity is already concentrated.

8.7.4 This policy approach helps to reinforce the current floorspace provision and enable the delivery of a flexible supply of floorspace that is responsive to the needs of local businesses. Sites are allocated for mixed use development comprising economic and residential uses, to further support the Borough's economy by helping to meet housing needs.

8.7.5 While the local economy has restructured in recent decades to become more business- and service-oriented, and this trend is likely to continue, a healthy economy still needs a broad and diverse base with many different types of business sector represented. This helps insulate the Borough from structural economic changes and any future economic downturn, and ensures that residents have access to as wide a range of employment opportunities as possible.

8.8 Policy ED2 Defined Employment Sites

Policy ED 2

Employment Sites

1. The BLP will retain sites for economic use and employment as defined on the Policies Map. Proposals for other uses on defined employment sites will be supported if they demonstrate a sufficient benefit for the economy.
2. The following sites are allocated as strategic locations in Policy SP1 for mixed uses:
 - a. Land south of the A308(M), west of Ascot Road and North of the M4 (Known as the Triangle Site)
 - b. Maidenhead town centre:
 - i. Railway station
 - ii. Reform Road, Maidenhead
 - iii. Saint-Cloud Way, Maidenhead
 - iv. West Street, Maidenhead
 - v. York Road, Maidenhead
 - c. Ascot Centre

3. Employment sites listed below are defined on the Policies Map as Business Areas:
 - a. Vanwall Business Park, Maidenhead
 - b. Norreys Drive, Maidenhead
 - c. Whitebrook Park, Maidenhead
 - d. Foundation Park, Cox Green
 - e. Woodlands Business Park, Maidenhead
 - f. Windsor Dials, Windsor
 - g. Centrica, Millstream Windsor
 - h. Alma Road, Windsor
 - i. Ascot Business Park, Ascot
 - j. Manor House Lane Employment Estate, Datchet
4. Employment sites listed below are defined on the Policies Map as Industrial Areas:
 - a. Furze Platt Industrial Area, Maidenhead
 - b. Cordwallis Industrial Area, Maidenhead
 - c. Howarth Road, Stafferton Way, Maidenhead
 - d. Prior's Way Industrial Estate, Maidenhead
 - e. Vansittart Road Industrial Area, Windsor
 - f. Fairacres Industrial Area, Windsor
 - g. Queens Road Industrial Estate, Sunninghill
5. The sites listed below are defined on the Policies Map as Mixed Use Areas:
 - a. Land north and east of Churchmede Secondary School, Priory Road, Datchet
 - b. Land at Riding Court Road and London Road, Datchet
6. Within industrial areas there will be a strong presumption in favour of retaining premises suitable for industrial, warehousing and similar types of uses, along with premises suitable for smaller and start-up businesses. Proposals for new premises suitable for these types of uses will be supported.
7. Other uses will only be permitted if they are ancillary to industrial or warehousing uses, do not result in the loss of industrial or warehousing premises or demonstrate a sufficient benefit for the economy of the Borough.
8. Within business areas and mixed use areas, intensification of employment activity will be encouraged subject to the provision of appropriate infrastructure and safe access. An element of residential development may also be acceptable in mixed use areas but it must ensure that the overall quantum of employment floorspace within the mixed use area as a whole is not reduced.
9. Within industrial, business and mixed use areas, development proposals that improve and upgrade the facilities available to support businesses will be supported.

Economy

8.9 Other sites and loss of employment floorspace

8.9.1 The BLP takes a positive approach to ensuring that a suitable range of floorspace is provided to meet the needs of other businesses important to the Borough economy. This includes lower cost premises suitable for small and start-up businesses, together with premises for industrial and warehousing operations.

8.9.2 Existing employment sites have been assessed and those with the greatest ability to provide a range of types of accommodation suitable for the needs of a diverse range of local businesses have been identified as industrial areas. By ensuring that a sufficient portfolio of sites will remain available to service businesses in a variety of economic sectors the policies aims to support the needs of the local economy.

8.9.3 Proposals for economic development uses may come forward on sites that are not currently allocated for employment uses. Where the site is not already in employment use, an assessment will be made of the benefits arising from the proposal, and this will be compared with the benefits of retaining the existing use. Each case will need to be determined on its merits, according to local circumstances and where the site is already in employment use, the proposals will be supported in principle.

8.9.4 The policy approach gives general support to new economic development while ensuring that any loss of employment land is properly justified by evidence. It is important that existing and new businesses are supported by ensuring that a suitable supply of employment land and premises continues to be available. This policy therefore takes a cautious approach towards the loss of employment land and premises, to ensure that a sufficient supply of sites continues to exist to meet the needs of the local economy.

8.9.5 In order ensure that any loss of employment land is properly justified each application will need to be supported by appropriate evidence. It is important that existing and new businesses are supported by ensuring that a suitable supply of employment land and premises continues to be available. This policy therefore takes a cautious approach towards the loss of employment land and premises, to ensure that a sufficient supply of sites continues to exist to meet the needs of the local economy.

8.9.6 The requirement for marketing evidence in this policy applies when a proposal is made that would result in the loss of an economic use or a net reduction in the quantity of employment land or premises. In such instances this policy requires justification for the change and a demonstration that it would not cause unacceptable harm to the local economy. Other relevant information such as the quality and vacancy level of the premises and the appropriateness of the location for economic use may also be submitted.

8.9.7 Recent legislation on extensions to permitted development rights allows the conversion of offices and light industrial premises to residential uses. Changes arising from these rights will be monitored during the plan period and the supply of floorspace will be managed to ensure that an appropriate supply of premises and sites continue to be made available to support the needs of the local economy.

8.10 Policy ED3 Other Sites and Loss of Employment Floorspace

Policy ED 3

Other Sites and Loss of Employment Floorspace

1. Development proposals for employment development on sites currently in employment use will be supported.
2. Development proposals for employment development on sites currently used for non-employment purposes will be considered on their merits. Where benefits arising from the proposed use would exceed the benefit of retaining the existing use, the development proposal will be supported.
3. Where a change is proposed from an economic use to another use, development proposals must provide credible and robust evidence of an appropriate period of marketing for economic use and that the proposals would not cause unacceptable harm to the local economy. A further consideration to be taken into account will be the significance to the local economy of the use to be lost.
4. Marketing evidence should prove that both the land and the premises have been widely advertised and marketed for a wide range of economic uses for at least one continuous year immediately prior to submission of a relevant planning application. The exercise should demonstrate that the price and terms on which the land or premises were marketed were reasonable by comparison with similar examples in the local area.
5. Information should be provided detailing any interest received from potential buyers or tenants since the marketing commence. Where interest has been received and that interest has not been pursued, this must be explained. The requirement for marketing evidence applies when a proposal is made that would result in the loss of an economic use or a net reduction in the quantity of employment land or premises.
6. Marketing evidence will be assessed within the context of:
 - a. the overall quality of the site as an employment location
 - b. the level of occupation/vacancy of the site
 - c. consideration of the suitability of conversion for start up and micro businesses
 - d. whether the employment use generates any adverse impacts on the adjoining area
 - e. Possible benefits from relocating the economic use; possible benefits from using the site for alternative uses
 - f. The achievement of other plan objectives.

Town Centres and Retail

Town Centres and Retail

9.1 Context

9.1.1 Town centres offer an accessible focal point for a range of commercial premises, shops and leisure facilities for the surrounding communities. Attractive town centres can contribute to the image and character of an area, helping to attract business and investment.

9.1.2 Changes in the retail sector coupled with the continued growth of online shopping mean that the role of town centres is evolving. It is essential that the attractiveness of town centres is supported by planning policy in order to maintain their vitality and viability.

9.1.3 The Thames Valley has a complex network and hierarchy of town centres, with each fulfilling different but complementary roles. The retail offer in the Borough is dominated by the two town centres of Windsor and Maidenhead where a range of comparison goods shops, leisure services and services are provided.

9.1.4 Further district centres at Ascot and Sunningdale and a number of local centres provide for predominantly convenience based shopping and service needs in other locations across the Borough. A survey of visitors undertaken to support the 2015 Retail and Town Centre Study confirmed that the retail catchment of RBWM extends into neighbouring areas, with residents from settlements outside the Borough including Beaconsfield, Marlow, Staines and Slough, making use of the services on offer in the town centres of Windsor and Maidenhead. The nearby centres of Reading, Bracknell and central London offer the widest range of shops and services in locations that are easily accessible by both road and rail to local residents.

9.1.5 It is important that the BLP provides for customer choice and a diverse retail offer within town centres, as well as other uses that encourage people to visit town centres and enhance their experience of visiting. Securing a town centre as a desirable place to shop and spend time is fundamental to its future success and the improvement of local image and character.

9.1.6 The BLP strategy is to promote and maintain a range of uses within town centres, and define a hierarchy of centre including a strong, central core of retail and allied uses, to support their vitality and viability and promote customer choice. The BLP sets out a positive approach towards main town centre uses and defines a hierarchy of centres. It sets out the operation of the sequential test and impact assessment and provides a context within which to assess the appropriateness of development proposals.

9.2 Hierarchy of centres

9.2.1 The hierarchy of centres within the Borough is shown in this policy. It is important to note that centres do not operate in isolation and the Thames Valley has a complex network and hierarchy of town centres, with each fulfilling different but complementary roles.

9.2.2 Residents will use centres both within and outside the Borough to fulfil their diverse retail and leisure needs, with centres fulfilling a different function for different people. This pattern is replicated by residents across the region.

9.2.3 Many shopping parades and individual stores of purely neighbourhood significance are not classed as centres for the purposes of policy. Similarly, large free-standing stores or retail parks in out of centre locations are also not classed as centres.

9.2.4 Windsor is a highly attractive town centre which supplements the shopping and service needs of residents with stores catering to the needs of tourists. The town was 107th in the 2014 CACI Retail Footprint rankings having risen from 215th in 2010. There is a strong comparison retail offer in the town.

9.2.5 The majority of the town's retail stores are concentrated within the King Edward Court shopping precinct, the Windsor Royal Station development which is also hosts an arts and crafts market, and the more traditional high street on Peascod Street. Together these areas comprise a relatively high quality environment.

9.2.6 Core shopping areas benefit from the proximity of Windsor Castle which generates high footfall. The cafes and restaurants around Windsor Royal Station help increase the footfall for a cluster of fashion retailers catering to the high end of the market which are located there. Businesses that serve the tourist market are concentrated to the north of Peascod Street and east of High Street.

Town Centres and Retail

9.2.7 The town centre of Maidenhead has been the subject of a programme of public realm improvements which is ongoing. While the attractiveness of the centre has been hampered in recent years by high vacancy rates, the level of vacancies is now declining. A range of major and multiple retailers are located within the town, focused within the Nicholsons Centre shopping precinct and along the pedestrianised section of the High Street. There is a wide range of land uses within the town centre including a range of offices, hotels, cinema, restaurants and residential developments, which together help to ensure that the centre enjoys high levels of footfall.

9.2.8 Ascot district centre has a total of 56 retail units which together cater for local convenience shopping and service needs. It is a pleasant centre with well maintained streets and shop units and enjoys a very low vacancy rate. Ascot has a high proportion of comparison goods shops and a high number of independent retailers which benefit from the footfall generated by the four retail anchors of Boots, Tesco, Budgens and WH Smith.

9.2.9 Visitors are attracted to Ascot because of the racecourse and their spend helps to support a number of retail outlets catering to the high-end of the market, and the many cafés in the High Street. A number of bars and pubs thrive from the patronage of race goers and the evening economy is supported by racecourse activities. However, traffic congestion and a lack of suitable parking is perceived to be a problem by users of Ascot centre.

9.2.10 Sunningdale district centre is attractive with well maintained streets enhanced by planters and shop canopies. The centre is fragmented with two distinct centres to the east and west separated by the railway line. Sunningdale has a total of 58 retail units with a very high proportion of comparison good retailers for a centre of this size and also a relatively high proportion of financial and business service units for a district centre, including a number of estate agents and a bank.

9.2.11 The centre has a low vacancy rate. A Waitrose supermarket is the main anchor and the majority of visitors to Sunningdale travel by private car. Traffic congestion and the high costs of car parking are perceived to be a problem by users of Sunningdale centre.

9.2.12 Local neighbourhood centres are located at Cookham; Cookham Rise; Datchet; Dedworth Road West, Windsor; Eton; Eton Wick; Old Windsor; Shifford Crescent, Maidenhead; Sunninghill; Vale Road, Windsor; Wessex Way, Cox Green; Wooton Way, Maidenhead; Wraysbury provide for daily needs.

9.3 Policy TR1 Hierarchy of Centres

Policy TR 1

Hierarchy of Centres

1. The area's centres will be supported and strengthened to ensure that they continue to be the focus of communities. Initiatives which safeguard and enhance their role and function will be supported.
2. The hierarchy of centres in the Borough is defined as follows:
 - Town Centres: Windsor; Maidenhead
 - District Centres: Ascot; Sunningdale
 - Local Centres: Cookham; Cookham Rise; Datchet; Dedworth Road West, Windsor; Eton; Eton Wick; Old Windsor; Shifford Crescent, Maidenhead; Sunninghill; Vale Road, Windsor; Wessex Way, Cox Green; Wooton Way, Maidenhead; Wraysbury.
3. Windsor and Maidenhead will be the preferred location for the development of main town centre uses, followed by the District and Local Centres. The extent of the centres is defined on the Policies Map.
4. Development proposals for main town centre uses including retail development, leisure, entertainment facilities, offices and arts, cultural and tourism development will be supported in accordance with the hierarchy, provided they are appropriate in terms of their scale and design, and are well-related to the centre.

Town Centres and Retail

9.4 Retail context

9.4.1 The retail studies undertaken to aid the development of the BLP, support the view that a successful retail sector is key to securing a vital and viable town centre. The most recent 2015 Retail study produced by Cushman and Wakefield (the Retail Study) supports the view that a key method of supporting the retail sector is through securing a mix of uses within town centres to maximise the likelihood of linked trips, which have the effect of increasing the amount of time spent in the centres and the likelihood of a higher spend per trip.

9.4.2 Borough residents are expected to continue to use centres both within and outside the Borough to fulfil their diverse retail and leisure needs, with centres fulfilling different functions for different people. The BLP aims to promote and maintain a range of uses within the defined centres, including a strong, central core of retail and allied uses, to support their vitality and viability and promote customer choice.

9.5 Frontages and diversity of use

9.5.1 Town centre frontages are defined as primary and secondary. Primary frontages are those which include a high proportion of retail uses. Secondary frontages are those where there is greater opportunity for diversity of uses.

9.5.2 Retail uses will be appropriate in both locations. While non-retail uses that support the town centre function such as restaurants, pubs and cinemas will be appropriate across a centre, there will be greater concentrations of these uses in secondary frontages. In Windsor, retail and service uses aimed at visitors will be appropriate in defined locations.

9.5.3 It is important that the vitality and viability of centres is maintained and enhanced. An appropriate amount of supporting uses in primary shopping areas and primary frontages, for example food and drink outlets, is necessary to complement the shops and function of the area.

9.5.4 Secondary frontages comprise areas where a greater variety of uses is apparent and there is opportunity for a greater diversity of retail and non-retail uses, and the promotion of entertainment and a street café culture. The strategy, which complements the desire to maintain a strong, central core of retail and allied uses, is to permit the flexibility to allow secondary frontages to contain a good mix of different uses.

9.5.5 An appropriate mix of uses that would not cause unacceptable harm to the existing character, function, and vitality of the street or surrounding environment will be supported. The Maidenhead Waterways Restoration Project is a key driver for the rejuvenation of the town, and thus support is offered for proposals that would enhance the town's waterways in line with the Waterways Development Brief.

9.5.6 The BLP is not prescriptive about the proportion of retail and non-retail uses that would be appropriate in any given area as the role played by frontages varies across the town centres. Where a non-retail use is proposed in a frontage, the make-up of units in that area of frontage will be assessed in order to determine the likely impact of the proposed use and its acceptability.

9.5.7 Residential use is particularly helpful within town centres as it increases vitality, provides custom for town centre businesses and increases natural surveillance. Residential use at ground floor level would not be appropriate within retail frontages as it can create a dead space without visual interest or appeal. However, the residential use of upper floors forms a valuable part of the mix of uses that supports a successful town centre.

9.6 Windsor town centre

9.6.1 The retail function of any town centre is defined by its Class A1 shops whilst other uses play a valuable role in creating a balanced town centre and an attractive experience for visitors. In Windsor, there is a need to balance the needs of residents with the needs of visitors and tourists.

9.6.2 The forecasts for retail growth in Windsor are based on retaining the 2015 pattern of market shares over the forecast period. Under this assumption, it is expected that Windsor will have the capacity to accommodate a net tradable area of approximately 5,950m² comparison goods floorspace and 740m² convenience goods floorspace between 2016 and 2032.

Town Centres and Retail

9.6.3 Windsor town centre is highly constrained and it is considered that the modest capacity for additional retail floorspace over the plan period would be most appropriately accommodated through the allocation of land at Minton Place and through the intensification of the existing town centre for example, through the reconfiguration of the existing layout of the King Edward Court shopping complex to provide additional retail floorspace, or the provision of mezzanine floors within existing units.

9.7 Policy TR2 Windsor Town Centre

Policy TR 2

Windsor Town Centre

1. Development proposals should promote and enhance the role of Windsor town centre and its vitality and viability. The retail role of Windsor town centre will be supported.
2. New development proposals within the primary shopping area, as defined on the Policies Map, should broaden the range of shopping opportunities and improve the image of the town as a sustainable and high quality shopping destination. In particular proposals to extend retail floorspace within existing stores and complexes and to extend department store provision within Windsor Town centre will be supported.
3. Development proposals for retail and service provision aimed particularly at visitors will be supported in the visitor development area, defined on the Policies Map, provided that it would be appropriate to the character and function of the area. The visitor development area includes: Windsor Castle; Royal Windsor Shopping Centre; High Street; and Thames Street.
4. Primary frontages, defined on the Policies Map, should include a high proportion of retail uses. Development proposals for non-retail uses within primary frontages will be permitted where they would enhance vitality and viability, be appropriate to the character and function of the area and retain prominent shop units within the primary frontage.
5. Development proposals in secondary frontages will be supported where they contribute to the existing character, function and vitality of the street or surrounding environment.
6. Development proposals for residential use on upper floors throughout Windsor town centre will be encouraged.
7. An allocation for a mixed use development comprising ground floor retail units with residential units is identified on the Policies Map at Minton Place.

9.8 Maidenhead town centre

9.8.1 The adopted Maidenhead Town Centre Area Action Plan continues to form part of the development plan for the Borough. It sets out policies relating to Maidenhead town centre and allocates development sites to meet future needs for town centre activities. Certain policies within the Maidenhead Town Centre Action Plan are superseded by policies in this BLP and the Maidenhead Waterways Restoration Project is a key driver for the rejuvenation of the town, and support is offered for proposals that would enhance the town's waterways in line with the Waterways Development Brief.

9.8.2 The forecasts for retail growth for Maidenhead are based on the 2015 pattern of market shares over the forecast period assuming development of an additional 2300 dwellings within Maidenhead town centre to 2031. Under this assumption, the retail study forecasts that Maidenhead town centre will have the capacity to accommodate a net tradable area of approximately 3,250 m² comparison goods floor space together with a net tradable area of approximately 1,750 m² convenience goods floor space to 2031.

9.8.3 The Maidenhead Town Centre Area Action Plan (MTCAAP) proposed a total of 25,000 m² of retail floor space within the Broadway Opportunity Area allocation which is one of seven Opportunity Areas identified in the MTCAAP. Consent for the development of the majority of the Broadway Opportunity Area has been granted

Town Centres and Retail

through “The Landing” development, and a substantial area to the north of Broadway connected to the Nicholson’s centre offers further scope for retail development linked to the redevelopment of the site of the current multi-storey car park.

9.8.4 A second retail led scheme as currently proposed by the MTCAAP for the rest of the Broadway Opportunity Area, known as 'Nicholson's Car Park,' provides further retail capacity, anticipated to be up to approximately 2,500 square metres of A1 retail floor space. With the implementation of these two permissions it is anticipated that the retail provision of the Broadway Opportunity Area will include approximately625 m² of retail floor space which is significantly short of the 25,000 square metres anticipated by the MTCAAP.

9.8.5 There are currently significant numbers of empty units within the town centre at Maidenhead, although the numbers are declining. The retail floorspace forecasts noted in section 9.4 above take account of the empty units and the additional retail capacity provided by 'The Landing' together with proposals for the High Street/York Road Opportunity Area which are being implemented.

9.8.6 Policy for the Maidenhead town centre takes account of both the adopted MTCAAP and more recent retail forecasts which adjust the figures for anticipated retail floor space. A review of the MTCAAP should seek to reflect the changing circumstances for retail provision while maintaining the requirements for high quality development to achieve a vibrant and vital town centre.

9.9 Policy TR3 Maidenhead Town Centre

Policy TR 3

Maidenhead Town Centre

1. Development proposals should promote and enhance the role of Maidenhead town centre and its vitality and viability. The retail role of Maidenhead will be supported and development proposals for the regeneration of sites for town centre uses and those that protect, enhance or diversify retail activity, within the primary shopping area will be supported.
2. Reference should be made to the adopted Maidenhead Town Centre Action Area Plan with regard to the most appropriate locations and requirements for town centre uses and activities. Subsequent revisions of retail floor space projections should be taken into account in development proposals.
2. Primary frontages, defined on the Policies Map, should include a high proportion of retail uses. Development proposals for non-retail uses within primary frontages will be permitted where they would enhance vitality and viability, be appropriate to the character and function of the area and retain prominent shop units within the primary frontage.
3. Development proposals in secondary frontages will be supported where they contribute to the existing character, function and vitality of the street or surrounding environment. In particular, proposals to expand the cultural, entertainment and food offer of Maidenhead will be encouraged.
4. Proposals that make more efficient use of sites through intensification, higher densities or innovative design will be encouraged, provided that transport and environmental impacts are appropriately addressed.
5. Development proposals for residential use on upper floors throughout Maidenhead town centre and proposals that would enhance the town’s waterways, will be encouraged.

9.10 District centres

9.10.1 Ascot is a district centre serving the surrounding residential areas and providing a range of shops and services. Visitors are attracted to Ascot because of the racecourse and their spend helps to support a number of upmarket retail outlets and the many cafés in the High Street.

9.10.2 A number of bars and pubs thrive from the patronage of race goers and uses such as the evening economy support racecourse activities. However, issues such as parking and the lack of a focus to Ascot prevent the High Street from meeting its full potential.

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9.10.3 Sunningdale is a district centre whose main function is to provide a range of shops and services to the surrounding area. Both local and specialist functions are catered for and a superstore draws trade from further afield.

9.10.4 Both district centres serve their immediate settlement and its hinterland. They comprise groups of shops containing at least one supermarket or superstore and a range of non-retail services including banks, pubs and restaurants, as well as local public facilities such as libraries. The Borough's strategy is to maintain a broad mix of uses and the current function of these centres, so as to ensure the centres can continue to play a full role in the life of the area.

9.10.5 A diverse range of appropriate uses including retailing will be appropriate. Analysis of retail capacity Retail and Town Centre Study 2015 shows limited scope for new retail floorspace in either district centre. The Neighbourhood Plan for the area Ascot, Sunninghill and Sunningdale Neighbourhood Plan 2011-2026 supports the provision of small retail units on sites in both centres and this is consistent with the capacity analysis.

9.11 Policy TR4 District Centres

Policy TR 4

District Centres

1. Ascot and Sunningdale are district centres, defined on the Policies Map, whose main functions are to provide a range of shops and services to the surrounding areas. A broad mix of uses will be maintained within the centres to support their current functions and to help them meet their full potential.
2. Development proposals for retail use within district centres will be supported, particularly within the primary shopping areas as defined on the Policies Map.
3. Non-retail uses and services will also be supported provided the overall function of the centre and opportunities for customer choice are maintained.
4. The scale of development that will be appropriate in local centres will be smaller than that in district centres, and will be determined by reference to the scale and function of the centre in question. Development proposals should not be of such a scale that they would elevate the centre to a higher level in the retail hierarchy.
5. Development proposals for residential use on upper floors in district and local centres will be supported. Where there is a considerable proportion of vacant property in a centre, residential or other uses at ground floor level will also be considered by the Borough provided that they would not adversely affect the function of the centre within the retail hierarchy.
6. Special considerations will apply in situations of sustained high levels of vacancy, for example where more than 30% of the units in a centre have been vacant for more than a year. Where there is a sustained high level of vacancy, the Council will consider active town centre uses as a first resort with residential or other uses at ground floor level as a last resort.
7. A diverse range of appropriate uses including retailing will be appropriate and there is limited scope for new retail floorspace in either district centre. The Neighbourhood Plan for the area, Ascot, Sunninghill and Sunningdale Neighbourhood Plan 2011-2026, supports the provision of small retail units on sites in both centres.

9.12 Local centres

9.12.1 Local centres perform a more limited role, acting as the focus for convenience and service uses that serve their immediate community. The Borough's local centres are all different in terms of their size and the precise role they play in the life of their community, but in general they include a range of small shops serving a localised catchment. Typically they may include a convenience store, newsagent, sub-post office, pharmacy, hot-food takeaway or launderette, as well as various local services.

Town Centres and Retail

9.12.2 The local centres identified in Policy TR5 exclude small parades of shops of purely neighbourhood significance. The Borough's strategy is to ensure that local centres continue to provide a broad range of services for their local community, mainly serving specialist local needs or the immediate day to day needs of their local area.

9.13 Policy TR5 Local Centres

Policy TR 5

Local Centres

1. Development proposals for retail use within local centres will be supported, particularly within the primary shopping areas as defined on the Policies Map. Non-retail uses and services will also be supported provided the overall function of the centre and opportunities for customer choice are maintained.
2. The scale of development that will be appropriate in local centres will be determined by reference to the scale and function of the centre in question. Development proposals should not be of such a scale that they would elevate the centre to a higher level in the retail hierarchy.
3. Development proposals for residential use on upper floors in local centres will be supported. Where there is a considerable proportion of vacant property in a centre, residential or other uses at ground floor level will also be considered by the Borough provided that they would not adversely affect the function of the centre within the retail hierarchy.
4. Special considerations will apply in situations of sustained high levels of vacancy, for example where more than 30% of the units in a centre have been vacant for more than a year. Where there is a sustained high level of vacancy, preference will be given to active town centre uses. Residential or other uses at ground floor level will also be considered by the Borough provided they would not adversely affect the function of the centre within the retail hierarchy.
5. Local centres defined on the Policies Map will be supported to provide a broad range of services for their local community, mainly serving specialist local needs or the immediate day to day needs of their local area.
6. The local centres identified in Policy TR1 exclude small parades of shops of purely neighbourhood significance.

9.14 Impact and conditions

9.14.1 The scale of retail development that is appropriate within the Borough will be determined with reference to retail capacity work. (RBWM Retail and Town Centre Study 2015 and any subsequent updates.) Applications for retail development will be considered against the policies in this section and the retail capacity identified for each centre. Where retail capacity work specifies a maximum floorspace figure for a particular centre in a particular period, permission will only be granted for retail development in excess of that figure if its impact on other centres within the development's catchment has been assessed and judged to not cause undue harm to those centres.

9.14.2 Retail capacity guidance and policy indicates that any new floorspace should be located in accordance with the sequential approach. It should also be noted that it is possible to sell all types of goods from a town centre location. The sequential test will be operated in such a manner as to ensure that development is located in the centre to which it is most appropriate, with preference being given to those centres higher up the hierarchy.

9.14.3 National policy allows local authorities to set a proportionate threshold at a local level, above which proposals for retail, leisure and office development must be accompanied by an impact assessment. The national threshold of 2,500 square metres (gross external area) is considered appropriate for leisure and office use within the Borough.

Town Centres and Retail

9.14.4 For retail uses, a threshold of 1,000 square metres (gross external area) is considered appropriate within the urban areas of Maidenhead and Windsor. This figure approximates to the size of a small retail warehouse and marks a perceptual cut off point between town centre type and out of centre type retail units.

9.14.5 While larger units than this would normally be acceptable in central locations such as within Maidenhead and Windsor town centres, their location out of centre would indicate that a different form of retailing was likely to occur from the unit in question. Such different store formats can generate different shopping patterns and have significantly different effects on town centres.

9.14.6 A threshold of 500 square metres (gross external area) is considered appropriate for retail uses elsewhere. This approximates to a large convenience store or small supermarket, the establishment of which in an out of centre location has the potential to have a significant effect on the functioning of smaller centres in the locality. In the case of both thresholds as set out in policy, there is no bar to development occurring but it is appropriate to assess fully the impact of a proposed development to inform properly the decision made on any such planning application.

9.14.7 Where impact assessments indicate significant adverse impacts on an existing vitality and viability of the centre, development will be refused. What constitutes a significant adverse impact will be based on the circumstances of each case. The cumulative impact of recent/committed proposals may also be relevant. Where the evidence shows there is no significant adverse impact the positive and negative effects of the proposal will be balanced, together with locational and other considerations, to reach an overall judgement.

9.14.8 Conditions will be used to ensure that the impacts of retail development are acceptable and will remain in line with good development management practice. Such conditions could include restricting the subdivision or amalgamation of units, the maximum gross floorspace and net sales area or the range of goods that may be sold.

9.14.9 Flexible unit sizes are preferred to cope with flexible future trends and appropriate conditions for use will vary for individual proposals. In general, fewer restrictions will be appropriate in town centres, while it will be appropriate to exercise a greater element of control over any retail developments in other locations.

Town Centres and Retail

9.15 Policy TR6 Strengthening the Role of Centres

Policy TR 6

Strengthening the Role of Centres

1. Main town centre uses must be located within the centres defined in the hierarchy of centres where sites are suitable, viable and available. Subject to operation of this sequential test and as set out elsewhere in policy, offices may also be located in defined business areas.
2. Unless a development proposal is intended to meet a particular local need that occurs only in a specific location or catchment area, development proposals must assess in-centre sites in the following order of preference:
 - a. sites in town centres (Maidenhead, Windsor)
 - b. sites in district centres (Ascot, Sunningdale)
 - c. sites in local centres.
3. Where suitable and viable in-centre sites are not available, edge of centre locations must be considered. If suitable and viable edges of centre sites are not available, out of centre sites should be considered. When considering edge of centre and out of centre proposals, preference will be given to accessible sites that are well-connected to the centre.
4. Flexibility should be demonstrated on issues such as the format and scale of development. All centres within each individual level of the hierarchy are of equal status for the purposes of this sequential test.
5. Outside the defined centres, retail development including subdivision of existing retail units or widening the range of goods allowed to be sold will be resisted unless the proposal passes the sequential test outlined above, or is intended to meet a particular local need that occurs only in a specific location.
6. Development proposals for retail, leisure and office development larger than the thresholds set out below, located outside defined centres must be accompanied by an assessment of their impact on the vitality and viability of and investment in defined centres within their catchment:
 - a. retail development: 1,000 square metres within Maidenhead and Windsor urban areas; 500 square metres elsewhere
 - b. leisure development: 2,500 square metres
 - c. office development: 2,500 square metres
7. Neighbourhood Plans may set different thresholds where local considerations, supported by evidence, indicate this is appropriate.

9.16 Shops and parades outside defined centres

9.16.1 Not all town centre uses can be accommodated within existing centres. In recognition of this a number of retail parks and large free-standing stores have been developed.

9.16.2 Individual shops and small parades, located outside centres, can play a vital role in their local community. They can provide convenient access to day to day requirements and may be the sole accessible store for less mobile residents.

9.16.3 It is important that the community function of shops is supported. The policy takes a cautious approach towards the loss of small parades and individual shops, to ensure that the needs of communities can continue to be met in the future, but allows for change of use when the use of the shop to the local community can no longer be demonstrated.

Town Centres and Retail

9.16.4 Where a centre is suffering from a significant proportion of vacant property, it is appropriate to plan flexibly and positively for the future of the area and facilitate alternative uses. With this in mind, special considerations will apply in situations of sustained high levels of vacancy, for example where more than 30% of the units in a centre have been vacant for more than a year. Where there is a sustained high level of vacancy, residential or other uses at ground floor level may be considered.

9.17 Policy TR7 Shops and Parades Outside Defined Centres

Policy TR 7

Shops and Parades Outside Defined Centres

1. Development proposals that enhance the community function of shops and parades located outside centres defined on the Policies Map will be supported.
2. Where it is proposed to change the use of a shop outside a centre, an assessment will be made of its value to the local community. If the shop fulfils a function of benefit to the local community, development proposals must provide credible and robust evidence of an appropriate period of marketing for retail use.
3. Where evidence suggests that a shop does not fulfil a function of benefit for the local community, or where a community benefit exists to changing to another use, marketing evidence will not be required.

9.18 Markets

9.18.1 Markets are part of the overall retail economy. In addition to providing consumers with a more varied shopping experience, they also have the benefit of supporting local producers and can enhance the overall experience of visiting a town centre.

9.18.2 Markets and similar community events can add distinctiveness and diversity to a town centre's overall shopping experience. They attract people into a town centre, helping to make it more lively, and can significantly enhance a town centre's overall image and identity of the centre.

9.19 Policy TR8 Markets

Policy TR 8

Markets

1. Existing and proposed markets within town, district and local centres will be supported. Development proposals that include the operation of events and markets within town, district and local centres and that incorporate suitable spaces and appropriate infrastructure for events and markets, such as electricity points and lighting, will be supported.
2. Development proposals should show how they are not creating an adverse impact on the residential amenity of nearby properties, especially with regard to noise.

Visitors and Tourism

Visitors and Tourism

10.1 Context

10.1.1 Visitors and tourism can contribute to enhancing quality of life through delivering rewarding experiences for visitors, and a greater variety of jobs and training opportunities. It can support urban renaissance and rejuvenation, and diversify and develop the rural economy.

10.1.2 The Borough's economy is supported by a vibrant visitor and tourism market. This is particularly important to Windsor and Eton, Ascot and Thames-side settlements. One of the objectives of the BLP is to enable the continued success and evolution of the Borough's distinct visitor economy.

10.1.3 Key objectives include:

- supporting and promoting the key heritage attractions of Windsor, Ascot and the River Thames
- providing sufficient visitor accommodation and facilities
- promoting opportunities for visitor related development

10.1.4 To work towards these objectives, the Council will work with partner organisations through the Visitor Management Forum to support the tourist economy. An integrated approach will be taken to ensure that these objectives are reflected in local activities such as town centre management and regeneration, open space strategies, heritage enhancement initiatives, countryside management and environmental stewardship. Visitor and tourism policies encourage development which supports the sustainable growth of the tourism industry.

10.1.5 The National Planning Policy Framework (NPPF) includes tourism under a category with arts and culture, as a main town centre use. This definition can include theatres, museums, galleries and concert halls, hotels and conference facilities. The NPPF also identifies the need for Local and Neighbourhood Plans to support sustainable rural tourism and leisure developments that benefit businesses in rural areas, communities and visitors, while respecting the character of the countryside.

10.2 Tourism in the Borough

10.2.1 Windsor is one of the major tourist attractions of the south east England, experiencing very high levels of tourism and day visitor activity which make a major contribution to the local economy. Windsor Castle is the oldest and largest inhabited castle in the world and is an international tourist destination. The effects of high visitor numbers on traffic congestion and pressures on local services and residents require careful management.

10.2.2 The River Thames is also a major tourist attraction and of considerable importance to tourism and the visitor economy in the Borough. The river provides high quality landscapes along its length and is widely used for a range of informal leisure activities, bringing direct economic benefits to its surrounding area.

10.2.3 Legoland Windsor is Britain's third most popular paid for tourist attraction, with around 1.9 million visitors per year, rising from 1.1 million when it first opened in 1996. In addition, of the many events that take place in the Borough each year, the Royal Ascot race meeting attracts the most visitors, with around 300,000 people travelling to the racecourse each year over the five days of racing.

10.2.4 There are many other visitor attractions and events in the Borough, including Windsor Race Course, the Royal Windsor Horse Show, Eton College, Cookham's Stanley Spencer Gallery, Windsor Great Park, golf in Sunningdale, Thames Valley Athletics Centre, Hurley Lock, Bisham Abbey and Windsor Festival. In many cases, tourism and visitors are important in helping to maintain key heritage assets.

10.3 Key challenges and issues

Key challenges and issues

10.3.1 The number of visitors received by the Borough is increasing annually, both from overseas and domestically. Between 2006 and 2014, visitor numbers increased from 6.7 million to just under 7.7 million trips per year.

Visitors and Tourism

10.3.2 The number of day visitors currently represents almost 91% of the total number of visitors received. Overall, an estimated 716,000 staying trips were spent in Borough in 2014, of which around 523,000 were made by domestic visitors (73%) and 193,000 by overseas visitors (27%); both figures representing an increase over 2013.

10.3.3 Staying trips in 2014 resulted in an estimated 1,930,000 visitor nights in the Borough, a growth of 3.8% compared to 2013. Total expenditure from overnight visitors in 2014 was £208 million, of which almost £93.3 million came from overseas and £114.7 million from domestic visitors.

10.3.4 Approximately 6,971,000 visitor day trips were made to the Borough in 2014 generating an additional £276.4 million in visitor trip expenditure. Compared to 2013, the volume of day trips increased by 1.6%, and trip expenditure also increased by 1.9%.

10.3.5 Direct expenditure generated by visitors and tourism in the Borough in 2014 was £465 million. Adding additional indirect and induced effects (which generate a further £158.2 million) translates to £623.2 million worth of income for local businesses. Compared to 2013, this represents an increase of 2.5% in total tourism value.

10.3.6 This visitor-related expenditure is estimated to have supported 7,149 full time equivalent jobs in Windsor & Maidenhead. Many of these jobs are part-time or seasonal in nature and are spread across a wide range of service sectors from catering and retail to public service jobs such as in local government as well as tourism. Total tourism related expenditure supported 11% of all jobs in the Borough in 2014.

10.3.7 It is considered that there is currently a sufficient level of appropriate accommodation to manage the level of growth in this area. This will be monitored throughout the plan period by the Visitor Management Forum, which is made up of local businesses, representatives from the tourism industry and Councillors.

10.3.8 The Borough's Local Transport Plan highlights the burden placed on local transport infrastructure by the fact that 51% of visitors arrive by car, with parking capacity and traffic congestion being particular issues for Windsor and Eton. The £5 million Windsor Transport and Parking Package is helping to address these issues in the short to medium term, aiming to provide a ring of small park and ride sites, together with improvements to local car parks, bus and cycle facilities and variable message signing.

10 Visitors and Tourism

10.4 Policy VT1 Visitor Development

Policy VT 1

Visitor Development

1. Maidenhead and Windsor town centres will be the main focus for major visitor related development. Development will be acceptable in other settlement locations provided that the type and scale of activity and the number of trips generated are appropriate to the accessibility of the location by walkers, cyclists and users of public transport. Proposals for hotel development at Windsor and Ascot racecourses will be supported if a case of very special circumstances is made in each case.
2. Development proposals for visitor development will be expected to:
 - a. be consistent with the sequential approach to site selection within that settlement or as an exception show evidence that the proposed development is locationally specific and consistent in terms of scale, impact and function with their location
 - b. contribute positively to the character of the area, the amenity of surrounding land uses and the retention and enhancement of heritage assets
 - c. contribute, where appropriate, towards town centre rejuvenation and environmental enhancement and a sustainable, safe, attractive and accessible environment
3. Development required to meet the changing needs of visitors at existing visitor attractions will be supported if the proposal does not have an adverse impact on local environment, amenity or traffic.
4. Development proposals for visitor development in rural locations will be supported where the proposals promote the rural economy and contribute positively towards the ongoing protection and enhancement of the countryside.
5. Development proposals located in the Green Belt will be expected to demonstrate that they maintain the character of the Green Belt in that location, protect historic and heritage assets, are in conformity with current Green Belt guidance, policy and legislation, and are supported by a case of very special circumstances.
6. Development proposals for park and ride facilities located in the Green Belt will need to demonstrate a case of very special circumstances.
7. A Visitor Strategy Supplementary Planning Document will be produced to illustrate further how this policy should be implemented.

10.5 Policy VT2 Visitor Accommodation

Policy VT 2

Visitor Accommodation

1. Development proposals for additional visitor accommodation including new bed spaces through either new accommodation or extensions to existing accommodation will be supported in principle where they would improve the quality of accommodation or diversify the range of accommodation available such as providing specifically for business visitors and tourists. Development proposals will be expected to provide evidence that that are:
 - a. consistent with the sequential approach to site selection within the particular settlement or on an exception basis that the proposed development is locationally specific
 - b. providing for additional accommodation that is required to improve the overall quality of accommodation in a location through raising current standards or providing a type of accommodation or supporting facilities not currently available in that location, for example, accommodation for people with mobility or visual disabilities
 - c. accessible by a variety of forms of transport including but not limited to public transport.
2. Development proposals for bed and breakfast accommodation will be supported in principle where evidence can be provided that the proposal:
 - a. is in addition to the main use of the dwelling as a domestic residence
 - b. will not result in the proliferation or over concentration of such uses within an area so as to cause material harm to the amenity of that area
 - c. will not result in a substantial increase in traffic.
3. Development proposals in rural areas such as campsites and holiday caravan parks will be supported where they are appropriate to the character of the area, do not impact adversely on the amenity or environment of an area and are supported by a case of very special circumstances if located in the Green Belt.
4. A Visitor Strategy Supplementary Planning Document will be produced to illustrate further how this policy should be implemented.

Historic Environment

Historic Environment

11.1 Context

11.1.1 The Borough enjoys a wide diversity of built character. Many of the oldest settlements in the Borough are located close to the River Thames, which has played an important role in its economic and cultural development. For example, both the villages of Hurley and Datchet pre-date Roman occupation and continue to be thriving communities due in part to the advantages of a riverside location.

11.1.2 The Borough is steeped in history; the area has evolved around old settlement patterns, and receives its royal title from strong connections with the Crown. Windsor Castle is a prominent medieval building of international importance located in the wider floodplain of the River Thames built on an outcrop of chalk, and influenced the development of the town for trade and more recently tourism.

11.1.3 The character and diversity of its urban and rural areas, and its high quality historic built environment make the Borough very distinctive. This character can vary settlement to settlement. The scale and extent of the Borough's Conservation Areas vary from small hamlets (such as White Waltham) to villages (such as Cookham Dean) and towns like Windsor; all of which have unique historic and architectural interest.

11.1.4 Within the Borough there are many examples of sustainable development being achieved through the re-use of the historic building stock. For example, Bisham Abbey, a Grade I Listed Building, has evolved and expanded to become a national sports centre, whilst still retaining its high degree of significance and interest. This demonstrates how the historic environment can be retained but adapted to meet present-day requirements.

11.2 Conservation and heritage

11.2.1 The objective of conserving and enhancing the special qualities of the Borough's built and natural environment can be achieved through ensuring that development proposals respect both individual identity and the sense of place. The historic environment is by its very nature irreplaceable and meeting this objective is essential to ensure that residents, visitors and future generations can enjoy the historic environment of the Borough in the future.

11.2.2 The evidence base comprises the Historic Environment Record maintained by Berkshire Archaeology and the Heritage at Risk Register maintained by Historic England. The Borough also has a Townscape Assessment that provides useful descriptions and information about those urban and suburban areas not lying within the Green Belt.

11.2.3 The character of villages and hamlets in the countryside are defined in the Landscape Character Assessment. A Historic Landscape Character Assessment is currently being undertaken for East Berkshire, including the Royal Borough, and this Assessment will form a key evidence document to support the development of the Heritage Strategy Supplementary Planning Document.

11.2.4 The Borough has also undertaken Conservation Area Appraisals for many of the Conservation Areas. These appraisals will be used to guide the design of development proposals, and to help determine the appropriateness of development involving or in proximity to heritage assets.

11.2.5 Conservation Area Appraisals have influenced the spatial strategy and relevant site allocations with regard to potential impact on heritage assets. Further details of how the Historic Environment policies will be implemented will be set out in the Heritage Strategy Supplementary Planning Document.

11.2.6 In accordance with national planning guidance, the Borough considers its heritage assets to be "an irreplaceable resource" and in line with the NPPF it will protect all heritage assets in line with their significance. All development proposals will be expected to have regard to both the national and local historic contexts. For the purposes of the BLP the term heritage assets refer to buildings, parks and gardens; standing, buried and submerged remains; and areas, sites and landscapes, whether designated or not, and whether or not capable of designation.

Historic Environment

11.3 Policy HE1 Historic Environment

Policy HE 1

Historic Environment

1. Development proposals will be required to conserve and enhance, where possible, the character, appearance and function of heritage assets and their settings, and respect the significance of the historic environment.
2. Development proposals should seek to protect, conserve and enhance the architectural features, structures, settings, historic character and significance of heritage assets and designations.
3. Heritage assets are defined as:
 - a. Listed Buildings
 - b. Conservation Areas
 - c. Registered Parks and Gardens
 - d. Ancient Monuments
 - e. significant archaeological remains
 - f. settings of heritage assets
 - h. locally significant buildings, structures, areas or landscapes of architectural or historic interest including non designated locally significant assets identified in the local lists compiled by the Council.
4. A local register of heritage assets at risk will be maintained. Conservation Areas will be subject to a rolling programme of Conservation Area Appraisals. A list of all the Conservation Areas in the Borough can be found in Appendix E.
5. A Heritage Strategy Supplementary Planning Document will illustrate further how this policy should be implemented.

11.4 Listed buildings

11.4.1 The main aim of listing a building is to prevent alterations that harm the special character of the building or structure and this includes the interior. Although the decision to list a heritage asset may be made on the basis of the historic or architectural interest of one element, the listing protection applies to the whole asset. Buildings are listed by the Secretary of State in recognition of their special architectural or historic interest, and any works which affect the character of a listed building require permission.

11.4.2 There are approximately 1700 Listed Buildings in the Borough, of which 23 are Grade I, and 74 are Grade II*. The Borough has a rich built heritage which is signified by the wide variety of Listed Buildings, in terms of grade, character and use. Some Listed Buildings hold international importance, such as Windsor Castle and Jesus Hospital in Bray, whilst others include significant examples of rural vernacular and agricultural architecture.

11.4.3 National guidance states that when considering the impact of proposed development on a significant heritage asset, great weight should be given to that asset's conservation. Substantial harm to or loss of a Grade II Listed Building should be exceptional. Grade I and II* Listed Buildings are considered to be heritage assets of the highest significance, and harm to or loss of these should be wholly exceptional.

11.4.4 High quality of design is an important consideration where development proposals include Listed Buildings. Proposals which fail to respect the historic context or setting will be refused.

Historic Environment

11.4.5 Any development within the curtilage or setting of a Listed Building should maintain its character. Applicants should use appropriate materials in schemes, which includes but is not limited to their use for windows, doors, shopfronts, canopies, fascias, roofing materials and rainwater systems. These will often be traditional materials which either match the original or are noticeably different, but may exceptionally be strikingly distinct from but sympathetic to the character of the original.

11.4.6 Development proposals that conserve and enhance the structure, character, appearance and setting of a Listed Building, and secure an active, long-term economically viable use should be considered favourably where the applicant can justify and demonstrate the impact of the proposal on the heritage asset is appropriate. Detailed assessments or surveys should include the following information, ensuring that the impact at each stage has been demonstrated as appropriate:

- justification for the development proposal
- assessment of the heritage asset's significance
- a structural assessment where appropriate
- impact on the significance of the heritage asset
- full details of the proposed alterations and/or extensions.

11.4.7 Alterations and extensions to Listed Buildings must respect the host building in terms of the scale, style and materials, allowing the original building to remain a distinct element.

Change of use

11.4.8 The most suitable use for an historic building is usually the one for which it was originally designed. It is acknowledged that the originally intended use of historic buildings may no longer be viable or compatible with the long term conservation of the building. The most suitable new use will usually be the economically viable use which requires least change to the historic building. This may not be the same as the option which generates the greatest return.

11.4.9 When considering the viability of proposals, the Borough will take into account the previous management of the heritage asset and any neglect of the asset resulting in its deterioration. This will prevent permission being given for schemes where inappropriate changes to the heritage asset are claimed to be justified in order to secure future viability.

11.4.10 Development proposals for the change of use of a Listed Building that would contribute to the building's conservation and enhance its architectural and historical significance will be supported where the applicant can justify and demonstrate the impact on the asset's significance. If Listed Buildings or other assets form part of a group, for example, agricultural buildings, it is important to ensure that the proposed new use can form part of a sustainable scheme for the future.

11.4.11 Proposals which fail to incorporate heritage assets into overall schemes, thereby risking the isolation and deterioration of the assets, will not be permitted. Evidence of marketing exercises for the property and their results may be required to support an application for an alternative use (see appendix F).

Loss or demolition (including features)

11.4.12 The Borough will seek to protect, preserve and retain Listed Buildings across the Borough. Listed Buildings can be conserved in a manner appropriate to their significance through the retention of features which contribute to the special architectural and historic interest of the building. Specific features may include, but are not limited to: joinery, ornamental mouldings, windows and doors, internal decorative features, floors, ceilings, chimney breasts and fireplaces.

11.4.13 In line with national planning guidance, development proposals resulting in substantial harm to or total loss of significance of, a designated heritage asset will not be supported. This includes designated assets inherently not capable of generating an income (for example, mileposts and walls).

11.4.14 To justify substantial loss or harm, the applicant will be required to demonstrate that substantial public benefits outweigh the harm or loss. In other instances, all of the following tests will be applied in order to justify substantial harm or total loss:

- the nature of the heritage asset prevents all reasonable uses of the site, and

Historic Environment

- no viable use of the heritage asset itself can be found in the medium term through appropriate marketing that will enable its conservation, and
- conservation by grant-funding or some form of charitable or public ownership is demonstrably not possible, and
- the harm or loss is outweighed by the benefit of bringing the site back into use.

11.4.15 In the exceptional circumstance where demolition is permitted, the Borough will require an appropriate archive to be made of the features and fabric that would be lost, conducted by a heritage specialist. In such circumstances, a condition would be attached that would require no works to commence until a record of the existing building, to an appropriate level as set out in 'Understanding Historic Buildings, A Guide to Good Practice' (English Heritage, 2006), has been submitted to and approved by the Council.

11.5 Policy HE2 Listed Buildings

Policy HE 2

Listed Buildings

1. Development proposals should seek to enhance and conserve heritage assets. The Council will only support development proposals that respect the significance of a Listed Building and its setting.
2. All development proposals that affect Listed Buildings or their settings should be accompanied by a relevant and detailed assessment or survey. Detailed surveys or assessments should include the following information to ensure that impacts of development proposals are considered appropriate:
 - a. justification for the development proposal
 - b. assessment of the heritage asset's significance
 - c. structural assessment where appropriate
 - d. impact on the significance of the heritage asset
 - e. full details of the proposed alterations and or extensions.
3. Alterations and extensions to Listed Buildings should take account of scale, design, use of materials, retention of the structure and any features of historic or architectural importance. Alterations and extensions to Listed Buildings should also respect the host building in terms of the scale, style and materials, allowing the original building to remain a distinct element.
4. When considering development proposals the Council will take account of the previous management of the heritage asset and any neglect of the asset resulting in its deterioration. The Council will only support development proposals where appropriate changes to the heritage asset are claimed to be justified in order to secure future viability.
5. Development proposals will be supported where the applicant can provide justification for and demonstrate that:
 - a. internal and external alterations or extensions to a Listed Building will not adversely affect the character of the building or its setting
 - b. they protect the integrity of buildings, spaces, landscape, layout and plan form, access, archaeological remains, aspects of social significance and other features of historic or architectural interest
 - c. there is a high quality of design, being sympathetic to siting, existing settlement patterns, proportions, scale, height, form and materials used both on the building itself and to be in keeping with the character of the area in general
 - d. they use appropriate materials.
6. Development proposals for an appropriate change of use for a Listed Building will be supported where they conserve and enhance its special interest and physical fabric, both internally and externally, and its setting.
7. Development proposals should not result in the loss or demolition of Listed Buildings or their settings. In exceptional circumstances where the Council is prepared to allow demolition, an appropriate archive will be required to be made of the features and fabric that would be lost, conducted by a Heritage Specialist.
8. A Heritage Strategy Supplementary Planning Document will be produced to illustrate further how this policy should be implemented.

Historic Environment

11.6 Ancient monuments and archaeology

11.6.1 The archaeological heritage of the Borough is rich and varied, having seen many settlements growing organically over time. In Prehistoric times, the river valley with its fertile soils and opportunities for transport meant the area was favoured for settlement and agriculture, and archaeological remains reflecting these activities and others are prolific.

11.6.2 The traces of previous development are still evident in many settlements, for example ribbon development along roads and narrow streets that are not suitable for modern transport, but nevertheless have a unique and enchanting character. Others have disappeared from the surface but still survive below ground. Accordingly, it is important to take all opportunities to discover historical remains that could be found and provide further information about the past.

11.6.3 Nationally important sites and monuments are given legal protection by designation, that is, inclusion on the National Heritage List as Scheduled Ancient Monuments. Consent for works to a Scheduled Ancient Monument is issued by Historic England.

11.6.4 There are 22 Scheduled Ancient Monuments in the Borough which are not always ancient or visible above ground. The Berkshire Historic Environment Record (HER) notes over 2000 archaeological assets in the Borough, ranging in date from the Stone Age to the modern period.

11.6.5 National planning guidance states that Scheduled Ancient Monuments and areas of presumed archaeological importance can be conserved in a manner appropriate to their significance by the undertaking of a thorough desk based assessment of the heritage asset, field investigation where appropriate and sympathetic design to secure preservation in-situ .

11.6.6 Archaeological remains are a finite and non-renewable resource, providing irreplaceable information about our past. There is a presumption in favour of their physical preservation and their settings.

11.6.7 New development must avoid damage to archaeological deposits and put in place appropriate mitigation measures where damage is unavoidable. Development proposals which affect archaeological sites and monuments of unknown importance and areas of potential will need to demonstrate that the full implications of the development on matters of archaeological interest have been assessed and taken into account. The impact of development on all types of remains should be minimised.

11.6.8 As most archaeological remains are yet to be discovered it is crucial that sites of potential interest are appropriately assessed. All works will be guided by national planning policy, government advice and that issued by Historic England. The Council will also set up a local heritage asset register as part of its Heritage Strategy and will provide further guidance on assessments of local archaeology potential through the development plan process.

11.7 Policy HE3 Ancient Monuments

Policy HE 3

Ancient Monuments

1. Scheduled and nationally important Ancient Monuments and their settings will be protected. Development proposals must show how the proposal conserves the monument and presumed archaeological importance in a manner appropriate to their significance by the undertaking of a desk based assessment of the heritage asset, field investigation where appropriate and sympathetic design to secure preservation in situ. The assessment must:
 - a. demonstrate an understanding of the historic context of the monument
 - b. state the impact the proposal would have on the monument and its setting
 - c. show how the development proposal would, where possible, enhance the monument and its setting.
2. A Heritage Strategy Supplementary Planning Document will illustrate further how this policy should be implemented.

11.8 Policy HE4 Archaeology

Policy HE 4

Archaeology

1. Development proposals affecting national and local sites, or known or potential sites of archaeological interest will only be considered where the Historic Environment Record has been consulted to ensure that the significance of such assets is fully understood. Applicants for a development proposal must show how they have met the following requirements:
 - a. an appropriate desk based assessment by a suitably qualified person, and
 - b. a field evaluation to clarify the findings of the assessment and the anticipated impact of the proposals, and
 - c. design and layout development proposals to secure archaeological preservation in situ where warranted, or by record (that is, through archaeological excavation and recording and conservation.)
2. Where development proposals are in areas of potential archaeological interest a programme of archaeological works may be required to mitigate the impact.
3. Development proposals should have regard to their impacts upon the historic environment, protecting and where possible enhancing designated and undesignated archaeological remains and their settings.
4. For development at sites of archaeological interest, in situ preservation of archaeological remains is preferred and appropriate management must be undertaken during construction to ensure this.
5. A Local Heritage Asset Register, as part of the Heritage Strategy, will provide further guidance on assessments of local archaeological potential.
6. A Heritage Strategy Supplementary Planning Document will illustrate further how this policy should be implemented.

Historic Environment

11.9 Registered parks and gardens

11.9.1 Registered parks and gardens are registered because of their special historic interest as designed landscapes. The emphasis of the 'Register of Parks and Gardens of special historic interest in England' is on gardens, grounds and other planned open spaces, such as cemeteries and urban parks, and applies to 'designed' landscapes. Parks or gardens found to be of sufficient historic interest to merit protection are added to the Register which is managed by Historic England.

11.9.2 The Royal Borough has ten registered parks and gardens which vary from the extent of Windsor Great Park to the ex Sunningdale Civil Service College. Two registered parks and gardens also extend over the boundary lines of the Borough to some degree.

11.9.3 Proposals which affect registered or locally significant parks and gardens must have careful regard to the important landscape architecture of the site and its special character, as well as the setting (which may include any historic buildings or features). Development proposals are required to provide appropriate information with any application that affects a registered park or garden to demonstrate the effects of the proposal. A locally significant park or garden is defined as a park or garden significant for their historic and landscape value in the local vicinity.

11.9.4 Some of the registered parks and gardens in the Borough are under pressure for development or from commercial activities. Windsor Great Park is a regional visitor attraction and a key heritage asset for the Borough, and it is clear that there are competing demands on it in relation to heritage and tourism, and also to meet a need for improved staff accommodation. Both Hall Place in Burchetts Green and Sunningdale Park are also proposed to be designated as 'Important Previously Developed Sites within the Green Belt' as well as registered parks and gardens.

11.9.5 The setting of a registered or locally significant park and garden includes the wider character and views into and from the park and garden beyond the boundary, all of which may be affected by development proposals. Examples of the fabric of a park or garden could be buried walls or a significant feature that adds to its character.

11.9.6 Trees are an integral part of the character of registered or locally significant parks and gardens, and therefore the preservation of trees in relation to the setting and fabric of the park and garden is a key consideration. Landscape features including trees, such as historic avenues for example, will also be considered.

11.10 Policy HE5 Registered Parks and Gardens

Policy HE 5

Registered Parks and Gardens

1. Development proposals for changes of use in or within the setting of locally significant or registered parks or gardens will be considered where the proposal conserves or enhances the setting, appearance, historic nature, fabric and significance of the park or garden and does not cause harm to the appearance or setting of a registered or locally significant park or garden.
2. Development proposals should provide appropriate information regarding the impact of the proposal and to show how they have had regard to the important landscape architecture of a site and its setting and special character through the submission of a Heritage Management Plan.

11.11 Conservation Areas

11.11.1 Conservation Areas are designated for their particular architectural or historic interest, taking account of the overall quality of the area, mix and style of buildings, quality of open spaces, and other features which contribute to the overall character. The character and appearance of each Conservation Area is unique and is derived from the composition of building form, materials, style and placement with open spaces.

Historic Environment

11.11.2 The Borough's Conservation Areas are valued by local communities and visitors alike, and each has a unique character and appearance which creates a high degree of local identity. Further assessment of the individual Conservation Areas is available in the Conservation Area Appraisals which are listed in Appendix E and the boundaries are shown on the Policies Map. The Heritage Strategy will identify any other parts of the Borough which may be suitable for future designation as a Conservation Area.

11.11.3 National planning guidance states that opportunities for new development within Conservation Areas should be considered favourably where they help to enhance or better reveal their significance. The loss of a significant building or feature that positively contributes to the character or significance of the wider Conservation Area should be treated as causing harm and be resisted. The Borough Council will use Article 4 Directions within Conservation Areas where permitted development is eroding the special character and interest of that Conservation Area.

11.11.4 Conservation Areas can be conserved in a manner appropriate to their significance through the retention of physical structures such as buildings, walls, fences, hedges, trees or other features, and also by maintaining the relationship between buildings, including the pattern of the street scene, and the spacing between buildings that contributes to the distinctive character of many Conservation Areas. An applicant will need to provide strong justification as to why any such feature cannot be retained.

11.11.5 The loss of significant features will generally be resisted as it is likely they will have a historic character that cannot be replicated by new development. Where appropriate, the Council may impose a condition to control the timing of demolition and demolition will not be supported until an appropriate redevelopment scheme has been approved.

11.11.6 The use of appropriate materials is encouraged (the key is the quality of the materials as opposed to whether these are traditional or modern, including renewables) to conserve and enhance the character and appearance of a Conservation Area. This may include, but is not limited to windows, doors, shopfronts, canopies, fascias, roofing materials and rainwater systems.

11.11.7 Certain areas are characterised by the harmonised use of patterned brickwork, for example, and would be affected by external painting. Therefore some permitted development rights have already been removed from sensitive areas through the application of Article 4 Directions.

11.11.8 The use of buildings and the pattern of spaces can be fundamental to the character of a Conservation Area. Sensitive changes of use can enhance that character.

11.11.9 An issue often faced in Conservation Areas is the parking of vehicles. The visual intrusion of cars on the streets or parking in front gardens can harm the appearance and character of the area. In Conservation Areas, particularly those covered by Article 4 Directions, the Council will encourage opportunities to minimise vehicle impact through appropriate hard and soft landscaping, improvements to existing arrangements through revised layouts, and discourage the conversion of front garden areas to car parking.

11.11.10 Conservation Area Appraisals detail their character and provide key focus for improvement and can be viewed on the Council's website. These documents should be used to guide the design of development proposals and to help determine the appropriateness of development involving or near to heritage assets.

11.11.11 Proposals should consider whether an important view will be affected by development, (for example the traditional public views of Windsor Castle and the River Thames), and should also consider views out of Conservation Areas, which can be very important to their character.

11 Historic Environment

11.12 Policy HE6 Conservation Areas

Policy HE 6

Conservation Areas

1. Development proposals will need to conserve or enhance the character and appearance of the Conservation Areas within which they are proposed, and contribute positively to the character, local distinctiveness and significance of the historic environment. Development proposals will be required to:
 - a. for new development or alterations to existing buildings structures, be of high quality design, sympathetic to the siting, proportions, scale, height, form, materials and detailing used on both the building itself and adjacent buildings, and be in keeping with the character of the area in general, and
 - b. use appropriate materials and finishes, and
 - c. for changes of use, demonstrate that the proposed use will not result in an undesirable intensification of activities in the area, be sympathetic to the building and appropriate to the overall character of the Conservation Area; and
 - d. not include sites which form important open spaces within the Conservation Area or sites which by way of their openness form part of the essential character of the Conservation Area; and
 - e. retain any buildings and protect views that contribute to the distinctive character of the Conservation Area.
2. The Council will resist development proposals that involve the loss of buildings, structures (including walls and fences) or trees that make a positive contribution to or help conserve the character of a Conservation Area. Conservation Areas will be subject to a rolling programme of Conservation Area Appraisals.

11.13 Windsor Castle and Great Park

11.13.1 Windsor Castle, home to Her Majesty Queen Elizabeth II, is one of the most recognisable heritage assets in the United Kingdom. Dating from 1165 the Castle and most of the buildings within the walls are Grade 1 Listed Buildings and therefore in the top 2.5% of all Listed Buildings in the country. Windsor Castle is both the largest inhabited castle in the world and the longest occupied Royal Palace in Europe whilst also being a Royal home. Windsor Great Park is also Grade 1 Listed on the Register of Historic Parks and Gardens.

11.13.2 Windsor Castle is of extreme importance to the Borough, not only because of its historical and cultural significance but also the role that it has as a major visitor attraction. Visitors to Windsor and the surrounding areas make a substantial contribution to the ongoing success of the local economy. The Castle and its setting within The Great Park are visible to and from a large area, and these views provide the background setting for the buildings and its immediate surrounds.

11.13.3 The Palace of Windsor Castle is owned by the Occupied Royal Palaces Estate on behalf of the nation and Windsor Great Park is managed by the Crown Estate. Both Windsor Castle and the Great Park are considered to be 'Crown Land' which is defined in Section 293 of the Town and Country Planning Act 1990 as land in which there is a Crown interest or a Duchy interest. From 2006 Crown land no longer enjoys immunity from planning control although there are some exceptions to this.

11.13.4 There are provisions and arrangements in place to help facilitate development and restrict access to sensitive information in the interests of national security and defence including additional permitted development rights. These rights which are set out in Part 19 of Schedule 2 of the Town and Country Planning (General Permitted Development)(England) Order 2015 make provision for the Crown and other Crown bodies to carry out certain types of development without a planning application needing to be made and this includes emergency development and development for national security purposes.

Historic Environment

11.13.5 The setting of Windsor Castle and Home Park sits within the wider setting of the Great Park. Both Home Park and Windsor Great Park are included on the Register of Historic Parks and Gardens and therefore benefit from added protection due to this status.

11.14 Policy HE7 Windsor Castle and Great Park

Policy HE 7

Windsor Castle and Great Park

1. Development proposals that affect Windsor Castle, as defined on the Policies Map, should be accompanied by a statement showing how the development proposal:
 - a. seeks to enhance the architectural and historical significance, authenticity and integrity of Windsor Castle and its local setting within the Great Park, and
 - b. safeguards the Castle and its setting within the Great Park allowing appropriate adaptation and new uses that do not adversely affect the Castle, The Great Park and their settings, and
 - c. protects and enhances public views of the Castle including those from further afield as detailed in the Windsor View Cone Study.
2. When not impacted on by Crown Permitted Development Rights, and where appropriate, all other policies in the Borough Local Plan apply to Windsor Castle and the Great Park.
3. The Council will, subject to the other policies in the Plan, support development proposals that aim to meet the needs of visitors to the Castle and the Great Park.

11.15 Local heritage assets

11.15.1 Local heritage assets in the Borough form an important part of the historical and cultural fabric of the Borough. The Borough Local Plan illustrates the significance of the local historic environment and although local heritage assets do not qualify for statutory listing they are nevertheless important to the Borough because of their cultural, architectural and historical contribution. A local list that details local heritage assets will be included in the Heritage Strategy and updated via the Annual Monitoring Report.

11.15.2 Retention and beneficial reuse of local heritage assets can be achieved through adaptation of existing fabric. There is a greater degree of flexibility when it comes to the alteration, re use and adaptation of local heritage assets.

11.16 Policy HE8 Local Heritage Assets

Policy HE 8

Local Heritage Assets

1. Development proposals that affect local heritage assets detailed on the Local List will be expected to demonstrate how they retain the significance, appearance, character and setting of the local heritage asset.
2. There is a general presumption in favour of retaining local listed heritage assets and where this is not possible, recording of the heritage asset should be undertaken and submitted alongside development proposals.

Natural Resources

12.1 Context

12.1.1 Maximising energy efficiency and reducing resource consumption in new development, or retro-fitting existing buildings, can help to reduce CO2 emissions and associated climate change effects. The Borough requires new developments to be as sustainable as possible, and to seek to move towards a low-carbon economy. Ways that development proposals can achieve this include reducing energy demand, and adopting sustainable methods of design and construction.

12.2 Sustainable design and construction

12.2.1 The recent Housing Standards Review concluded that government regulations and standards relating to sustainable design and construction should be simplified through Building Regulations. The Deregulation Act 2015 withdrew the ability of local planning authorities to add local technical standards or requirements relating to the construction, internal layout or performance of new dwellings at higher levels than Building Regulations. This included the removal of the Code for Sustainable Homes, which set out the government owned standard for sustainable house building. A Written Ministerial Statement confirmed that Local Planning Authorities could not require the Code for Sustainable Homes as a planning condition.

12.2.2 The Code for Sustainable Homes will be retained for legacy cases where residential developments are legally contracted to apply a code policy (for example, affordable housing funded through the National Affordable Housing Programme 2015 to 2018, or earlier programme).

12.2.3 These amendments form part of a wider package of changes that aim to remove or reduce the impact of policies that were considered to be overly onerous on developers. In 2015 the Government announced it would not be continuing with the zero carbon Allowable Solutions carbon offsetting scheme, or the proposed 2016 increase in on-site energy efficiency standards. Should national energy efficiency standards change the Borough would then expect all new development to comply with the updated standards in full.

12.2.4 Non residential development is not affected by the changes to government guidance. BREEAM therefore remains a suitable accredited assessment scheme where appropriate. Energy demand will be calculated against the final design of the building.

Natural Resources

12.3 Policy NR1 Sustainable Design and Construction

Policy NR 1

Sustainable Design and Construction

1. Development proposals that improve the sustainability of the built environment and sustainable ways of living and working will be supported. New development will be encouraged to be as sustainable as possible and to work towards a low carbon economy and applications should be accompanied by an Energy Demand Statement.
2. Development proposals will be expected to show how practicable measures have been taken to minimise energy demand, maximise energy efficiency and develop renewable energy technologies.
3. Development proposals should show how they have addressed the following measures:
 - a. planting, shading and advanced glazing systems to reduce solar heat gain during the summer
 - b. use of materials to prevent the penetration of heat, including the use of cool building materials and green roofs and walls, and flood resilient materials
 - c. increasing natural ventilation and removing heat by using fresh air
 - d. orientating windows of habitable rooms within 30 degrees of south and utilising southern slopes
 - e. locating windows at heights that maximise heating from lower sun angles during the winter
 - f. incorporating flood resilient measures such as raising floor levels, electrical fittings and rain-proofing and overhangs to prevent infiltration of heavy rain around doors and windows.
4. Development proposals to improve the energy efficiency of existing buildings will be supported.
5. A Borough Wide Design Guide Supplementary Planning Document will be produced to illustrate further how this policy should be implemented.

12.4 Renewable energy

12.4.1 Planning can make a significant contribution to both mitigating and adapting to climate change, through decision-making on the location, scale, mix and character of development. The 2008 Planning Act introduced a duty on local development plans to include policies which ensure that they make a contribution to both climate change mitigation and adaptation. Reflecting this, one of the plan's objectives is to minimise the impact the Borough has on climate change.

12.4.2 National policy states that local planning authorities should adopt proactive strategies to mitigate and adapt to climate change, that planning should provide resilience to the impacts of climate change, and support the delivery of renewable and low carbon energy and associated infrastructure. It also states that planning should support the transition to a low carbon future in a changing climate and encourage the use of renewable resources, for example by the development of renewable energy.

12.4.3 Applications for renewable energy may include solar farms, wind turbines, weir hydro-power, biomass, district heating, combined heat and power (CHP) from renewable resources etc. The visual impact of solar farms on the landscape and other sensitive areas will be a key consideration in determining applications.

12.4.4 Applications for biomass infrastructure should consider the transportation and the feasibility of combined heat and power. The Borough will generally be supportive of hydro-electric turbines along the River Thames.

12.4.5 A Written Statement by the Secretary of State for Communities and Local Government set out new considerations to be applied to proposed wind energy developments. It stated that when determining applications for wind energy development involving one or more turbines, Local planning authorities should only grant permission if:

Natural Resources

- the development site is in an area identified as suitable for wind energy development in a Local or Neighbourhood Plan
- following consultation, it can be demonstrated that the planning impacts identified by affected local communities have been fully addressed and therefore the proposal has their backing.

12.4.6 The Statement set out that maps showing the wind resource as favourable to wind turbines will not be sufficient and that suitable areas for wind energy development will need to have been clearly allocated in a Local or Neighbourhood Plan. The Borough commissioned a survey to assess potentially suitable and unsuitable sites for wind energy development across the borough. Wind development suitability was assessed using mapping software to screen the borough based on three key planning constraints:

- wind speed
- environmental and landscape designations
- proximity to residential properties.

12.4.7 In accordance with DECC guidance designated landscapes (National Parks, AONBs) and international and national nature conservation areas (SPA, SACs, SSSIs etc) should not be excluded as potential wind energy development sites. However, it is recognised that such designations are a constraint to wind energy development and wind energy developments will not normally be permitted in these areas.

12.4.8 Any wind energy proposals located within these designations will be assessed through the decision making process on planning applications and have not been used to determine areas classified as suitable or unsuitable for the purposes of the mapping exercise. Designations which have been identified as areas which are unsuitable for wind energy development include Ancient Woodland, Semi Natural Ancient Woodland, Scheduled Ancient Monuments and Registered Parks and Gardens.

12.4.9 Maps have been produced to illustrate the potential suitability for wind energy development across the borough including one for small scale wind development (<50m in turbine height) and medium/large scale wind development (≥50 m in turbine tip height).

12.4.10 Wind energy proposals of more than 50 megawatts are currently decided by the Secretary of State for Energy with the Local Authority a statutory consultee. National guidance has indicated that the government intends to amend legislation to allow all onshore wind energy proposals to be determined by local authorities.

Natural Resources

12.5 Policy NR2 Renewable Energy

Policy NR 2

Renewable Energy

1. Development proposals for the production of renewable energy and associated infrastructure will be supported. Renewable energy development should be located and designed to minimise adverse impacts on landscape, wildlife, heritage assets and amenity. Priority will be given to development in less sensitive areas including major transport areas or on previously developed urban land.
2. Development proposals should illustrate how the location and design of renewable energy generation proposals are appropriate to the chosen location, do not cause adverse harm to the area and in the case of more sensitive areas are small scale.
3. The following matters will be considered in the determination of renewable energy generation proposals:
 - a. potential to integrate the proposal with existing or new development
 - b. Best Practicable Environmental Option (BPEO) which should include an evaluation of the potential benefits to the community and opportunities for environmental enhancement
 - c. proximity to adequate transport networks
 - d. availability of suitable connections to the electricity distribution network.
3. Development proposals for wind energy development will only be supported where they are located in areas identified as being suitable for small or medium and large turbines on the Wind Mapping Exercise Maps and on sites allocated for wind energy development in Neighbourhood Plans.

12.6 Managing flood risk and waterways

12.6.1 The River Thames and its tributaries is a dominant feature in the Borough. The Thames forms much of the northern boundary of the Borough and is a feature of eight parishes and an additional five wards. Fluvial flooding and flooding from local sources (for instance, from groundwater, surface water and sewers) are constraints to development in parts of the Borough which have been affected by serious flooding from the River Thames on a number of occasions in the last 100 years, with the risk of flooding predicted to increase as a result of climate change.

12.6.2 The BLP seeks to minimise the impact of climate change and one of the key ways to achieve this is by adapting to climate change through the careful management of flood risk. This requires local planning authorities to develop policies to manage flood risk from all sources, taking account of advice from the Environment Agency and other relevant flood risk management bodies, such as lead local flood authorities.

12.6.3 Meeting the challenge of climate change and flooding is set out in para 93 -108 of the NPPF. NPPG also advises that the effective implementation of the NPPF on development within areas of flood risk does not remove the presumption in favour of sustainable development. The main source of flood risk in the Borough is fluvial flooding and although the Thames is the largest river in the Borough, there are a number of other watercourses including the Bourne Ditch, the Battle Bourne, Wraysbury and Horton Drains, that can contribute to potential flooding problems in local areas.

12.6.4 The Borough is also at risk of flooding from the Colne Brook, the Colne, the Cut, Strand Water and White Brook as well as a number of streams and ditches. However, flooding may also occur directly from rainfall, rising groundwater, the overwhelming of sewers and drainage systems or potentially from the failing of man made features such as bunds, reservoirs and reservoir aqueducts, water supply tunnels, man made lakes, and flood alleviation channels.

Natural Resources

12.6.5 To help reduce flood risk to some urban areas in the Borough, the Jubilee River relief channel was developed, which provides an overflow storage channel for flood water (effectively a very large Sustainable Drainage Scheme (SUDS)). The Jubilee River scheme extends from Maidenhead to Eton (11.6 km in length), leaving the River Thames at Boulters weir and re-joining immediately upstream of Datchet, and has reduced the area of Maidenhead at risk from severe flooding.

12.6.6 It was built as part of the Maidenhead, Windsor and Eton Flood Alleviation scheme, reducing the frequency and severity of flooding to properties within the Borough. The channel is designed to look and function as a natural living river, containing water all year round, and is sensitively landscaped to enhance the environment and create new habitats for wildlife in addition to reducing fluvial flood risk.

12.6.7 There is also a number of formal raised flood defences that affect flooding within the Borough. These include the Cookham Bund; North Maidenhead Bund; Datchet Golf Course; Battle Bourne; Windsor Bourne Flood Storage area embankment and Myrke Embankments.

12.6.8 The Borough has experienced major floods in 1894, 1947 and 2014. Other floods of lesser severity have occurred in 1954, 1959, 1974, 1981, 1990, 2000, 2003, 2007 and 2012. If not effectively managed, new development will affect the severity of flooding due to the resulting physical loss of floodwater storage capacity on a site and by impeding the flow of floodwaters across a site.

12.6.9 As a consequence, the Borough has operated a policy of constraining new development in areas with a high risk from flooding since 1978. This has been supported in an overwhelming number of cases at appeal. Locating inappropriate or poorly designed development in areas at risk of flooding will increase the impact of flooding in the future, putting more people at risk and increase the cost of damages to property

12.6.10 The Borough's SFRA and Environment Agency (EA) flood maps show that it is predominantly locations along the River Thames that are at highest risk of flooding for example, Wraysbury, Old Windsor, Cookham, Windsor. However, some other areas including around Waltham St Lawrence and White Waltham/Paley Street and up to Holyport, have flood risk owing to Twyford Brook and The Cut, which are both tributaries of the River Thames. Fluvial flood risk is therefore a constraint to development in several areas of the Borough which is not necessarily restricted to locations along the River Thames.

12.6.11 In addition some areas are more prone to experiencing surface water flooding. DEFRA has introduced the concept of a 'Surface Water Management Plan' (SWMP) "which outlines the preferred surface water management strategy in a given location. In this context surface water flooding describes flooding from sewers, drains, groundwater, and runoff from land, small water courses and ditches that occurs as a result of heavy rainfall.

12.6.12 The SFRA which was last updated in 2014 and is subject to revision, outlines that the Borough is also susceptible in places to incidents of localised flooding from sewers and other sources. These areas include, but are not exclusive to: Bray, Fifield, Holyport, Maidenhead, Cookham, Windsor and Oakley Green.

Regulations and guidance

12.6.13 The Flood Risk Regulations 2009 place a duty upon the Borough as a Lead Local Flood Authority to prepare a Preliminary Flood Risk Assessment (PFRA). The PFRA is a high level screening exercise that includes the collection of information on historic flood events, and potential, future, flood events.

12.6.14 The Borough's PFRA was published in 2009 and the Flood Water Management Act 2010 requires the local authority to provide a Local Flood Risk Management Strategy which will need to include information on how local flood risk is to be managed and the actions that might be taken to manage flood risk. The Borough adopted its strategy in December 2014.

12.6.15 The Government also expects the Council to adopt a sequential risk-based approach to development and flood risk. At all levels of the planning process whether allocating land or when considering planning applications, new development should be steered towards areas at the lowest probability of flooding. The Borough's Strategic Flood Risk Assessment (SFRA), most recently revised in 2014, refines information on the probability of flooding, taking other sources of flooding and the impacts of climate change into account.

Natural Resources

12.6.16 In making decisions, the vulnerability and locational need of the proposed use should be taken into account. If, following the application of the sequential test, it is not possible, consistent with wider sustainability objectives, for a proposed development to be located in zones of lower probability of flooding, the 'Exceptions Test' can be applied where relevant to do so.

12.6.17 Climate change projections for the UK indicate more frequent short-duration, high-intensity rainfall or more frequent periods of long-duration rainfall. This is likely to mean milder, wetter winters and hotter, drier summers. These changes will have implications for fluvial flooding and local flash flooding; subsequently the Government recognises that this will lead to increased and new risks of flooding within the lifetime of planned developments.

12.6.18 Fundamental to the BLP strategy is the avoidance of inappropriate development in areas liable to flooding through the adoption of a risk based approach. This approach is translated into Policy NR3. The policy also provides an opportunity to support and safeguard the Maidenhead Waterways.

12.6.19 The Borough will continue to work with the Environment Agency, water companies and other partners and individuals to manage water and flooding matters, to promote development away from areas at risk of flooding. The Borough will work with applicants to ensure that development is appropriately located and does not result in unacceptable flood risk or drainage problems, in the locality or elsewhere. This will involve exploring mitigation measures to ensure that they are suitable, appropriate and economically viable.

12.7 Policy NR3 Managing Flood Risk and Waterways

Policy NR 3

Managing Flood Risk and Waterways

1. Development will be guided to areas of lowest flood risk from all source of flooding by adapting to climate change through the careful management of flood risk and the application of a sequential test approach. Development proposals will only be supported where an appropriate flood risk assessment has been carried out and it has been demonstrated that development is located and designed to ensure that flood risk from all sources of flooding is acceptable in planning terms.
2. In applying this test, development proposals should show how they have had regard to:
 - a. the availability of suitable alternative sites in areas of lower flood risk (the sequential test)
 - b. the vulnerability of the proposed use
 - c. the present and future flood risk
 - d. the scale of potential consequences
 - e. site evacuation plan in the event of potential flooding.
3. In all cases, development must not itself, or cumulatively with other development materially:
 - a. impede the flow of flood water
 - b. reduce the capacity of the floodplain to store water
 - c. increase the number of people, property or infrastructure at risk of flooding
 - d. cause new or exacerbate existing flooding problems, either on the proposal site or elsewhere.
 - e. reduce the waterway's viability as an ecological network or habitat for notable species of flora or fauna.
4. Only water compatible uses and essential infrastructure development will be supported in the area defined as functional floodplain.
5. Development proposals should:
 - a. increase the storage capacity of the floodplain where possible
 - b. incorporate Sustainable Drainage Systems in order to restrict or reduce surface water run-off
 - c. reduce flood risk both within and beyond sites wherever practical
 - d. be constructed with adequate flood resilience and resistance measures suitable for the lifetime of the development
 - e. incorporate flood evacuation plans where appropriate
6. Development proposals will be required to incorporate appropriate comprehensive flood risk management measures as agreed with the Environment Agency or the Council as Local Lead Flood Authority
7. Further development land associated with strategic flood relief measures will be safeguarded, including the proposed flood relief channel from Datchet to Wraysbury, as shown on the Policies Map. Development should facilitate the improvement and integration of waterways in Maidenhead, including the completion of the Maidenhead Waterway Project.

Environmental Protection

Environmental Protection

13.1 Context

13.1.1 Most of the Borough has high environmental quality which needs protecting, and some areas that would benefit from improvements. Therefore protection of the environment through maintaining or enhancing air quality, minimising or reducing nuisance which affects human senses (such as noise and odour), can protect health and safeguard residential amenity.

13.1.2 Whilst there is legislation to control emissions from polluting activities, the planning system has a complementary role in directing the location of development that may give rise to environmental protection problems. This can manifest itself either directly from the development or indirectly e.g. through the impact of potential traffic it generates.

13.1.3 There are two strands to all environmental policy: to ensure new development proposals do not generate issues which unduly impact on the surrounding environment, and to ensure they are not the recipients of existing issues. Similarly it is important that existing lawful uses do not become compromised to go about their operation by virtue of subsequent new development.

13.2 Environmental protection

13.2.1 Environmental protection policies are linked with BLP objectives to minimise impact of development on climate change and the environment, and requiring new development to provide environmental improvements. The Borough is committed to protecting existing environmental quality and where possible reducing adverse effects on the local and natural environment as a result of changes in activities or from new development.

13.3 Policy EP1 Environmental Protection

Policy EP 1

Environmental Protection

1. The cumulative impact of developments will be a key consideration for development proposals.
2. Development proposals should not significantly and adversely impact the local environment.
3. Development proposals will only be supported where it can be shown that either individually or cumulatively in combination with other schemes, they do not have an unacceptable effect on environmental quality or landscape, both during the construction phase or when completed. Development proposals should also avoid locating sensitive uses such as residential units, schools or hospitals in areas with existing or likely future nuisance, pollution or contamination.
4. Where appropriate, applicants will be required to submit details of remedial or preventative measures (for example: construction management plans) and any supporting environmental assessments. Planning conditions may be imposed to ensure implementation of any measures that make development proposals acceptable.
5. Development proposals should seek to maintain existing environmental quality in the locality, and improve quality where possible, both during construction and upon completion. Opportunities for such improvements should be incorporated at the design stage or through operation.
6. Residential amenity may be harmed by reason of noise, smell or other nuisance. Accordingly, care should be taken when siting particular commercial or agricultural proposals such as livestock units, silage storage or slurry pits which should be sited well away from the curtilage of any residential property.

13.4 Air pollution

13.4.1 Air pollution in the Borough relates mainly to pollutants emitted from road transport sources, together with other pollutants as specified within the UK Air Quality Strategy. Local Authorities have a duty to declare Air Quality Management Areas (AQMAS) and work towards achieving national air quality objectives in areas

Environmental Protection

where residents are exposed to pollutants in excess of the objectives. It is therefore important to ensure that new development proposals, either individually or cumulatively, do not significantly affect residents within existing AQMAs by generating unacceptable levels of pollution.

13.5 Policy EP2 Air Pollution

Policy EP 2

Air Pollution

1. Development proposals will need to demonstrate that they do not significantly affect residents within or adjacent to an Air Quality Management Area (AQMA) or to residents being introduced by the development itself.
2. Development proposals will be supported where significant increases in air pollution can be mitigated, thus reducing the likelihood of health problems for residents.
3. Development proposals should aim to contribute to conserving and enhancing the natural and local environment, by avoiding putting new or existing occupiers at risk of harm from unacceptable levels of air quality. Development proposals should show how they have had regard to the UK Air Quality Strategy or any successive strategies or guidance, ensuring that pollutant levels do not exceed or come close to exceeding national limit values.
4. Development proposals should show how they have considered air quality impacts at the earliest stage possible; where appropriate through an air quality impact assessment which should include the cumulative impacts. Where relevant, air quality and transport assessments should be linked to health impact assessments, including any transport related mitigation measures that prove necessary.

13.6 Light pollution

13.6.1 Many forms of artificial lighting can be beneficial but sometimes the installation of lighting can be intrusive and result in light pollution. Policy EP 3 sets out a development management approach to dealing with light pollution.

13.6.2 National planning guidance states that through good design and planning policies, the impact of light pollution from artificial light on local amenity, intrinsically dark landscapes and nature conservation can be limited. Light pollution is caused by a number of factors including:

- sky glow – the orange glow seen around urban areas at night;
- glare – the uncomfortable brightness of a light source when viewed against a dark background
- light trespass – the spill of light beyond the boundary of property on which the light source is located.

13.6.3 The Institute of Lighting Engineers (ILE) specify environmental zones and corresponding thresholds for exterior lighting control with E2 being rural, small village or relatively dark urban locations; E3 being small town centres or urban locations; and E4 being towns and areas with night-time activity.

13.6.4 The impact of artificial light pollution in all environments can have a significant effect on the character of the area, particularly in rural areas, making an area seem more urbanised, for example sporting facilities with floodlighting such as equestrian activities or driving ranges at golf courses. It can also intrude on the amenity of local residents or adversely affect the biodiversity of an area. Applicants should address the environmental zone in which the application is proposed and suggest mitigation measures and methodology accordingly.

13.6.5 Reducing light pollution can also be beneficial in making developments more sustainable by using less energy. Light pollution can be substantially reduced, without adversely affecting the purpose of the equipment being installed, through ensuring that light is directed properly through effective shielding, switching off lights when not in use and avoiding 'over-lighting'.

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13.7 Policy EP3 Artificial Light Pollution

Policy EP 3

Artificial Light Pollution

1. Development proposals should seek to avoid generating artificial light pollution where possible and development proposals for new outdoor lighting schemes that are likely to have a detrimental impact on neighbouring residents, the rural character of an area or biodiversity, should provide effective mitigation measures. Development proposals which involve outdoor lighting must be accompanied by a lighting scheme prepared according to the latest national design guidance and relevant British Standards publications.
2. Development proposals should seek to replace any existing light installations in order to mitigate or reduce existing light pollution.
3. The distinction between urban areas and the countryside should be maintained. To determine whether development proposals involving artificial lighting have a detrimental impact, they should be assessed in accordance with the zone in which they are located (E2, E3 or E4) on whether they have the potential to cause harm to the health or quality of life, or to affect biodiversity.
4. Development proposals should show how they have addressed the environmental zone in which the application is proposed and suggest mitigation measures and methodology accordingly and will also require where appropriate development proposals include landscaping measures to effectively screen lighting installations. The use of overly sensitive 'movement triggered' lighting will be resisted where it would impact on the amenity of the area.
5. With particular reference to floodlighting schemes, development proposals should not have an adverse effect on adjacent areas and use suitable methods for data provision, such as an isolux diagram.

13.8 Noise

13.8.1 Noise can affect the local and natural environment and people's health and quality of life. It is therefore important to ensure that development proposals do not give rise to unacceptable impacts on the existing environment by generating unacceptable levels of noise, either individually or cumulatively and are not the recipients of unacceptable existing levels of noise. There are two different types of noise: neighbourhood noise and an environmental noise.

13.8.2 Neighbourhood noise is defined as noise generated within the community, such as construction noise, noise from licensed premises including cooking facilities, industrial noise, air conditioning plants and street noise. Neighbourhood noise is controlled by specific legislation and environmental noise is defined as transport noise from aircraft, road and rail.

13.8.3 The Borough has mapped its areas where environmental noise is considered to be or is likely to be significant. In effect all developments within 50m of railway lines, within 100m of all A-roads and motorways and (owing to Heathrow Airport operations) within all the wards of Windsor, Datchet, Old Windsor, Horton & Wrybury, Eton Wick and within 500m of White Waltham airfield will be affected by high levels of environmental noise.

Environmental Protection

13.9 Policy EP4 Noise

Policy EP 4

Noise

1. Development proposals should consider the noise and quality of life impact on recipients in existing nearby properties and also the intended new occupiers ensuring they will not be subject to unacceptable harm.
2. Development proposals that generate unacceptable levels of noise and affect quality of life will not be permitted. Effective mitigation measures will be required where development proposals may generate significant levels of noise (for example from plant and equipment) and may cause or have an adverse impact on neighbouring residents, the rural character of an area or biodiversity.
4. Development proposals in areas significantly affected by aircraft, road or rail noise will be supported if the applicant can demonstrate via a noise impact assessment, effective mitigation measures.
5. Development proposals will need to demonstrate how they have met the following internal noise standards for noise sensitive developments:
 - a. internal noise levels within all habitable rooms shall not exceed an average noise level (LAeq) of 35 dB(A) during the daytime measured between 07.00 am to 11.00pm
 - b. Internal noise levels within all habitable rooms shall not exceed an average noise level (LAeq) of 30 dB(A) during the night – time measured between 11.00pm and 07.00am
 - c. Internal noise levels shall not exceed a maximum noise level (L_{Amax}) of 45 dB(A) at night within the bedroom environment
 - d. Where feasible measures shall be taken to ensure the external noise levels as part of the development do not exceed an average noise level (LAeq) of 55 dB(A) during the daytime measured between 07.00am and 11.00pm
6. The Council will require noise impact assessments to be submitted in circumstances where development proposals will generate or be affected by unacceptable levels of neighbourhood or environmental noise.

Neighbourhood Noise

7. Where neighbourhood noise associated with a particular development is likely to cause unacceptable harm to existing or future occupiers, the Council will require applicants to submit a noise assessment.
8. Development proposals will be expected to demonstrate how exposure to neighbourhood noise will be minimised by the use of sound insulation, silencers, noise limiters, screening from undue noise by natural barriers, man made barriers or other buildings and by restricting certain activities on site.

Environmental noise

9. Development proposals will need to carry out a noise impact assessment in compliance with BS7445-1: 2003 for development proposals affected by environmental noise, to determine the noise levels that affect the development, and will also need to submit noise insulation and ventilation measures in compliance with BS8233. In addition noise mitigation measures will also need to be adopted to provide some protection of outdoor amenities from excessive noise levels from road and rail noise.

13.10 Contaminated land and water

13.10.1 The objective of utilising previously developed land (PDL) often enables development in the most sustainable locations, but if the land is contaminated it is important that the health and quality of life of existing or future occupiers are not put at risk. Human activities can put groundwater resources at risk, both in terms

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of quality and quantity and such activities include landfill sites, chemical works, petrol stations, effluent from farming practices. Groundwater plays a vital role in the environment, providing drinking water and maintaining river flows

13.10.2 Surface water and groundwater can be seriously affected by development and uses occurring within sites, therefore the Borough requires adequate measures to protect the quality of water where appropriate. This is particularly important in groundwater Source Protection Zones (SPZ), which are areas identified by the Environment Agency as at risk from potentially polluting activities, often found around wells, boreholes and springs, and applicants should provide a full assessment of how they plan to achieve the mitigation of any impacts on such sources. Source Protection Zones are designated for all groundwater supplies intended for human consumption.

13.10.3 There are several areas across the Borough covered by SPZs; those deemed to be at greatest risk are classified as Zone 1. Areas in the Borough with this classification include but are not limited to: Cookham Rise, Hurley, Maidenhead, Bray and north Datchet.

13.11 Policy EP5 Contaminated Land and Water

Policy EP 5

Contaminated Land and Water

1. Development proposals will be supported where it can be demonstrated that proposals will not cause unacceptable harm to the quality of groundwater, including Source Protection Zones, and do not have a detrimental effect on the quality of surface water. Development proposals should demonstrate how they will achieve remedial or preventative measures and submit any supporting assessments.
2. Development proposals on, or near to land which is, or is suspected to be contaminated will be supported where the applicant can demonstrate that there will be no harm arising from the contamination to the health of future users or occupiers of the site or neighbouring land, and that the proposals will not cause unacceptable harm to the environment.
3. Development proposals will be reviewed under pollutant linkage (source-pathway-receptor) risk assessments which should be represented by a conceptual model for the proposed use. The Council will liaise with the Environment Agency and water companies where appropriate, in relation to measures that affect surface and groundwater.
4. Development proposals will be supported where it can be demonstrated that adequate and effective remedial measures to remove the potential harm to human health and the environment are successfully mitigated.

Natural Environment

Natural Environment

14.1 Context

14.1.1 The high quality of the environment is a key feature of the Borough. Significant areas are recognised to be of importance in terms of nature conservation and landscape value. Environmental quality is also a major economic asset, with a healthy environment contributing to a strong local economy. Residents benefit from the high quality of the Borough's environment, which is also of importance to both tourism and local businesses.

14.1.2 The Borough's ecological value is reflected in a number of international, national and local designations. International designations afford the highest level of protection. Those that apply to the borough are Special Protection Areas (SPA), Special Areas of Conservation (SAC) and Ramsar sites (wetlands of international importance). National designations that apply in the borough comprise Sites of Special Scientific Interest, while Local Wildlife Sites, formerly known as Wildlife Heritage Sites are designated at a local level.

14.1.3 These sites are designated independently from the Local Plan process. International designations often overlap in that more than one designation applies to a particular site. Sites in the area that currently have SPA and SAC designations are shown on the Policies Map and all international designations within the borough are shown in below. Other, national designations also apply to many of these sites.

International designation	Area wholly or partially within the Borough
Chiltern Beechwoods SAC	Bisham Woods
South West London Water Bodies SPA and Ramsar	Wraysbury and Hythe End gravel Pits and Wraysbury No. 1 Gravel Pit
Thames Basin Heaths SPA	Chobham Common
Thursley, Ash, Pirbright and Chobham SAC	Chobham Common
Windsor Forest and Great Park SAC	Windsor Forest and Great Park

14.2 Nature conservation

14.2.1 Planning has an important and positive role to play in protecting and enhancing the Borough's biodiversity, including the conservation of protected species, and helping natural systems to adapt to climate change impacts. This includes ensuring that opportunities for biodiversity improvement are sought and realised as part of development schemes.

14.2.2 Green networks and corridors provide opportunities for physical activity and increase accessibility within settlements and to the surrounding countryside. At the same time they enhance biodiversity and the quality of the external environment, and aid the movement of wildlife across its natural habitat. Green networks and corridors can encompass many types of feature including grass verges, hedgerows, woodland, parks and many other elements. Planning has an important role to play to ensure that, where possible, development proposals contribute to the creation and enhancement of green corridors and networks.

Natural Environment

14.3 Policy NE1 Nature Conservation

Policy NE 1

Nature Conservation

1. Designated sites of international, national and local importance will be maintained, protected and enhanced. Protected species will be safeguarded from harm or loss.
2. Development proposals should demonstrate how they maintain, protect and enhance the ecological richness of application sites including features of conservation value such as ancient woodland, hedgerows, trees, river corridors and other water bodies and the presence of protected species. Development proposals must avoid damage to designated sites and where unavoidable adverse impacts arise they should be appropriately mitigated. Compensatory measures will only be used as a last resort.
3. Development proposals should ensure appropriate access to areas of wildlife importance and identify areas where there is opportunity for biodiversity to be improved. Development proposals should also avoid the loss of biodiversity and the fragmentation of existing habitats. Where opportunities exist to enhance designated sites or improve the nature conservation value of habitats they should be designed into development proposals. Development proposals should aim to achieve a net gain in biodiversity and to enhance green corridors and networks.
4. Where the impacts of development are significant, development proposals should be accompanied by ecological reports to aid assessment of the proposal. Such reports should include details of any alternative sites considered and any mitigation measures considered necessary to make the development acceptable.
5. The biodiversity of application sites should be protected and enhanced by measures to:
 - a. conserve and enhance the extent and quality of designated sites
 - b. conserve and enhance the diversity and distribution of habitats
 - c. restore and recreate habitats lost as a result of development
 - d. recognise the importance of green corridors, networks and open space including water bodies, green verges, woodland and hedges
 - e. avoid the fragmentation of existing habitats
 - f. where appropriate recognise the importance of urban wildlife
 - g. conserve soil resources to protect below ground biodiversity which in turn helps retain and enhance above ground biodiversity.

14.4 Habitats and designations

14.4.1 A wide variety of valuable wildlife habitats exist in the borough, including wetlands, ancient woodland and unimproved grasslands. Such a diverse range of habitats aids the survival of numerous species of flora and fauna, as well as enhancing the character and appearance of the rural environment. There are also areas which provide a nature conservation resource in urban areas, which can be of particular local value and amenity. This diversity of habitat is recognised by a number of official conservation designations in the Borough. These site designations are put in place independently of the Local Plan process, often by external bodies.

14.4.2 Sites of Special Scientific Interest (SSSIs) are designated by Natural England as the very best wildlife and geological sites in the country. They support plants and animals that find it more difficult to survive in the wider countryside. Eleven such sites have been designated in the Borough, as follows:

- a. Bisham Woods
- b. Bray Meadows

Natural Environment

- c. Bray Pennyroyal Field
- d. Cannoncourt Farm Pit, Furze Platt
- e. Chobham Common, Sunningdale (a small part of the site is in the Borough)
- f. Cock Marsh, near Cookham
- g. Englemere Pond, Ascot (a small part of the site is in the Borough)
- h. Great Thrift Wood, Woodlands Park
- i. Windsor Forest and Great Park
- j. Wraysbury and Hythe End Gravel Pits
- k. Wraysbury No.1 Gravel Pit

14.4.3 Some SSSIs have further designations as Special Areas of Conservation (SACs), Special Protection Areas (SPAs) or Ramsar sites. These are areas that have been given special protection under the European Union's Habitats Directive. SACs provide increased protection to a variety of wild animals, plants and habitats and are a vital part of global efforts to conserve the world's biodiversity. SPAs are areas that have been identified as being of international importance for the breeding, feeding, wintering or the migration of rare and vulnerable species of birds, while Ramsar sites are those that are of international importance as wetlands. Conserving habitats is a positive measure to aid the protected species and others that use them.

14.4.4 Local Wildlife Sites are non-statutory sites of significant value for the conservation of wildlife. They are identified by the Thames Valley Environmental Records Centre, with formal designation being made by the Royal Borough. Local Wildlife Sites protect threatened habitats, which in turn protects the species making use of them. These habitats can act as buffers, stepping stones and corridors between nationally-designated wildlife sites. River corridors are an important part of green corridors and networks along with their buffer zones. The list of Local Wildlife Sites can be found in Appendix K.

14.5 Conservation and improvement

14.5.1 The Borough is committed to maintaining, protecting and enhancing the nature conservation resource in the borough. It is important to ensure appropriate access to areas of wildlife importance and identify areas where there is the opportunity for biodiversity to be improved. Such opportunities including restoring and creating links between sites, large-scale habitat restoration, enhancement and re-creation should be pursued through development proposals. Policy NE 2 reflects the unique legal and ecological issues arising from the Thames Basin Heaths Special Protection Area and the potential for development to have an adverse impact on its integrity. It expands on the protection offered by Policy BLP 51 and implements a solution to enable the potential adverse effects of development to be mitigated.

14.5.2 The Thames Basin Heaths Special Protection Area (SPA) is designated under European Directives 79/409/EEC and 92/43/EEC because it offers breeding and feeding sites to populations of three heathland species of birds; the Dartford warbler, Nightjar and Woodlark. It is a fragmented area extending across several local authority areas, and a small part of the Chobham Common section lies within the borough at Sunningdale. The 5 km zone of influence of the SPA extends across 11 local authority areas. It covers much of the southern part of the Borough, including the settlements of Sunninghill, Sunningdale, Cheapside and most of Ascot.

14.5.3 The designation has a major impact on the potential for residential development both within the SPA and the areas adjoining it. New development which, either alone or in combination with other plans or projects, is likely to have a significant effect on the integrity of the SPA, requires an Appropriate Assessment under the Habitats Regulations. Judgements of whether the integrity of the site is likely to be adversely and significantly affected should be made in relation to the features for which the European site was designated and their conservation objectives according to the statutory requirements of the Conservation of Habitats and Species Regulations 2010.

14.5.4 Natural England has identified that net additional housing development up to five kilometres from the SPA, and large-scale housing development up to seven kilometres from the SPA, are likely to have a significant effect, either alone or in combination with other plans or projects, on the integrity of the SPA. Within this zone of influence, mitigation measures are required. Similarly, Natural England has identified that an exclusion zone for new housing of 400 metres linear distance from the SPA is appropriate, as mitigation measures are unlikely to be effective so close to the SPA. To enable residential development within the zone of influence but outside the exclusion zone to come forward in a timely and efficient manner, this policy sets out the extent of mitigation measures required.

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14.5.5 The Thames Basin Heaths Joint Strategic Partnership Board (made up of elected representatives from the local authorities affected by the Thames Basin Heaths SPA) has endorsed a Delivery Framework Thames Basin Heaths Special Protection Area Delivery Framework, 2009, which sets out a strategy for mitigating the impacts of development on the SPA. This framework explains that effective mitigation measures should comprise a combination of providing suitable areas for recreational use by residents (to draw recreational visits away from the SPA) and actions to monitor and manage access to the SPA itself. Such measures must be operational prior to occupation of new residential development, so as to ensure the integrity of the SPA is not damaged.

14.6 Mitigation and Suitable Alternative Natural Green Space (SANG)

14.6.1 An alternative area for residents to use for recreation, in the form of a strategic Suitable Alternative Natural Greenspace (SANG), has been provided in the Borough at Allen's Field, south of Ascot. This 9.5 hectare site has been assessed as having the capacity to mitigate the impact of 462 new dwellings. The Council monitors permissions issued and developments commenced, and will use this work to ensure that no permissions are issued in excess of the mitigation capacity of Allen's Field.

14.6.2 While capacity remains, the Allen's Field SANG can be used to mitigate the impact of any sized residential development proposal within two kilometres of its boundary and inside the Borough. Proposals for fewer than ten dwellings do not need to fall within a relevant SANG catchment area, thus the Allen's Field SANG can also be used to mitigate the impact of proposals for a net increase of fewer than ten dwellings within five kilometres of the SPA and inside the Borough. The following diagram indicates the location of the SPA's five kilometre zone of influence and 400 m exclusion zone, the Allen's Field SANG and its 2 km catchment area.

- *Figure to show the SPA Zone of Influence*

14.6.3 Future levels of housing development expected in the area of influence of the SPA will require appropriate mitigation and it is likely that new SANG land will need to be identified in the future. The Council will work with partner organisations to deliver an appropriate level of SANG mitigation to mitigate the impact of new development. Land identified on the Policies Map is allocated as extensions to Allen's Field. This will increase its mitigation capacity and catchment area.

14.6.4 Where large developments are proposed, bespoke SANG mitigation may be necessary. Applicants should engage positively with Natural England to discuss appropriate mitigation, in light of the particular location and characteristics of the development proposed. Measures proposed will be assessed on their own merits through the Habitats Regulations process. The mitigation measures adopted should be agreed with both the Council and Natural England, and secured by legal agreement. SANG size and associated catchment criteria are specified in the Thames Basin Heaths SPA Supplementary Planning Document.

14.7 Mitigation and Strategic Access Management and Monitoring (SAMM)

14.7.1 Access management is delivered in the form of the Strategic Access Management and Monitoring project (SAMM). This project is provided at a strategic level, to ensure a consistent approach is used across the SPA and that improvements to one site do not have an adverse impact on others. It delivers a suite of measures to monitor use of the SPA and manage access through a combination of education, surveys and physical works. To ensure appropriate provision for SAMM, contributions from development proposals across all authorities affected by the SPA are collected and pooled. Natural England is currently responsible for delivering the project across all relevant areas.

14.7.2 The Council has produced a Supplementary Planning Document on the application of mitigation measures. This guidance will be revised and updated after adoption of the BLP.

14.8 Thames Basin Heaths Special Protection Area

14.8.1 The Thames Basin Heaths Special Protection Area is a European designated site which is accorded priority protection and conservation.

14.9 Policy NE2 Thames Basin Heaths Special Protection Area

Policy NE 2

Thames Basin Heaths Special Protection Area

1. New residential development which is likely to have significant effects on its purpose and integrity will be required to demonstrate that adequate mitigation measures are put in place to avoid any potential adverse effects. The measures will have to be agreed with Natural England who will help take a strategic approach to the management of the Special Protection Area (SPA).
2. A precautionary approach to the protection and conservation of the SPA will be taken and development will only be permitted where the Council is satisfied that this will not give rise to significant adverse effects upon the integrity of the SPA.
3. No sites will be allocated nor planning permission granted, for a net increase in residential development within the 400 metres exclusion zone of the Thames Basin Heath SPA because the impacts of such development on the SPA cannot be fully mitigated. New residential development beyond 400 metres threshold but within five kilometres linear distance of the SPA boundary (the SPA zone of influence) will be required to make an appropriate contribution towards the provision of Suitable Alternative Natural Greenspace (SANG) and the Strategic Access Management and Monitoring (SAMM).
4. Development proposals between five to seven kilometres linear distance from the SPA boundary, for 50 or more residential units, will be assessed on an individual basis to ascertain whether the proposal would have a significant adverse impact on the SPA. This assessment will involve a screening of the likely significant effects of the development and, where the screening suggests it is necessary, an Appropriate Assessment. Where a significant adverse impact is identified then mitigation measures will be required to be delivered prior to occupation and implemented in perpetuity.
5. Future levels of housing development expected in the area of influence of the SPA will require appropriate mitigation and it is likely that new strategic SANG land will need to be identified in the future. The Council will work with partner organisations to deliver an appropriate level of SANG mitigation to mitigate the impact of new development.
6. The following sites are defined on the Policies Map and allocated as SANG:
 - a. land south of Allen's Field (extension to Allen's Field strategic SANG)
 - b. land at Heatherwood Hospital and Sunningdale Park (bespoke SANGs which may also have a strategic role)
7. An applicant may wish to provide a bespoke SANG as part of development. Such bespoke SANG provision will usually be necessary only for larger developments of 50 or more dwellings. Where that is the case, all relevant standards including standards recommended by Natural England should be met and a contribution will have to be made towards SAMM. Access management measures will be provided strategically through cooperation between local authorities.
8. A minimum of eight hectares of SANG land (after discounting to account for current access and capacity) should be provided per 1,000 new occupants. SANG must be secured in perpetuity.

14.10 Trees, woodlands and hedgerows

14.10.1 Trees, woodlands and hedgerows are an essential component of the Borough's natural and built environment and make a major contribution to its green character. They bring considerable environmental, social and economic benefits, providing amenity value and benefits beyond contributing to the character and identity of varied landscapes. They can help mitigate the impacts of climate change, improve air quality, reduce wind speeds, enhance biodiversity and help prevent flash floods. They play a major role in shaping the Borough's environment and people's appreciation of it.

Natural Environment

14.10.2 Trees, woodlands and hedgerows have an important contribution to make towards protecting and enhancing the quality of the townscape, and achieving the highest quality of urban design. Similarly, trees and hedgerows in the urban fringe contribute significantly to landscape, historic, biodiversity and recreational values. They are an integral feature of landscapes and rural settings across the borough, helping to achieve the objective of conserving and enhancing the special qualities of the Borough's built and natural environment. Their loss either individually or cumulatively can have a significant impact on the character and amenity of an area.

14.10.3 A number of trees and woodlands in the Borough are designated for their amenity or landscape value, and have 'Tree Preservation Orders' or are afforded protection if within Conservation Areas. Similarly, countryside hedgerows considered important for their landscape, historical or wildlife value may be protected against removal within the scope of the Hedgerow Regulations 1997. The retention of existing trees on a development site can help to soften the impact of new buildings and structures, as well as provide enhanced amenity and reduce the impact of vehicles in terms of noise and pollution. Trees and hedgerows, both new and existing, make an important contribution to the townscape of the Borough.

14.11 Policy NE3 Trees, Woodlands and Hedgerows

Policy NE 3

Trees, Woodlands and Hedgerows

1. Development proposals should seek to maximise opportunities for creation, restoration, enhancement and connection of natural habitats as an integral part of proposals in accordance with the Tree and Woodland Strategy for the Borough.
2. Development proposals should carefully consider the individual and cumulative impact of proposed development on existing trees, woodlands and hedgerows, including those that make a particular contribution to local character, appearance of the streetscape and distinctiveness. This may include but is not limited to aged or veteran trees and landmark trees and, in particular, Ancient Woodland.
3. Development proposals should:
 - a. protect and retain trees, woodlands and hedgerows;
 - b. where harm to trees, woodland or hedgerows and their habitat is unavoidable, provide appropriate mitigation measures that will enhance or recreate habitats and new features; and
 - c. plant new trees, woodlands and hedgerows or extend existing coverage where possible.
4. Where trees, hedgerows or woodland are present on site or within influencing distance of the site, or where there is reason to suspect the presence of protected species, applications will need to be accompanied by an appropriate survey, constraints plan, impact or ecological assessment by professional consultants. Proposals will need to assess and demonstrate how they are sensitive to, and make provision for the needs of protected species. Tree surveys and tree constraint plans should be compliant with British Standard 5837 or successive standards
5. Development proposals should include detailed planting proposals. Applicants should provide indicative planting schemes at the point of submitting a planning application and should allow adequate space for existing and new trees to grow so as to avoid future nuisance.
6. Since unsuitable species, such as Leyland Cypress, may have an anti-social effect in the future, it is expected that planting schemes will carefully consider the selection of species, planting native species where possible.

14.12 Open space

14.12.1 Open space is an important feature of the Borough. In addition to public open space there are large areas of privately owned open space that residents and visitors can enjoy, including National Trust land around Pinkneys Green and Cookham, and Crown Land in Windsor Great Park. Both public and private open spaces

Natural Environment

underpin people's quality of life and well-being, providing green 'lungs' in urban areas and forming an essential part of creating sustainable and healthy communities. It is important that local residents have access to open spaces, including outdoor sports and leisure facilities, near to their homes. The NPPF protects existing open space through Paragraph 74.

14.12.2 National planning guidance states that access to high quality open spaces and opportunities for sport and recreation can make an important contribution to the health and well-being of communities. The NPPF defines as all open space of public value which offers important opportunities for sport and recreation and can act as a visual amenity (NPPF, annex 2).

14.12.3 The Borough Council's Open Space Study states that there is a need to provide a balance of different types of open space in order to meet local needs, and that the provision of open spaces and recreation (including outdoor sports facilities) is key to a sustainable and thriving community. The Borough has an extensive green infrastructure network, with open space forming an intrinsic feature and characteristic of urban areas.

14.12.4 Green Infrastructure relates to a network of multi-functional open space and other environmental features. Together these are highly valued by local people and play a key role in the Borough's landscape setting and local identity. The following can form part of green infrastructure networks:

- Parks and gardens
- Natural and semi-natural greenspaces
- Green corridors
- Outdoor sports facilities
- Amenity greenspace
- Provision for children and teenagers
- Allotments, community gardens/orchards and urban farms
- Cemeteries and churchyard
- Accessible countryside in urban fringe areas
- River corridors and waterways (blue infrastructure)
- Green roofs and walls.

14.12.5 Overall the Borough has an under provision of open space against recommended local standards. It is therefore important to protect and where appropriate increase provision in the future, particularly to meet the future needs associated with new development.

14.12.6 The Indoor Sport and Leisure Facility Strategy for the Borough produced following a Built Facilities Assessment identifies the importance of existing current leisure stock at multi-use indoor centres across the Borough such as Windsor Leisure Centre, Charters Leisure Centre, Cox Green School, Furze Platt School and other dual use provision. The Strategy recommends that where any new state schools are built, site master planning and sports provision location and design should be orientated to accommodate community use, and secured via an appropriate and binding community use agreement.

Natural Environment

14.13 Policy NE4 Open Space

Policy NE 4

Open Space

1. Existing open space in the Borough will be protected, maintained, and where possible, enhanced to increase capacity and make open space more usable, attractive and accessible. Improvements to the quality of open space will be encouraged and development proposals that create new open space will be supported.
2. New open space will be required on allocated housing sites as set out in the site pro forma and in line with the most up to date requirements contained in the Open Space Strategy. Elsewhere money collected through the Community Infrastructure Levy will be used to provide open space to meet the recommended local standards for the relevant type of open space
3. Development proposals to increase access to natural open space should be subject to evaluation of the impact of visitor numbers.
4. Development which would create additional pressures on the network of Green Infrastructure should, as part of the planning application process, incorporate details of how it is intended to mitigate against these pressures.
5. Allotments within the Borough will be protected. There will be in principle support for new allotments and community gardens/orchards.
6. Provision of an alternative open space is deemed appropriate as part of development proposals, in a 'close by' suitable location which is flexible in meeting the needs of community and lends itself to a greater range of functional uses required in that area. Open space will be required to be delivered in perpetuity. A "close by" location is defined in accordance with the accessibility criteria in Appendix D.
7. The Council will encourage improvements to the quality and quantity of the Green Infrastructure Network in the Borough. The protection and enhancement of physical access, including Public Rights of Way, to open space is supported.
8. Land at Ockwells, Maidenhead is allocated on the Policies Map to provide Open Space to meet the needs of new development within the town centre.

The Policies Map identifies areas of Important Open Space across the Borough to meet the needs of the community.

14.14 Local Green Space

14.14.1 Paragraph 76 of the National Planning Policy Framework introduced the ability for Local Plans to designate Local Green Space. In accordance with paragraph 77 Local Green Space should meet the criteria listed below:□

- The Local Green Space should be in reasonably close proximity to the community it serves, usually within easy walking distance.
- The Local Green Space should be local in character and not an extensive tract of land. Blanket designation of open countryside adjacent to settlements is not appropriate.

14.14.2 In addition, a Local Green Space must be demonstrably special and hold a particular local significance. Local Green Spaces should therefore also meet at **least one** of the following criteria and be of a particular local significance because of its:□

- Beauty – the site makes a significant visual contribution to the street scene or visual attractiveness of the area;

Natural Environment

- Historic significance – the site includes or provides a setting for a locally valued landmark or is of cultural value;
- Recreational value – the site is used for sport or recreation activities or used by the local community for informal recreation;
- Tranquillity – the site provides a peaceful and tranquil space within a settlement;
- Richness of its wildlife – this site is recognisable as a priority habitat with a reasonable species diversity or harbours priority species (listed in the UK priority habitats and species list) and is managed to benefit the ecological interests.
- Other reason, including community value where the site is used by the wider community.

14.14.3 Sites already subject to statutory designation, such as Historic Parks & Gardens or Scheduled Ancient Monuments, have high levels of protection and would not benefit from an additional local designation. Similarly, sites within the curtilage of a listed building or conservation area or subject to a tree preservation order do not necessarily need additional protection as Local Green Space as their importance and contribution to the area must be considered if a planning application is submitted within or near these sites.

14.14.4 On the basis of the above methodology the Council has identified one area of Local Green Space worthy of designation: Poundfield, Cookham.

14.14.5 The Cookham Village Design Statement (VDS) identifies green space as being a key characteristic of all three settlements that the VDS covers. The fields to the north and west of The Pound in Cookham are known as 'Poundfield'. The VDS sets out that Poundfield's importance derives from a unique combination of ecological, rural, and heritage factors; it is also a tranquil space in the heart of the village. Poundfield's undeveloped frontage faces Maidenhead Road, and the glimpse of its more distant slope rising to the north are signals of the rural character of Cookham. Poundfield forms a green wedge at the heart of Cookham, dividing the picturesque narrow roadway of The Pound (the edge of Cookham village) from Cookham's more commercial areas (the Station Hill area and Cookham Rise). It is an intrinsic part of the character of the village and in very close proximity to the community that it serves being surrounded by houses. It is also visible in views from the Moor and from the eastern end of the Causeway. Poundfield is the subject of several Stanley Spencer paintings, including a series of scenes at Englefield and a panoramic view stretching towards The Pound. This is considered in greater detail in the context of the Cookham High Street Conservation Area within the accompanying appraisal reviewed in 2016.

14.15 Policy NE5 Local Green Space

Policy NE 5

Local Green Space

1. The council will give special protection to sites designated as Local Green Space that are important to the local community and shown on the Policies Map.
2. Inappropriate development within a designated Local Green Space will not be permitted other than in very special circumstances, except:-
 - a. new buildings for appropriate facilities for outdoor sport, outdoor recreation and cemeteries, provided they do not conflict with the purpose of the Local Green Space;
 - b. the extension or alteration of a building provided that it does not result in disproportionate addition over and above the size of the original building;
 - c. the replacement of a building, provided the new building is in the same use and not materially larger than the one it replaces.

Natural Environment

14.16 Rights of way and access to the countryside

14.16.1 The Borough has a network of over 300 kilometres of public rights of way, which currently provides for recreational use as well as routes for journeys to work and school. The Borough supports Safer Routes to School which promotes walking and cycling to school. Access to the public rights of way and cycle networks in the borough make a significant contribution's to people's health and well being and sense of place. Access to these networks also contributes to the Plan's objective of helping to ensure a high quality of life for residents of all ages. Access - for all - to a network of public rights of way and opportunities for recreation can make an important contribution to the health and well-being of communities as recognised in the NPPF.

14.16.2 The Borough's "Public Rights of Way Management and Improvement Plan 2016-2026" (ROWMIP) identifies ways to improve access on public rights of way for all,pecially those with visual and mobility impairments, walkers, cyclists, equestrians and people with pushchairs.

14.17 Policy NE6 Rights of Way and Access to the Countryside

Policy NE 6

Rights of Way and Access to the Countryside

1. Development proposals will be supported provided that they protect and safeguard the existing rights of way network and do not adversely affect the recreational/amenity value of the existing rights of way network. Development proposals will need to demonstrate how they:
 - a. promote accessibility, linkages and permeability between and within existing green corridors including public rights of way such as footpaths, cycleways and bridleways
 - b. promote the integration of the development with any adjoining public open space or countryside
 - c. promote accessible and attractive cycle routes through the site and connecting the site to local schools, shops, stations and other community facilities
 - d. are consistent with the Royal Borough's Public Rights of Way Management and Improvement Plan 2016 – 2026.
2. Development proposals should, wherever possible, aim to realign the route of the Green Way to follow watercourses. Development proposals should also, wherever feasible, take the opportunity to realign the Thames National Trail to ensure it follows the river.
3. Opportunities will be sought to add to and enhance the existing National Cycle Network and to improve connections to it from local communities. Working with Sustrans and neighbouring local authorities, the Council will continue to develop a new route linking Reading, Wokingham, Bracknell, Ascot and Windsor to be designated as NCN422.
4. New walkways and pedestrian links are encouraged where they are needed as set out in the ROWMIP 2016-26 and the annual Milestones Statements (RBWM Milestones Statement and Public Rights of Way Improvement Plan Annual Reviews).
5. The Council will assess the potential for improving public access and recreation in individual situations against any detrimental impact which may be caused. Any initiatives to improve public access to the countryside identified in neighbourhood plans will specifically be encouraged.
6. Where appropriate, the following initiatives will be encouraged:
 - a. improvements to the existing public rights of way network including improving accessibility for disabled or elderly people and families with pushchair
 - b. creation of new rights of way and cycle routes access agreements with local landowners to enable public access to suitable areas for informal recreation like woodland, meadows or riverside areas
 - d. management of existing facilities
 - e. improvement of public transport links to the countryside.

Infrastructure

15.1 Context

15.1.1 The timely provision of suitable and appropriate infrastructure is crucial to the well being of the Borough's resident population, those who visit, provide services and those who invest and work in the Borough. Infrastructure has not always historically kept pace with development and there are some parts of the Borough where infrastructure demands are currently near to or at full capacity. Fundamental to delivering the spatial strategy is ensuring that the necessary social, physical and green infrastructure is put in place to support the level of growth proposed and to serve the changes in the Borough's demographic make-up that is expected to take place over the Plan period.

15.1.2 The definition of infrastructure is wide and includes a range of services and facilities provided by both public and private bodies. For the purpose of the Local Plan, the definition of infrastructure is that set out in the below:

1. **Transport:** road network, cycling and walking infrastructure, rail network, parking
2. **Housing:** affordable housing
3. **Education:** further and higher education, secondary and primary education, nursery schools and other early years provision
4. **Health:** acute care and general hospitals, mental hospitals, health centres/primary care trusts, ambulance services
5. **Social and community infrastructure:** supported accommodation, social and community facilities, sports centres, open spaces, parks and play space
6. **Public services:** waste management and disposal, libraries, cemeteries, emergency services (police, fire, ambulance), places of worship, prisons, drug treatment centres
7. **Utility services:** gas supply, electricity supply, heat supply, water supply, waste water treatment, telecommunications infrastructure
8. **Flood Alleviation measures**
9. **Green infrastructure:** parks and gardens, natural and semi-natural urban greenspaces, green corridors, outdoor sports facilities, amenity greenspace, provision for children and young people, allotments, cemeteries and churchyards, accessible countryside in urban fringe areas, river and canal corridors, green roofs and walls.

15.2 Infrastructure Delivery Plan

15.2.1 The Infrastructure Delivery Plan (IDP) that supports the BLP defines critical, essential and desirable social and community; health; community and public services; highways and transportation; utilities; and open space and environmental improvements infrastructure that is required.

15.3 Community facilities

15.3.1 Community facilities contribute to sustainable development by providing venues and services for a wide range of activities. Such facilities make a significant contribution to the well being of residents and they enhance the sustainability of communities ensuring a high quality of life for all residents. Community facilities include local shops, meeting places, indoor sports venues, cultural buildings, public houses, places of worship, health care facilities, leisure centres, libraries, day care centres and post offices.

15.3.2 They must be able to develop and modernise in a way that is sustainable in order to make it possible for them to remain in use. Some facilities, such as local shops and public houses are also commercial concerns. The Borough strongly supports retaining these facilities where they can raise the quality of community life and help promote thriving, inclusive and sustainable communities.

15.3.3 Community facilities can now be registered as an Asset of Community Value which affords additional protection particularly in respect of the retention of such facilities.

Infrastructure

15.4 Policy IF1 Community Facilities

Policy IF 1

Community Facilities

1. Proposals for new or improved community facilities which meet the needs or aspirations of local residents and visitors will be supported. Where an assessment identifies specific needs in the local area, proposals to meet that local need will be supported when they are located in areas that are accessible by walking, cycling or public transport.
2. Existing community facilities should be retained, improved and enhanced. Applications for change of use or redevelopment will therefore be resisted, unless evidence can be provided to show that the facility is not needed, not economically viable and is no longer required to meet the needs of the local community.
3. Where a new community facility is proposed (including stand-alone new facilities, facilities provided as part of a mixed-use development or conversions), it should be in an accessible location and designed to maximise use by local communities. Proposals for new community facilities should demonstrate that there is a specific need for the facility in the local area. An assessment should be provided, and use may be made of existing evidence provided by the Borough such as the Indoor Sports Facility Strategy.
4. Planning permission for development leading to the loss of an existing community facility will only be granted where it can be demonstrated that:
 - a. there is no longer a demand for the facility within the area and that the premises have been marketed for a reasonable period of time
 - b. the proposed development would provide a beneficial facility to the local community
 - c. there is provision for new or replacement facilities to meet an identified need in locations which are well related and easily accessible to the settlement or local community.
5. Any loss of school facilities will only be acceptable where the loss would not result in any constraints on school place provision over the plan period from 2013 to 2032.
6. When a proposal will involve the loss of social and community facilities which are not being replaced, applicants will be required to provide evidence that they have consulted with an appropriate range of service providers and the community, to prove that there is no need for or requirement for the facility from any other service provider for an alternative social or community facility that could be met through change of use or redevelopment. In addition applicants are expected to provide evidence that:
 - a. there is no significant local support for its retention
 - b. there are alternative premises within easy walking distance
 - c. any such alternative premises offer similar facilities and a similar community environment to the facility which is the subject of the application.
7. Loss of an indoor or outdoor sports facility will only be acceptable where an assessment of current and future needs has demonstrated that there is an excess of provision in the catchment, and the site has no special significance to the interests of sport.
8. Continuous marketing evidence will be required, for a period of at least twelve months, demonstrating lack of demand for the community facility.

15.5 New sports and leisure development at Braywick Park

15.5.1 The Magnet Leisure Centre on St Cloud Way in Maidenhead Town Centre was opened in 1975, and is therefore over 40 years old. It currently provides indoor swimming and other leisure facilities but due to its age, general condition and inability to meet current accessibility requirements, it is no longer considered to

meet current standards or to be capable of being made fit for purpose in its current format. Current research has also indicated that, given the growth in population expected over the plan period and the associated step change in the pace of development, there is a need for a replacement facility to provide for the needs of the Borough.

15.5.2 A number of development options were considered by the Borough's consultants. It is anticipated that at least 2 hectares will be required for a new built leisure facility and associated car parking. The first location that was considered was redevelopment of the existing site, but even with the addition of the adjacent ten pin bowling site this site was considered to be too small to accommodate a new leisure centre that met current standards and was also considered to be too constrained by neighbouring uses. It is therefore necessary for the Borough Local Plan to allocate a new site capable of accommodating development in a sustainable location.

15.5.3 A sequential site assessment was undertaken by the Borough's consultants. This sequential test was based on a policy approach that was compliant with the requirements of the NPPF. The sequential assessment considered strategic issues such as other planned development prescribed as part of the overarching Spatial Strategy of the Borough Local Plan. The sequential assessment also drew on other parts of the evidence base that supports the Borough Local Plan such as the Edge of Settlement Study.

15.5.4 The sequential assessment concluded that a site at Braywick Park currently occupied by the Golf Driving Range was the most sequentially preferable site which is available, suitable and deliverable for the provision of a new leisure centre and associated indoor and outdoor sporting facilities.

15.5.5 The existing preferable site at Braywick Park is in the Green Belt and forms part of the open space provision in the Borough. The NPPF would consider the provision of a new leisure centre in this location 'Inappropriate development.' In order to remove this site from the Green Belt and allocate it for development Paragraph 83 the NPPF requires a case of 'Exceptional Circumstances' to be established.

15.5.6 There are a number of issues that are considered to comprise such 'Exceptional Circumstances' to allow for the de-designation of the site at Braywick Park:

Infrastructure

Statement 1

Exceptional Circumstances to support allocation at Braywick Park

1. There is an evidence base of objectively assessed needs (OAN) for a new leisure centre to meet Maidenhead's current and future needs;
2. A sequential site assessment demonstrates that there are no sequentially preferable sites which are appropriate, suitable or viable alternatives;
3. Braywick Park golf driving range is within the Council's ownership, and subject to planning, capable of delivery well within five years and before the existing centre is decommissioned ;
4. Relocation of the Magnet would free up the existing site on Saint-Cloud Way. This would deliver in the order of 500 new homes within the first five years of the BLP, which would make a significant contribution to the Borough's housing targets and five year housing land supply;
5. Housing development at Saint-Cloud Way would be a sustainable pattern of development, in accordance with the BLP strategy to deliver additional new homes within Maidenhead town centre;
6. Location of a new indoor leisure facility at Braywick golf driving range would generate significant synergies with the range of outdoor sports facilities at Braywick Park, creating a sports and leisure hub with centres of excellence for able and disabled users;
7. Braywick Park is a short walking distance from Maidenhead town centre, is accessible by public transport, and a highly prominent and accessible location;
8. The sports and leisure hub would be immediately opposite the proposed Strategic Location for Growth for up to 2000 new homes on the site of the current Maidenhead Golf club and land to the south of the Golf Club.
9. The Edge of Settlement Analysis demonstrates that the Green Belt at this point makes only a moderate contribution to preventing settlements from merging and a limited contribution to other Green Belt aims;
10. The Council as owner and funder of the new leisure centre would ensure a high quality design response; and
11. Loss of existing open space would be justified in accord with NPPF Paragraph 74, namely that the open space would be replaced by development for alternative sports and recreational provision, the needs for which clearly outweigh the loss.

15.6 Policy IF2 New Sports and Leisure Development at Braywick Park

Policy IF 2

New Sports and Leisure Development at Braywick Park

1. The site of the former Golf Driving Range at Braywick Park, as defined on the Policies Map, is allocated for the provision of a new leisure centre and associated indoor and outdoor sports facilities to include parking and associated infrastructure. The prescribed mix of uses is set out on the site proforma. The new facilities will be operational before the current Magnet Leisure Centre is decommissioned.

15.7 Sustainable transport

15.7.1 One of the key principles of sustainable development is to reduce the need to travel and encourage sustainable modes of transport by locating new development in a sustainable manner and providing access to safe, convenient and sustainable means of transport. The interface between the location of new development and the provision of sustainable modes of transport is therefore the key to achieving this.

15.7.2 Accordingly, the BLP seeks to locate new development close to offices, shops and local services and facilities and provide access to safe, convenient and sustainable modes of transport. This ties in with national guidance on transport which is contained within the NPPF. One of the core planning principles is to manage actively patterns of growth to make the fullest possible use of public transport, walking and cycling, and focus significant development in locations which are most sustainable.

15.7.3 Transport networks in the Borough are under pressure, giving rise to a number of issues affecting local residents and businesses, including:

- congestion on strategic road and rail networks during peak travel times; at peak hour on local roads, particularly in urban areas, and associated with tourist attractions and major events
- poor air quality linked to traffic emissions, with Air Quality Management Areas declared for parts of Maidenhead, Windsor, and Holyport
- traffic noise issues, with around 30 areas identified from initial modelling as potentially having actionable noise levels
- perceived road safety risks, particularly for pedestrians and cyclists
- higher than average levels of car ownership and per capita contribution to carbon emissions.

15.7.4 The Borough enjoys enviable levels of connectivity to London and to key regional and national destinations via the strategic road and rail networks. The M4 runs east-west through the middle of the Borough, serving Windsor (via Junction 6) and Maidenhead (via Junctions 8/9), while the M3, M25 and M40 are all within easy reach.

15.7.5 The Borough also benefits from having ten rail stations, served by a combination of main line and branch lines services. Maidenhead is on the Great Western Main Line, which connects London Paddington with South West England and Wales, incorporating branch lines to Marlow and to Windsor and Eton Central. Windsor and Eton Riverside is the western terminus for services from London Waterloo, while Ascot lies on the junction of the Waterloo to Reading and the Ascot to Guildford lines. The Borough is also in close proximity to Heathrow Airport, the UK's primary international airport, providing connections to 180 destinations in 90 countries.

15.7.6 Excellent connectivity coupled with the Borough's pleasant natural and historic setting makes the Thames Valley an attractive place to live, work and visit, and has helped to fuel historically high economic, population and visitor growth across the sub-region. It has also helped to create a highly mobile population.

15.7.7 Transport issues by their nature do not respect local authority boundaries. The Thames Valley is a relatively densely populated area with numerous towns and villages, leading to high numbers of inter-urban trips for a wide range of journey purposes. The strategic road and rail corridors running through the Borough carry large numbers of through movements as well as catering for more local trips.

15.7.8 The Borough is working with neighbouring local authorities, through the Berkshire Strategic Transport Forum and Thames Valley Berkshire Local Transport Body, to study and address sub-regional issues. The Borough recognises the need to improve rail access to Heathrow Airport from the west and south to encourage more sustainable travel patterns to and from this hub airport and relieve pressure on local and strategic road networks. The Borough endorses the proposed Western Rail Access to Heathrow rail link, which will reduce journey time from Windsor to the Airport by 30 minutes.

15.7.9 Crossrail is a new east-west railway providing direct links to and through Central London, which will serve to reduce journey times from Maidenhead. With the planned electrification to the Great Western Main Line and the arrival of Crossrail, Maidenhead station will see significant investment in the future facilitated through the Maidenhead Town Centre Area Action Plan and the Railway Station Opportunity Area.

Infrastructure

15.7.10 Crossrail is due to be delivered by 2019. The Borough will work in partnership with service providers, developers, public transport operators and neighbouring local transport authorities to support the delivery of sustainable transport improvements in the Borough and to improve access for residents, businesses and visitors to key services and facilities.

15.7.11 Transport Assessments set out the transport issues related to development proposals and identify measures to reduce impacts and improve accessibility. Transport Assessments will be expected for development proposals with significant transport implications to fully assess the impacts of development and identify appropriate mitigation measures. Developer contributions will be secured to implement transport mitigation schemes. Where transport impacts are anticipated to be small, development proposals may be required to submit a Transport Statement, in line with DfT Guidance on Transport Assessments.

15.7.12 New developments that lead to an increase in the number of people travelling to a site can put pressure on the road network, particularly as car ownership in the Borough is higher than the national average. A Travel Plan can be utilised to manage the travel demands of occupiers and visitors, employing measures to control the number of private vehicle trips to a site and influence a shift to sustainable transport choices for site users. The Council will require a Travel Plan from development proposals that generate significant traffic and a Travel Statement from smaller scale developments, in accordance with good practice guidance from the Department for Transport.

15.7.13 The Council will support proposals that deliver improvements and increased accessibility to cycle, pedestrian and public transport networks and interchange facilities. In particular, proposals to improve easy access between Maidenhead, Windsor Central, Windsor and Eton Riverside and Ascot Rail Stations and the town centre will be encouraged. Consideration will be given to the provision of development proposals with zero parking in Town Centres, providing it does not create new or exacerbate existing on-street car parking problems.

15.7.14 Minimum standards will be set for residential development but in applying these standards, the Council will seek to ensure that this will not undermine the overall sustainability objectives of the BLP, including the effects on highway safety. The Council will ensure that changes made to transport infrastructure or increase in road vehicle usage will not have an adverse effect on the integrity of an SPA, SAC or Ramsar site.

15.8 Local Economic Partnership

15.8.1 M4 corridor capacity improvements have been identified by the Thames Valley Berkshire Local Economic Partnership and the Thames Valley Berkshire Local Transport Body as a priority for sub-regional transport investment. Planned economic and housing growth across the Thames Valley will place an additional burden on local infrastructure and on transport networks in particular.

15.8.2 This will bring new challenges in the planning, management and maintenance of local transport networks. The Borough will respond to these challenges, providing a framework within which transport improvements will take place to minimise the negative economic, social and environmental impacts of travel.

15.9 Local Transport Plan

15.9.1 The Council's transport policy is currently set out in the Local Transport Plan – a long term strategy covering all forms of transport in the Borough. It has five overarching aims, which reflect both local priorities and the Government's over-arching principles which are reflected in Policy IF3 below:

- a. To improve access to everyday services and facilities for everyone
- b. To improve road safety and personal security for all transport users
- c. To support sustainable economic growth
- d. To improve quality of life and minimise the social, health and environmental impacts of transport
- e. To mitigate and adapt to the effects of climate change

15.9.2 Policy IF3 seeks to optimise accessibility, particularly to and within the Borough's centres by ensuring that all transport infrastructure is well designed, safe and accessible; and promoting better integration of public transport facilities with a particular focus on improving public transport connections. The Borough will assess development proposals in accordance with the Borough's Highway Design Guide and is seeking to reduce pedestrian and vehicular conflicts by establishing a clear and legible hierarchy of movement and access across

the centres; prioritising pedestrian and cyclist accessibility; eliminating unnecessary vehicular movements through multi-trips; strengthening existing links to and within the Borough's centres with the rural hinterland and creating new links where necessary.

15.9.3 In terms of car parking, development proposals should incorporate appropriate and effective parking provision and vehicle servicing arrangements consistent with the Borough's Parking Strategy which will be used to negotiate the number of parking spaces which are provided. This should be read in conjunction with any locally specific parking standards included in Neighbourhood Plans. A Parking Supplementary Planning Document will be produced, which will include parking standards.

15.10 Policy IF3 Sustainable Transport

Policy IF 3

Sustainable Transport

1. Development proposals should support the policies and objectives of the Transport Strategy as set out in the Local Transport Plan.
2. The Council will develop and implement revised parking standards. Transport and parking proposals including any varied parking standards set out in Neighbourhood Plans that have been made will also be supported.
3. New development should be located close to offices and employment, shops and local services and facilities and provide safe, convenient and sustainable modes of transport. Development proposals that help to create a safe and comfortable environment for pedestrians and cyclists and improve access by public transport will be supported.
4. Development proposals should show how they have met the following criteria where appropriate:
 - a. be located to minimise the distance people travel and the number of vehicle trips generated;
 - b. secure measures that minimise and manage demand for travel and parking;
 - c. be designed to improve accessibility by public transport;
 - d. be designed to improve pedestrian and cyclist access to and through the Borough's centres, suburbs and rural hinterland;
 - e. facilitate better integration and interchange between transport modes particularly for Windsor, Maidenhead and Ascot town centres and railway stations;
 - f. optimise traffic flows and circulation to minimise negative environmental impacts of travel including congestion, air pollution and noise;
 - g. provide car and cycle parking in accordance with the current Parking Strategy, including disabled parking spaces, motorcycle parking and cycle parking as well as provision of electric vehicle charging points where appropriate.
5. Transport Assessments and Statements and Travel Plans will be required to be prepared and submitted alongside development proposals, including residential schemes, in accordance with Department for Transport guidance and local authority requirements. Appropriate provision for public transport services and infrastructure will also be required.
6. Any development proposals for new or additional school provision should be accompanied by a Travel Plan.

Infrastructure

15.11 Developer contributions

15.11.1 To provide new and improved infrastructure to support planned growth, it will be necessary for the Borough to coordinate funding and delivery from individual developments. Development proposals should mitigate their own impact on the Borough's infrastructure. Infrastructure may be secured via a number of mechanisms as appropriate to the circumstances. These may include Planning Obligations, Community Infrastructure Levy, or conditions attached to the grant of planning permission. The Borough will update the Planning Obligations and Developer Contributions SPD to provide further illustration of how this policy should be implemented.

15.11.2 The Borough will work in partnership with infrastructure service providers and developers to ensure that the infrastructure needed to support development is delivered in a timely manner to meet the needs of the community arising from the development. In some cases it may be necessary for the infrastructure to be provided in advance of the development commencing. Development may be phased to ensure the timely delivery of infrastructure that has been identified as necessary to serve the development. Detailed decisions about this will be determined on the merits of individual schemes through the development management process.

15.11.3 Spatial planning goes beyond traditional land use planning. It aims to create sustainable communities by ensuring that development policies are integrated with other policies and programmes that influence the nature and function of places. The provision of infrastructure is therefore central to supporting the spatial vision and spatial strategy set out in this document. Spatial planning is not limited to the activities of the Council. Fundamental to the delivery of the spatial strategy is the Council's ability to work with partners to deliver the spatial vision and in particular, to secure infrastructure provision.

15.11.4 The Local Plan is supported by an IDP that sets out the capacity of existing infrastructure, the impact of development on that infrastructure, and the likely funding sources available to meet future needs. The IDP also gives an indication of where opportunities may be available to co-ordinate provision through co-location of services, for example. The IDP includes a schedule of infrastructure that is considered necessary to support the spatial strategy. The Council has already implemented CIL from 1 September 2016, however the IDP to accompany the Local Plan will form the evidence base for a review of the CIL which will ensure that all new development contributes to the provision of new infrastructure. In the interim revisions will be sought to the Regulation 123 List to be consistent with the site pro formas.

15.11.5 The Council's strategy is to optimise use of existing infrastructure, to reduce demand (for example, by managing travel demand) and to seek new infrastructure where required. The loss of existing facilities will therefore be resisted and land will be safeguarded for the provision of future infrastructure requirements where necessary. The Council will ensure a co-ordinated approach to infrastructure management and investment through partnership working with key infrastructure service providers.

15.12 Policy IF4 Infrastructure and Developer Contributions

Policy IF 4

Infrastructure and Developer Contributions

1. Development proposals will be supported that deliver infrastructure to support the overall spatial strategy of the Borough.
2. The Council will:
 - a. continue to work through the Infrastructure Reference Group to monitor and coordinate the provision of infrastructure
 - b. annually review and report to Cabinet on the infrastructure schedule that forms part of the Infrastructure Delivery Plan
 - c. collect financial contributions from developers through CIL to support improvements to infrastructure provision arising from new development
 - d. ensure that new developments provide the necessary infrastructure on site required to make the development acceptable.
 - e. ensure that new development contributes towards the provision of Suitable Alternative Natural Green Space (SANG) in accordance with the Thames Basin Heaths SPA Avoidance Strategy, as updated.
3. Introduction of a Community Infrastructure Levy (CIL) ensures a consistent and co-ordinated approach to the collection of developer contributions. Alongside CIL, developer contributions will continue to be gathered in accordance with the regulations governing Section 106 contributions. Planning Obligations will continue, where appropriate, to be the basis to secure developer contributions or specific physical works to mitigate the impact of new development.
4. Applicants will subject to a requirement for a financial viability appraisal if it is considered that the level of affordable housing being sought will threaten the viability of the development proposal.
5. The loss of existing infrastructure will be resisted unless a suitable alternative can be provided or it can be demonstrated that the infrastructure is no longer required to meet the needs of the community. The Council will expect development proposals to demonstrate that consultation with an appropriate range of service providers and the community has taken place.
6. The Council will work in partnership with infrastructure service providers and developers to ensure that the infrastructure needed to support development is provided in a timely manner to meet the needs of the community. In some cases, it will be necessary for the infrastructure to be provided before development commences. Development may be phased to ensure the timely delivery of the infrastructure that will be necessary to serve it. Each case will be determined on its individual merits during the development management process.

15.13 Telecommunications

15.13.1 Convenient access to modern technology plays a central part in borough residents' lives. Advanced, high quality communications infrastructure is essential to support sustainable economic growth and enables many aspects of modern life including flexible working patterns and home working. The development of high speed broadband technology and other communications networks also play a vital role in enhancing the provision of local community facilities and services, particularly in rural areas.

15.13.2 Rural communities and small businesses benefit particularly from enhanced broadband coverage. This has a number of benefits including support for the local economy, greater social inclusion, and reduced pressure on the environment by reducing the need to travel.

Infrastructure

15.13.3 The Superfast Berkshire project aims to improve broadband speeds and coverage across Berkshire in those areas not covered by commercial broadband rollout. The project's intention is to implement sustainable, future-proof improvements in broadband infrastructure. It was scheduled to deliver superfast broadband coverage (greater than 24Mbps) to 92.3% of the county by the end of 2015, and has signed contracts to extend superfast coverage to 95.6% by the end of 2017. The project aims to ensure all remaining Berkshire premises can access basic broadband at speeds of at least 2Mbps.

15.14 Policy IF5 Telecommunications

Policy IF 5

Telecommunications

1. Expansion of electronic communications networks and the provision of suitable infrastructure to achieve this are supported, subject to appropriate safeguards relating to the impact of the infrastructure. Development proposals that would result in improvements to telecommunications networks will be supported, provided environmental impacts are minimised.
2. Development proposals for telecommunications equipment that require planning permission will be permitted provided that the following criteria are met:
 - a. the siting and appearance of the proposed apparatus and associated structures should seek to minimise harm to the visual amenity, character and appearance of the surrounding area
 - b. proposed apparatus and associated structures on buildings should be sited and designed in order to seek to minimise harm to the external appearance of the host building
 - c. proposals for new masts should demonstrate that the applicant has explored the possibility of erecting apparatus in existing locations in the following sequence: (i) sharing existing masts and other structures, (ii) on existing buildings, (iii) on sites currently used for telecommunications infrastructure. Such evidence should accompany any planning application for new masts and should show clearly why sequentially preferable options have been discounted
 - d. development proposals should not cause unacceptable harm to areas of ecological interest, areas of landscape importance, archaeological sites, conservation areas or buildings of architectural or historical interest.

15.15 Water supply and sewerage infrastructure

15.15.1 Sustainable management of natural resources is important and the Borough is in one of the driest parts of the country. It also experiences a high level of demand for water and in some areas the demand is close to exceeding the available supply. The provision of water and waste water and sewerage infrastructure is an essential element of any new development. The Borough has worked with partners to prepare an Infrastructure Delivery Plan (IDP) that examines current infrastructure provision in the Borough and the changes made necessary by planned developments. Climate change is leading to more unpredictable weather patterns and this in turn affects the availability of water, so care must be taken to ensure that sufficient supplies and infrastructure are available to service any new developments.

15.15.2 There is a demonstrable need for new water resource schemes in parts of south east England, and increased demand management to cater for water supply needs of current and future development and the protection of the environment. Should the water or sewerage undertakers or the Environment Agency identify sites that are required to deliver necessary water or sewerage infrastructure, these should be safeguarded through the planning process. Thames Water is currently the statutory sewerage undertaker for the whole borough and also the statutory water undertaker for part of the borough. Remaining parts of the Borough are currently supplied with water by Affinity Water (formerly Veolia) and South East Water.

15.15.3 To ensure that sufficient water supplies and sewerage infrastructure are available to service any new developments, it will be necessary to examine existing provision and the impact that a development proposal is likely to have on capacity and water pressure. The major statutory undertaker in the borough has provided information on the capacity of existing sewerage and water infrastructure to accommodate new development, and this has informed preparation of the plan and the Infrastructure Delivery Plan.

15.15.4 Water companies' investment programmes are based on a 5 year cycle known as the Asset Management Plan (AMP) process, which in turn is informed on a strategic level by Water Resources Management Plans. In these plans, water companies forecast the available supply for water and likely supply over a 25 year period. If the forecast shows a deficit, then the plan sets out a range of demand management and new water supply options to meet that shortfall. The Borough will work with the Environment Agency and other partners that provide water and sewerage services across the Borough over the plan period to identify infrastructure needs and to ensure that adequate water supply and sewerage capacity is provided in a timely manner to meet planned demand.

15.16 Policy IF6 Water Supply and Sewerage Infrastructure

Policy IF 6

Water Supply and Sewerage Infrastructure

1. Development proposals should demonstrate that adequate water supply and sewerage infrastructure capacity exists both on and off site to serve the development and that the development would not lead to problems for existing users. Where such evidence is not available or the potential impacts are unclear the Council will expect developers to carry out appropriate studies to ascertain whether the proposed development would lead to overloading of existing water and sewerage infrastructure.
2. Specific development proposals may require further study into their particular impacts and if the study identifies that the water or sewerage network would be unable to support demand arising from a development proposal and if no improvements are programmed by the water or sewerage company, the developer will need to contact the company to agree what improvements are needed and how they will be funded prior to occupation of the development.
3. Where works are required to secure water supply and sewerage provision to a development proposal, such works will be secured either by a planning condition or other mechanism as appropriate.
4. New water resource schemes, improvements to the water supply network, demand management measures needed to meet current and future water supply needs and those needed to meet the challenges of climate change and environmental protection will be supported. Sites that are identified by water or sewerage undertakers or the Environment Agency as being required to deliver necessary water or sewerage infrastructure will be allocated or safeguarded as appropriate.
5. Development proposals should include water efficiency measures aimed at reducing overall water consumption to reduce the pressure that a proposal will have on existing infrastructure.

Monitoring and Implementation

Monitoring and Implementation

16.0.1 Policies in the BLP have been designed to deliver a sustainable pattern of growth and development across the Borough over the plan period. The BLP aims to protect the environment and heritage assets of the Borough and at the same time make appropriate provision for the identified levels of need for housing, employment, service and facilities.

16.0.2 A robust monitoring framework is essential to ensure that the BLP delivers the right quantum of development, in the right location, at the right time and accompanied by the right infrastructure whilst also protecting the historic and natural environment. The Borough Community Infrastructure Levy (CIL) has sought to mitigate any risks to delivery of the overall spatial strategy and the policies that aim to deliver that strategy and provide for sustainable development. The Council will use the results of monitoring to understand how well the BLP is performing in terms of delivering sustainable development and protecting and enhancing the environment and assets within it, and also to indicate whether a review of the plan is necessary.

16.0.3 The delivery of necessary infrastructure to support the level of growth and development prescribed by the BLP is set out in the Infrastructure Delivery Plan. It is extremely important to ensure that the identified infrastructure requirements are delivered and robustly monitored. Given that the spatial strategy and the supporting policies indicate a step change in the pace of growth and development, careful review of monitoring and implementation indicators will be published in the Monitoring Report and updated on an annual basis.

16.0.4 Monitoring indicators are drawn directly from the objectives of the BLP and targets indicate how these objectives may be met. Related policies in the BLP are identified, and for each Monitoring Objective the achievement of targets will be assessed annually.

Monitoring and Implementation

Monitoring Indicator 1: Special qualities of the Borough

Indicators: Delivery of development in accordance with policy related to conserving and enhancing special qualities of the Borough; amount of development permitted on Green Belt sites

Related Policies: SP1, SP3, SP4, SP5, SP6, SP7, TR1, TR2, HE1, HE2, HE3, HE4, HE5, HE6, HRE7

Targets:

Development delivered in accordance with policies which relate to high quality design, heritage and specific environmental qualities
No loss of listed buildings, historic parks and gardens, ancient monuments, ancient woodlands, sites of archaeological interest
No reduction in the extent of Conservation Areas and other designated areas
Number of appeals dismissed on Green Belt reasons as a % of all appeals on Green Belt sites

Monitoring Indicator 2: Meeting housing needs

Indicator: Delivery of housing as compared with the housing trajectory; delivery of affordable and specific needs; delivery of housing on previously developed land; adaptation to existing homes to take account of changed circumstances for residents.

Related Policies: HO1, HO2, HO3, HO4, HO5

Targets:

Number of dwellings completed			
Number of dwellings completed for the following periods:			
2013-2018	2019-2023	2024-2028	2029-2032
Retain a five year housing land supply through the plan period			
Number of affordable houses as a percentage of total dwellings completed			
Number of units in different tenures delivered in accordance with the SHMA outputs			
Number of housing units provided with special facilities			
Production of a Housing SPD in accordance with May 2016 Local Development Scheme			

16.0.5 Gypsy and Traveller housing needs and provision will be addressed in the Gypsy and Travellers Local Plan in preparation

Monitoring and Implementation

Monitoring Indicator 3: Visitor economy

Indicator: Reinforce key visitor and tourism assets in the Borough; provide sufficient accommodation and facilities for visitors

Related Policies: SP5, ED1, TR2, VT1, VT2

Targets:

Promotion of visitor and tourist attractions and facilities throughout the Borough
Delivery of new visitor accommodation

Monitoring Objective 4: Local business economy

Indicators: Actual growth of the the local economic base in several sectors; provision of employment and retail floor space

Related Policies: SP1, ED1, ED2, ED3, TR2, TR3

Targets:

Delivery of office (Use Class B1) floorspace
Delivery of warehouse and other industrial (use Class B2, B8) floorspace
Promotion of allocated sites for employment growth

Monitoring and Implementation

Monitoring Objective 5: Town, district and local centres

Indicators: Promote the viability and vitality of the town centres in the Borough; promote appropriate shopping and services in district and local centres

Related Policies: SP1, ED1, ED2, ED3, TR2, TR3, TR4, TR5

Targets:

Development according to policies on allocated sites for housing, commercial and retail uses
Borough promotion of Maidenhead and Windsor as principal centres
No change in the number of shops and community uses within designated district and local centres

Monitoring Indicator 6: Infrastructure

Indicator: Provision of utilities, services and facilities to support planned development

Related Policies: IF1, IF2, IF3, IF4, IF5, IF6

Targets:

Provision of utilities, services and facilities according to the Infrastructure Delivery Plan (IDP)
Increase in the amount of the Borough provided with Superfast Broadband
Production of the Parking SPD in accordance with the May 2016 Local Development Scheme

Detailed provision in this area is coordinated and guided through the Infrastructure Delivery Plan (IDP)

Monitoring and Implementation

Monitoring Indicator 7: Sustainable transport

Indicator: Delivery of sustainable transport schemes and facilities

Related Policies: IF7

Targets:

Number of and amount of applications and floor space refused on Local Transport Plan grounds
Number of applications accompanied by Transport Assessments and Travel Plans
Amount of sustainable transport schemes and facilities required in developing allocated sites provided
Creation of new facilities for pedestrians and cyclists and car charging points
Production of the Parking SPD in accordance with the May 2016 Local Development Scheme

Monitoring Indicator 8: Heritage

Indicator: Maintenance and protection of Listed Buildings, Scheduled Monuments, Conservation Areas and registered parks and gardens.

Related Policies: HE1, E2, HE3, HE4, HE5, HE6, HE7, HE8

Targets:

Protection of the historic environment
Number of entries on the Local Heritage List
Number of applications and appeals dismissed relating to Listed Buildings, Scheduled Monuments, Conservation Areas and registered parks and gardens.
No reduction in the extent of Conservation Areas due to insensitive development
Production of Heritage Strategy in line with May 2016 Local Development Scheme

Monitoring and Implementation

Monitoring Indicator 9: Environmental protection

Indicator: Specific protection of designated environmental areas and issues

Related Policies: EP1, EP2, EP3, EP4, EP5

Targets:

Protection of the Environment
Number of new Air Quality Management Areas declared
Number of applications and/or appeals refused or dismissed on air, light or noise pollution grounds.
Number of applications likely to have a negative impact on air quality where mitigation is required.
Number of planning applications and or appeals refused or dismissed on contaminated land or water grounds.

Monitoring Indicator 10: Open space and leisure

Indicator: Provision of open space; provision of leisure and recreation facilities and rights of way

Related Policies: NE3, NE4, NE5, IF2, IF3

Targets:

Quantity of open space provided on allocated housing sites
Provision of specific indoor and outdoor leisure and recreation facilities
Amount of open space lost to other development

Monitoring and Implementation

Monitoring Indicator 11: Climate change and biodiversity

Indicator: Minimise the effect of flooding; amelioration of climate change impacts in development proposals; maintain and enhance natural environmental conditions

Related Policies: HO5, NR1, NR2, NR3, EP1, EP21, NE1, NE2

Targets:

Amount of development permitted in designated flood zones
Number of dwellings permitted requiring the provision of SANG
Amount of SANG provided
Amount of renewable energy delivered

Glossary

A

- **Air Quality Management Areas:** Areas designated by local authorities because they are not likely to achieve national air quality objectives by the relevant deadlines.
- **Affordable Housing:** Social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market. Eligibility is determined with regard to local incomes and local house prices. Affordable housing should include provisions to remain at an affordable price for future eligible households or for the subsidy to be recycled for alternative affordable housing provision.
- **Ancient Woodland:** A descriptive term for a group of native woodland habitats. These special areas have remained as woodland since at least 1600 and their soils are relatively undisturbed by people. Ancient woodland is the richest terrestrial habitat for wildlife, being home to more threatened species than any other, and represents the last fragments of the wildwood that once covered the country. (www.woodlandtrust.org.uk).
- **Biodiversity:** The variety of life in a particular habitat or ecosystem.
- **Borough Local Plan:** The plan currently being prepared by RBWM for the future development of the local area, in consultation with the community. In law this is described as the development plan documents adopted under the Planning and Compulsory Purchase Act 2004.
- **Community Infrastructure Levy:** A levy allowing local authorities to raise funds from owners or developers of land undertaking new building projects in their area.
- **Conservation:** The process of maintaining and managing change to a heritage asset in a way that sustains and, where appropriate, enhances its significance.
- **Cumulative impact:** Impacts that result from incremental changes caused by other past, present or reasonably foreseeable actions together with the project.
- **Development Plan:** This includes adopted Local Plans, Area Action Plans and Neighbourhood Plans within the Borough, plus one saved policy of the South East Plan, and is defined in section 38 of the Planning and Compulsory Purchase Act 2004.
- **Economic Development:** Development, including those within the B Use Classes, public and community uses and main town centre uses (but excluding housing development).
- **Edge of Centre:** For retail purposes, a location that is well connected and up to 300 metres of the primary shopping area. For all other main town centre uses, a location within 300 metres of a town centre boundary. For office development, this includes locations outside the town centre but within 500 metres of a public transport interchange. In determining whether a site falls within the definition of edge of centre, account should be taken of local circumstances.
- **Green Belt:** In the Royal Borough of Windsor and Maidenhead, Green Belt refers to the Metropolitan Green Belt. The designation accounts for 83% of the land area of the Royal Borough.
- **Green Networks / Green Corridors:** The linking together of natural, semi-natural and man-made open spaces to create an interconnected network.
- **Greenfield:** Any land that is not classified as PDL (previously developed land). Greenfield is not only countryside but also for example, open spaces in urban areas.
- **Green Infrastructure:** A network of multi-functional green space, urban and rural, which is capable of delivering a wide range of environmental and quality of life benefits for local communities.
- **Habitable rooms:** Habitable rooms are defined as any room used or intended to be used for sleeping, cooking, living or eating purposes. Enclosed spaces such as bath or toilet facilities, service rooms, corridors, laundries, hallways, utility rooms or similar spaces are excluded from this definition.
- **Heritage Asset:** A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).
- **Infilling:** The infilling of a small gap within an otherwise built up frontage or group of houses
- **Isolux Diagram:** A line through all points on a surface where the illumination is the same; called an isofootcandle line if the illumination is expressed in foot-candles. A series of such lines for various illumination values is called an isolux diagram.
- **Main Town Centre Uses:** Retail development (including warehouse clubs and factory outlet centres); leisure, entertainment facilities; the more intensive sport and recreation uses (including cinemas, restaurants, drive-through restaurants, bars and pubs, night-clubs, casinos, health and fitness centres, indoor bowling centres, and bingo halls); offices; and arts, culture and tourism development (including theatres, museums, galleries and concert halls, hotels and conference facilities).
- **National Planning Policy Framework (NPPF):** National planning guidance issued by the Government, setting out policy guidance on different aspects of planning. Local Planning Authorities must take the content into account in preparing Local Plans and decision making.

Glossary

- **Neighbourhood Plan:** A plan prepared by a Parish Council or Neighbourhood Forum for a particular neighbourhood area (made under the Planning and Compulsory Purchase Act 2004).
- **Neighbourhood Plan Area:** The land area covered by a Neighbourhood Plan.
- **Open Space:** All open space of public value, including not just land, but also areas of water (such as rivers, canals, lakes and reservoirs) which offer important opportunities for sport and recreation and can act as a visual amenity.
- **Out of Centre:** A location which is not in or on the edge of a centre but not necessarily outside the urban area.
- **Out of Town:** A location out of centre that is outside the existing urban area.
- **Planning Obligation:** A legally enforceable obligation entered into under Section 106 of the Town and Country Planning Act 1990 to mitigate the impacts of a development proposal.
- **Previously Developed Land (PDL):** Land which is or was occupied by a permanent structure, including the curtilage of the developed land (although it should not be assumed that the whole of the curtilage should be developed) and any associated fixed surface infrastructure. This excludes: land that is or has been occupied by agricultural or forestry buildings; land that has been developed for minerals extraction or waste disposal by landfill purposes where provision for restoration has been made through development control procedures; land in built-up areas such as private residential gardens, parks, recreation grounds and allotments; and land that was previously-developed but where the remains of the permanent structure or fixed surface structure have blended into the landscape in the process of time.
- **Primary Shopping Area:** Defined area where retail development is concentrated (generally comprising the primary and those secondary frontages which are adjoining and closely related to the primary shopping frontage).
- **Primary and Secondary Frontages:** Primary frontages are likely to include a high proportion of retail uses which may include food, drinks, clothing and household goods. Secondary frontages provide greater opportunities for a diversity of uses such as restaurants, cinemas and businesses.
- **Ramsar Sites:** Wetlands of international importance, designated under the 1971 Ramsar Convention.
- **Sites of Special Scientific Interest:** Sites designated by Natural England under the Wildlife and Countryside Act 1981.
- **Special Areas of Conservation (SAC):** Areas given special protection under the European Union's Habitats Directive, which is transposed into UK law by the Habitats and Conservation of Species Regulations 2010.
- **Special Protection Areas (SPA):** Areas which have been identified as being of international importance for the breeding, feeding, wintering or the migration of rare and vulnerable species of birds found within European Union countries. They are European designated sites, classified under the Birds Directive.
- **Strategic Access Management and Monitoring (SAMM):** A project overseen by Natural England that implements monitoring, warden arrangements and public education messages across the Thames Basin Heaths SPA.
- **Suitable Alternative Natural Greenspace (SANG):** Open space meeting specific guidelines on quantity and quality for the purpose of providing recreational alternatives to visiting a Special Protection Area.
- **Town Centre:** Area including the primary shopping area and areas predominantly occupied by main town centre uses within or adjacent to the primary shopping area. References to town centres or centres apply to town centres, district centres and local centres but exclude small parades of shops of purely neighbourhood significance. Existing out of centre developments, comprising or including main town centre uses, do not constitute town centres.
- **Unavoidable Adverse Impacts:** The negative effects on natural resources that would arise from a development and remain after its completion, and which cannot be prevented.
- **Visitor Attraction:** A permanently established excursion destination, a primary purpose of which is to allow public access for entertainment, interest or education, rather than being a primary retail outlet or a venue for sporting, theatrical or film performance.
- **Windfall sites:** Sites which have not been specifically identified as available in the Local Plan process. These normally comprise previously developed sites that have become unexpectedly available.
- **Woodland:** Land under stands of trees with a canopy cover of at least 20% (or having the potential to achieve this), including integral open space, and including felled areas that are awaiting restocking. There is no minimum height for trees to form a woodland at maturity, so the definition includes woodland scrub but not areas outside woodland such as gorse, rhododendron, etc.

Marketing and Viability Evidence

B

Marketing and Viability Evidence

Marketing and viability evidence

Marketing

.1 A number of policies in this plan require marketing evidence to be submitted in support of a planning application. The following details will be used to assess the acceptability, or otherwise, of the information submitted and the marketing undertaken.

.2 Marketing evidence requires demonstration of an active marketing campaign for a continuous period of at least 12 months prior to submission of a planning application, unless otherwise agreed by the Borough Council, whilst the premises were vacant, which has been shown to be unsuccessful. Any marketing of property or tenancy also require the site freehold to be marketed in the same fashion.

.3 Marketing must be undertaken through a recognised commercial agent at a price that genuinely reflects the market value of the current or last use of the site. It must be shown to the Borough Council's satisfaction that marketing has been unsuccessful for all relevant floor space proposed to be lost through redevelopment or change of use.

.4 Active marketing is to include all of the following:

- a. contact information posted in a prominent location on site in the form of an advertising board (subject to advertising consent, if required).
- b. registration of the property with at least one commercial property agent.
- c. full property details and particulars available to inquirers on request.
- d. property marketed for its current or last use and any others as required by a policy applying to the site.
- e. property marketed at a reasonable price and terms, including in relation to use, condition, quality and location of floorspace.
- f. no covenant or any other form of tie restricting the future use or operation of the property or land.

.5 Sufficient detailed information is required to be submitted alongside any planning application to demonstrate compliance with the above criteria.

.6 In addition, information is to be submitted regarding:

- a. the number and details of enquiries received, type, proposed uses and value of offers received;
- b. the number, type, proposed uses and value of offers received;
- c. reasons for refusal of any offer received, and reasons why any offers fell through;
- d. the asking price or rent at which the site or property has been offered, including a professional valuation from at least three independent agents to confirm that this is reasonable;
- e. the length of marketing period (at least 12 months continuous marketing), including dates; and
- f. the length of the vacancy period.

Viability

.7 Where applications for a change of use or redevelopment of a commercially-operated community facility are received, the Borough Council will require evidence that:

- a. the community facility is not financially viable; and
- b. an objective evaluation method has been employed to assess the viability of the business

.8 In order to determine whether a community facility is not viable, the Borough Council will require submission of full trading accounts for the last three full years in which the facility was operating as a full-time business. In addition, the outcomes of an objective evaluation method are to be shared with the Borough Council and must successfully demonstrate that the community facility is no longer economically viable.

.9 Demonstration of unviability will not of itself be sufficient to justify the loss of a community facility if other policy considerations also apply.

Public houses

.10 Special considerations that also apply in the case of public houses are:

Marketing and Viability Evidence

B

- a. the public house must be marketed on a free of tie basis
- b. the premises must remain licensed for the sale of alcohol.

Open Space Standards

C

Open Space Standards

Type of Open Space	Quality - features that should be included	Quantity – The number of hectares required per 1,000 population	Accessibility – The required walk time in minutes to open space
Parks and gardens	<ul style="list-style-type: none"> • Clean and well maintained • Flowers/trees and shrubs • Well kept grass 	0.27	10 minutes walk (urban areas) 10 minutes drive (rural areas)
Natural and semi-natural	<ul style="list-style-type: none"> • Clean and litter free • Nature/conservation/biodiversity 	5.4	15 minutes walk
Amenity greenspace	<ul style="list-style-type: none"> • Clean and well maintained • Suitable soft landscaping • Flowers/trees and shrubs • Designed to enhance passive security 	0.59	10 minutes walk
Allotments	<ul style="list-style-type: none"> • Clean/litter free and well maintained • Safe and secure 	0.35	15 minutes walk
Provision for children	<ul style="list-style-type: none"> • Clean and well maintained • Apply Fields in Trust (FIT) standards 	0.45 facilities	10 minutes walk
Teenage facilities e.g. skateboarding	<ul style="list-style-type: none"> • Clean, safe and well maintained at all times • Apply Fields in Trust (FIT) standards • Provision of seats • User consultation for all new provision 	0.23 facilities	10 minutes walk
Outdoor sports facilities: Grass pitches and tennis courts	<ul style="list-style-type: none"> • Clean/litter free and well maintained • Level surface/good drainage • Changing facilities • Car parking 	2.92	15 minutes walk
Outdoor sports facilities: Golf courses, bowls greens	<ul style="list-style-type: none"> • Clean/litter free and well maintained • Level surface/good drainage • Changing facilities • Car parking • Toilets 	2.92	15 minutes walk
Cemeteries and churchyards/ Green corridors/ Civic spaces	<ul style="list-style-type: none"> • Flowers/trees and shrubs • Clean/litter free and well maintained • Safe and secure • Footpaths* • Nature/conservation/biodiversity • Designed to enhance passive security* • Sympathetic signage 	No standard provided	No standard provided

Table 12

Conservation Areas

D

Conservation Areas

1. There are 27 designated Conservation Areas in the Borough. The boundaries of each of the Conservation Areas are shown on the Policies Map and further details can be found on the Council's website [here](#). The Conservation Areas are subject to a rolling programme of review.
2. The Conservation Areas within the Borough are:
 - All Saints, Boyn Hill, Maidenhead
 - Altwood Road, Maidenhead
 - Beenham's Heath
 - Bisham Village
 - Bray Village
 - Burchetts Green
 - Castle Hill, Maidenhead
 - Cookham Dean
 - Cookham High Street
 - Datchet
 - Eton
 - Furze Platt Triangle
 - Holyport
 - Hurley Village
 - Inner Windsor
 - Littlewick Green
 - Maidenhead Riverside
 - Maidenhead Town Centre
 - Mill Lane (Clewer Village)
 - Old Windsor
 - Pinkneys Green, near. Maidenhead
 - Shurlock Row
 - St Mary's Church and Bury Court, White Waltham
 - Sunningdale
 - Trinity Place/ Clarence Crescent, Windsor
 - Waltham St Lawrence
 - Windsor Town Centre

Site Allocation Proformas

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Site Allocation Proformas

E

Site proformas to show the development envelopes of Important Previously Developed Sites in the Green Belt to follow.

IF2: New Sports and Leisure Development at Braywick Park

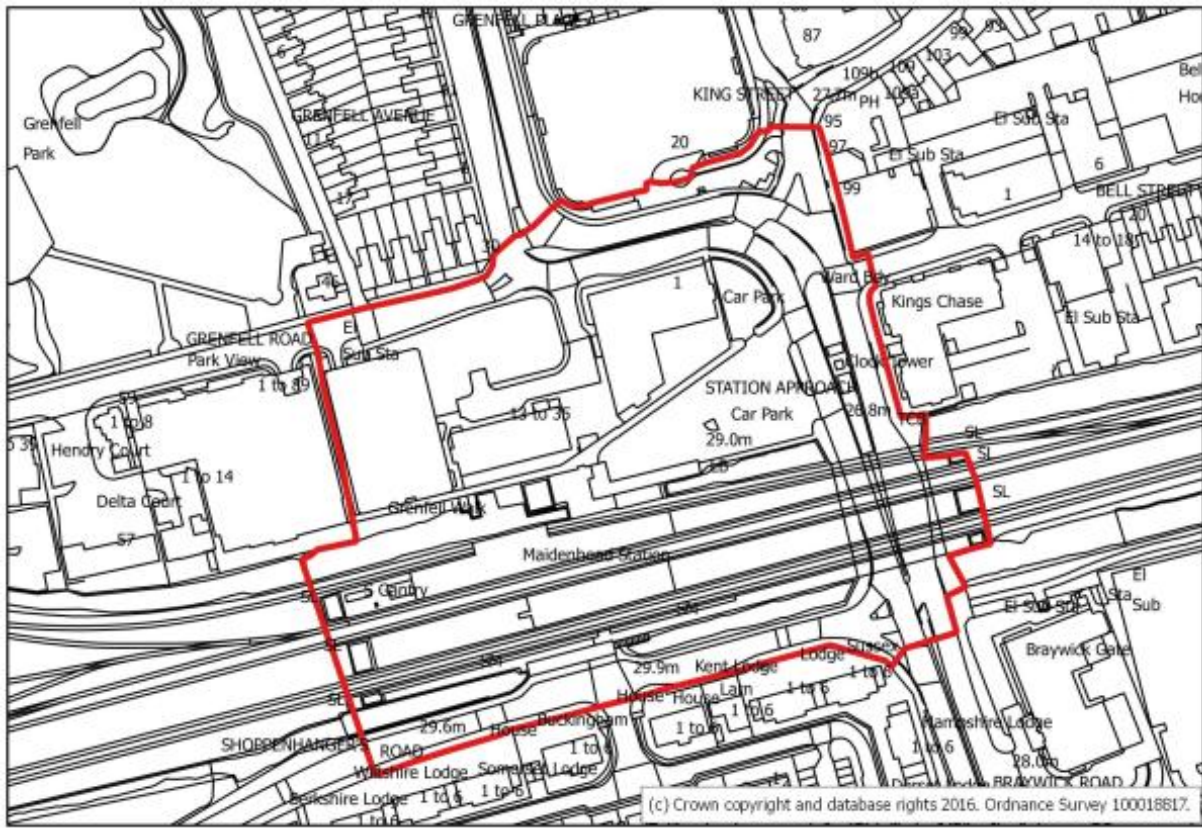


IF2: New Sports and Leisure Development at Braywick Park

The site is located in the Green Belt surrounded on three sides by existing built form. The site is allocated for leisure development to accommodate a relocated Magnet Leisure Centre and associated facilities.

Site Allocation Proformas

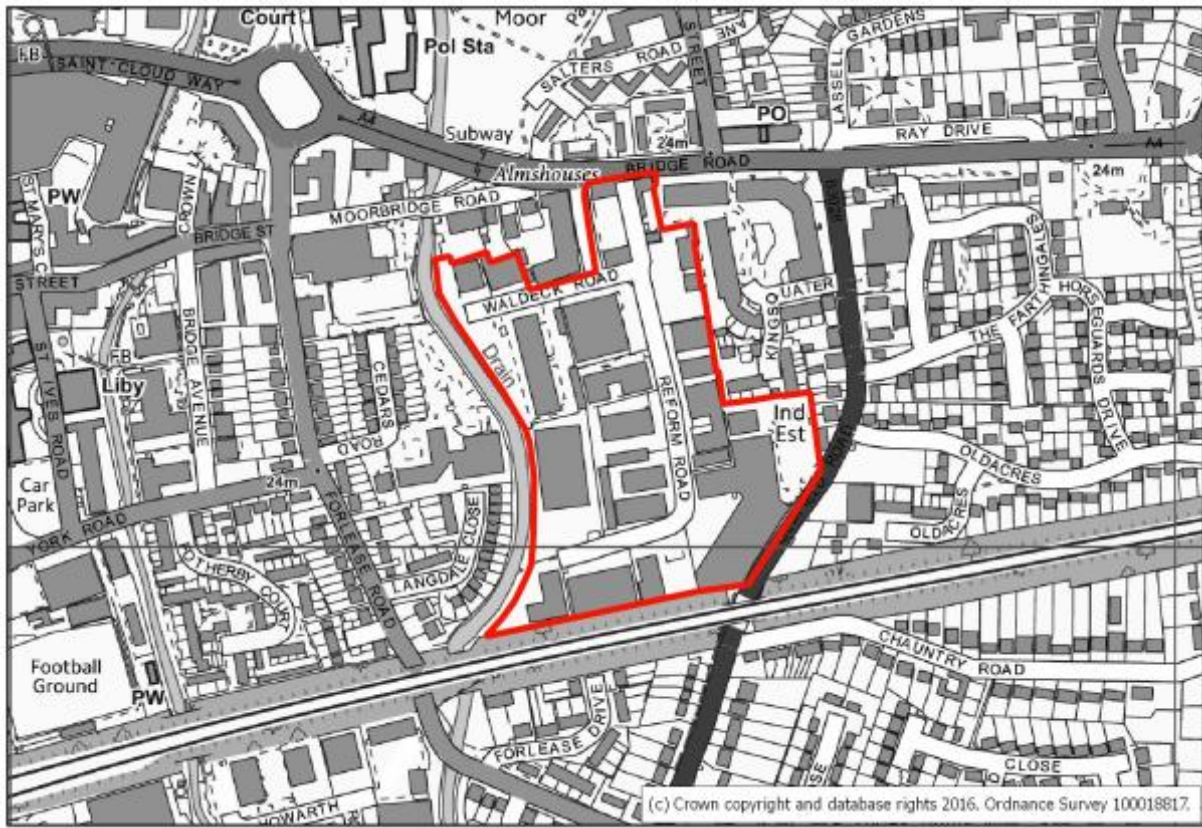
HA1: Maidenhead Railway Station



HA1: Maidenhead Railway Station	
Allocation	<ul style="list-style-type: none"> 150 residential units as part of a mixed use development.
Requirements	<ul style="list-style-type: none"> Relationship to public realm Provide appropriate mitigation measures to address the impacts of noise from the railway so to protect residential amenity Very limited on site parking Facilitates delivery of transport interchange. Outstanding and distinctive design. Pedestrian permeability to the town centre and Stafferton Way.
Key considerations	<ul style="list-style-type: none"> Noise and air quality Level changes Servicing and refuse. Pedestrian permeability

Site Allocation Proformas

HA2: Reform Road



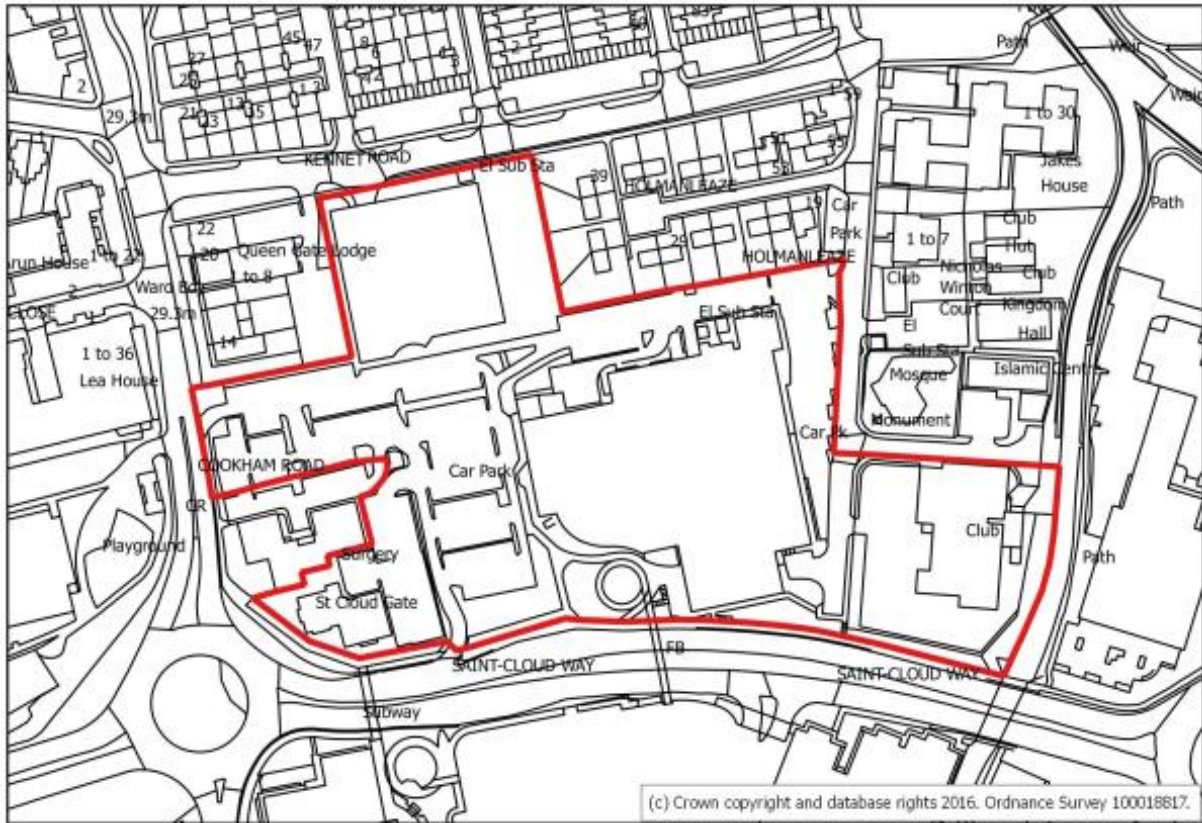
HA2: Reform Road	
Allocation	<ul style="list-style-type: none"> • 150 residential units • Educational facilities including a primary school • Employment floorspace
Requirements	<ul style="list-style-type: none"> • Provide a landscape buffer between the residential development and non-residential uses, including the railway line. • Enhanced vehicular access, including improved connectivity through the site. • Achieve flood risk betterment on site by moving/reducing the footprint of building, and incorporating appropriate flood risk reduction measures. • Designed sensitively to conserve biodiversity of the area • Designed sensitively to conserve and enhance the setting of listed buildings and non designated heritage assets. • Enhanced vehicular access, including improved connectivity through the site. • Provide pedestrian and cycle links through the site and to the Maidenhead Waterways and the town centre. • Enhance pedestrian and cycle links along the waterway • Provide areas of public realm and have an appropriate setting to the waterway. • Designed to be sensitive to the scale and heights of existing properties around the site, and its location on the edge of Maidenhead town centre. • Provide appropriate mitigation measure to address the impacts of noise and air quality from the railway.
Key considerations	<ul style="list-style-type: none"> • Design and integration of uses.

Site Allocation Proformas

HA2: Reform Road

	<ul style="list-style-type: none"> • Access arrangements onto the A4. • Flood risk • Noise and air quality.
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HA3: Saint-Cloud Way



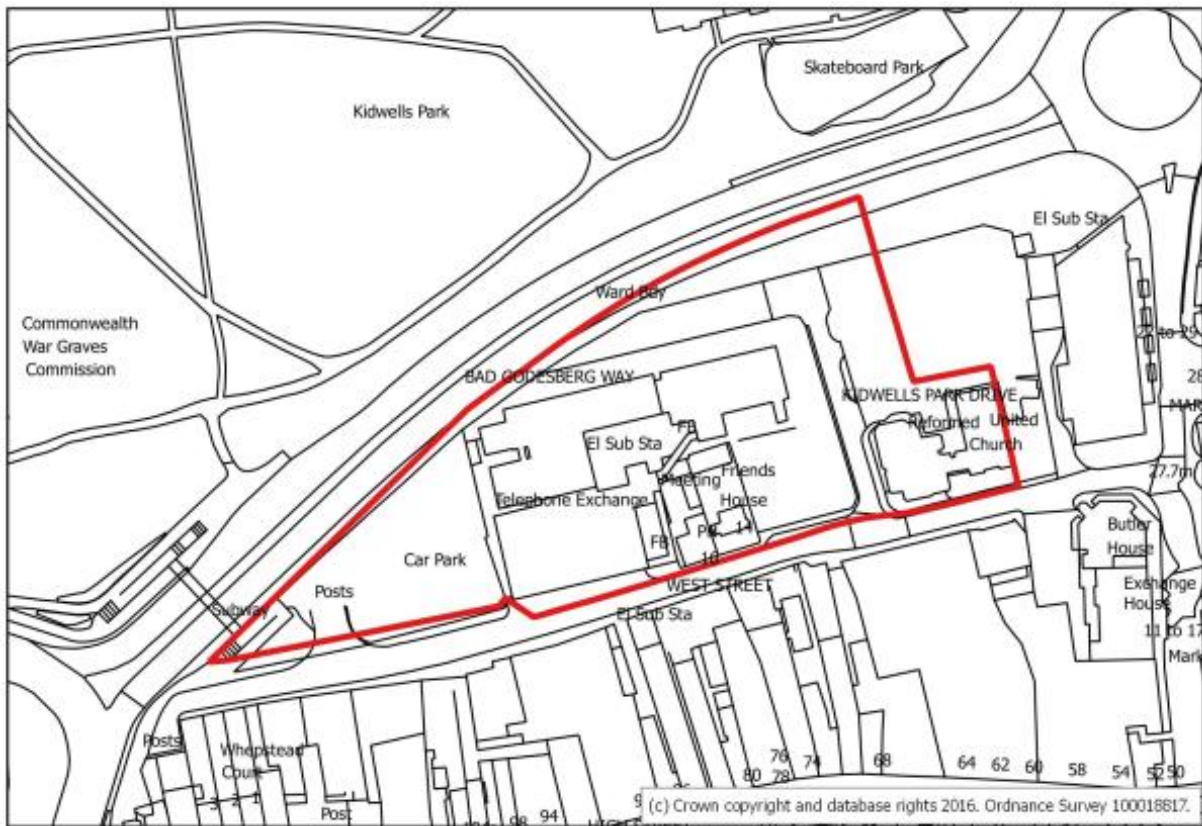
HA3: Saint-Cloud Way

Allocation	<ul style="list-style-type: none"> • 640 residential units as part of a mixed use development
Requirements	<ul style="list-style-type: none"> • Designed sensitively to conserve and enhance the setting of the listed building. • Opportunity to create a landmark building at the corner of Saint-Cloud Way and Cookham Road • Designed to be of high quality which supports the character of the area. • Designed sensitively to consider the privacy and amenity of neighbouring residential properties. • Designed to improve the pedestrian and cycle routes to the site into the town centre and to Kidwells Park. • Provision of green infrastructure linking to existing green and blue infrastructure. • Retaining existing health infrastructure unless acceptable provision is made elsewhere.
Key considerations	<ul style="list-style-type: none"> • Vehicular access. • Servicing and refuse. • Pedestrian and cycle routes. • Impact on neighbouring properties.

Site Allocation Proformas

HA3: Saint-Cloud Way	
	<ul style="list-style-type: none"> • Character and appearance, particularly from the A4. • Heritage. • Noise and air quality due to proximity to the A4.

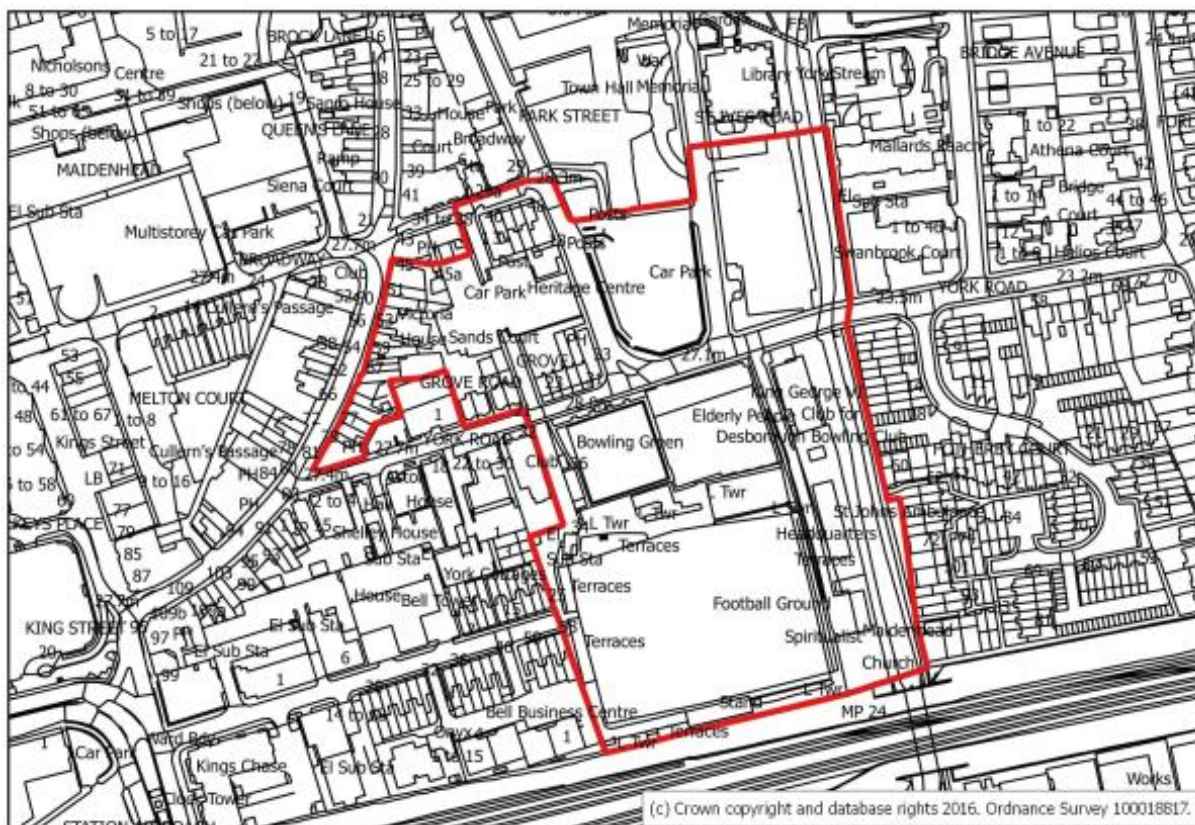
HA4: West Street



HA4: West Street	
Allocation	<ul style="list-style-type: none"> • 240 residential units as part of a mixed use development.
Requirements	<ul style="list-style-type: none"> • Reducing the barrier of the A4 and improving links to Kidwells Park and the town centre. • Provision of green infrastructure • Provide pedestrian and cycle links through the site to improving the connectivity between Kidwells Park and the town centre. • Re-provision of public car parking. • Provide improvements to the quality of the public realm • Designed to be of a high quality that supports the character and function of the area. • Retaining existing community uses unless acceptable provision is made elsewhere.
Key considerations	<ul style="list-style-type: none"> • An appropriate link between the site and the High Street to enhance the vitality and viability of the town centre. • Heritage • Servicing and refuse

Site Allocation Proformas

HA5: York Road



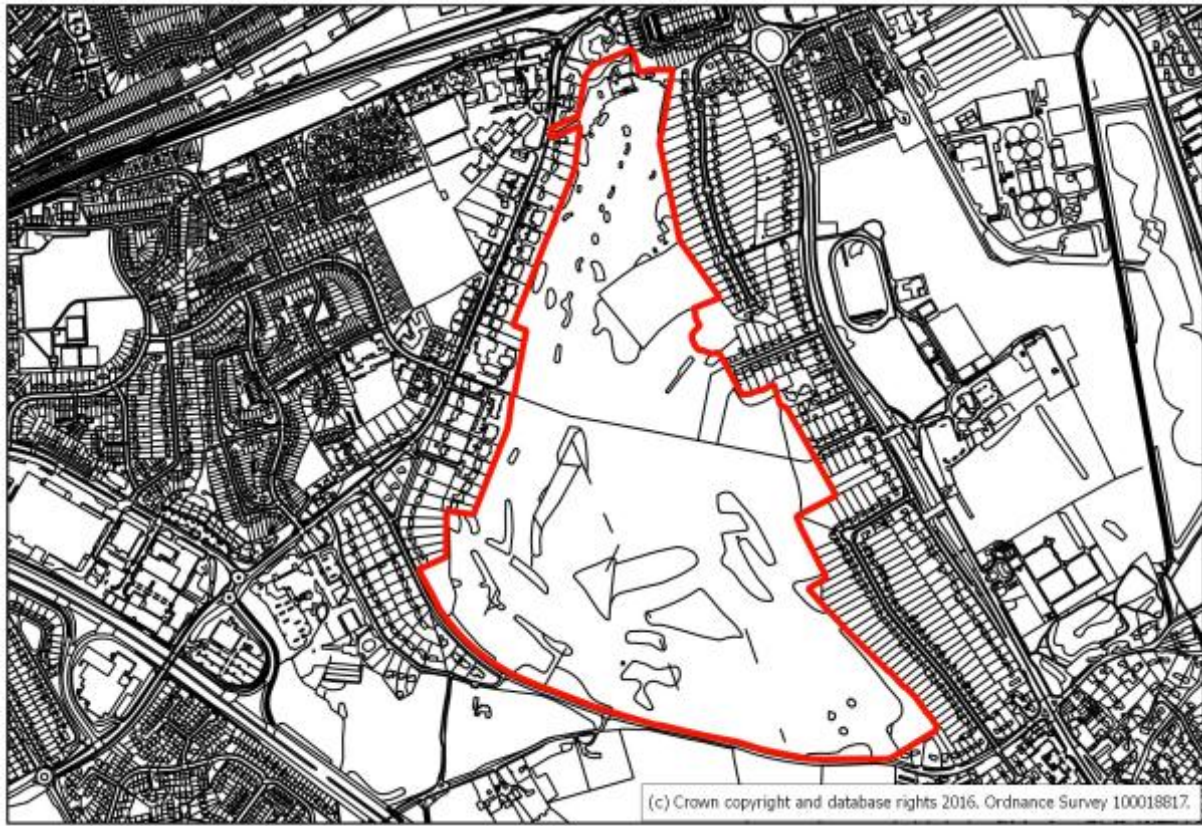
(c) Crown copyright and database rights 2016. Ordnance Survey 100018817.

HA5: York Road	
Allocation	<ul style="list-style-type: none"> 320 residential units as part of a mixed use scheme
Requirements	<ul style="list-style-type: none"> Retain football pitch and enhance accessibility. Retaining existing community uses unless acceptable provision is made elsewhere. Provision of pedestrian and cycle links to the town centre, waterway and railway station. Provision of green infrastructure including a pocket park to link existing green and blue infrastructure. Replacement of existing public car parking. Respecting the setting of the library
Key considerations	<ul style="list-style-type: none"> Integrating waterways into new development Refuse and servicing Heritage. Flooding and surface water drainage.

Site Allocation Proformas

E

HA6: Maidenhead Golf Course



HA6: Maidenhead Golf Course	
Allocation	<ul style="list-style-type: none"> • 2,000 residential units. • Educational facilities including primary and secondary schools. • Strategic public open space and, formal play and playing pitch provision. • Multi-functional community hub as part of a Local Centre.
Requirements	<ul style="list-style-type: none"> • Provision of a strategic public open space. • Provision of education facilities, including primary and secondary schools. • Provision of community facilities. • Provision of health infrastructure. • Provision of waste recycling facilities. • Provision of small scale retail services. • Retain mature trees and hedgerows where possible, including Rushington Copse. • Designed sensitively to conserve biodiversity of the area. • Enhanced vehicular access. • Enhance the existing Public Right of Way from Clifton Close to Shoppenhangers Road. • Provide appropriate mitigation measure to address the impact of noise and air quality on Maidenhead Town Centre AQMA. • Provision of pedestrian and cycle links through the site to provide links between Harvest Hill Road, Shoppenhangers Road, Braywick Road and to National Cycle Route/Green Way. • Designed sensitively to consider the impact of long distance views. • Designed to be sensitive to the scale and heights of existing properties around the site and the sloping topography.

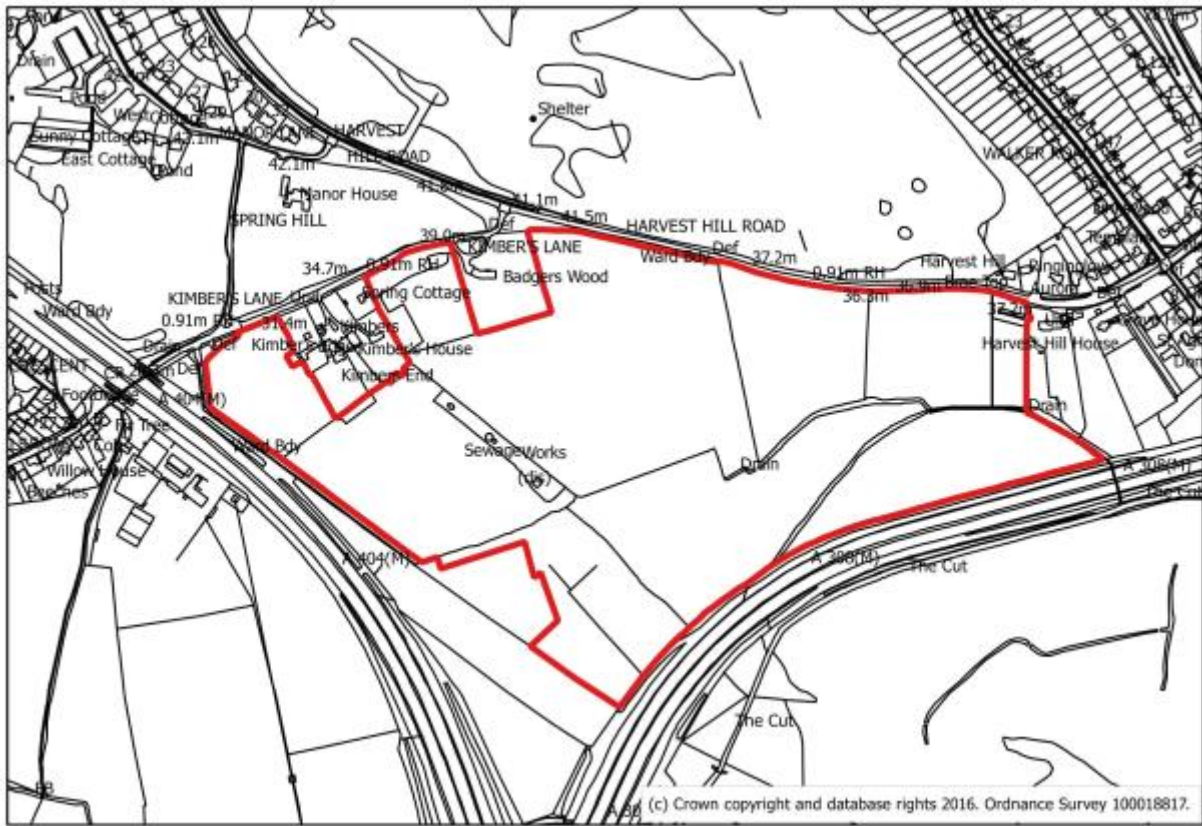
Site Allocation Proformas

HA6: Maidenhead Golf Course	
	<ul style="list-style-type: none"> • Designed to take account of the impact of lighting. • Off site improvements to enhance access to Braywick Park. • Alterations to Harvest Hill Road to facilitate pedestrian and cycle access across the town.
Key considerations	<ul style="list-style-type: none"> • On site infrastructure provision and phasing • Highways • Biodiversity • Sloping topography • Public Right of Way across the site. • Low carbon district heating.

Site Allocation Proformas

E

HA7: Land south of Harvest Hill Road, Maidenhead



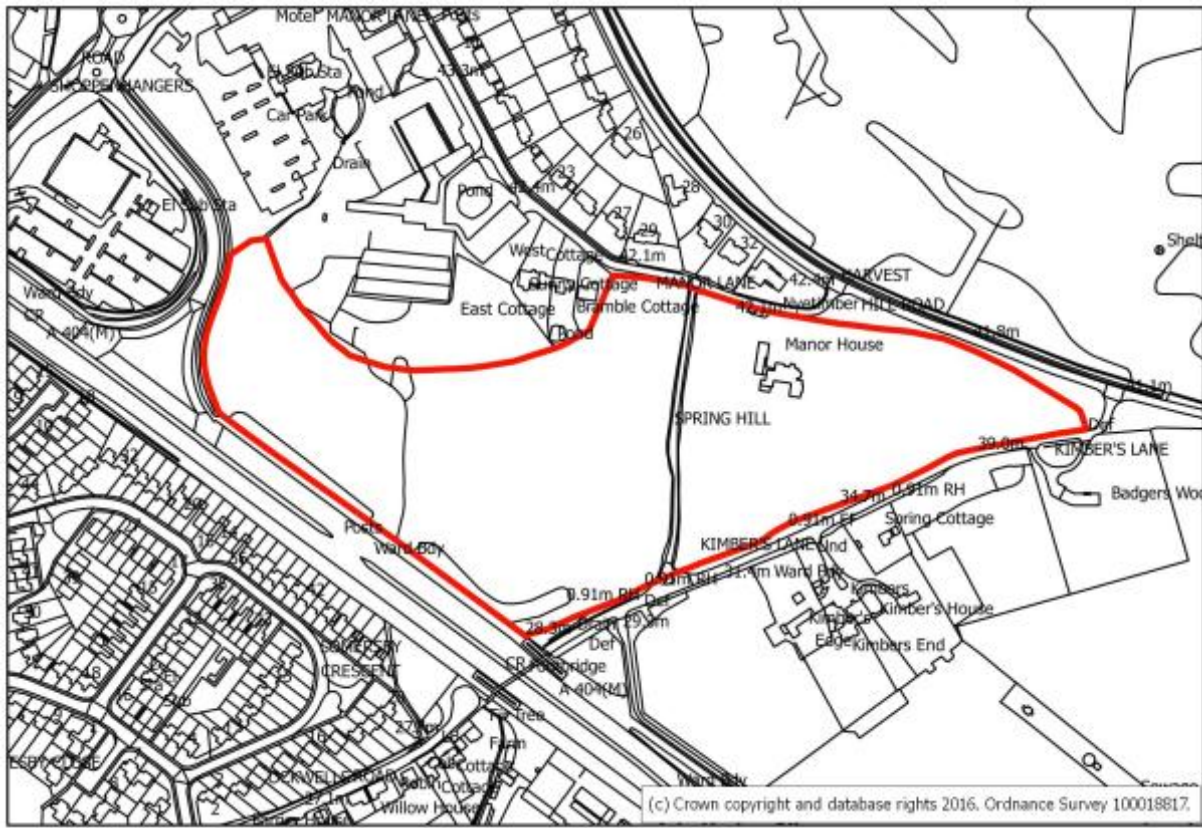
HA7: Land south of Harvest Hill Road and Kimbers Lane, Maidenhead	
Allocation	<ul style="list-style-type: none"> 350 residential units.
Requirements	<ul style="list-style-type: none"> Retain valuable trees where possible, particularly at site boundaries. Retain boundary hedgerows where possible. Retain and reinforce the tree landscape buffer to the A404(M) and A308(M). Avoid development in areas at risk of flooding to the south of the site. Provide appropriate mitigation measure to address the impact of noise and air quality from the A404(M) and A308(M). Provide a tree landscape buffer between the site and the adjoining licenced waste site. Designed sensitively to consider the impact of long distance views. Designed sensitively to enhance the gateway into Maidenhead. Designed sensitively to conserve and enhance the nearby setting of the listed building and scheduled monument. Designed sensitively to conserve biodiversity of the area. Designed to be sensitive to the scale and heights of the exiting properties on Harvest Hill Road and Kimbers Lane. Provide appropriate on-site public open space. Off site improvements to enhance access to Braywick Park. Alterations to Harvest Hill Road to facilitate pedestrian and cycle access across the town. Designed to take account of the impact of lighting.
Key considerations	<ul style="list-style-type: none"> Vehicular access. Biodiversity.

Site Allocation Proformas

HA7: Land south of Harvest Hill Road and Kimbers Lane, Maidenhead	
	<ul style="list-style-type: none">• Trees and hedgerows.• Character and appearance, particularly from the A404(M), A308(M).• Heritage.• Noise and air quality due to proximity to the A404(M), A308(M) and licenced waste site.• Sloping topography.

Site Allocation Proformas

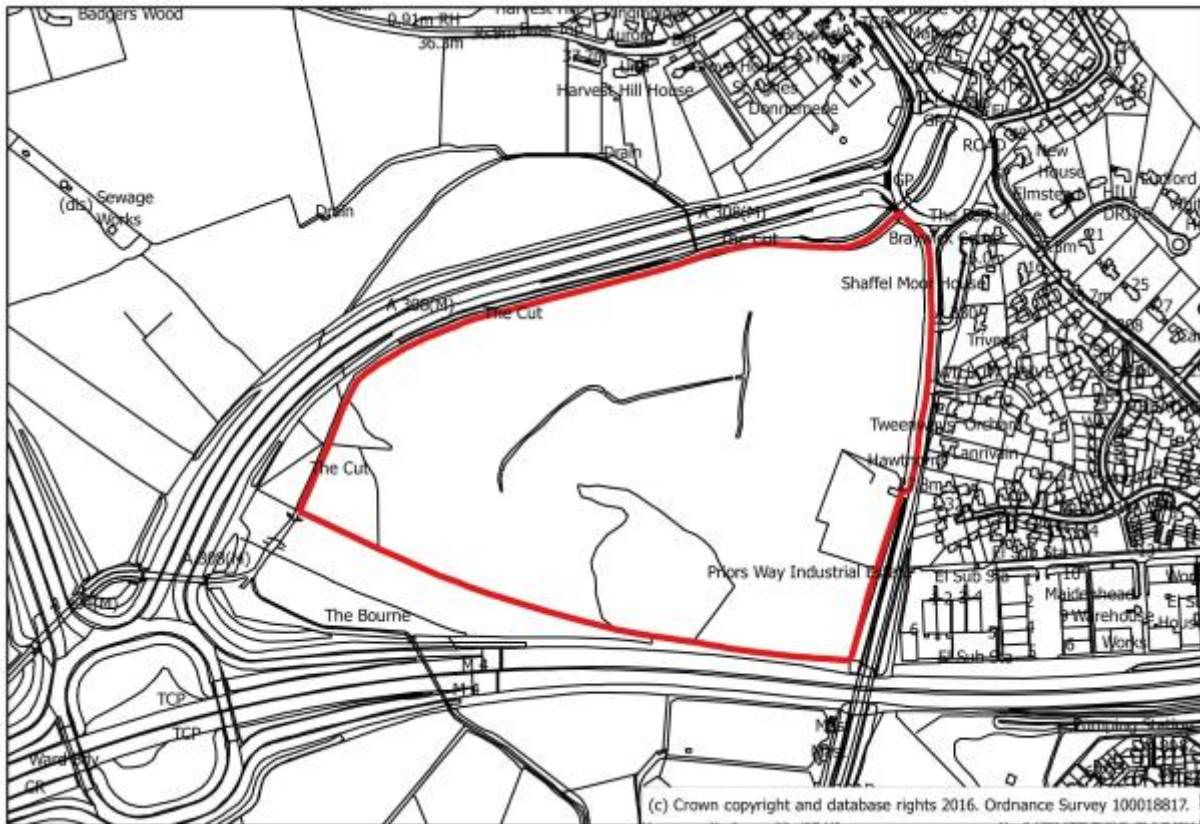
HA8: Land south of Manor Lane, Maidenhead



HA8: Land south of Manor Lane, Maidenhead	
Allocation	<ul style="list-style-type: none"> 180 residential units
Requirements	<ul style="list-style-type: none"> Retain valuable trees where possible. Retain boundary hedgerows where possible. Retain and reinforce the tree landscape buffer to the A404(M). Provide appropriate mitigation measure to address the impact of noise and air quality from the A404(M). Provide appropriate on-site public open space. Designed sensitively to consider the impact of long distance views. Designed sensitively to conserve biodiversity of the area. Designed to be sensitive to the scale and heights of the existing properties on Manor Lane and Kimbers Lane, and those granted planning permission on the former site of Shoppenhangers Manor. Provide pedestrian and cycle routes through the site to improve connectivity to the footbridge crossing the A404(M). Alterations to Harvest Hill Road to facilitate pedestrian and cycle access across the town. Designed to take account of the impact of lighting.
Key considerations	<ul style="list-style-type: none"> Vehicular access Biodiversity Trees and hedgerows Noise and air quality due to proximity to the A404(M) Sloping topography

E Site Allocation Proformas

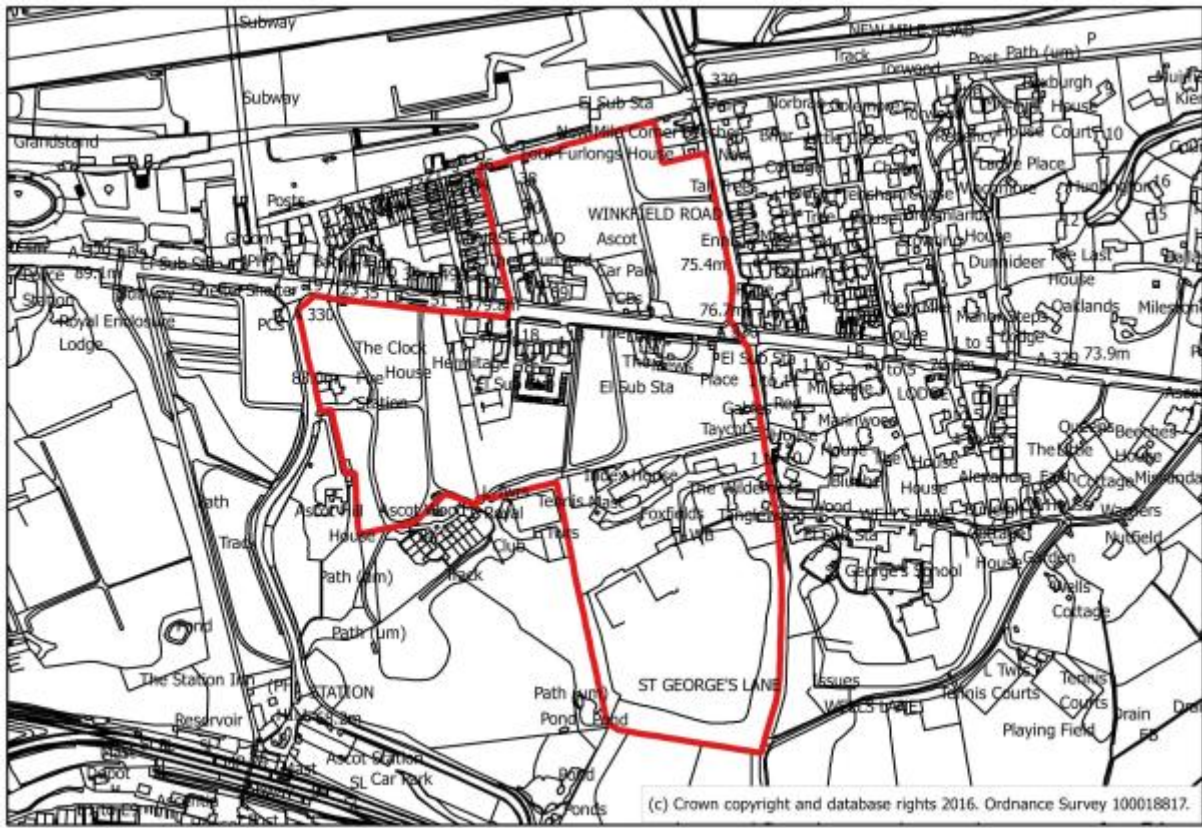
HA9: Land south of the A308(M), west of Ascot Road and north of the M4 (Known as the Triangle Site)



HA9: Land south of the A308(M), west of Ascot Road and North of the M4 (Known as the Triangle Site)	
Allocation	<ul style="list-style-type: none"> 150 residential units
Requirements	<ul style="list-style-type: none"> Residential development should be focused in the east of the site, in areas subject to the lowest flood risk Provide appropriate onsite open space Retain valuable trees and hedgerows where possible Preserve Scheduled Ancient Monument Designed to take account of the impact of lighting Provide new footpath through site from north east and follow The Cut
Key considerations	<ul style="list-style-type: none"> Vehicular access Scheduled Ancient Monument Trees Noise and air quality due to proximity to the A404(M) Flooding and drainage Relationship to adjoining employment use Sustainable transport; pedestrian and cycle linkages

Site Allocation Proformas

HA10: Ascot Town Centre



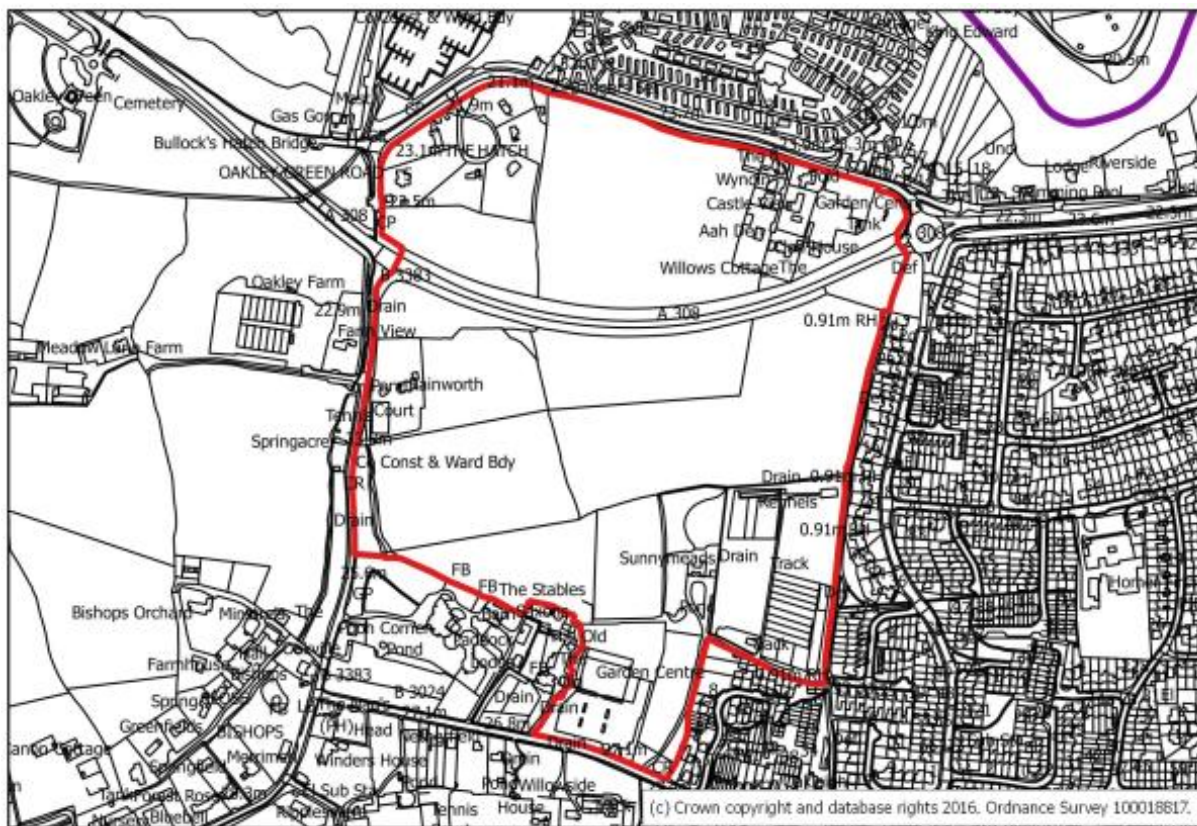
HA10: Ascot Town Centre	
Allocation	<ul style="list-style-type: none"> • 300 residential units • Strategic open space including retention/reprovision. • Multi-functional community hub. • Small scale retail including independent retailers.
Requirements	<ul style="list-style-type: none"> • Holistic mixed use development • Provision of public car parking. • Provision of strategic public open space. • Provision of community facilities. • Provision of small scale retail services. • Designed sensitively to conserve biodiversity of the area • Retain mature trees and hedgerows where possible • Provide pedestrian and cycle links through the site, including from Ascot Railway Station. • Provide improvements to the quality of the public realm specifically the High Street environment for pedestrians • Designed to be of a high quality which supports the character and function of the area • Maintain and enhance the public right of way on St George's Lane. • Enhanced vehicular access, including improved connectivity through the site. • Designed to be sensitive to the scale and heights of existing properties around the site, and the sloping topography. • Designed sensitively to consider the impact of long distance views.
Key considerations	<ul style="list-style-type: none"> • On site infrastructure provision.

Site Allocation Proformas

HA10: Ascot Town Centre

	<ul style="list-style-type: none"> • Ascot race day car and coach parking. • Mitigation of the impact of residential development on the Thames Basin Heaths Special Protection Area in agreement with the Council and Natural England. • Vehicular, cycle and pedestrian access and connectivity. • Biodiversity. • Sloping topography. • Setting and character of Ascot.
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HA11: Land west of Windsor, north and south of the A308, Windsor



HA11: Land west of Windsor, north and south of the A308, Windsor

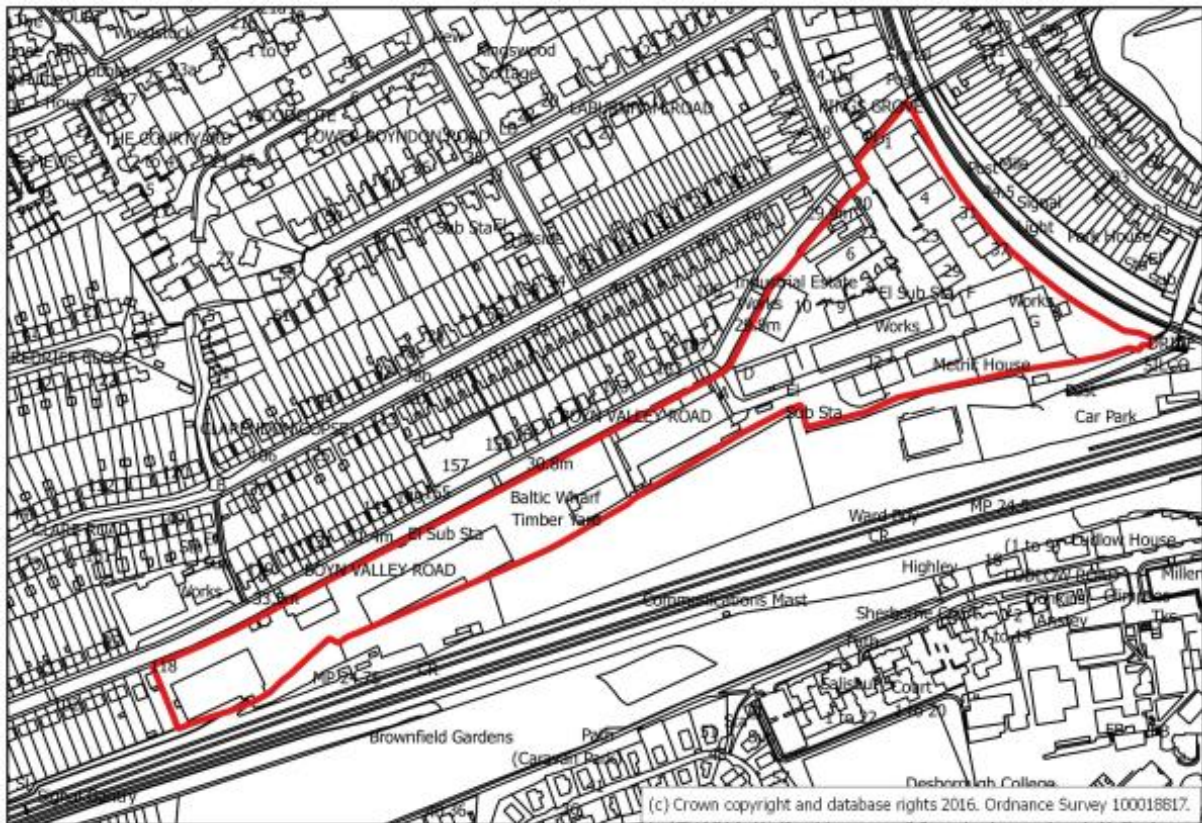
Allocation	<ul style="list-style-type: none"> • 650 residential units • Educational facilities • Strategic public open space • Formal pitch provision for football and rugby. • Multi-functional community hub.
Requirements	<ul style="list-style-type: none"> • Appropriate edge treatment and transition to the countryside. • Provide pedestrian and cycle links through the site to improving connectivity. • Protect and enhance public rights of way • Provide appropriate mitigation measures to address the impacts of noise to protect residential amenity. • Development to front the A308. • Retain valuable trees where possible, particularly at site boundaries

Site Allocation Proformas

HA11: Land west of Windsor, north and south of the A308, Windsor

	<ul style="list-style-type: none"> • Improve pedestrian and cycle links between the northern and southern parts of the site. • Designed to be of a high quality which supports and enhances local character.
Key considerations	<ul style="list-style-type: none"> • Flooding and surface water. • Heritage • Landscaping • Onsite infrastructure provision and phasing • Highways

HA12: Boyn Valley Industrial Estate, Maidenhead



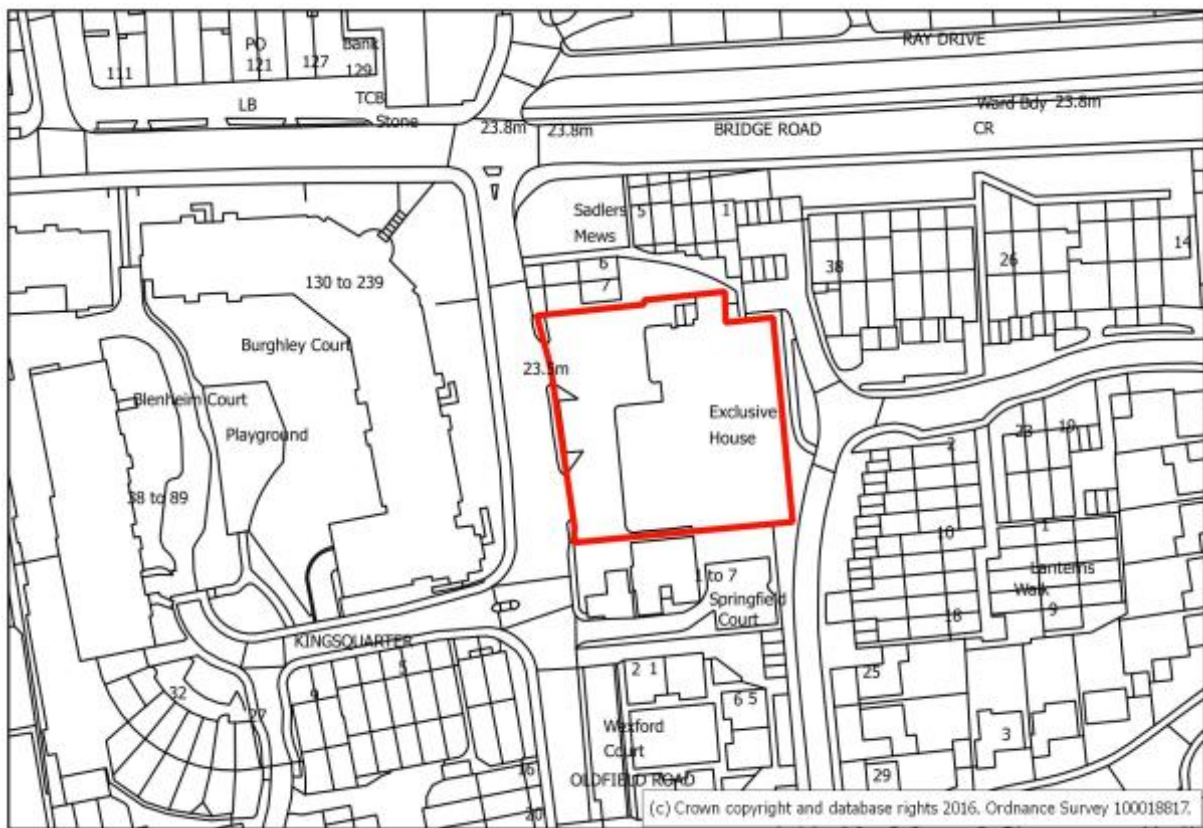
HA12: Boyn Valley Industrial Estate, Maidenhead

Allocation	<ul style="list-style-type: none"> • 300 residential units
Requirements	<ul style="list-style-type: none"> • Provide appropriate green landscaping on to the Boyn Valley Road frontage; retain existing valuable trees • Maintain access to the safeguarded area for Crossrail works from Silco Drive • Provide appropriate mitigation measures to address the impacts of noise from the railway to protect residential amenity • Provide pedestrian and cycle links through the site to improve the connectivity between Silco Drive and Boyn Valley Road • Provision of appropriate onsite public open space.

Site Allocation Proformas

HA12: Boyn Valley Industrial Estate, Maidenhead	
Key considerations	<ul style="list-style-type: none"> Noise Access, including pedestrian and cycle access to the town centre and railway station Topography.

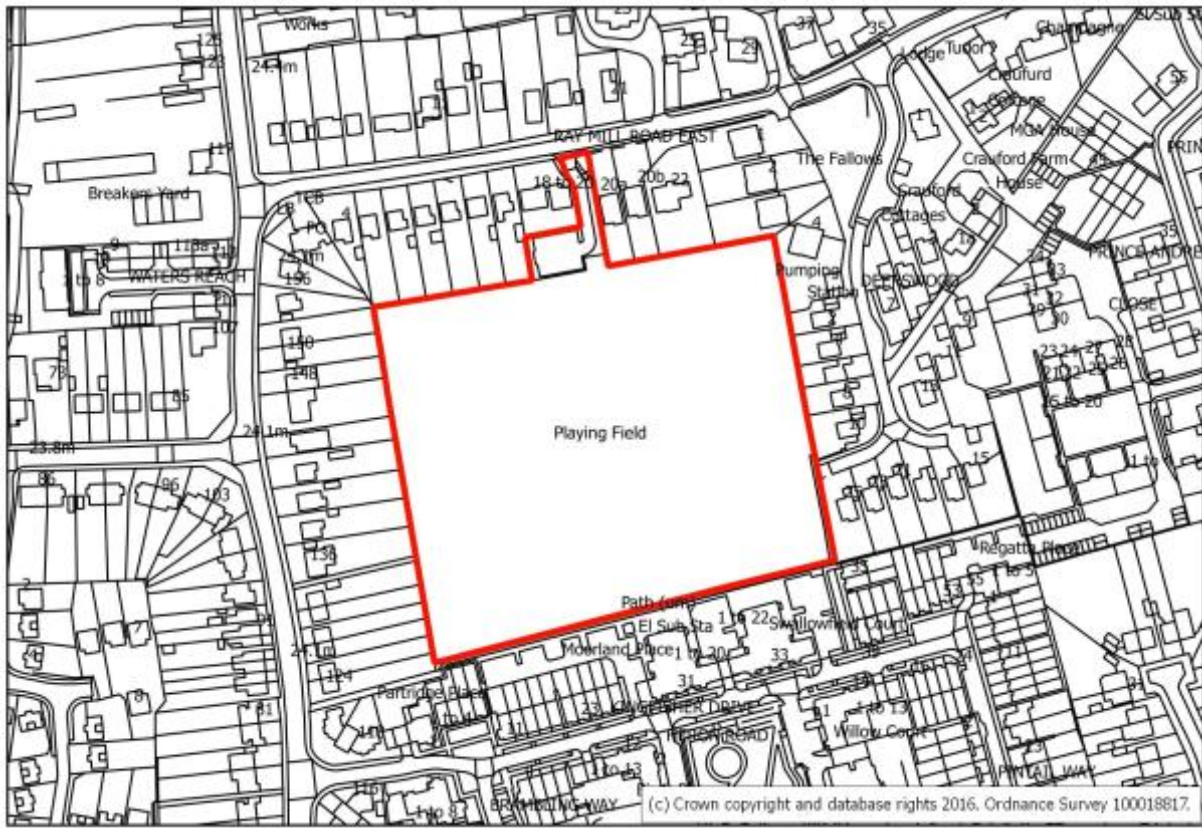
HA13: Exclusive House, Oldfield Road, Maidenhead



HA13: Exclusive House, Oldfield Road, Maidenhead	
Allocation	<ul style="list-style-type: none"> 30 residential units
Requirements	<ul style="list-style-type: none"> Provide appropriate green landscaping on to the Oldfield Road frontage Achieve flood risk betterment on site by moving/reducing the footprint of building, and incorporating appropriate flood risk reduction measures Designed to be of high quality Designed sensitively to consider the privacy and amenity of neighbouring residential properties Provide appropriate mitigation measures to address the impact of air quality so as to protect residential amenity
Key considerations	<ul style="list-style-type: none"> Access Air quality Impact on neighbouring properties

Site Allocation Proformas

HA14: Land south of Ray Mill Road East, Maidenhead



HA14: Land south of Ray Mill Road East, Maidenhead	
Allocation	<ul style="list-style-type: none"> 60 residential units
Requirements	<ul style="list-style-type: none"> Provision of public open space in areas of high flood risk Designed to be of a high quality which supports the character and function of the area Retain mature trees and hedgerows where possible Provide pedestrian and cycle access onto Ray Mill Road East Designed sensitively to consider the privacy and amenity of neighbouring residential properties.
Key considerations	<ul style="list-style-type: none"> Flood risk Open space re-provision/enhancement Access Ecology

Site Allocation Proformas

HA15: Middlehurst, 90-103 Boyn Valley Road, Maidenhead



HA15: Middlehurst, 90-103 Boyn Valley Road, Maidenhead	
Allocation	<ul style="list-style-type: none"> 45 residential units
Requirements	<ul style="list-style-type: none"> Designed sensitively to consider the privacy and amenity of neighbouring potential residential properties
Key considerations	<ul style="list-style-type: none"> Topography Access Design

HA16: Osbornes Garage, 55 St Marks Road, Maidenhead

HA16: Osbornes Garage, 55 St Marks Road Maidenhead	
Allocation	<ul style="list-style-type: none"> 20 residential units
Requirements	<ul style="list-style-type: none"> Designed to be of a high quality which supports the character of the area Designed sensitively to consider the privacy and amenity of neighbouring residential properties Provide appropriate green landscaping to St Marks Road.
Key considerations	<ul style="list-style-type: none"> Design Character and streetscene Topography Access

Site Allocation Proformas

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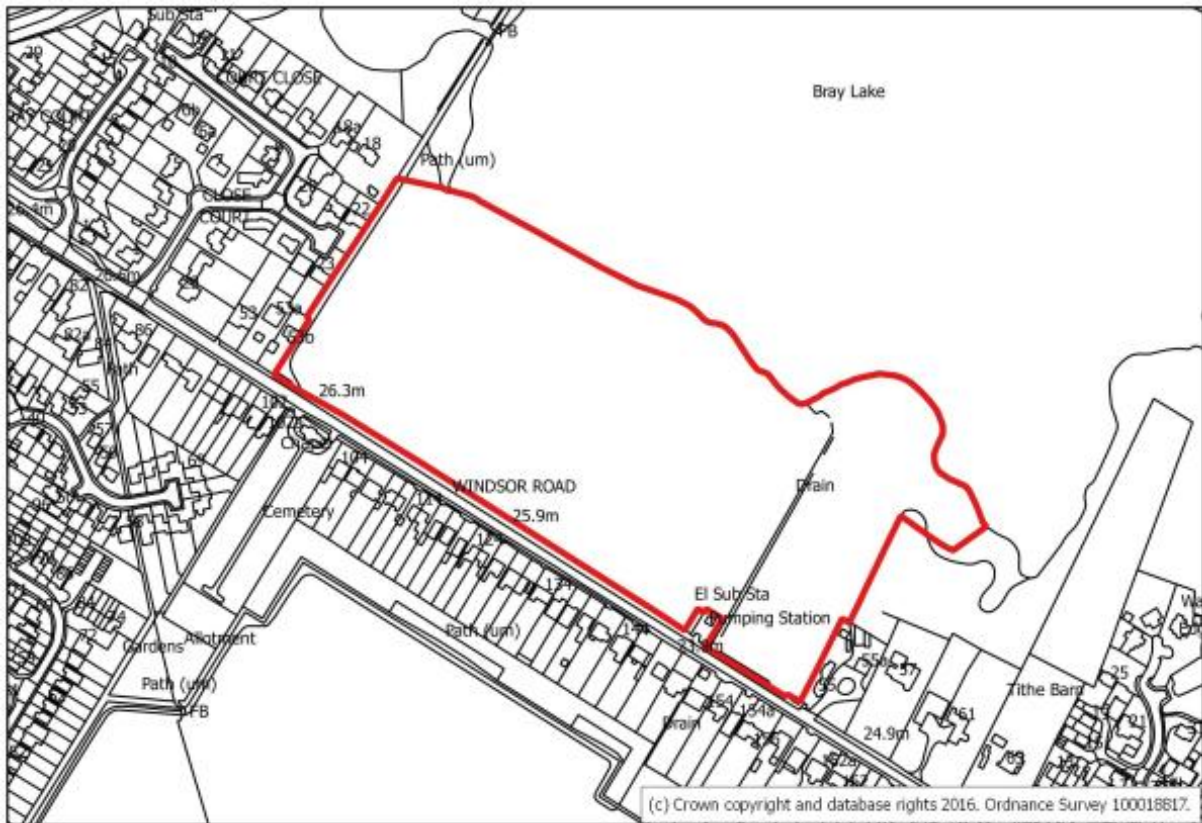
HA17: Tectonic Place, Holyport Road, Maidenhead



HA17: Tectonic Place, Holyport Road, Maidenhead	
Allocation	<ul style="list-style-type: none"> • 25 residential units
Requirements	<ul style="list-style-type: none"> • Designed to be of a high quality which supports the character of a residential area. • Designed sensitively to consider the privacy and amenity of neighbouring residential properties • Retain valuable trees where possible, particularly at site boundaries
Key considerations	<ul style="list-style-type: none"> • Design • Character and streetscene • Access • Air quality.

Site Allocation Proformas

HA18: Land between Windsor Road and Bray Lake, south of Maidenhead



HA18: Land between Windsor Road and Bray Lake, south of Maidenhead	
Allocation	<ul style="list-style-type: none"> • 140 residential units • Relocation of Thames Hospice
Requirements	<ul style="list-style-type: none"> • Design ed to be high quality with appropriate edge treatment to lake • Achieve flood risk betterment on site by moving/reducing the footprint of building, and incorporating appropriate flood risk reduction measures • Provide appropriate mitigation measures to address the impacts of noise from the Windsor Road so to protect residential amenity • Link to permitted path around the lake • Designed sensitively to consider the impact of long distance views • Retain valuable trees and hedgerows, particularly at site boundaries.
Key considerations	<ul style="list-style-type: none"> • Flooding • Access • Air quality • Ecology/protected species

Site Allocation Proformas

HA19: Land east of Whitebrook Park, Lower Cookham Road, Maidenhead



HA19: Land east of Whitebrook Park, Lower Cookham Road, Maidenhead	
Allocation	<ul style="list-style-type: none"> 75 residential units
Requirements	<ul style="list-style-type: none"> Retain valuable trees where possible, particularly at site boundaries Appropriate edge treatment and transition to the countryside Designed to be of high quality Provision of onsite public open space
considerations	<ul style="list-style-type: none"> Flooding Access Design and character

HA20: Land east of Woodlands Park Avenue and north of Woodlands Business Park, Maidenhead

HA20: Land east of Woodlands Park Avenue and north of Woodlands Business Park, Maidenhead	
Allocation	<ul style="list-style-type: none"> 300 residential units Strategic public open space Sports pitches
Requirements	<ul style="list-style-type: none"> Retain valuable trees where possible, particularly at site boundaries Appropriate edge treatment and transition to the countryside Designed sensitively to conserve and enhance the setting of near by listed building Provide pedestrian and cycle links through the site

Site Allocation Proformas

HA20: Land east of Woodlands Park Avenue and north of Woodlands Business Park, Maidenhead

	<ul style="list-style-type: none"> • Development to front Woodlands Park Avenue • Connect to Public Rights of Way network.
Key considerations	<ul style="list-style-type: none"> • Heritage • Landscape

HA21: Land known as Spencer's Farm, north of Lutman Lane, Maidenhead

HA21: Land known as Spencer's Farm, north of Lutman Lane, Maidenhead

Allocation	<ul style="list-style-type: none"> • 300 residential units • Secondary school and associated pitch facilities
Requirements	<ul style="list-style-type: none"> • Retain existing football pitch and provide changing facilities • Consider providing junior football pitch • Appropriate edge treatment and transition to the countryside • Connectivity to the Public Rights of Way network • Provide appropriate mitigation measures to address the impacts of noise from the railway line so to protect residential amenity
Key considerations	<ul style="list-style-type: none"> • Topography • Flooding and surface water • Access

HA22: Land north of Breadcroft Lane and south of the railway line, Maidenhead

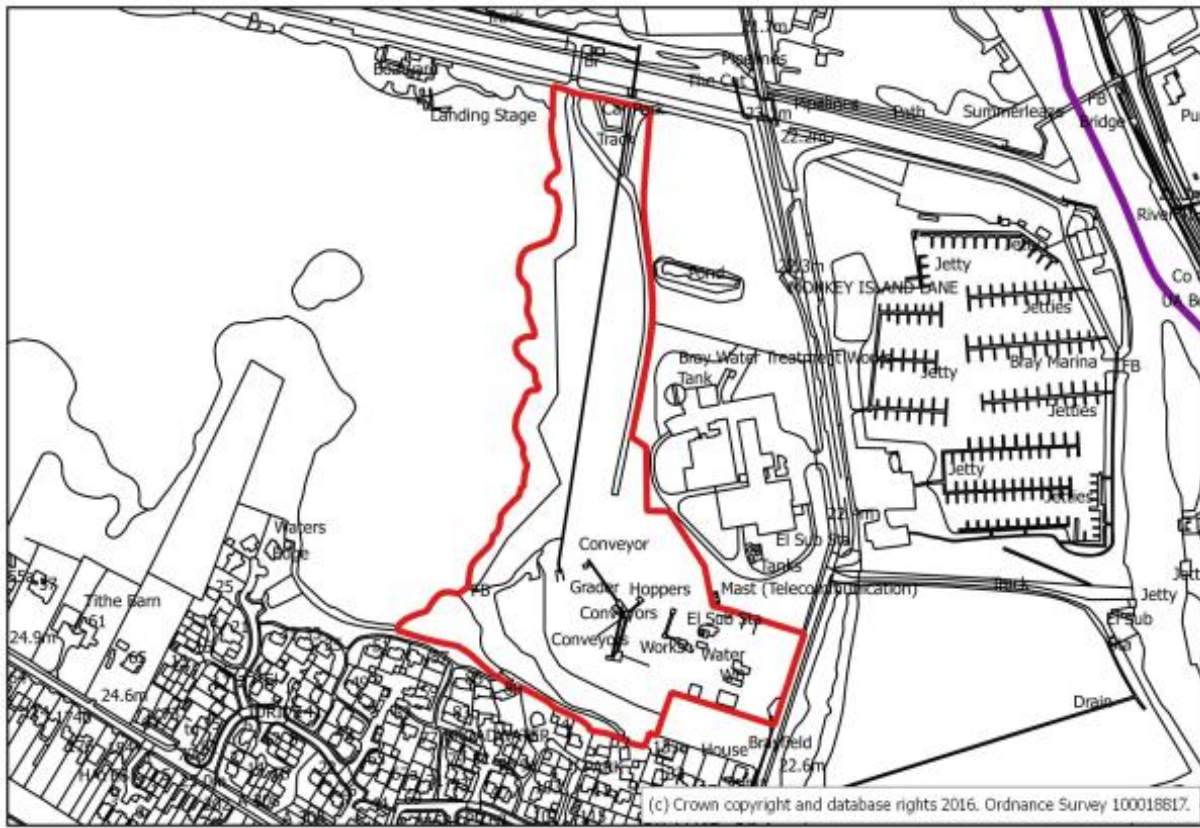
HA22: Land north of Breadcroft Lane and south of the railway line, Maidenhead

Allocation	<ul style="list-style-type: none"> • 100 residential units.
Requirements	<ul style="list-style-type: none"> • Retain access point to the railway tracks for Network Rail • Provide appropriate mitigation measures to address the impacts of noise from the railway line so to protect residential amenity • Retain valuable trees where possible, particularly at site boundaries • Designed to be of a high quality which supports the character of the area • Connectivity to the Public Rights of Way network.
Key considerations	<ul style="list-style-type: none"> • Noise • Access • Ecology

Site Allocation Proformas

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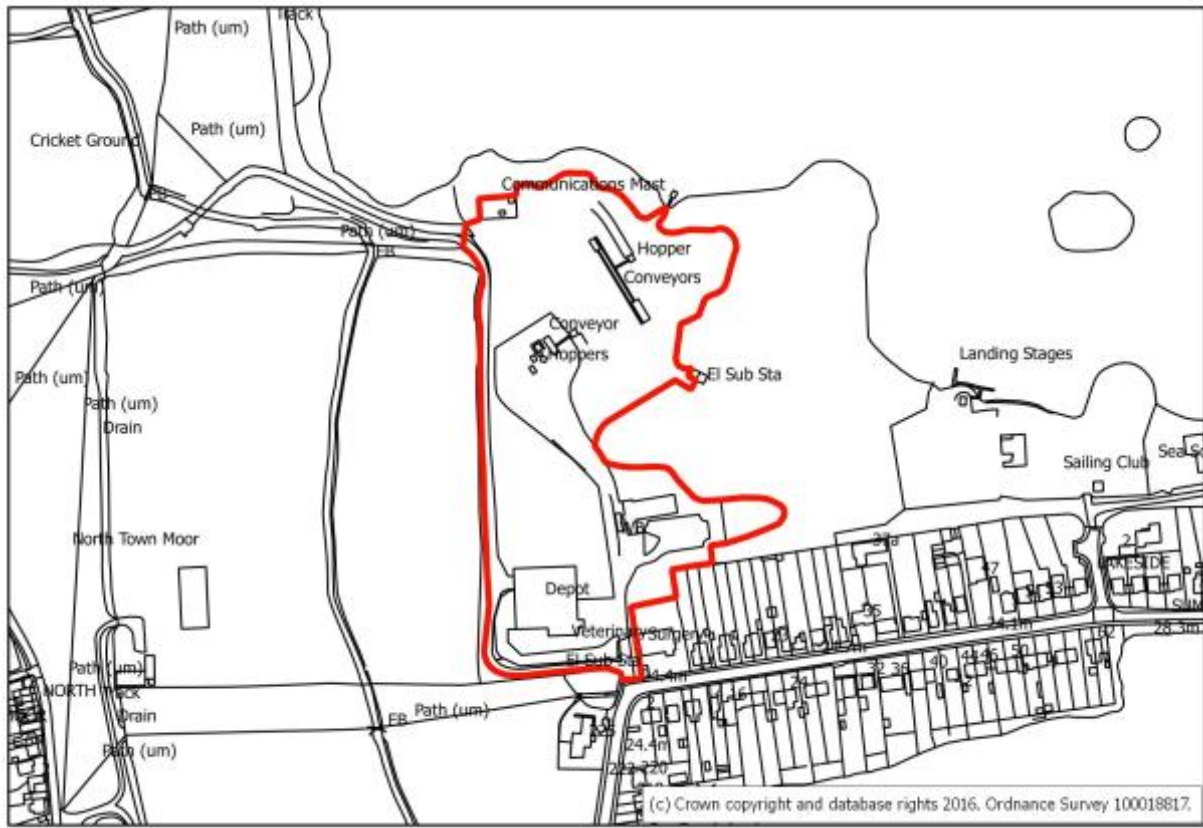
HA23: Land west of Monkey Island Lane, including water treatment works, Maidenhead



HA23: Land west of Monkey Island Lane, including water treatment works, Maidenhead	
Allocation	<ul style="list-style-type: none"> 100 residential units.
Requirements	<ul style="list-style-type: none"> Provide an appropriate solution for addressing the possible contamination of the site Connect to Public Rights of Way network. Retain valuable trees where possible, particularly at site boundaries Achieve flood risk betterment on site by moving/reducing the footprint of building, and incorporating appropriate flood risk reduction measures. Designed sensitively to conserve biodiversity of the area Appropriate edge treatment and transition to the countryside and lake Designed sensitively to consider the impact on long distance views Link to permitted path around lake.
Key considerations	<ul style="list-style-type: none"> Access Flooding Ecology/protected species Air quality

Site Allocation Proformas

HA24: Summerleaze, Summerleaze Road, Maidenhead

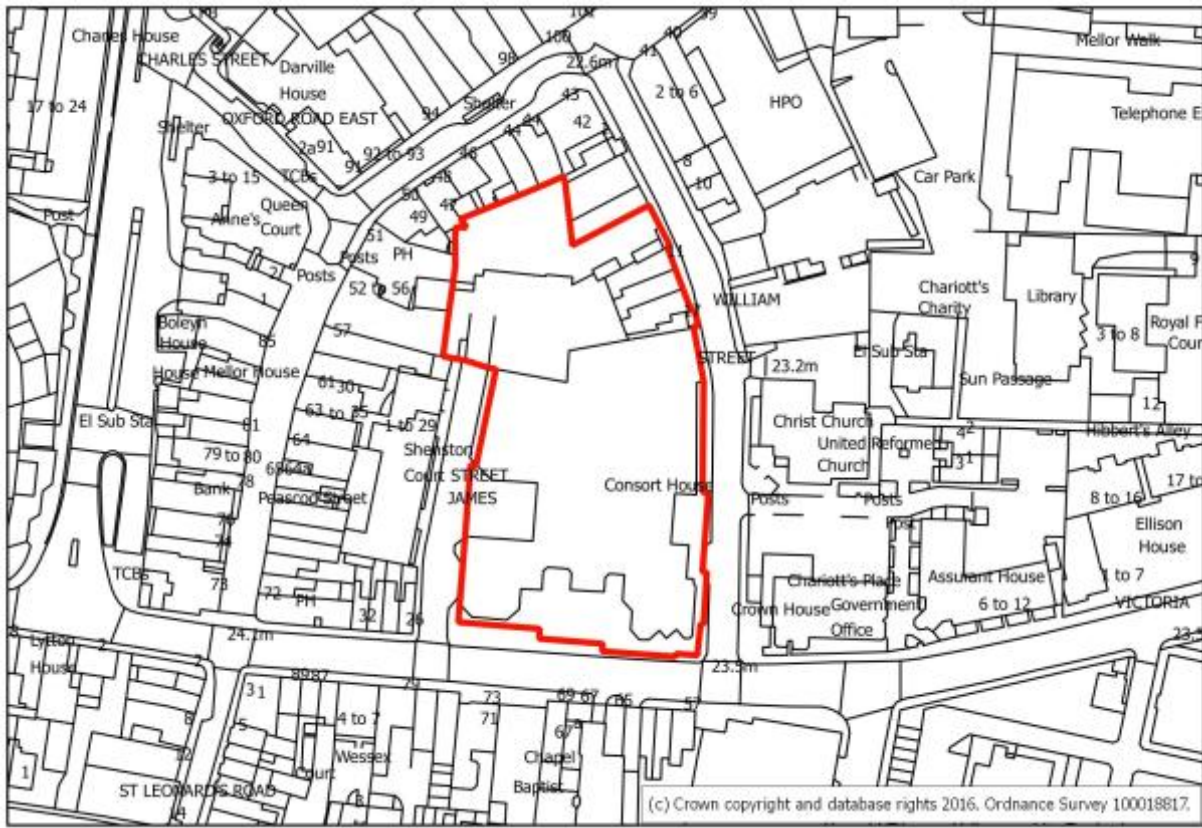


HA24: Summerleaze, Summerleaze Road, Maidenhead	
Allocation	<ul style="list-style-type: none"> 80 residential units
Requirements	<ul style="list-style-type: none"> Provide suitable mitigation for development located in Flood Zone 3a. Maintain and enhance the existing tree belt around the perimeter of the site. Provide a buffer between the woodland east of the site Designed sensitively to consider long distance views across Summerleaze Lake. Maintain and enhance the existing Public Right of Way. Designed sensitively to conserve biodiversity of the area Provide an appropriate solution for addressing the possible contamination of the site Appropriate edge treatment and transition to the countryside Improve connectivity to leisure/recreational provision at Summerleaze Park.
Key considerations	<ul style="list-style-type: none"> Biodiversity Access Flooding Contamination/remediation

Site Allocation Proformas

E

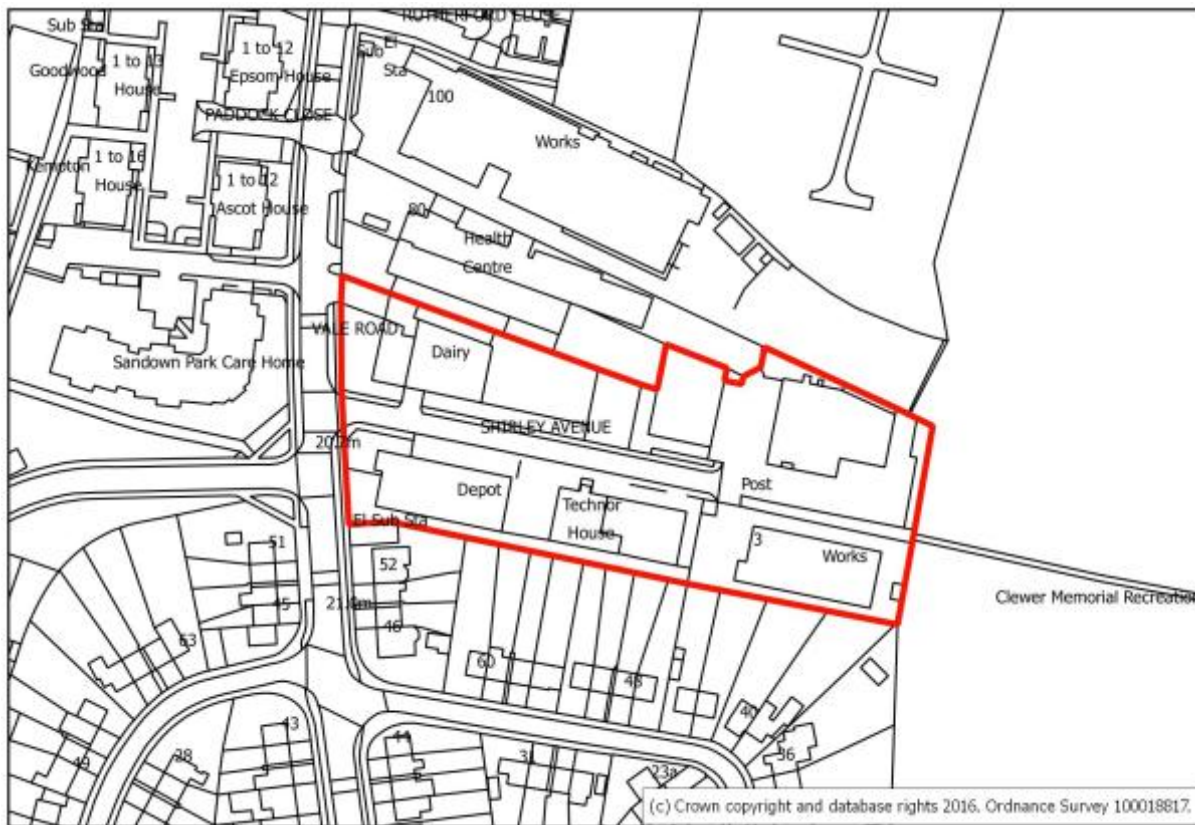
HA25: Minton Place, Victoria Street, Windsor



HA25: Minton Place, Victoria Street, Windsor	
Allocation	<ul style="list-style-type: none"> 75 residential units as part of a mixed use development
Requirements	<ul style="list-style-type: none"> A mix of residential, employment and retail uses Predominantly retail uses on the ground floor Sufficient off street parking for future occupiers Designed sensitively to consider the impact on long distance views across Windsor Designed to be of a high quality which supports the character of the Windsor Town Centre Conservation Area. Designed sensitively to conserve and enhance the setting of nearby listed buildings, particularly on Victoria Street. Provide pedestrian and cycle access via William Street and Victoria Street. Provide improvements to the quality of the public realm
Key considerations	<ul style="list-style-type: none"> Heritage Access Mix of uses Design Servicing and refuse Noise.

E Site Allocation Proformas

HA26: Shirley Avenue (Vale Road Industrial Estate), Windsor



HA26: Shirley Avenue (Vale Road Industrial Estate), Windsor	
Allocation	<ul style="list-style-type: none"> 80 residential units
Requirements	<ul style="list-style-type: none"> Provide public open space onsite Undertake assessments and provide appropriate flood risk reduction measures Retain and enhance pedestrian and cycle access to Clewley Memorial Recreation Ground Designed to be of a high quality Provide pedestrian, cycle and vehicular access onto Vale Road Provide appropriate soft landscaping
Key considerations	<ul style="list-style-type: none"> Potential contamination and remediation Flood risk Access Design Community facility Noise.

Site Allocation Proformas

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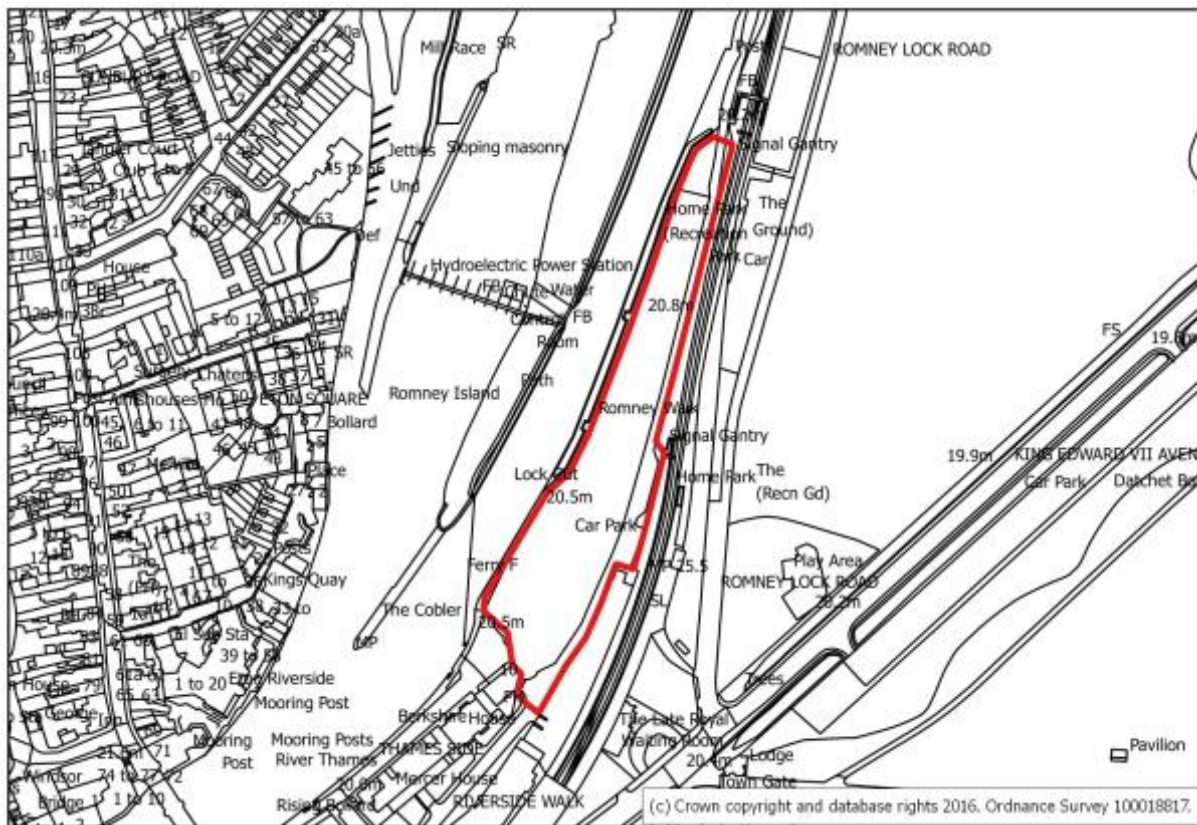
HA27: Territorial Army Centre, Bolton Road, Windsor



HA27: Territorial Army Centre, Bolton Road, Windsor	
Allocation	<ul style="list-style-type: none"> 25 residential units
Requirements	<ul style="list-style-type: none"> Designed sensitively to consider the prominent location on the corner of Bolton Road and Wood Close. Provide pedestrian and cycle access via Bolton Road and Wood Close Designed to be of a high quality Provide appropriate soft landscaping to Bolton Road
Key considerations	<ul style="list-style-type: none"> Design Vehicular access Noise

E Site Allocation Proformas

HA28: Windsor and Eton Riverside Station Car Park

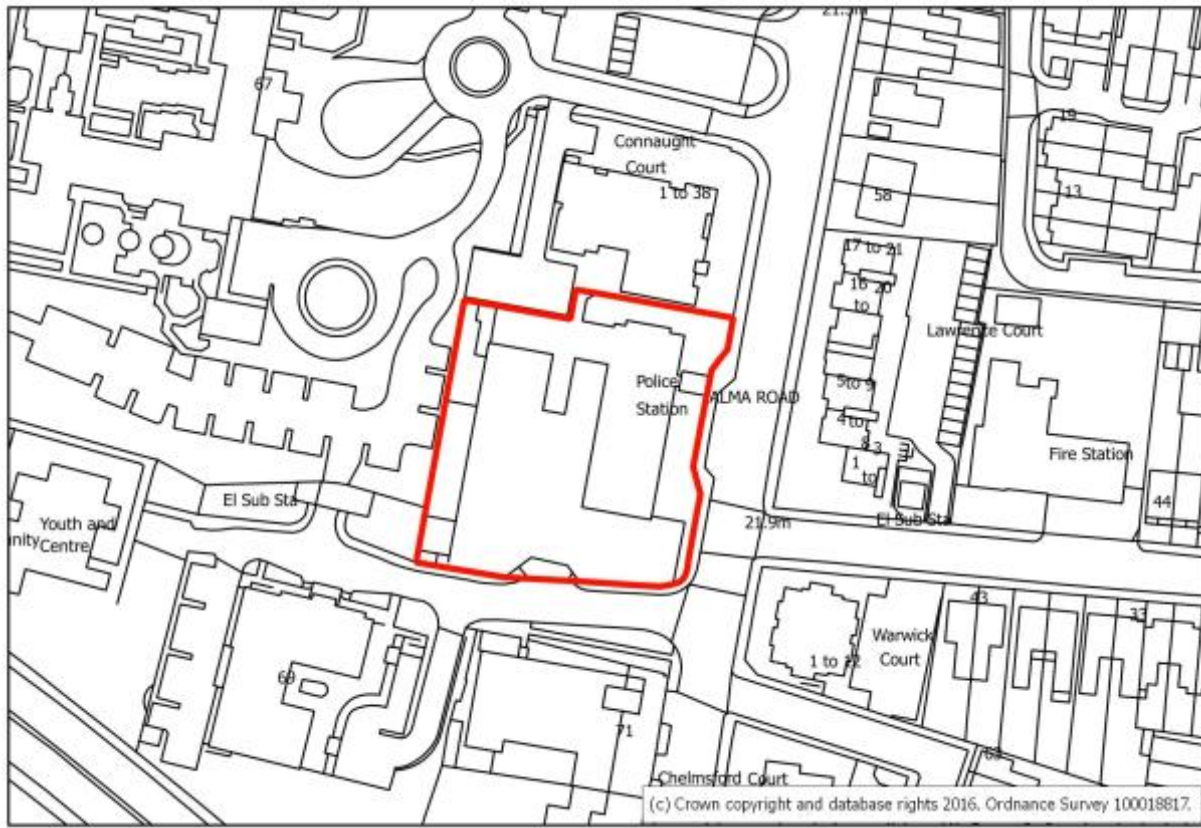


HA28: Windsor and Eton Riverside Station Car Park	
Allocation	<ul style="list-style-type: none"> 30 residential units
Requirements	<ul style="list-style-type: none"> Retain or reprovide of car parking. Designed sensitively to consider the impact on long distance views, including from the River Thames Designed to be of a high quality which supports the character and function of Windsor Designed to be sensitive to the scale and heights of existing properties around the site, and its location in Windsor Retain trees along river frontage.
Key considerations	<ul style="list-style-type: none"> Heritage Design Flooding Noise Operational railway Access to the River Thames and Thames Path

Site Allocation Proformas

E

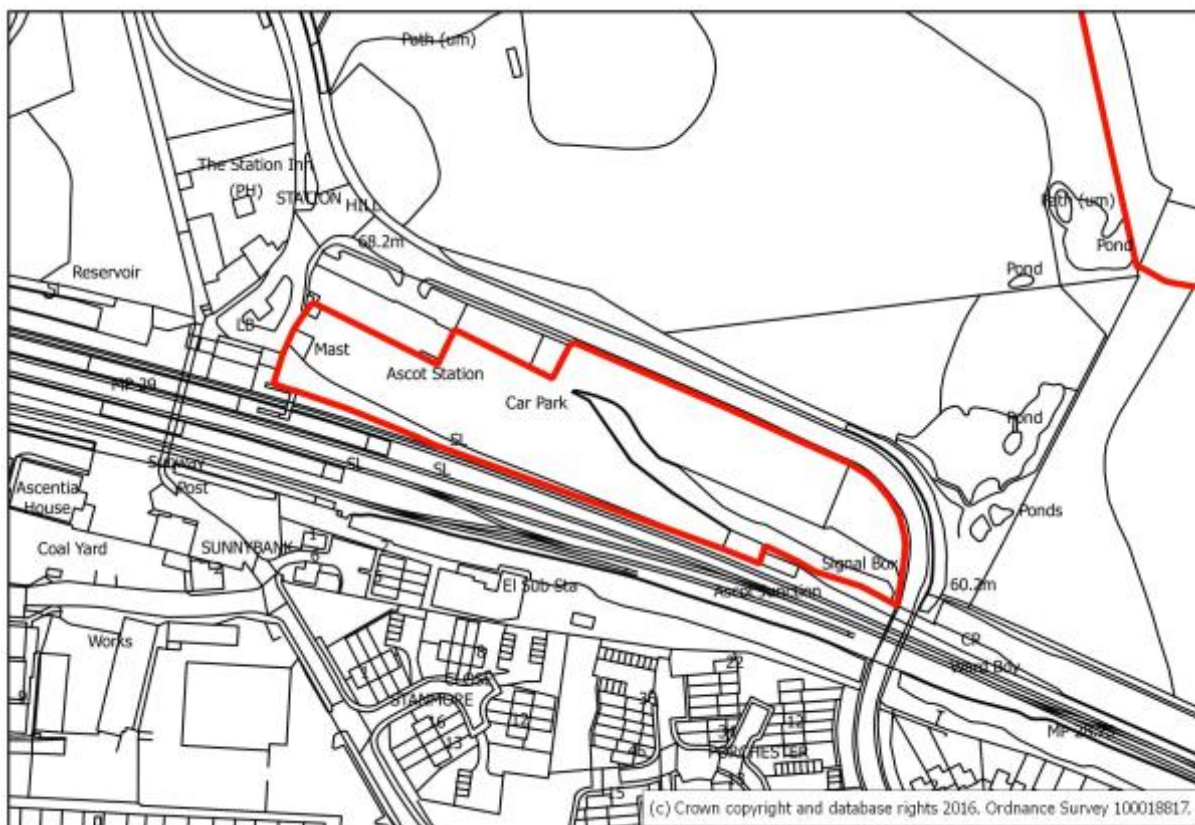
HA29: Windsor Police Station, Alma Road, Windsor



HA29: Windsor Police Station	
Allocation	<ul style="list-style-type: none"> 35 residential units
Requirements	<ul style="list-style-type: none"> Provide appropriate green landscaping to the Alma Road frontage. Designed sensitively to conserve and enhance the setting of the nearby Inner Windsor Conservation Area, the Trinity Place and Clarence Crescent Conservation Area, and associated listed and important non-listed buildings. Designed to be of high quality Retain the valuable trees in proximity to the south west boundary Pedestrian and cycle links to Recreation Ground
Key considerations	<ul style="list-style-type: none"> Access. Trees and hedgerows. Heritage Noise.

Site Allocation Proformas

HA30: Ascot Station Car Park



HA30: Ascot Station Car Park	
Allocation	<ul style="list-style-type: none"> • 35 residential units • Car parking
Requirements	<ul style="list-style-type: none"> • Provide an increase in the amount of public car parking currently available • A financial contribution to mitigate the impact of residential development on the Thames Basin Heaths Special Protection Area in agreement with the Council and Natural England • Retain mature trees where possible • Designed sensitively to enhance the gateway into Ascot • Provide improvements to the quality of the public realm • Enhanced pedestrian and cycle access into and through the station from Station Hill • Designed sensitively to consider the impact on long distance views • Provide appropriate mitigation measure to address the impact on noise and air quality from the railway so to protect residential amenity
Key considerations	<ul style="list-style-type: none"> • Car parking • Noise • Railway station access

Site Allocation Proformas

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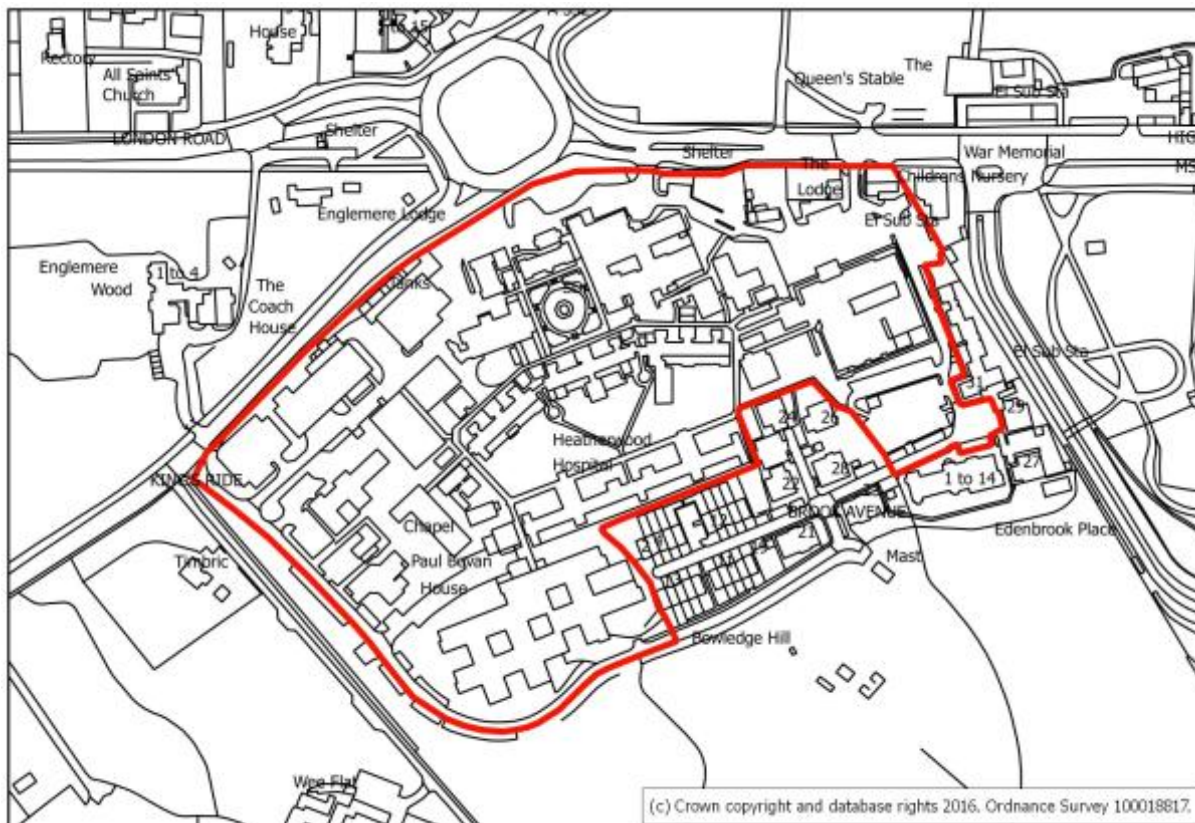
HA31: Englemere Lodge, London Road, Ascot



HA31: Englemere Lodge, London Road, Ascot	
Allocation	<ul style="list-style-type: none"> • 10 residential units
Requirements	<ul style="list-style-type: none"> • Retain valuable trees where possible, particularly at site boundaries • Designed sensitively to enhance the gateway into Ascot • Designed to be of a high quality which supports the character of Ascot • Designed sensitively to consider the impact on long distance views, including from surrounding highways.
Key considerations	<ul style="list-style-type: none"> • Trees • Design • Access • Noise.

Site Allocation Proformas

HA32: Heatherwood Hospital, Ascot



HA32: Heatherwood Hospital, Ascot	
Allocation	<ul style="list-style-type: none"> 250 residential units (in addition to retained health use).
Requirements	<ul style="list-style-type: none"> Provision in perpetuity of on site bespoke SANG to mitigate the impact of residential development on the Thames Basin Heaths Special Protection Area in agreement with the Council and Natural England. Requirements include a contribution towards Strategic Access Management and Monitoring and any other measures to satisfy the Habitat Regulations. Provision of hospital facilities. Provision of on site public open space in accordance with standards. Provide a landscape buffer to the woodland south of the site. Designed sensitively to conserve biodiversity of the area Enhance the setting of the Scheduled Ancient Monument by a landscape buffer Provide pedestrian and cycle access into and through the site. Ensure vehicular access utilises the existing junctions on Kings Road and High Street. Provide an appropriate solution for addressing the possible contamination of the site Provide appropriate mitigation measures to address the impacts of noise from Kings Ride and High Street so to protect residential amenity.
Key considerations	<ul style="list-style-type: none"> Biodiversity Heritage Health facilities SANG Trees

Site Allocation Proformas

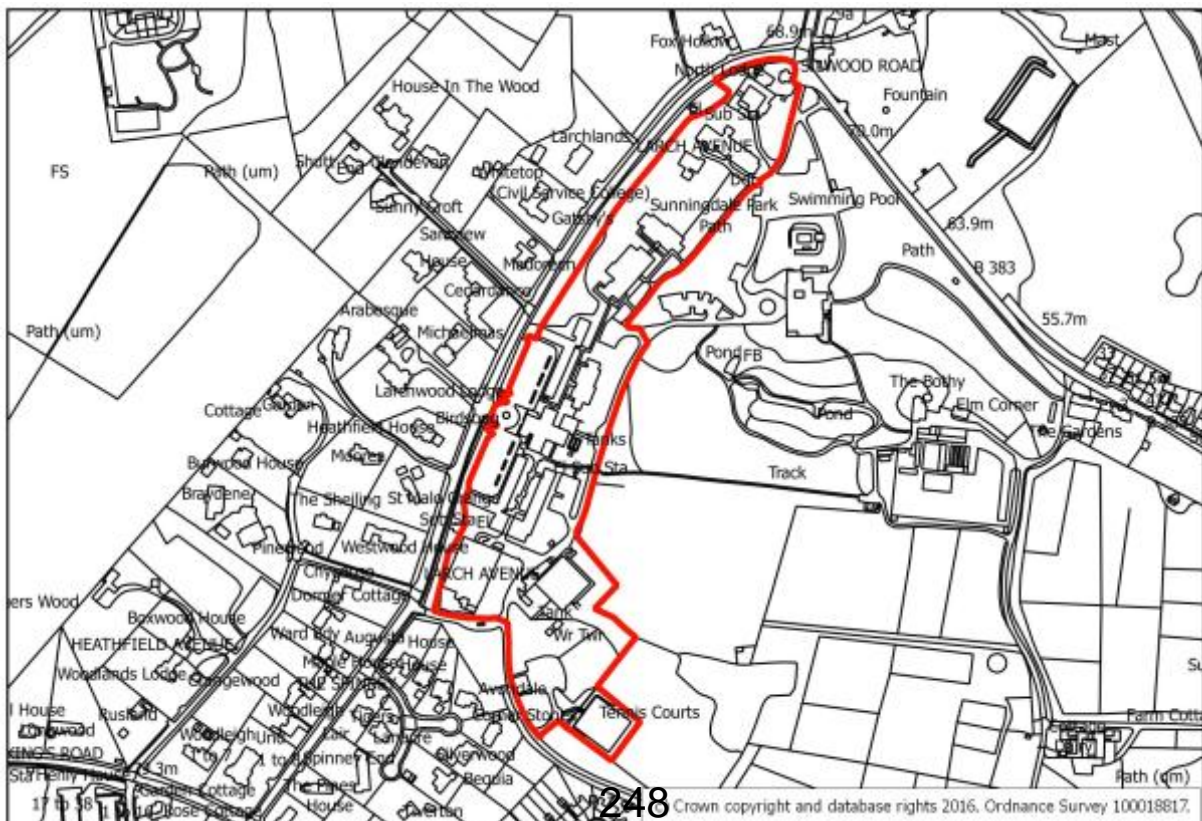
HA32: Heatherwood Hospital, Ascot	
	<ul style="list-style-type: none">• Topography• Access• Rights of Way Improvement Plan

Site Allocation Proformas

HA33: Silwood Park, Sunningdale

HA33: Silwood Park, Sunningdale	
Allocation	<ul style="list-style-type: none"> 75 residential units
Requirements	<ul style="list-style-type: none"> Conservation Management Plan Retain valuable trees where possible, particularly at site boundaries Provision in perpetuity of strategic on site bespoke SANG to mitigate the impact of residential development on the Thames Basin Heaths Special Protection Area in agreement with the Council and Natural England. Requirements include a contribution towards Strategic Access Management and Monitoring and any other measures to satisfy the Habitat Regulations. Designed sensitively to conserve biodiversity of the area. Designed sensitively to conserve and enhance the setting of listed buildings and non designated heritage assets. Appropriate edge treatment and transition to the countryside Provide pedestrian and cycle links through the site to improve connectivity and new bridleway.
Key considerations	<ul style="list-style-type: none"> Ecology/protected species SANG Design Ancient woodland Heritage Rights of Way Improvement Plan Contamination Notifiable hazard zone

HA34: Sunningdale Park, Sunningdale



Site Allocation Proformas

E

HA34: Sunningdale Park, Sunningdale	
Allocation	<ul style="list-style-type: none"> 230 residential units
Requirements	<ul style="list-style-type: none"> Conservation Management Plan Provision in perpetuity of on site bespoke SANG to mitigate the impact of residential development on the Thames Basin Heaths Special Protection Area in agreement with the Council and Natural England. Requirements include a contribution towards Strategic Access Management and Monitoring and any other measures to satisfy the Habitat Regulations. Designed sensitively to conserve biodiversity of the area. Designed sensitively to conserve and enhance the setting of listed buildings and non designated heritage assets. Retain mature trees and hedgerows. Enhance the setting of the historic park and garden of Sunningdale Park. Enhance the setting of the Grade II Listed Northcote House. Provide pedestrian and cycle access from Larch Road and new routes through the site to Sunningdale village
Key considerations	<ul style="list-style-type: none"> Biodiversity Heritage Ecology/protected species Trees/ancient woodland Topography Access Rights of Way Improvement Plan Notifiable hazard zone

Site Allocation Proformas

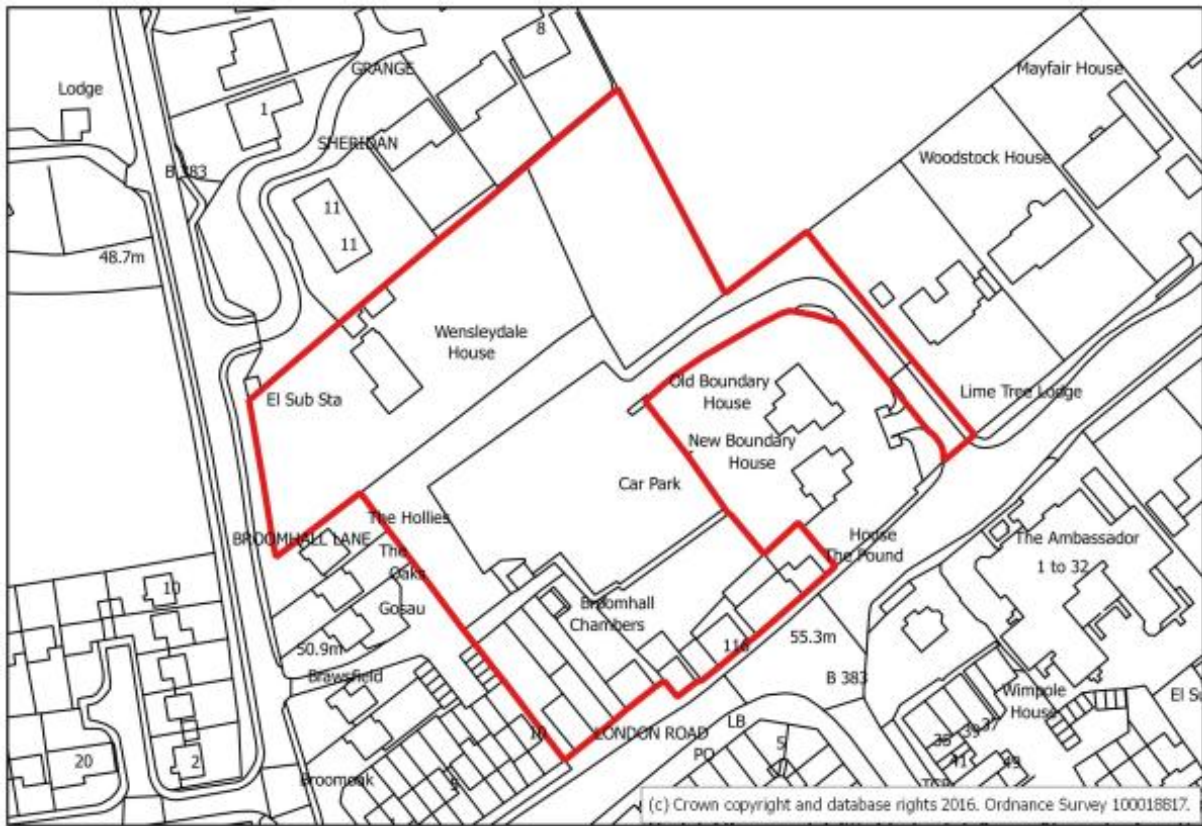
HA35: Gas holder site, Bridge Road, Sunninghill



HA35: Gas holder site, Bridge Road, Sunninghill	
Allocation	<ul style="list-style-type: none"> 53 residential units
Requirements	<ul style="list-style-type: none"> Retain existing mature trees. Provide appropriate mitigation measure to address the impact of noise and air quality from the railway. Provide an appropriate solution for addressing the possible contamination of the site. Enhance vehicular access to Bridge Road and High Street. Provide pedestrian and cycle access to Bridge Road and High Street Designed sensitively to conserve biodiversity of the area
Key considerations	<ul style="list-style-type: none"> Access Contamination Trees Topography Noise

Site Allocation Proformas

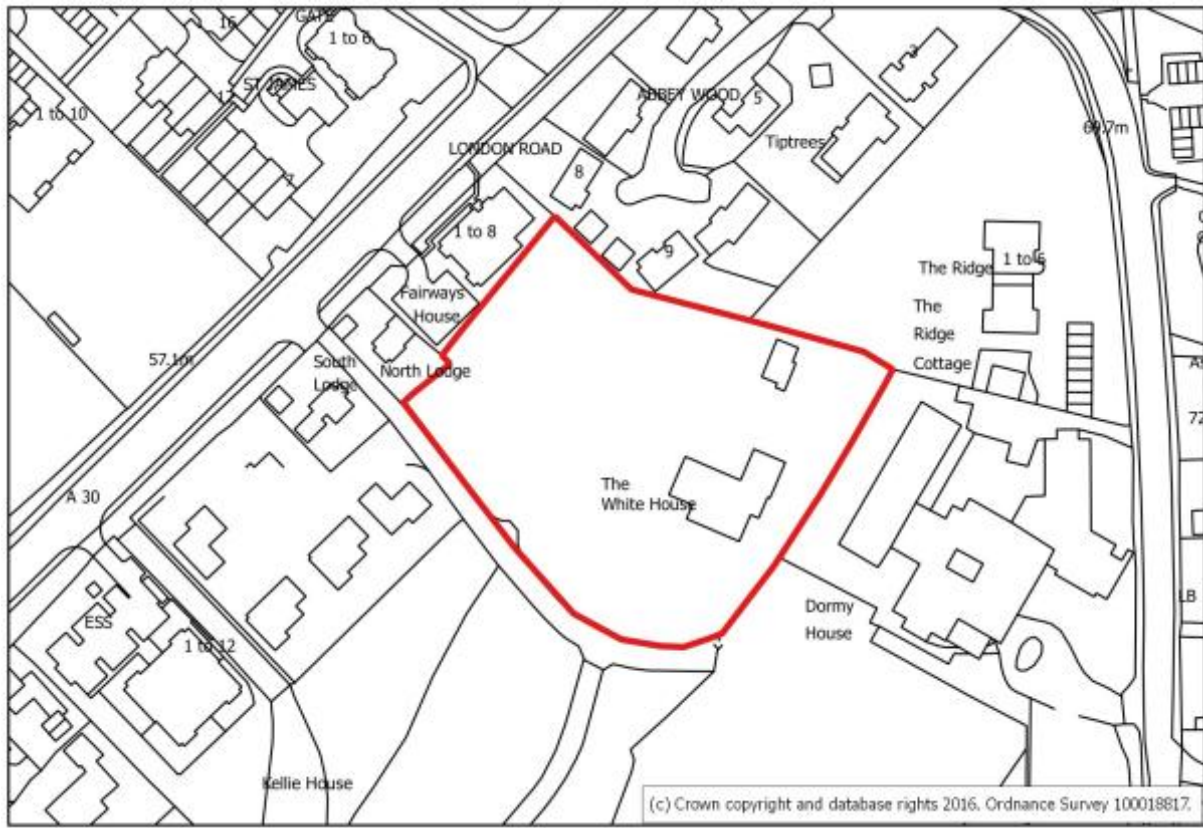
HA36: Broomhall Car Park, Sunningdale



HA36: Broomhall Car Park, Sunningdale	
Allocation	<ul style="list-style-type: none"> 28 residential units
Requirements	<ul style="list-style-type: none"> Provide an increase in the amount of public car parking currently available, over and above that which may be required to serve any new residential or employment floorspace. A financial contribution to mitigate the impact of residential development on the Thames Basin Heaths Special Protection Area in agreement with the Council and Natural England. Ensure predominantly small retail units fronting London Road with no net loss of retail floorspace. Enhanced vehicular access Improved pedestrian and cycle access into and through the site, including enhanced crossing facilities on London Road. Designed to be of a high quality which supports the character and function of the area. Designed sensitively to take account of views of the site from Chobham Road (B383). Retain mature trees located on the north west boundary of the site.
Key considerations	<ul style="list-style-type: none"> Car parking Highways access Existing mature trees Character and appearance of Sunningdale.

Site Allocation Proformas

HA37: White House, London Road, Ascot



HA37: White House, London Road, Sunningdale	
Allocation	<ul style="list-style-type: none"> • 10 residential units
Requirements	<ul style="list-style-type: none"> • Retain valuable trees where possible, particularly at site boundaries • Designed to be of a high quality which supports the character of the area • Pedestrian and cycle links to village centre
Key considerations	<ul style="list-style-type: none"> • Design • Topography • Trees • Access

Site Allocation Proformas

E

HA38: Cookham Gas holder, Whyteladyes Lane, Cookham



HA38: Cookham Gas holder, Whyteladyes Lane, Cookham	
Allocation	<ul style="list-style-type: none"> 60 residential units
Requirements	<ul style="list-style-type: none"> Provide an appropriate solution for addressing the possible contamination of the site Retain mature trees and hedgerows where possible Provide vehicular, cycle and pedestrian access onto Whyteladyes Lane Appropriate relationship to adjoining land uses Improve connectivity to local facilities in Cookham Rise
Key considerations	<ul style="list-style-type: none"> Contamination Gas infrastructure Topography Surface water flooding

Site Allocation Proformas

HA39: Land east of Strande Park, Cookham



HA39: Land east Strande Park, Cookham	
Allocation	<ul style="list-style-type: none"> 20 residential units
Requirements	<ul style="list-style-type: none"> Appropriate edge treatment and transition to the countryside. Retain valuable trees where possible, particularly at site boundaries
Key considerations	<ul style="list-style-type: none"> Scale of development

Site Allocation Proformas

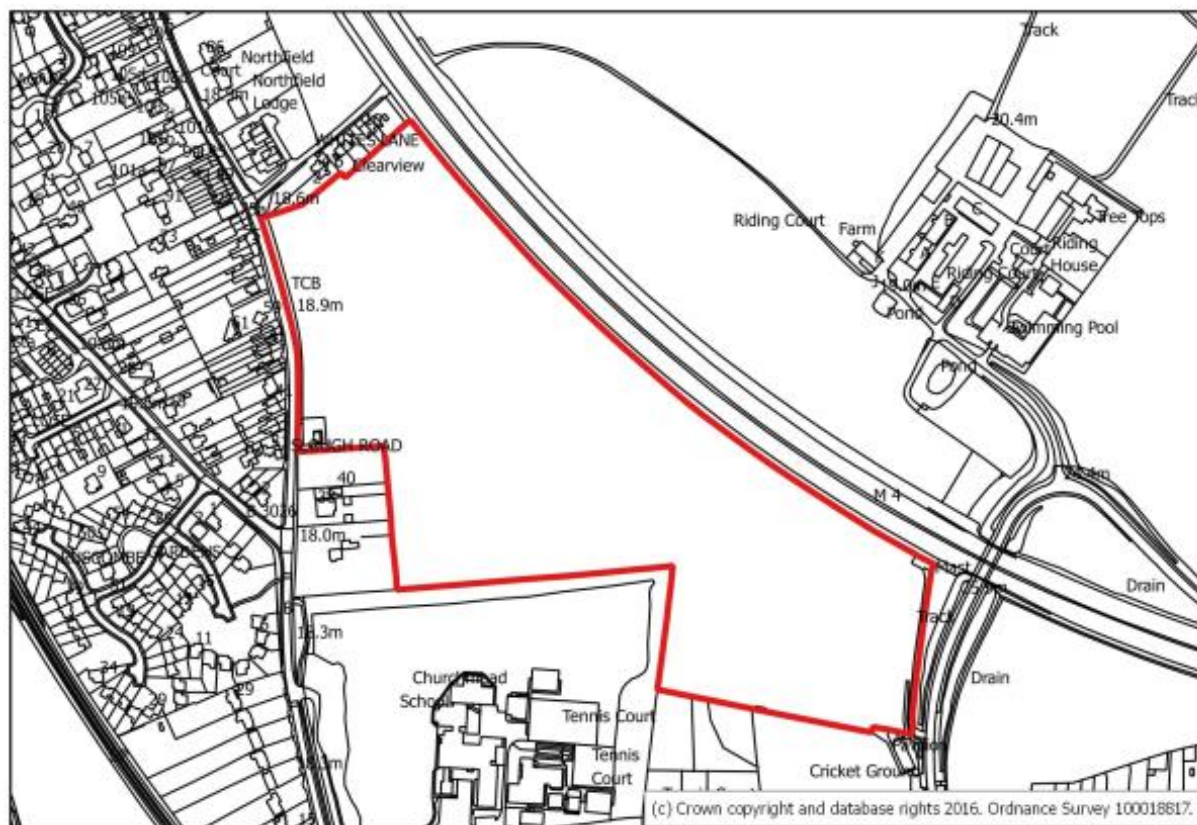
HA40: Land north of Lower Mount Farm, Long Lane, Cookham



HA40: Open field north of Lower Mount Farm, Long Lane, Cookham	
Allocation	<ul style="list-style-type: none"> 200 residential units
Requirements	<ul style="list-style-type: none"> Appropriate edge treatment and transition to the countryside. Provide pedestrian and cycle links through the site to improving connectivity. Provide appropriate mitigation measures to address the impacts of noise to protect residential amenity. Designed to be of a high quality which supports and enhances local character. Play provision and informal open space. Connect to Public Rights of Way network. Opportunities for structural planting.
Key considerations	<ul style="list-style-type: none"> Topography Landscape Access Provision of health/community facilities. Relationship to adjoining land uses. Surface water flooding

Site Allocation Proformas

HA41: Land north and east of Churchmede Secondary School, Priory Road, Datchet



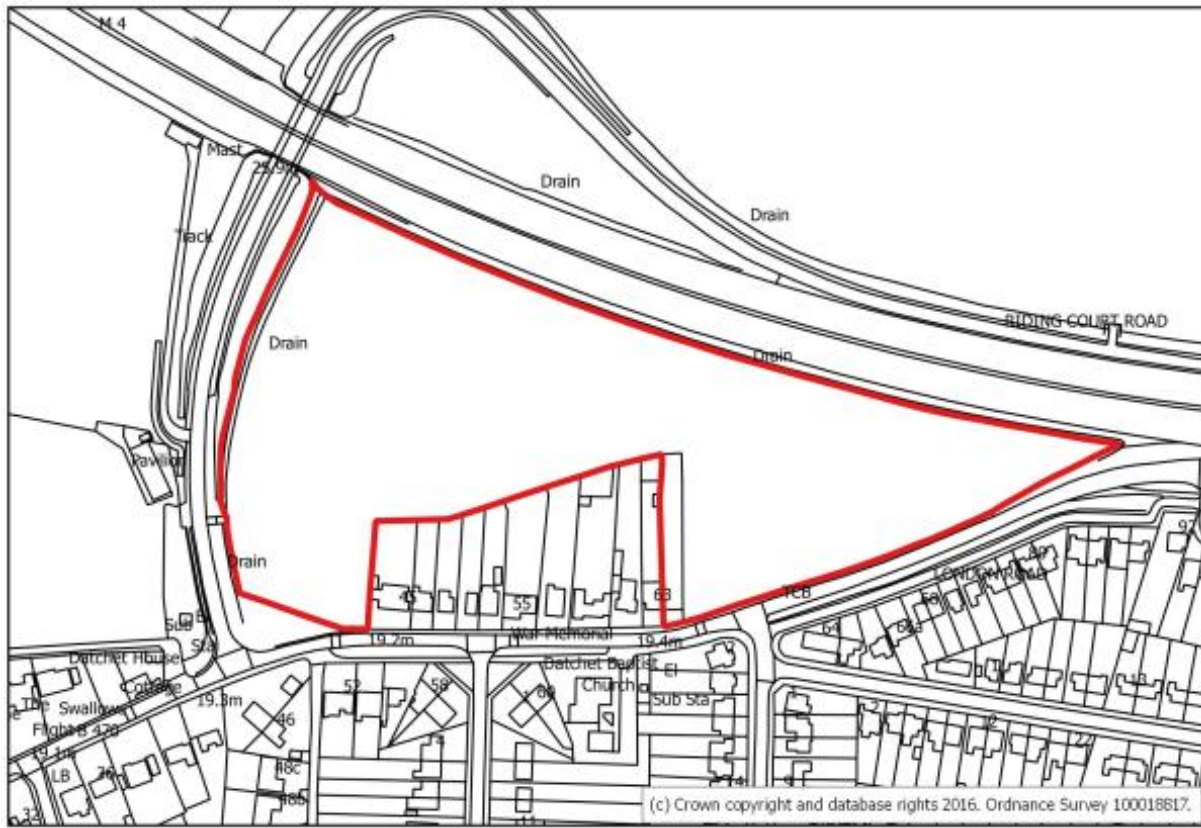
HA41: Land north and east of Churchmede Secondary School, Priory Road, Datchet

Allocation	<ul style="list-style-type: none"> • 175 residential units as part of a mixed use scheme • Educational facilities that may include an extension to Churchmede Secondary School or relocation of other educational facilities.
Requirements	<ul style="list-style-type: none"> • Designed sensitively to consider the impact on long distance views • Provide pedestrian and cycle links through the site to improve connectivity • Designed to be of a high quality which supports the character and function of the area • Retain valuable trees where possible, particularly at site boundaries • Provide appropriate mitigation measures to address the impacts of noise to protect residential amenity • Appropriate treatment to boundaries with adjoining land uses • Provide on site open space and play facilities • Provide improve linkages to village centre
Key considerations	<ul style="list-style-type: none"> • Heritage • Noise

Site Allocation Proformas

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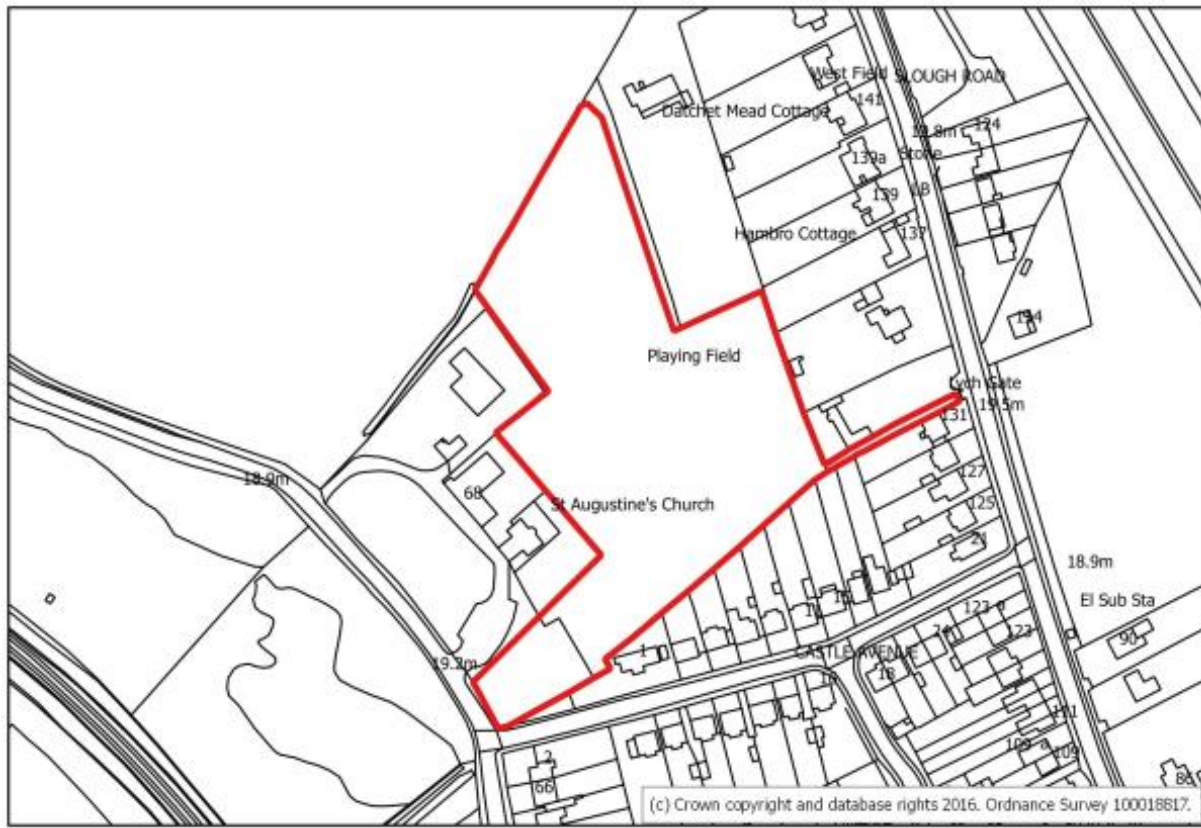
HA42: Land at Slough Road/Riding Court Road, Datchet



HA42: Land at Slough Road and Riding Court Road, Datchet	
Allocation	<ul style="list-style-type: none"> 150 residential units as part of a mixed use development
Requirements	<ul style="list-style-type: none"> Designed sensitively to consider the impact on long distance views Provide pedestrian and cycle links through the site to improve connectivity Designed to be of a high quality which supports the character and function of the area Retain valuable trees where possible, particularly at site boundaries Provide appropriate mitigation measures to address the impacts of noise to protect residential amenity Appropriate treatment to boundaries with adjoining land uses Provision of on site open space and play facilities Provide improve linkages to village centre
Key considerations	<ul style="list-style-type: none"> Flooding Opportunity to link Slough Road and Riding Court Road. Heritage Air quality Noise

Site Allocation Proformas

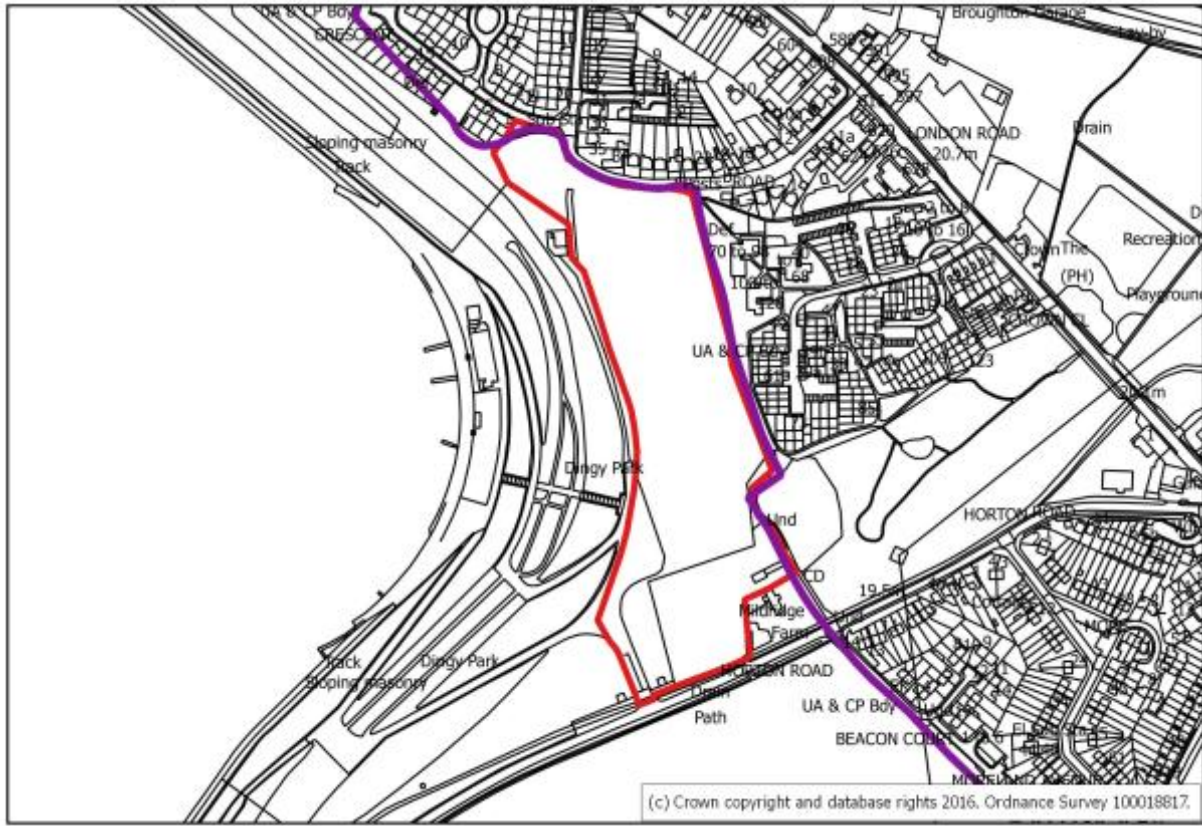
HA43: Land north of Eton Road adjacent to St Augustine's Church, Datchet



HA43: Land north of Eton Road adjacent to St Augustine's Church, Datchet	
Allocation	<ul style="list-style-type: none"> 35 residential units
Requirements	<ul style="list-style-type: none"> Appropriate edge treatment and transition to the countryside Designed to be of a high quality which supports the character of the area Retain valuable trees where possible, particularly at site boundaries
Key considerations	<ul style="list-style-type: none"> Design Access Noise

Site Allocation Proformas

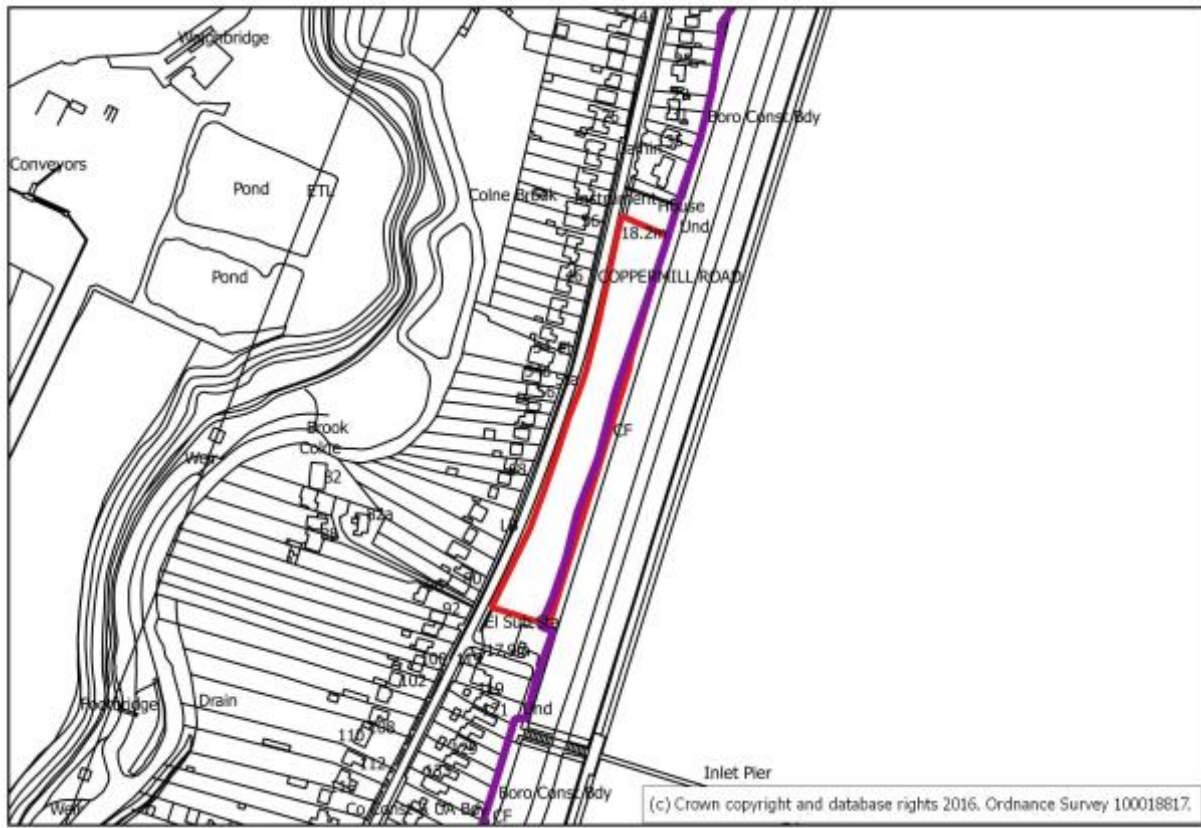
HA44: Land east of Queen Mother Reservoir, Horton



HA44: Land east of Queen Mother Reservoir, Horton	
Allocation	<ul style="list-style-type: none"> 130 residential units
Requirements	<ul style="list-style-type: none"> Designed sensitively to conserve and enhance the setting of the near by listed building Retain valuable trees where possible, particularly at site boundaries
Key considerations	<ul style="list-style-type: none"> Design Access Noise Topography

Site Allocation Proformas

HA45: Land adjacent to Coppermill Road, Horton



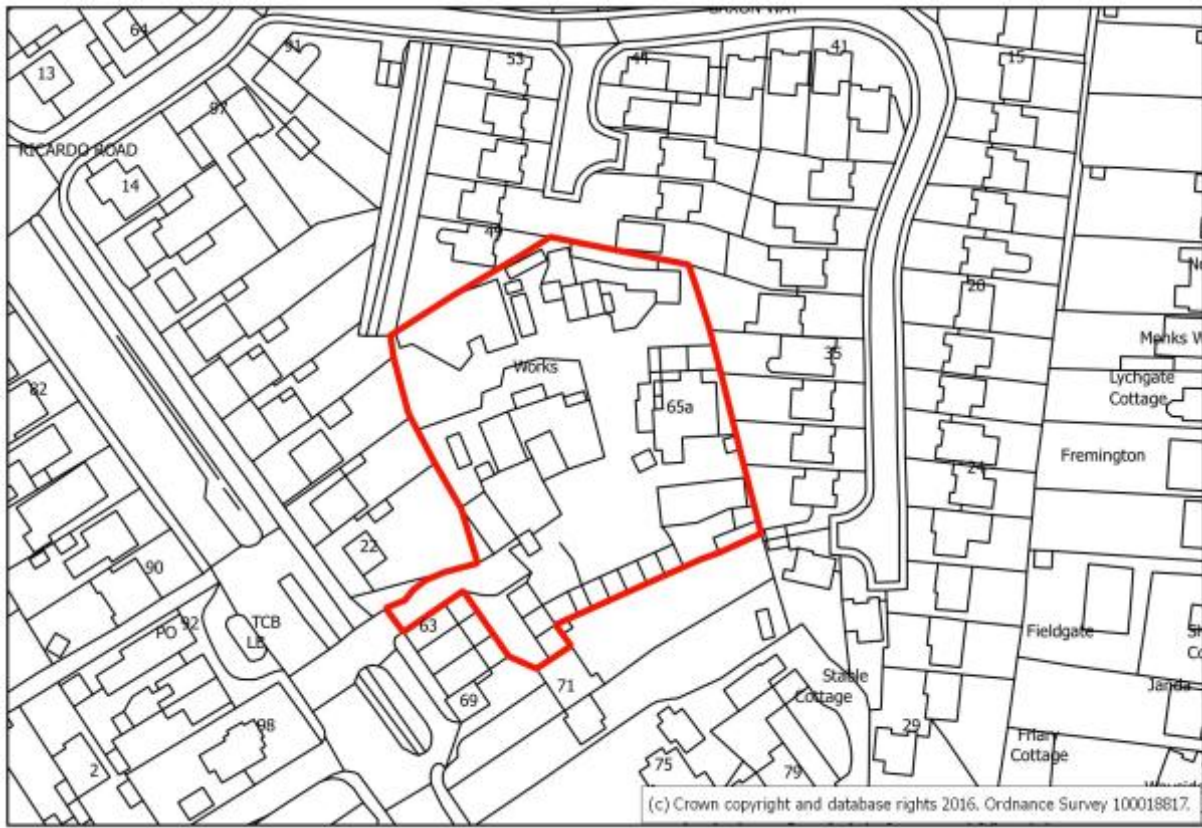
HA45: Land adjacent to Coppermill Road, Horton

Allocation	<ul style="list-style-type: none"> 27 residential units
Requirements	<ul style="list-style-type: none"> Prevent public access to the reservoir east of the site to protect its status as an important wildlife site Development to front Coppermill Road Designed to be of a high quality which supports the character of the neighbouring residential units. Provide appropriate mitigation measures to address the impacts of noise from Heathrow airport
Key considerations	<ul style="list-style-type: none"> Design Noise Impact on wildlife

Site Allocation Proformas

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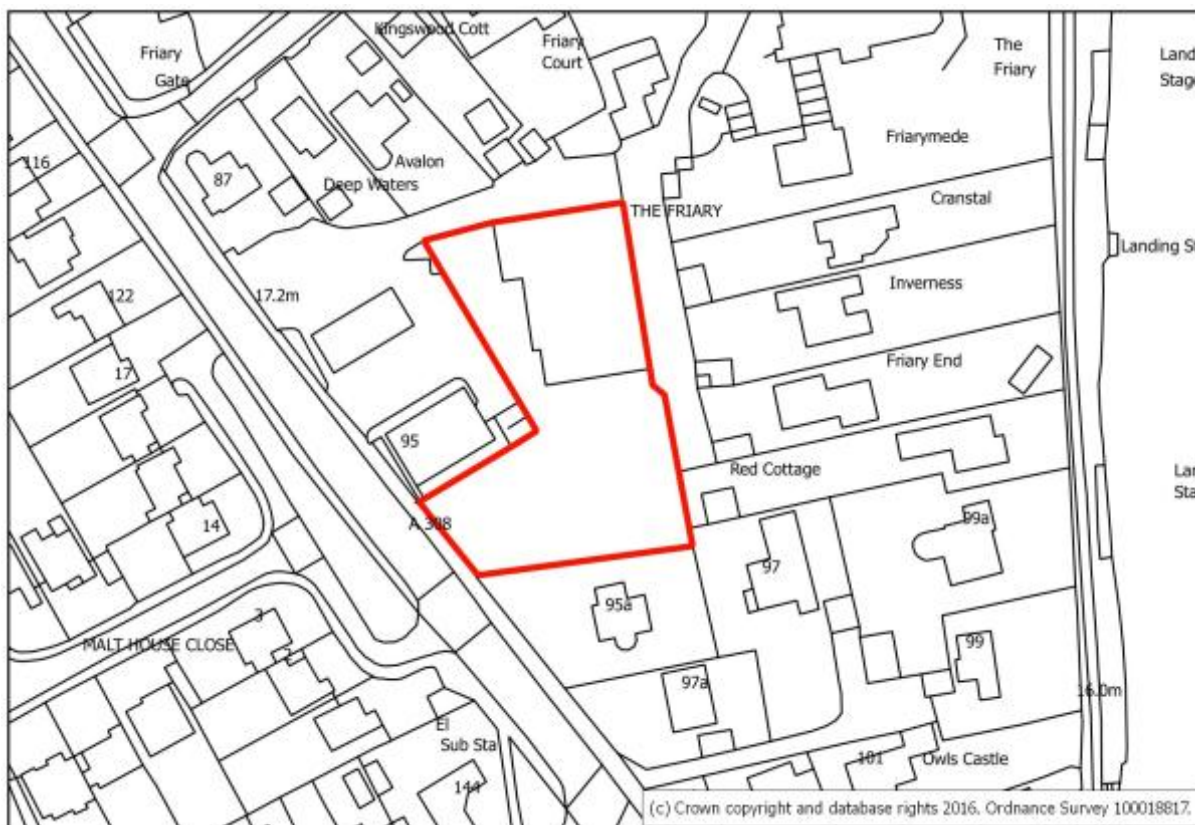
HA46: Straight Works, Old Windsor



HA46: Straight Works, Old Windsor	
Allocation	<ul style="list-style-type: none"> 20 residential units.
Requirements	<ul style="list-style-type: none"> Achieve flood risk betterment on site by moving/reducing the footprint of building, and incorporating appropriate flood risk reduction measures. Retain valuable trees, where possible, at the site boundaries. Designed to be of high quality which supports the character of the residential area. Provide an appropriate solution for addressing the possible contamination of the site.
Key considerations	<ul style="list-style-type: none"> Flood risk. Access. Impact on neighbouring properties Noise.

Site Allocation Proformas

HA47: 95 Straight Road, Old Windsor

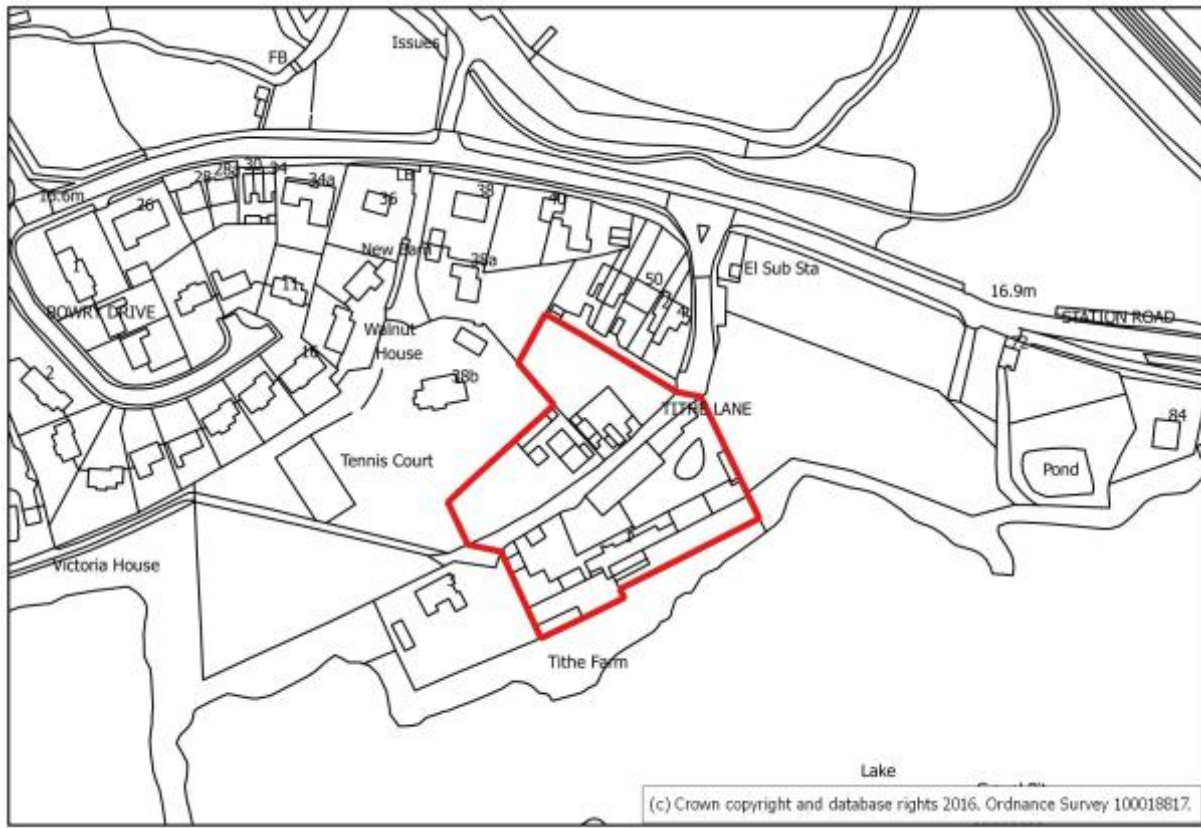


HA47: 95 Straight Road, Old Windsor	
Allocation	<ul style="list-style-type: none"> 11 residential units.
Requirements	<ul style="list-style-type: none"> Achieve flood risk betterment on site by moving/reducing the footprint of building, and incorporating appropriate flood risk reduction measures. Retain valuable trees, where possible, at the site boundaries. Designed to be of high quality which supports the character of the residential area. Provide an appropriate solution for addressing the possible contamination of the site.
Key considerations	<ul style="list-style-type: none"> Flood risk. Access. Impact on neighbouring properties Noise.

Site Allocation Proformas

E

HA48: Tithe Farm, Tithe Lane, Wraysbury



HA48: Tithe Farm, Tithe Lane, Wraysbury	
Allocation	<ul style="list-style-type: none"> 20 residential units
Requirements	<ul style="list-style-type: none"> Designed to be of a high quality which supports the character of the area Designed sensitively to conserve and enhance the setting of near by listed buildings Appropriate edge treatment and transition to the countryside
Key considerations	<ul style="list-style-type: none"> Flooding Access Noise.

Maidenhead Town Centre Area Action Plan Superseded Policies

Maidenhead Town Centre Area Action Plan Superseded Policies

Maidenhead Town Centre AAP Policy	
Policy MTC 1 Streets & Spaces	Extant
Policy MTC 2 Greening	Extant
Policy MTC 3 Waterways	Extant
Policy MTC 4 Quality Design	Extant
Policy MTC 5 Gateways	Extant
Policy MTC 6 Tall Buildings	Superseded in part by Policy SP3 Design
Policy MTC 7 Retail	Superseded by Policy TR3 Maidenhead Town Centre
Policy MTC 8 Food & Drink	Extant
Policy MTC 9 Markets & Events	Superseded by Policy TR8 Markets
Policy MTC 10 Offices	Superseded by Policy ED1 Economic Development
Policy MTC 11 Visitor Accommodation	Superseded by Policy VT2 Visitor Accommodation
Policy MTC 12 Housing	Superseded by HO1 Housing Development Sites
Policy MTC 13 Community, Culture & Leisure	Extant
Policy MTC 14 Accessibility	Superseded by Policy IF3 Sustainable Transport
Policy MTC 15 Transport Infrastructure	Superseded by Policy IF3 Sustainable Transport
Policy OA 1 Broadway Opportunity Area	Superseded in part by HO1 Housing Development Sites
Policy OA 2 West Street Opportunity Area	Superseded in part by HO1 Housing Development Sites
Policy OA 3 York Road Opportunity Area	Superseded in part by HO1 Housing Development Sites
Policy OA 4 Railway Station Opportunity Area	Superseded in part by HO1 Housing Development Sites
Policy OA 5 High Street East / York Stream Opportunity Area	Superseded in part by HO1 Housing Development Sites
Policy OA 6 Stafferton Way Opportunity Area	Superseded in part by HO1 Housing Development Sites
Policy IMP 1 Compulsory Purchase Powers	Extant
Policy IMP 2 Infrastructure & Planning Obligations	Superseded by Policy IF4 Infrastructure and Developer Contributions

Table 13 Superseded Maidenhead Town Centre AAP Policies

Air Quality Management Area Maps

Air Quality Management Area Maps

See separate document

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Royal Borough of Windsor & Maidenhead

**Borough Local Plan
Regulation 18 Consultation**

Regulation 18 Habitat Regulations Screening Report

November 2016

Planning and Regeneration
Royal Borough of Windsor and Maidenhead
Town Hall
St Ives Road
Maidenhead
SL6 1RF

Paragraph	Contents
1.1	Introduction
2.1	Legal Basis for Habitats Regulations Assessment
2.4	Requirements of the Conservation of Habitats and Species Regulations
3.1	Methodology
3.3	Detailed Methodology: Screening
4.1	Screening Stage 1: Identification of Relevant Designated Sites
4.9	Screening Stage 2: Identification of the nature conservation importance and sensitivities of the relevant designated sites.
4.10	Screening Stage 3: Assessment of sources that could potentially have a significant effect on the favourable conservation status of the identified designated sites.
4.22	Screening Stages 4 and 5: Summary of alone and in combination effects arising from BLP Policies
5.1	Effects Arising in Combination with other Plans and Programmes
6.1	Screening Assessment Conclusions
7.1	Screening Opinion
	Appendix 1 – Map showing location of designated sites in relation to RBWM
	Appendix 2 – Map showing proposed allocations in relation to designated sites.

Introduction

1.1 This screening report has been prepared to support the development of the Borough Local Plan for the Royal Borough of Windsor and Maidenhead. The Borough Local Plan will be the principle development plan document for the borough and once adopted will guide development for the period 2013 to 2032.

1.2 This screening opinion has been prepared in accordance with Regulation 102 of the Conservation of Habitats and Species Regulations 2010. This stage of the Habitat Regulation Assessment (HRA) considers the effects that the Borough Local Plan (BLP) is likely to have on sites that have been recognised as internationally important for nature. The aim of the screening process is to highlight any likely significant effects on designated sites that may require further investigation through an Appropriate Assessment.

1.3 The Habitats Regulation Assessment process together with the Sustainability Appraisal and Strategic Environmental Assessment will help to guide the BLP to ensure that the development aims of the plan can be achieved without incurring significant damage to the environment. The final Habitats Regulation Assessment report will be submitted alongside the BLP and will form part of the plan making evidence base.

1.4 The application of the Habitats Regulations adopts a precautionary approach. Plans and projects can only be permitted where it has been determined that there are unlikely to be adverse effects on the integrity of the designated sites. However, plans and projects may be permitted if there are no alternatives and there are imperative reasons of overriding public interest as to why they should go ahead. In these cases, compensatory measures will be necessary to ensure the overall integrity of the network of designated sites.

1.5 Natural England recommends that the HRA process begins at an early stage of plan preparation and if necessary continues through all the stages of plan production. This screening report builds on both the site screening exercise undertaken in September 2013 during the early stages of the development of the BLP and also the screening exercise undertaken to support the pre-submission version of the plan. This screening report has been prepared to reflect the proposals on which the BLP will consult upon under Regulation 18 during December 2016 to January 2017. Feedback from previous consultation with Natural England has been taken into account in this HRA where appropriate and any additional comments from Natural England regarding effects on designated sites will be considered during the development of the pre-submission version of the BLP.

Legal Basis for Habitats Regulations Assessment

2.1 The Conservation of Habitats and Species Regulations 2010 (as amended) are commonly referred to as the “Habitats Regulations”. The Habitat Regulations translate European requirements for the protection of habitats and species of international interest into English law; as such the regulations are unaffected by the country’s membership of the European Union. The Habitats Regulations (Regulation 8) define “European sites” as candidate Special Areas of Conservation (cSACs), Special Areas of Conservation (SACs), Special Protection Areas (SPAs), and Sites of Community Importance (SCIs)

2.2 The Habitats Regulations do not provide statutory protection for potential Special Protection Areas (pSPA), possible/proposed Special Areas of Conservation (pSACs) or listed or proposed Ramsar sites (Ramsar sites are an international designation under the Ramsar Convention on Wetlands of International Importance 1971). For the purposes of considering development proposals and their likely impacts on such sites, government policy in England is that the aforementioned sites ‘should be given the same protection’ as statutory European sites.

2.3 For simplicity, the term “designated site” has been used in this report to mean all current and potential European sites and Ramsar sites, plus any compensatory sites.

2.4 Requirements of the Conservation of Habitats and Species Regulations

Regulation 102 of the Conservation of Habitats and Species Regulations 2010 (as amended) states that:

‘A competent authority, before deciding to undertake, or give any consent, permission or other authorisation for, a plan or project which:

(a) is likely to have a significant effect on a European site or a European offshore marine site (either alone or in combination with other plans or projects); and

(b) is not directly connected with or necessary to the management of that site;

must make an appropriate assessment of the implications for that site in view of that site’s conservation objectives’.

2.5 Regulation 102 further states that ‘In the light of the conclusions of the assessment, and subject to considerations of overriding public interest, the competent authority may agree to the plan or project only after having ascertained that it will not adversely affect the integrity of the European site or the European offshore marine site (as the case may be)’.

2.6 By virtue of Regulation 5(1), statutory consultation is required in respect of the appropriate assessment by virtue of Regulation 102 (2) which states: “The plan-making authority must for the purposes of the assessment consult the appropriate nature conservation body and have regard to any representations made by that body within such reasonable time as the authority may specify.” The first consultation with Natural England on this HRA report will take place as part of the public consultation on this version of the Local Plan.

Methodology

3.1 There is no prescribed methodology to undertaking Habitat Regulation Assessment (HRA) however, Regulation 102 of the Habitats Regulations describe a procedure that provides a systematic set of stages for the transparent consideration of the likely effects a plan or project could have on a European site. The procedure is summarised in Figure 1. Each stage determines whether a further stage in the process is required. This means that if the conclusions at the end of Stage One are that there are no likely significant effects on the European sites, then there is no requirement to proceed to Stage Two.

3.2 This screening opinion constitutes Stage One of the process and makes use of the methodology established through earlier work undertaken to support the development of the Borough Local Plan (BLP) which adheres to the procedure set out in the Habitat Regulations.

Figure 1: Summary of HRA Procedure set out in the Habitat Regulations

Stage One: Screening	The process which identifies whether the plan is required for the management of European site(s) and if not whether there are likely to be any effects upon a European site as a result of the plan, either alone or in combination with other projects or plans, and considers whether these effects are likely to be significant.
Stage Two: Appropriate Assessment	The consideration of the impact on the integrity of the European site of the plan, either alone or in combination with other projects or plans, with respect to the site's structure and function and its conservation objectives. Additionally, where adverse effects on site integrity exist, an assessment of the effectiveness of potential mitigation of those impacts will be made.
Stage Three: Assessment of alternative solutions	The process which examines alternative ways of achieving the objectives of the plan that avoid significant effects on the integrity of the European site(s) identified at Stage Two.
Stage Four: Assessment where no alternative solutions exist and where adverse impacts remain.	An assessment of compensatory measures where, in the light of an assessment of imperative reasons of overriding public interest (IROPI), it is deemed that the plan should proceed

3.3 Detailed Methodology : Screening

The screening methodology uses sources, pathways and receptors. Each of these elements is considered, and used to screen out/in sources/pathways and receptors. When screening in / out sites and interest features it needs to be established whether there is a potential pathway between possible causes of effects and the features of the designated site. Where there are no sources or pathways to affect a designated site from the approach set out in the Borough Local Plan, then there is unlikely to be a significant effect and the site is not considered further.

1. Identification of any designated sites that could potentially be affected by policies and directions in the plan.
2. Identification of the nature conservation importance of the designated sites.
3. Assesses plan proposals that could potentially have a significant effect on the favourable conservation status of the sites in terms of:
 - a. Identifying the possible sources of effects on the integrity of designated site;
 - b. Identifying possible pathways of effects to the designated sites;
 - c. Considers the effects on possible receptors in the designated site.
4. Considers whether any plan proposals have the potential to result in a likely significant effect alone.
5. Considers whether any plan proposals have the potential to result in a likely significant effect in combination with any other project or plan.
6. Identifies any avoidance measures that could be included or introduced that could act to avoid or mitigate these effects.
7. Identifies alterations to the BLP that would be necessary to avoid these impact

Screening Stage 1: Identification of Relevant Designated Sites

4.1 To consider what distance impacts of a plan might have and thereby which designated sites should be considered as part of an assessment, regard has been had to past decisions and standard approaches to HRA in other boroughs. Sites within a 5km radius of the plan area are commonly screened for likely significant effects.

4.2 The screening assessment for the adopted Maidenhead Town Centre Area Action Plan (AAP) reviewed sites within a 10 km radius of Maidenhead town centre. This distance was chosen to take account of possible downstream effects arising from enhancement of the waterways in Maidenhead town centre. A further HRA screening was undertaken to support the preparation of the Ascot, Sunninghill and Sunningdale Neighbourhood Plan. The Neighbourhood Plan has been 'made' and is part of the development plan for the borough. The HRA screening considered a review of sites within a 5 km linear distance of the plan area to be sufficiently precautionary.

4.3 Regard has also been had to the development control procedure agreed in partnership with Natural England which has established that the public body is routinely consulted on all planning applications within 5km of the Thames Basin Heaths SPA.

4.4 The Thames Basin Heaths Delivery Framework sets out a mechanism by which significant effects on the SPA can be avoided or mitigated. This takes the form of a 5 km zone of influence around the SPA boundary, where measures must be taken to ensure that the integrity of the SPA is protected. Within 400 m of the SPA boundary, an exclusion zone applies, where no net increase in the number of dwellings is permitted. This ensures that development within this zone avoids significant effects on the SPA. There are no equivalent exclusion zones around any other designated sites.

4.5 The policy position on waterway enhancements was established in the Maidenhead Town Centre AAP and the Borough Local Plan does not propose any amendments. It is therefore not considered necessary to apply a 10 km distance in this instance. It is considered that a review of designated sites within the borough and within 5 km of the borough boundary provides an appropriate precautionary stance.

4.6 Seven sites have been identified as having potential to be significantly affected by the Borough Local Plan. Five designated sites lie wholly or partly within the borough:

Chiltern Beechwoods SAC
South West London Water Bodies SPA and Ramsar
Thames Basin Heaths SPA
Thursby, Ash, Pirbright & Chobham SAC (part of Thames Basin Heaths SPA)
Windsor Forest and Great Park SAC

4.7 Relevant designated sites outside the borough are:
Broadmoor to Bagshot Heaths SSSI (part of Thames Basin Heaths SPA)
Burnham Beeches SAC

4.8 The site assessments consider The Thursby, Ash, Pirbright & Chobham SAC as part of the Thames Basin Heaths SPA since likely impacts on these individual areas are identical. A map showing the location of the designated sites in relation to the Borough is shown in Appendix 1.

Screening Stage 2: Identification of the nature conservation importance and sensitivities of the relevant designated sites

4.9 The designated site data is summarised in Figure 2. Data was collated from a number of sources. This included information contained within Natura 2000 data forms held by the Joint Nature Conservation Council (JNCC) website (www.jncc.gov.uk) and also Natural England's European Site Conservation Objective statements.

Stage 3: Assessment of sources that could potentially have a significant effect on the favourable conservation status of the identified designated sites.

4.10 In carrying out the screening process the following three stages have been carried out:

- a. Identifying the possible sources of effects on the integrity of designated site;
- b. Identifying possible pathways of effects to the designated sites;
- c. Considers the effects on possible receptors in the designated site

Only where there is an identifiable source, a pathway and a receptor is there likely to be a significant effect.

Stage 3.a: Identifying the possible sources of effects on the integrity of designated site;

4.11 Five main potential effects on the integrity of designated sites have been identified these are:

- Air Quality;
- Species Disturbance;
- Recreational Pressure
- Direct Land take;
- Water Quality; and
- Water Quantity;

Figure 2: Site Characteristics and Threats to Integrity

Designated Site Name	Main Characteristics	Qualifying Features	Favourable Conservation Status	Threats to site integrity
<p>South West London Water Bodies SPA and Ramsar</p>	<p>The South-West London Water Bodies SPA comprises a series of embanked water supply reservoirs and former gravel pits that support a range of man-made and semi-natural open water habitats. The SPA covers an area of approximately 828 Ha.</p> <p>The reservoirs and gravel pits function as important feeding and roosting sites for wintering wildfowl, in particular Gadwall (<i>Anas strepera</i>) and Shoveler (<i>Anas clypeata</i>), both of which occur in numbers of European importance.</p>	<p>The site qualifies under article 4.2 of the Directive (79/409/EEC) as it is used regularly by 1% or more of the biogeographical populations of the following regularly occurring migratory species (other than those listed on Annex 1), in any season:</p> <p>Migratory species Gadwall <i>Anas strepera</i> 710 individuals - wintering 2.4 % NW Europe</p> <p>Shoveler <i>Anas clypeata</i> 853 individuals - wintering 2.1 % NW/Central Europe</p>	<p>Ensure that the integrity of the site is maintained or restored as appropriate, and ensure that the site contributes to achieving the aims of the Wild Birds Directive, by maintaining or restoring;</p> <ul style="list-style-type: none"> ▪ The extent and distribution of the habitats of the qualifying features ▪ The structure and function of the habitats of the qualifying features ▪ The supporting processes on which the habitats of the qualifying features rely ▪ The population of each of the qualifying features, and, ▪ The distribution of the qualifying features within the site. 	<ul style="list-style-type: none"> ▪ Water quality ▪ Air quality ▪ Eutrophication and siltation of water bodies. ▪ Changes in biotic conditions ▪ Outdoor sports and leisure activities including watersports and angling leading to disturbance to bird feeding and roosting habitat. ▪ Introduction of invasive non-native species
<p>Thames Basin Heaths SPA</p>	<p>The Thames Basin Heaths SPA is a composite site that is located across the counties of Surrey, Hampshire and Berkshire in southern England covering approximately 8274 Ha. The open heathland habitats overlie sand and gravel sediments which give rise to sandy or peaty acidic soils, supporting dry heath vegetation on well-drained slopes, wet heath on low-lying shallow slopes and bogs in valleys. The site consists of tracts of heathland, scrub and woodland, once almost continuous, but now fragmented into separate blocks by roads, urban development and farmland. Less open habitats of scrub, acidic woodland and conifer plantations dominate, within which are scattered areas of open heath and mire.</p> <p>The site supports important breeding populations of a number of birds of lowland heathland, especially Nightjar (<i>Caprimulgus europaeus</i>) and Woodlark (<i>Lullula arborea</i>), both of which nest on the ground, often at the woodland/heathland edge, and Dartford Warbler (<i>Sylvia undata</i>), which often nests in gorse (<i>Ulex</i>). Scattered trees and scrub are used for roosting. Together with the nearby Wealden Heaths SPA and Ashdown Forest SPA, the Thames Basin Heaths form part of a complex of heathlands in southern England that support important breeding bird populations.</p>	<p><i>Caprimulgus europaeus</i>; European nightjar (Breeding)</p> <p><i>Lullula arborea</i>; Woodlark (Breeding)</p> <p><i>Sylvia undata</i>; Dartford warbler (Breeding) N</p>	<p>Ensure that the integrity of the site is maintained or restored as appropriate, and ensure that the site contributes to achieving the aims of the Wild Birds Directive, by maintaining or restoring;</p> <ul style="list-style-type: none"> ▪ The extent and distribution of the habitats of the qualifying features ▪ The structure and function of the habitats of the qualifying features ▪ The supporting processes on which the habitats of the qualifying features rely ▪ The population of each of the qualifying features, and, ▪ The distribution of the qualifying features within the site. 	<p>Lack of grazing or other management allowing the encroachment of scrub.</p> <p>Formal and informal recreation activities that are a potential threat to the breeding success of the Annex 1 birds</p> <p>Uncontrolled fires.</p> <p>Predation of Annex 1 birds by household pets.</p> <p>Light and noise pollution through new housing developments adjacent to this ES. Provision of new roads as part of housing developments leading to potential light impacts from car headlights.</p> <p>Increased disturbance by use by MoD.</p>

Designated Site Name	Main Characteristics	Qualifying Features	Favourable Conservation Status	Threats to site integrity
Thursley, Ash, Pirbright and Chobham SAC		Northern Atlantic wet heaths with <i>Erica tetralix</i> European dry heaths Depressions on peat substrates of the Rynchosporion		Scrub encroachment Spread of non-native/invasive species Maintenance of water table Water quality Changes in management practices Recreational activities.
Burnham Beeches SAC	<p>Burnham Beeches occupies an extensive area (approximately 382Ha) of the Burnham Plateau where Thames gravels and underlying Reading Beds give rise to acid soils, supporting mature and developing woodland, old coppice, scrub and heath. The site contains an extensive area of former beech <i>Fagus sylvatica</i> wood-pasture with many old pollards and associated beech and oak <i>Quercus</i> spp. high forest. It is one of the richest sites for dead-wood (saproxylic) invertebrates in the UK and it also retains important epiphytic communities, including the moss <i>Zygodon forsteri</i>.</p> <p>Holly <i>Ilex aquifolium</i> and honeysuckle <i>Lonicera periclymenum</i> are the main components of the shrub layer of the woodlands, and bracken</p> <p><i>Pteridium aquilinum</i> and brambles <i>Rubus fruticosus</i> agg. frequently dominate the ground flora, but in places these are lacking and the woodland floor may bear no more than scattered patches of wavy hair-grass <i>Deschampsia flexuosa</i> and cushions of the distinctive moss <i>Leucobryum glaucum</i>.</p> <p>The site also supports an extensive area of acid mire with several locally uncommon plants including bog pimpernel <i>Anagallis tenella</i>, marsh St. John's wort <i>Hypericum elodes</i> and royal fern <i>Osmunda regalis</i>.</p>	Atlantic acidophilous beech forests with <i>Ilex</i> and sometimes also <i>Taxus</i> in the shrublayer (Quercion robori-petraeae or Ilici-Fagenion) for which this is considered to be one of the best areas in the United Kingdom.	<p>Ensure that the integrity of the site is maintained or restored as appropriate, and ensure that the site contributes to achieving the Favourable Conservation Status of its Qualifying Features, by maintaining or restoring;</p> <ul style="list-style-type: none"> ▪ The extent and distribution of qualifying natural habitats ▪ The structure and function (including typical species) of qualifying natural habitats, and ▪ The supporting processes on which qualifying natural habitats rely 	<ul style="list-style-type: none"> ▪ Outdoor sports and leisure activities, recreational activities ▪ Air pollution, air-borne pollutants ▪ problematic native species ▪ Other ecosystem modifications ▪ Changes in biotic conditions ▪ modification of cultivation practices ▪ grazing ▪ Forest and Plantation management & use

Designated Site Name	Main Characteristics	Qualifying Features	Favourable Conservation Status	Threats to site integrity
<p>Chiltern Beechwoods SAC</p>	<p>The Chilterns Beechwoods represent a very extensive tract of ancient semi-natural beech <i>Fagus sylvatica</i> forests in the centre of the habitat's UK range. The woodland is an important part of a mosaic with species-rich chalk grassland and scrub. A distinctive feature in the woodland flora is the occurrence of the rare coralroot <i>Cardamine bulbifera</i>. Standing and fallen dead timber provide habitat for dead-wood (saproxylic) invertebrates, including stag beetle <i>Lucanus cervus</i>.</p> <p>The individual woods include Bradenham Woods, Park Wood and the Coppice, Ellesborough and Kimble Warrens, Hollowhill and Pullingshill Woods, Naphill Common, Windsor Hill, Aston Rowant, Bisham Woods and Ashridge Woods and Commons and cover approximately 1,276 ha.</p> <p>Broad-leaved deciduous woodland – 88% Dry grassland, Steppes – 8% Heath, Scrub, Maquis and Garrigue, Phygrana – 4%</p> <p>The soil and geology is a mix of basic, clay, and limestone, nutrient-poor, sand and sedimentary</p>	<p>Semi-natural dry grasslands and scrubland facies: on calcareous substrates (<i>Festuco-Brometalia</i>); Dry grasslands and scrublands on chalk or limestone</p> <p><i>Asperulo-Fagetum</i> beech forests; Beech forests on neutral to rich soils</p> <p><i>Lucanus cervus</i>; Stag beetle beetle)</p>	<p>Avoid the deterioration of the qualifying natural habitats and the habitats of qualifying species, and the significant disturbance of those qualifying species, ensuring the integrity of the site is maintained and the site makes a full contribution to achieving Favourable Conservation Status of each of the qualifying features.</p> <p>Subject to natural change, to maintain or restore:</p> <ul style="list-style-type: none"> ▪ The extent and distribution of qualifying natural habitats and habitats of qualifying species; ▪ The structure and function (including typical species) of qualifying natural habitats and habitats of qualifying species; ▪ The supporting processes on which qualifying natural habitats and habitats of qualifying species rely; ▪ The populations of qualifying species; ▪ The distribution of qualifying species within the site. 	<ul style="list-style-type: none"> ▪ Forest and Plantation management & use ▪ invasive non-native species ▪ problematic native species ▪ Interspecific floral relations ▪ modification of cultivation practices

Designated Site Name	Main Characteristics	Qualifying Features	Favourable Conservation Status	Threats to site integrity
<p>Windsor Great Park SAC</p>	<p>Windsor Forest contains dry oak-dominated woodland. Relicts of the primary forest still survive as ancient oak pollards scattered throughout the Park and Forest. Veteran trees occur with a mosaic of unimproved and semi-improved grassland and grass-heath. It has the largest number of ancient oaks <i>Quercus</i> spp. in Britain (and probably in Europe), a consequence of its management as wood-pasture. Many of these trees are over 500 years old and some reputed to be up to 800 years. Of equal importance, although not reaching such a great age, are numerous over-mature beech trees <i>Fagus sylvatica</i>.</p> <p>Being partially hollow and decayed, the oaks and beech afford habitats for a number of extremely rare and specialised insects. The site is of importance for its range and diversity of saproxylic (dead wood) invertebrates, including many rare species (e.g. the violet click beetle <i>Limoniscus violaceus</i>), and has recently been recognised as having rich fungal assemblages.</p> <p>The area of continuous woodland and parkland covers approximately 1,687 ha. The predominant habitat is mixed woodland (95%), with also areas of dry grasslands and inland water bodies. The soil and geology is a mix of acidic, clay, neutral and sand.</p>	<p>Atlantic acidophilous beech forests with <i>Ilex</i> and sometimes also <i>Taxus</i> in the shrublayer (<i>Quercion robori-petraeae</i> or <i>Ilici-Fagenion</i>) for which the area is considered to support a significant presence.</p> <p>Old acidophilous oak woods with <i>Quercus robur</i> on sandy plains for which this is one of only four known outstanding localities in the United Kingdom.</p> <p><i>Limoniscus violaceus</i> for which this is one of only three known outstanding localities in the United Kingdom. which is known from 15 or fewer 10 x 10 km squares in the United Kingdom.</p>	<p>Avoid the deterioration of the qualifying natural habitats and the habitats of qualifying species, and the significant disturbance of those qualifying species, ensuring the integrity of the site is maintained and the site makes a full contribution to achieving Favourable Conservation Status of each of the qualifying features.</p> <p>Subject to natural change, to maintain or restore:</p> <ul style="list-style-type: none"> ▪ The extent and distribution of qualifying natural habitats and habitats of qualifying species; ▪ The structure and function (including typical species) of qualifying natural habitats and habitats of qualifying species; ▪ The supporting processes on which qualifying natural habitats and habitats of qualifying species rely; ▪ The populations of qualifying species; ▪ The distribution of qualifying species within the site. 	<ul style="list-style-type: none"> ▪ Forest and Plantation management & use modification of cultivation practices ▪ Air pollution, air-borne pollutants ▪ invasive non-native species ▪ Interspecific floral relations ▪ Scrub encroachment ▪ High and stable water table ▪ recreational disturbance leading to damage ▪ burning (through arson)

Stage 3.b: Identifying possible pathways of effects to the designated sites;

Air Quality

4.12 Atmospheric emissions from increases in motor vehicles use and industrial processes are of particular concern for air quality. These emissions contribute to air pollution at both the local and regional scales and deterioration in air quality may result. Diffuse air pollution in particular can act at regional scales and while individual plans are unlikely to contribute high levels the cumulative levels of pollution have the potential for significant effects. Air pollutants may also become deposited soils; this can affect soil fertility which can have serious effects on the quality of habitats.

4.13 Air pollution arising from nitrogen deposition is of key concern for designated sites. The main effects of nitrogen deposition on the designated sites identified are shown in Figure 7.

Species Disturbance/ Recreational Pressure

4.14 Species are likely to be disturbed as a result of the recreational pressures placed on designated sites by visitors. The effects of visitors on the designated sites include deliberate species disturbance, destruction by trampling, damage or removal plants, dog fouling and littering. These effects are likely to increase as the number of visitors to designated sites increases. While visitors to designated sites may be drawn from a wide area, a visitor survey conducted by English Nature to support the Thames Basin Heaths SPA delivery plan concluded that the zones relating to recreational pressure was 5km. An axiomatic assumption from this finding was that increasing the resident population within 5km of the Thames Basin Heaths SPA is likely to increase the number of visitors to it. It is reasonable to assume that increasing the resident population local to a designated site is likely to increase the recreational pressures experienced.

4.15 Increasing the levels of residential development in close proximity to designated sites may also have other negative effects. The harm that can be caused by disturbance to the ground nesting birds in particular arises from a growth in the number of cats and dogs frequenting the designated sites. While other negative effects such as fly tipping, and malicious fire settings are not linked to recreational pressures they can be products of increasing the residential population close to designated sites. The principle adverse ecological effect of fly tipping is the introduction of invasive alien species with garden waste. Garden waste can result in the introduction of invasive alien species precisely because it is the most troublesome garden plants that are typically thrown out. Alien species may also be introduced deliberately or may be bird-sown from local gardens.

Direct Land Take

4.16 The designated sites are particularly vulnerable to land take from agriculture and development. The loss of the land within designated sites is often permanent and irreversible. Any development that would reduce the quantity or increase fragmentation of a designated site would be considered to result in a likely significant effect. The scale and extent of any adverse effects would depend on the location, maintenance, and use of the new development and the nature conservation characteristics and value of the area affected.

4.17 Temporary operations may also damage the special interest of the designated sites and include the extraction of materials from the site (for example through mineral working), the dumping or storage of materials and the erection of structures on the site.

Figure 7: Nitrogen Deposition Effects on Designated Sites

The critical levels identified and the potential effects on designated sites have been sourced from the Air Pollution Information System (APIS) website which may be accessed using the following url: <http://www.apis.ac.uk/>

Designated Site Name	Qualifying Features	Relevant Critical Load (Kg/N/ha/Y)	Sensitivity and Potential Effects of Increased Deposition/Exceeded Thresholds
South West London Water Bodies SPA and Ramsar	Gadwall <i>Anas strepera</i> 710 individuals - wintering 2.4 % NW Europe and Shoveler <i>Anas clypeata</i> 853 individuals - wintering 2.1 % NW/Central Europe	No specific sensitivities for the species is given by APIS. Therefore habitat sensitivities are used as a proxy and are considered broadly similar to those set out for the primary habitats within the designated site.	High levels of eutrophication could result in increase in replacement of macrophyte-dominated community with algae-dominated community (algal bloom) thus reducing food availability.
Thames Basin Heaths SPA including Thursley, Ash, Pirbright and Chobham SAC	A224 <i>Caprimulgus europaeus</i> ; European nightjar (Breeding)	5 to 15 (coniferous woodland equivalent broad habitat)	While the habitat is considered sensitive to nitrogen, APIS indicates that there is no expected negative impact on the species due to impacts on the species' habitat.
	A246 <i>Lullula arborea</i> ; Woodlark (Breeding)	5 to 15 (coniferous woodland equivalent broad habitat)	Species considered sensitive to changes to the broad habitat as a result of changes in nitrogen. Species may breed during certain plantation stages. As it is a temporary habitat, long term loss of heath could result in a species decline.
	A302 <i>Sylvia undata</i> ; Dartford warbler (Breeding)	10 to 20 (dry heaths – equivalent broad habitat)	Species requires large, unbroken dwarf-shrub layer, mainly heather and gorse. Breeding territories strongly associated with health, so loss of this habitat could have a negative impact.
	Northern Atlantic wet heaths with <i>Erica tetralix</i>	10 to 20	Transition heather to grass. Ericaceous species susceptible to frost and drought.
	European dry heaths	10 to 20	Transition from heather to grass dominance; decline in lichens, changes in plant biochemistry, increased sensitivity to abiotic stress.
	Depressions on peat substrates of the Rynchosporion	10 to 15	Transition from heather to grass dominance; decline in lichens, changes in plant biochemistry, increased sensitivity to abiotic stress.
Burnham Beeches SAC	Atlantic acidophilous beech forests with <i>Ilex</i> and sometimes also <i>Taxus</i> in the shrublayer (<i>Quercion roburi-petraeae</i> or <i>Ilici-Fagenion</i>)	10 to 20 (Fagus Woodland)	Changes in ground vegetation and mycorrhiza, nutrient imbalance, changes in soil fauna
Chiltern Beechwoods SAC	<i>Asperulo-Fagetum</i> beech forests; Beech forests on neutral to rich soils	10 to 20 (most comparable CL Fagus Woodland)	Changes in ground vegetation and mycorrhiza, nutrient imbalance, changes in soil fauna.
	Semi-natural dry grasslands and scrubland facies: on calcareous substrates (<i>Festuco-Brometalia</i>); Dry grasslands and scrublands on chalk or limestone.	15 to 25 (most comparable CL: Sub atlantic semi-dry calcareous grassland)	Increase in tall grasses, decline in diversity, increased mineralization, Nitrogen leaching, surface acidification.
	<i>Lucanus cervus</i> ; Stag beetle beetle)	No specific sensitivities for the species is given by APIS. Therefore habitat sensitivities are used as a proxy and are considered broadly similar to those set out for the primary habitats within the designated site.	
Windsor Great Park SAC	Old acidophilous oak woods with <i>Quercus robur</i> on sandy plains.	10 to 15	Decrease in mycorrhiza, loss of epiphytic lichens and bryophytes, changes in soil fauna.
	Atlantic acidophilous beech forests with <i>Ilex</i> and sometimes also <i>Taxus</i> in the shrublayer.	10 to 20	Changes in ground vegetation and mycorrhiza, nutrient imbalance, changes in soil fauna.
	<i>Limoniciscus violaceus</i> (Violet Click Beetle)	No specific sensitivities for the species is given by APIS. Therefore habitat sensitivities are used as a proxy and are considered broadly similar to those set out for the primary habitats within the designated site.	

Water Quality

4.18 Rivers, streams and other aquatic environments that support designated sites can be affected by development. Obvious polluters such as sewage effluent, fertilisers, pesticides and industrial chemicals entering water bodies can have direct effects on water quality. In addition, diffuse pollution from urban hardstanding run-off can also contribute to unfavourable conditions over time.

4.19 Poor water quality can have a range of environmental impacts. At high levels, toxic chemicals and metals can result in the immediate death of aquatic life. At lower levels, detrimental effects can also be experienced. Some pesticides, industrial chemicals, and components of sewage effluent may have negative effects on the reproduction and development of aquatic life, and subsequently bird life that feed on them.

4.20 Oxygen depletion within aquatic environments is particularly harmful and can have a variety of causes. For example, the enrichment of nutrients within the water, known as eutrophication, often results from an increase in run-off of phosphorus fertilisers. Eutrophication due to phosphorus increases plant growth within the aquatic environment and reduces the oxygen levels. Decomposition of organic material further acts to deoxygenate water. Algal blooms often result from eutrophication and the bloom acts to decrease light penetration.

Water Quantity

4.21 The south east of England is a densely populated area with high demands for treated water. Population increases are expected over the next twenty to thirty years and associated development pressures are likely to increase the demand for the quantity of treated water needed by homes and businesses. The south east is also experiencing lower levels of annual rainfall as a result of climate change. Designated sites with features that are dependent on a specific water resource level could experience significant effects under higher abstraction levels.

Stages 4 and 5: Consideration of whether any plan proposals have the potential to result in a likely significant effect alone or in combination.

4.22 The policy proposals set out in the BLP have been analysed to assess whether they would be likely to result in likely significant effects on designated sites. The policy screening was carried out in a five step process. The first step considered the likely impacts on designated sites of each policy in isolation. Where potential for significant effects as a result of the operation of the individual policy were identified, the policies were taken forward to a more detailed screening analysis. The second step of the policy screening considered whether any of the effects identified in Stage 3 were likely to have a significant effect on the designated sites identified in Stage 2. Where effects were identified, the third step of the analysis went on to examine whether other policies within the plan offer appropriate mitigation for the potential significant effects arising when considered in combination. The fourth step considered further any policies which required more detailed analysis in order to ascertain whether potential significant effects would be likely to occur. A fifth step takes into account the in combination effects of all the policies in the plan.

4.23 The screening undertaken for the first three steps of the policy analysis are presented in Figures 8, 9 and 10. As a result of the first step of the policy screening, it was possible to identify that 31 policies would have no likely significant effects (LSE). The remaining 26 policies were subject to further analysis in steps two and three. As a result it was possible to identify that 23 of the policies were subject to appropriate mitigation measures through the operation of the other policies proposed within the plan. Three policies were taken forward to step four: HO1 Housing Development Sites, ED2 Defined Employment Sites and IF2 New Sports and Leisure Development at Braywick Park.

Figure 8: Step 1 Screening of Policies Alone for Potential Significant Effects (PSE)

Key to Initial Screening Assessment Step 1

Code	Initial Screening Assessment
1	The policy is intended to protect the natural environment, including biodiversity.
2	The policy will not lead to development in itself.
3	The policy makes provision for a quantum or type of development at a specific location that does not include a designated site or where development is unlikely to indirectly affect a designated site
4	The policy makes provision for a quantum/type of development within a defined area but the specific location will be determined through lower tier plans.
5	The policy makes provision for a quantum/type of development but the specific location will be determined through the submission of development proposals.
6	The proposal steers a quantum or type of development towards, or encourages development in, an area that includes a designated site or an area where development may indirectly affect a designated site.
7	The proposal makes provision for a quantum, or type of development that would be likely to have a significant effect on a designated site.

Policy	Policy Description Relevant to HRA	Initial Screening Assessment						PSE
		1	2	3	4	5	6	
SP1 Spatial Strategy	Sets out the quantum and spatial distribution of development over the plan period. 14,211 new dwellings, up to 43,320 square metres of employment floor space and up to 9,550 square metres of additional retail floor space in the plan period up to 2032. Development will be concentrated on the existing settlements of Maidenhead, Ascot and Sunningdale and Windsor. The significance of Windsor Great Park is recognised together with the need to protect areas designated as Green Belt from inappropriate development.		2	3	4	5	6	Yes
SP2 Community Led Development	Supports neighbourhood plans and community led development in general conformity with the plan and sets out the circumstances in which affordable housing may be acceptable in the Green Belt when proposed by communities.				4	5		Yes
SP3 Design	General design policy specifying approach to design concerns. Includes support for sustainable design, construction and operation.	1						No
SP4 Townscape and Landscape	General design policy specifying approach to townscape and landscape. Includes support for development appropriate to the identified landscape character in rural areas.		2					No
SP5 River Thames Corridor	Specific policy setting out approach to development adjacent to the Thames. Includes specific support for maintaining tree cover and riverbank vegetation and conserving and enhancing the ecological value of the river as a wildlife network.	1						No
SP6 Development in the Green Belt	Sets out the circumstance under which development in the Green Belt will be considered appropriate.	1				5		Yes
SP7 Countryside Character	Policy for the protection of countryside character supporting limited countryside development. Preservation of BMV and woodland and restricting levels of activity incompatible with rural character.	1	2					No

Policy	Policy Description Relevant to HRA	Initial Screening Assessment						PSE	
HO1 Housing Development Sites	Policy allocating sites to accommodate a total of 8,489 dwellings. The majority of the dwellings will be located within or adjacent to Maidenhead which will accommodate over 67% of the allocation. Approximately 10% of the dwellings allocated will be within or adjacent to Windsor with a further 10% distributed across Ascot, Sunninghill and Sunningdale.			3			6	7	Yes
HO2 Meeting Housing Need	Housing policy setting out the housing mix within development.		2						No
HO3 Affordable Housing	Housing policy setting out the quantum of affordable housing expected as a proportion of market development and the circumstances under which a rural exception site will be permitted.				4	5			Yes
HO4 Gypsies and Travellers	Criteria based policy for determining planning applications for Gypsies, Travellers and Travelling Showpeople.					5			No
HO5 Housing Layout and Design	Residential development layout and design criteria.		2						No
HO6 Density and Amenity	Location criteria for high density residential development.					5			No
HO7 Subdivision of Dwellings	Policy supporting sub-division of existing dwellings subject to specific criteria.		2						Yes
HO8 Development Involving Residential Gardens	Policy supporting the creation of new dwellings in residential gardens outside of the Green Belt subject to specific criteria. Criteria to ensure that the biodiversity contribution to green corridors and networks is considered in the decision process.	1				5			Yes
HO9 Extensions and Outbuildings in Residential Curtilages	Criteria based policy for determining the acceptable circumstances for extensions and outbuildings within residential curtilage. The criteria include a number of design considerations but does not prescribe a limit to the amount of residential curtilage that may be developed as long as it is compatible with the character of the surrounding area.		2			5			Yes
ED1 Economic Development	Policy supporting the intensification and redevelopment of existing employment sites and the encouragement of local employment.					5			No
ED2 Defined Employment Sites	Policy allocating eight sites as strategic locations for mixed use. These are concentrated in Maidenhead but supplemented by Ascot Centre. The policy also identifies a number of existing employment sites. Within business areas and mixed use areas, intensification of employment activity is supported.			3			6		Yes
ED3 Other Sites and Loss of Employment Floorspace	Protection policy to ensure that employment sites are maintained unless marketing evidence can demonstrate that there is no demand for the site.		2			5			Yes
TR1 Hierarchy of Centres	Establishes a hierarchy of retail centres.		2		4	5			Yes
TR2 Windsor Town Centre	Establishes the type of development that will be accepted in Windsor Town Centre		2		4	5			Yes
TR3 Maidenhead Town Centre	Establishes the type of development that will be accepted in Maidenhead Town Centre		2		4	5			Yes

Policy	Policy Description Relevant to HRA	Initial Screening Assessment						PSE
TR4 District Centres	Establishes the type of development that will be accepted in Ascot and Sunningdale Town Centres		2		4	5		Yes
TR5 Local Centres	Establishes the type of development that will be accepted in the defined local centres of Cookham; Cookham Rise; Datchet; Dedworth Road West, Windsor; Eton; Eton Wick; Old Windsor; Shifford Crescent, Maidenhead; Sunninghill; Vale Road, Windsor; Wessex Way, Cox Green; Wooton Way, Maidenhead; Wraysbury.		2		4	5		Yes
TR6 Strengthening the Roles of Centres	Supports town centres as the main focus for retail development and sets out the criteria for the impact tests required when development cannot be located within or adjacent to a defined centre.		2		4	5		Yes
TR7 Shops and Parades outside Defined Centres	Policy to protect local shops and parades from conversion to functions that do not benefit the community without evidence of marketing for retail use.		2		4	5		Yes
TR8 Markets	Policy support for markets and criteria regarding protection of residential amenity of nearby properties.		2		4	5		Yes
VT1 Visitor Development	Criteria based policy setting out the circumstances in which visitor development will be accepted.		2			5		Yes
VT2 Visitor Accommodation	Policy support for provision of visitor accommodation including information required to support applications.		2			5		Yes
HE1 Historic Environment	Design policy aimed at conservation of the heritage assets which are defined by the policy.		2					No
HE2 Listed Buildings	Design criteria to apply to Listed Buildings.		2					No
HE3 Ancient Monuments	Design criteria to apply to Ancient Monuments		2					No
HE4 Archaeology	Criteria for consideration of archaeological remains within development sites.		2					No
HE5 Registered Parks and Gardens	Criteria for development within or within the setting of registered parks and gardens.		2			5		Yes
HE6 Conservation Areas	Policy setting out appropriate development in conservation areas.		2			5		Yes
HE7 Windsor Castle	Design criteria for development that affects Windsor Castle which aims to ensure that it is safeguarded for its architectural and historical significance within the Great Park setting and support for meeting the needs of visitors.	1	2			5	7	Yes
HE8 Local Heritage Assets	Protection policy for Local Heritage Assets on the Local List.		2					No
NR1 Sustainable Design and Construction	Sustainable design policy. The policy does not include measures for the construction phase of development.	1						No
NR2 Renewable Energy	Sets out criteria for installation of renewable energy generation equipment. Restricts the erection of wind turbines to areas identified on the Wind Mapping Exercise Maps.	1				5		Yes
NR3 Managing Flood Risk and Waterways	Establishes a sequential approach to sites at risk of flooding and flood considerations for development. In addition the policy requires that development should maintain waterway viability as an ecological network or habit.	1						No

Policy	Policy Description Relevant to HRA	Initial Screening Assessment						PSE
EP1 Environmental Protection	Criteria based policy for the consideration of the impacts of development on the amenity of the local environment both individually and cumulatively.	1						No
EP2 Air Pollution	Approach to air pollution arising from new developments specifically aimed at existing and future residents and referencing the UK Air Quality Strategy.	1						No
EP3 Artificial Light Pollution	Policy for the control of artificial light pollution. Mitigating measures are required for outdoor lighting schemes which may impact on areas of biodiversity. Motion sensitive lighting and outdoor lighting are restricted where there would be an impact on biodiversity or the amenity of the area.	1						No
EP4 Noise	The policy sets out average and maximum acceptable noise levels. Development proposals that generate unacceptable levels of noise are restricted. Effective mitigation measures are required for development proposals that generate significant levels of noise affecting residential amenity, rural areas or biodiversity.	1						No
EP5 Contaminated Land and Water	Policy for the protection of ground and surface water and setting out the role of the Environment Agency and water companies. Development proposals for contaminated land will need to demonstrate that the development will not harm the environment or local residents.	1						No
NE1 Nature Conservation	Policy setting out the protection and enhancement of sites of international, national and local importance to the conservation of nature. The policy requires that protected species will be safeguarded from harm or loss. Where a proposal would cause unavoidable adverse impacts then mitigation measures will be required although compensatory measures will be acceptable where mitigation cannot be achieved. Fragmentation of existing habitats is resisted and the protection of green corridors and networks is supported. The policy requires that "appropriate" access to areas of wildlife importance is achieved. The policy sets out a number of criteria aimed at protecting the biodiversity of application sites and specifies that where the impacts of development are "significant" then an ecological report should accompany the application.	1						No
NE2 Thames Basin Heaths Special Protection Area	NE2 translates the requirements of the Thames Basin Heaths SPA Avoidance Strategy into policy. This includes the adoption of appropriate exclusion zones under which development will be controlled. Where development is expected within the buffer zone of 5km of the SPA boundary then contributions towards the provision of Suitable Alternative Natural Greenspace(SANG) and Strategic Access Management and Monitoring (SAMM) will be required. Development proposals of >49 residential units between 5km to 7km of the SPA boundary will be required to undertake Appropriate Assessment to ensure that appropriate mitigation measure are identified. It is expected that a minimum of eight hectares of SANG land will be provided per 1,000 new occupants. Three areas of SANG are proposed for allocation.	1						No

Policy	Policy Description Relevant to HRA	Initial Screening Assessment						PSE
NE3 Trees, Hedgerows and Woodlands	Policy for the creation, restoration and enhancement of natural habitats including trees, woodlands and hedgerows which references the Tree and Woodland Strategy for the Borough. Where trees, hedgerows and woodlands are within or close to a site or where the presence of protected species is suspected then proposals will need to undertake appropriate surveys to ensure that the proposal is able to demonstrate provision for the needs of protected species.	1						No
NE4 Open Space	Policy regarding the provision, maintenance and enhancement of open space. Development proposals to increase access to natural open space are expected to evaluate the impact of visitor numbers. Protection for allotments, community gardens and orchards is included in the policy.	1						No
NE5 Local Green Space	Policy protecting designated Local Green Space.	1						No
NE6 Rights of Way and Access to the Countryside	Policy protecting the existing rights of way network. Enhancement of the Green Way and the Thames National Trail are supported together with the provision of the new route linking Reading, Wokingham, Bracknell, Ascot and Windsor.	1						No
IF1 Community facilities	Policy aimed at the retention, improvement and enhancement of community facilities.				4	5		Yes
IF2 New Sports and Leisure Development at Braywick Park	Allocation of a new sports and leisure development on the site of the former golf driving range at Braywick Park as a replacement for the facilities at the Magnet Leisure Centre.						6	Yes
IF3 Sustainable Transport	IF3 supports the policies and objectives of the Local Transport Plan and sets out criteria to be met by development proposals. The criteria includes a requirement to optimise traffic flows and circulation to minimise the effects of congestion, air pollution and noise. Travel plans and transport assessments will be required to support proposals and provision for public transport services and infrastructure will also be required.	1	2					No
IF4 Infrastructure and Developer Contributions	Policy to ensure that development proposals deliver infrastructure to support the overall spatial strategy. The policy includes a commitment by the Council to ensure that new development contributes towards the provision of SANG in accordance with the Thames Basin Heaths SPA Avoidance Strategy.		2					No
IF5 Telecommunications	Sets out the circumstances under which new telecommunications masts will be acceptable. Development proposals will be supported, provided environmental impacts are minimised and unacceptable harm to area of ecological interest is avoided.	1	2			5		Yes

Policy	Policy Description Relevant to HRA	Initial Screening Assessment						PSE	
IF6 Water Supply and Sewerage Infrastructure	Policy requiring that development proposals demonstrate that the water supply and sewage infrastructure have sufficient capacity to serve the development without overloading of existing infrastructure. Where improvement to the infrastructure is necessary then funding will need to be provided to the water or sewage company before the commencement of the development. There is a requirement for proposals to include water efficiency measures. New water resource schemes, improvements to the water supply network, demand management measures needed to meet current and future water supply needs and those needed to meet the challenges of climate change and environmental protection are supported.	1	2						No

Figure 9: Step 2, Screening of BLP Policies with potential for significant effects for likely significant effects (LSE) alone

Policy Name	Policy Description Relevant to HRA	Air Quality	Species Disturbance	Recreational Pressure	Direct Land Take	Water Quality	Water Quantity	Policy LSE alone
SP1 Spatial Strategy	Sets out the quantum and spatial distribution of development over the plan period. 14,211 new dwellings, up to 43,320 square metres of employment floor space and up to 9,550 square metres of additional retail floor space in the plan period up to 2032. Development will be concentrated on the existing settlements of Maidenhead, Ascot and Sunningdale and Windsor. The significance of Windsor Great Park is recognised together with the need to protect areas designated as Green Belt from inappropriate development.	Greater levels of development in the area could lead to increased ownership and use of cars, leading to possible impact on air pollution. Air quality during the construction phase of development may also be locally poor.	Greater levels of development in the area could lead to increased pressures on designated sites and impacts arising from greater pet ownership (disturbance and predation).	Greater levels of development in the area could lead to increased recreational pressures on designated sites. These pressures include destruction of fauna by trampling, damage or removal of plants, dog fouling and littering. These effects are likely to increase as the number of visitors to designated sites increases. While other negative effects such as fly tipping, and malicious fire settings are not linked to recreational pressures they can be products of increasing the residential population close to designated sites.	No development within designated sites is proposed.	Increased levels of diffuse pollution from an increase in urban hardstanding run-off has the potential to contribute to unfavourable conditions.	The plan does not propose additional water extraction to serve new development.	Yes

Policy Name	Policy Description Relevant to HRA	Air Quality	Species Disturbance	Recreational Pressure	Direct Land Take	Water Quality	Water Quantity	Policy LSE alone
SP2 Community Led Development	Supports neighbourhood plans and community led development in general conformity with the plan and sets out the circumstances in which affordable housing may be acceptable in the Green Belt when proposed by communities.	Greater levels of development in the area could lead to increased ownership and use of cars, leading to possible impact on air pollution.	Greater levels of development in the area could lead to increased pressures on designated sites and impacts arising from greater pet ownership (disturbance and predation).	Greater levels of development in the area could lead to increased recreational pressures on designated sites. These pressures include destruction of fauna by trampling, damage or removal plants, dog fouling and littering. These effects are likely to increase as the number of visitors to designated sites increases. While other negative effects such as fly tipping, and malicious fire settings are not linked to recreational pressures they can be products of increasing the residential population close to designated sites.	No development within designated sites is proposed.	Increased levels of diffuse pollution from an increase in urban hardstanding run-off has the potential to contribute to unfavourable conditions.	The plan does not propose additional water extraction to serve new development.	Yes
SP6 Development in the Green Belt	Sets out the circumstance under which development in the Green Belt will be considered appropriate.				No development within designated sites is proposed.			No

Policy Name	Policy Description Relevant to HRA	Air Quality	Species Disturbance	Recreational Pressure	Direct Land Take	Water Quality	Water Quantity	Policy LSE alone
HO1 Housing Development Sites	Policy allocating sites to accommodate a total of 8,489 dwellings. The majority of the dwellings will be located within or adjacent to Maidenhead which will accommodate over 67% of the allocation. Approximately 10% of the dwellings allocated will be within or adjacent to Windsor with a further 10% distributed across Ascot, Sunninghill and Sunningdale.	Site specific assessment on likely significant effects on designated sites.	Site specific assessment on likely significant effects on designated sites.	Site specific assessment on likely significant effects on designated sites.	No development within designated sites is proposed.	Site specific assessment on likely significant effects on designated sites.	Site specific assessment on likely significant effects on designated sites.	Unknown
HO3 Affordable Housing	Housing policy setting out the quantum of affordable housing expected as a proportion of market development and the circumstances under which a rural exception site will be permitted.				No development within designated sites is proposed.			No
HO8 Development Involving Residential Gardens	Policy supporting the creation of new dwellings in residential gardens outside of the Green Belt subject to specific criteria. Criteria to ensure that the biodiversity contribution to green corridors and networks is considered in the decision process.				No development within designated sites is proposed.			No

Policy Name	Policy Description Relevant to HRA	Air Quality	Species Disturbance	Recreational Pressure	Direct Land Take	Water Quality	Water Quantity	Policy LSE alone
HO9 Extensions and Outbuildings in Residential Curtilages	Criteria based policy for determining the acceptable circumstances for extensions and outbuildings within residential curtilage. The criteria include a number of design considerations but does not prescribe a limit to the amount of residential curtilage that may be developed as long as it is compatible with the character of the surrounding area.				No development within designated sites is proposed.			No
ED2 Defined Employment Sites	Policy allocating eight sites as strategic locations for mixed use. These are concentrated in Maidenhead but supplemented by Ascot Centre. The policy also identifies a number of existing employment sites. Within business areas and mixed use areas, intensification of employment activity is supported.	Site specific assessment on likely significant effects on designated sites.	Site specific assessment on likely significant effects on designated sites.	Site specific assessment on likely significant effects on designated sites.	No development within designated sites is proposed.	Site specific assessment on likely significant effects on designated sites.	Site specific assessment on likely significant effects on designated sites.	Unkn own

Policy Name	Policy Description Relevant to HRA	Air Quality	Species Disturbance	Recreational Pressure	Direct Land Take	Water Quality	Water Quantity	Policy LSE alone
ED3 Other Sites and Loss of Employment Floorspace	Protection policy to ensure that employment sites are maintained unless marketing evidence can demonstrate that there is no demand for the site.	Some of the existing employment sites to be retained lie within 5km of a designated site. Industry operating on sites may contribute to air borne pollutants and conversion of sites to alternative land uses may have a positive effect on air pollution.			No development within designated sites is proposed.			Yes
TR1 Hierarchy of Centres	Establishes a hierarchy of retail centres.	Enhanced centres could lead to an increase in the number of trips by private car, leading to possible impact on air pollution.						Yes
TR2 Windsor Town Centre	Establishes the type of development that will be accepted in Windsor Town Centre	Enhanced retail centres could lead to an increase in the number of trips by private car, leading to possible impact on air pollution.						No

Policy Name	Policy Description Relevant to HRA	Air Quality	Species Disturbance	Recreational Pressure	Direct Land Take	Water Quality	Water Quantity	Policy LSE alone
TR3 Maidenhead Town Centre	Establishes the type of development that will be accepted in Maidenhead Town Centre	Enhanced retail centres could lead to an increase in the number of trips by private car, leading to possible impact on air pollution.						No
TR4 District Centres	Establishes the type of development that will be accepted in Ascot and Sunningdale Town Centres	Enhanced district centres are likely to reduce the distance required to travel to access convenience goods and services and may have a positive effect on air quality. Ascot and Sunningdale Town Centres lie within 5km of the Thames Basin Heath SPA and further development at this location may have an unfavourable impact on the SPA.						Yes

Policy Name	Policy Description Relevant to HRA	Air Quality	Species Disturbance	Recreational Pressure	Direct Land Take	Water Quality	Water Quantity	Policy LSE alone
TR5 Local Centres	Establishes the type of development that will be accepted in the defined local centres of Cookham; Cookham Rise; Datchet; Dedworth Road West, Windsor; Eton; Eton Wick; Old Windsor; Shifford Crescent, Maidenhead; Sunninghill; Vale Road, Windsor; Wessex Way, Cox Green; Wooton Way, Maidenhead; Wraysbury.	Retention of local shops is likely to reduce the distance required to travel to access convenience goods and services and may have a positive effect on air quality.						No
TR6 Strengthening the Roles of Centres	Supports town centres as the main focus for retail development and sets out the criteria for the impact tests required when development cannot be located within or adjacent to a defined centre.	Location of shops and services within existing centres increases the likelihood of linked trips and may have a positive effect on air quality.				Location of retail development outside of defined centres could lead to increased levels of diffuse pollution from an increase in urban hardstanding run-off has the potential to contribute to unfavourable conditions.		No

Policy Name	Policy Description Relevant to HRA	Air Quality	Species Disturbance	Recreational Pressure	Direct Land Take	Water Quality	Water Quantity	Policy LSE alone
TR7 Shops and Parades outside Defined Centres	Policy to protect local shops and parades from conversion to functions that do not benefit the community without evidence of marketing for retail use.	Retention of local shops is likely to reduce the distance required to travel to access convenience goods and services and may have a positive effect on air quality.						No
TR8 Markets	Policy support for markets and criteria regarding protection of residential amenity of nearby properties.				No development within designated sites is proposed.			No

Policy Name	Policy Description Relevant to HRA	Air Quality	Species Disturbance	Recreational Pressure	Direct Land Take	Water Quality	Water Quantity	Policy LSE alone
VT1 Visitor Development	Criteria based policy setting out the circumstances in which visitor development will be accepted.	Greater levels of visitor development in the area could lead to increased numbers of car based trips, leading to possible impact on air pollution.	Increasing the number of visitors to the area could lead to increased pressures on designated sites and impacts arising from greater pet ownership (disturbance and predation).	Increasing the number of visitors to the area could lead to increased recreational pressures on designated sites. These pressures include destruction of fauna by trampling, damage or removal plants, dog fouling and littering. These effects are likely to increase as the number of visitors to designated sites increases. While other negative effects such as fly tipping, and malicious fire settings are not linked to recreational pressures they can be products of increasing the residential population close to designated sites.	No development within designated sites is proposed.	Increased levels of diffuse pollution from an increase in urban hardstanding run-off has the potential to contribute to unfavourable conditions.	The plan does not propose additional water extraction to serve new development.	Yes

Policy Name	Policy Description Relevant to HRA	Air Quality	Species Disturbance	Recreational Pressure	Direct Land Take	Water Quality	Water Quantity	Policy LSE alone
VT2 Visitor Accommodation	Policy support for provision of visitor accommodation including information required to support applications.	Increasing the number of visitors to the area could lead to increased pressures on designated sites and impacts arising from greater pet ownership (disturbance and predation).	Increasing the number of visitors to the area could lead to increased pressures on designated sites and impacts arising from greater pet ownership (disturbance and predation).	Increasing the number of visitors to the area could lead to increased recreational pressures on designated sites. These pressures include destruction of fauna by trampling, damage or removal plants, dog fouling and littering. These effects are likely to increase as the number of visitors to designated sites increases. While other negative effects such as fly tipping, and malicious fire settings are not linked to recreational pressures they can be products of increasing the residential population close to designated sites.	No development within designated sites is proposed.	Increased levels of diffuse pollution from an increase in urban hardstanding run-off has the potential to contribute to unfavourable conditions.	The plan does not propose additional water extraction to serve new development.	Yes
HE5 Registered Parks and Gardens	Design criteria for development within or within the setting of registered parks and gardens.				No development within designated sites is proposed.			No

Policy Name	Policy Description Relevant to HRA	Air Quality	Species Disturbance	Recreational Pressure	Direct Land Take	Water Quality	Water Quantity	Policy LSE alone
HE6 Conservation Areas	Policy setting out appropriate development in conservation areas.				No development within designated sites is proposed.			No
HE7 Windsor Castle	Design criteria for development that affects Windsor Castle which aims to ensure that it is safeguarded for its architectural and historical significance within the Great Park setting and support for meeting the needs of visitors.	Greater levels of visitors to Windsor Castle could lead to increased numbers of car based trips, leading to possible increases to air pollution affecting Windsor Great Park SAC.	Increasing the number of visitors to Windsor Castle could lead to increased pressures on the Windsor Great Park SAC sites including disturbance.	Increasing the number of visitors to Windsor Castle could lead to increased recreational pressures on the Windsor Great Park SAC. These pressures include destruction of fauna by trampling, damage or removal plants, dog fouling and littering. These effects are likely to increase as the number of visitors to increases. While other negative effects such as malicious fire settings are not linked to recreational pressures they can be products of increasing the number of visitors.	No development within designated sites is proposed.			Yes

Policy Name	Policy Description Relevant to HRA	Air Quality	Species Disturbance	Recreational Pressure	Direct Land Take	Water Quality	Water Quantity	Policy LSE alone
NR2 Renewable Energy	Sets out criteria for installation of renewable energy generation equipment. Restricts the erection of wind turbines to areas identified on the Wind Mapping Exercise Maps.				No development within designated sites is proposed.			No
IF1 Community facilities	Policy aimed at the retention, improvement and enhancement of community facilities.				No development within designated sites is proposed.			No
IF2 New Sports and Leisure Development at Braywick Park	Allocation of a new sports and leisure development on the site of the former golf driving range at Braywick Park as a replacement for the facilities at the Magnet Leisure Centre.	Site specific assessment on likely significant effects on designated sites.	Site specific assessment on likely significant effects on designated sites.	Site specific assessment on likely significant effects on designated sites.	No development within designated sites is proposed.	Site specific assessment on likely significant effects on designated sites.	Site specific assessment on likely significant effects on designated sites.	Unkn own
IF5 Telecommunications	Sets out the circumstances under which new telecommunications masts will be acceptable. Development proposals will be supported, provided environmental impacts are minimised and unacceptable harm to area of ecological interest is avoided.				No development within designated sites is proposed.			No

Figure 10: Step 3, Screening of BLP Policies with likely significant effects (LSE) alone, against other BLP policies for mitigating effects in combination.

Policy Name	Policy LSE alone	Mitigating Policy 1	Mitigating Policy 2	Mitigating Policy 3	Mitigating Policy 4	Mitigating Policy 5	Mitigating Policy 6	Mitigating Policy 7	Mitigating Policy 8	Policy LSE in combination with other BLP Policies
SP1 Spatial Strategy	Yes	IF3 Sustainable Transport	NE1 Nature Conservation	EP5 Contaminated Land and Water	EP2 Air Pollution	NR1 Sustainable Design and Construction	NE4 Open Space	NE2 Thames Basin Heaths Special Protection Area	IF4 Infrastructure and Developer Contributions	No
SP2 Community Led Development	Yes	IF3 Sustainable Transport	NE1 Nature Conservation	EP5 Contaminated Land and Water	EP2 Air Pollution	NR1 Sustainable Design and Construction	NE4 Open Space	NE2 Thames Basin Heaths Special Protection Area	IF4 Infrastructure and Developer Contributions	No
SP6 Development in the Green Belt	No									No
HO1 Housing Development Sites	Unknown	IF3 Sustainable Transport	NE1 Nature Conservation	EP5 Contaminated Land and Water	EP2 Air Pollution	NR1 Sustainable Design and Construction	NE4 Open Space	NE2 Thames Basin Heaths Special Protection Area	IF4 Infrastructure and Developer Contributions	Unknown
HO3 Affordable Housing	No									No

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Policy Name	Policy LSE alone	Mitigating Policy 1	Mitigating Policy 2	Mitigating Policy 3	Mitigating Policy 4	Mitigating Policy 5	Mitigating Policy 6	Mitigating Policy 7	Mitigating Policy 8	Policy LSE in combination with other BLP Policies
HO8 Development Involving Residential Gardens	No									No
HO9 Extensions and Outbuildings in Residential Curtilages	No									No
ED2 Defined Employment Sites	Unknown	IF3 Sustainable Transport	NE1 Nature Conservation	EP5 Contaminated Land and Water	EP2 Air Pollution	NR1 Sustainable Design and Construction		NE2 Thames Basin Heaths Special Protection Area	IF4 Infrastructure and Developer Contributions	Unknown
ED3 Other Sites and Loss of Employment Floorspace	Yes				EP2 Air Pollution			NE2 Thames Basin Heaths Special Protection Area		No

Policy Name	Policy LSE alone	Mitigating Policy 1	Mitigating Policy 2	Mitigating Policy 3	Mitigating Policy 4	Mitigating Policy 5	Mitigating Policy 6	Mitigating Policy 7	Mitigating Policy 8	Policy LSE in combination with other BLP Policies
TR7 Shops and Parades outside Defined Centres	No									No
TR8 Markets	No									No
VT1 Visitor Development	Yes	IF3 Sustainable Transport	NE1 Nature Conservation		EP2 Air Pollution			NE2 Thames Basin Heaths Special Protection Area		No
VT2 Visitor Accommodation	Yes	IF3 Sustainable Transport	NE1 Nature Conservation		EP2 Air Pollution			NE2 Thames Basin Heaths Special Protection Area		No
HE5 Registered Parks and Gardens	No									No
HE6 Conservation Areas	No									No
HE7 Windsor Castle	Yes	IF3 Sustainable Transport	NE1 Nature Conservation							No

Stages 4 and 5: Consideration of whether any plan proposals have the potential to result in a likely significant effect alone or in combination.

4.24 The fourth step of the BLP policy assessment under stages 4 and 5 was undertaken for three policies: HO1 Housing Development Sites, ED2 Defined Employment Sites and IF2 New Sports and Leisure Development at Braywick Park. All three of these policies direct a specific quantum and type of development to a specific location in the form of proposed site allocations.

4.25 Significant screening of BLP site allocations has taken place at various stages of the development of the plan. It is considered appropriate to draw on this information and present any relevant findings within this report, however supplementary assessment has been undertaken due to the changes made to site boundaries and the proposals for each site.

4.26 The screening of site allocations for step 4 was split into three parts. Part 1 removes from further consideration all sites that by virtue of their distance from any designated site, location with an existing urban area or the nature of the existing land use on site may be considered unlikely to give rise to significant effects alone. The Part 1 screening established that of the 66 individual allocations made in the plan, 33 were considered unlikely to give rise to significant effects alone. The screening assessment is shown in Figure 11.

4.27 Part 2 of the allocation screening further considers the remaining 28 proposed allocations that have the potential to give rise to significant effects alone. These sites were considered in terms of the potential significant effects arising on the designated sites within proximity of the individual allocations and the mitigating effects of the proposed BLP policies. One site, HA45 Land adjacent to Coppermill Road, Horton was considered to give rise to likely significant effects that were unlikely to be mitigated by the proposed BLP policies. The assessment is shown in Figure 12.

4.28 The fifth step considers the in combination effects of the proposed BLP policies, including site specific allocations, on each of the designated sites identified in Stage 2. Where allocations propose a continuation of an existing land use that would continue regardless of the BLP, the sites have been screened out as no in combination effects arising from the new allocation are considered to occur in accordance with the findings of the site screening report undertaken in 2013. In addition allocations that are further than 5km away from the boundary of any designated site (7km in the case of Thames Basins Heath SPA) have been screened out of the assessment of in combination effects as they are considered to be outside of the zone of influence of the designated sites. The sites screened out due to lack of likely contribution to the in combination effects are shown in Figures 13 and 14.

4.29 In combination effects are most likely to be experienced by the Windsor Forest Great Park SAC and the Chiltern Beeches SAC where a total of 5399 and 4730 dwellings plus a replacement leisure facility are allocated within 5km of the boundary of the designated site respectively. Figure 15 sets out the total amount of development allocated within 5km of the designated site boundaries and within 7km of the boundary of the Thames Basin Heaths SPA. Figure 16 shows the likely significant in combination effects arising from the BLP for each of the designated sites.

Figure 11: Step 4, Part 1 Screening of allocations for LSE alone

Ref.	BLP Policy	Site	Current Land Use	Proposed Use	Proposed Increase Units/ Floor space	Further assessment required based on current/ surrounding land uses?	Within 7km of TBH SPA	Within 5km of SWLW B SPA	Within 5km of WFGP SAC	Within 5km of Chiltern Beechwoods SAC	Within 5km of Burnham Beeches SAC	Further assessment required based on distance to nearest designated site?	Further assessment req. due to current/ surrounding land uses or distance to designated site?
HA1	HOU1	Railway Station, Maidenhead	Car park	Residential	150	No	No	No	No	Yes	No	Yes	No
HA10	SP1	Ascot Town Centre	Mixed Use	Mixed Use	300	Yes	Yes	No	Yes	No	No	Yes	Yes
HA11	HOU1	Land west of Windsor, north and south of A308	Agricultural and garden centre	Residential	650	Yes	No	No	Yes	No	No	Yes	Yes
HA12	HOU1	Boyn Valley Industrial Estate Maidenhead	Industrial Estate	Residential	300	No	No	No	No	Yes	No	Yes	Yes
HA13	HOU1	Exclusive House, Oldfield Road, Maidenhead	Distribution centre	Residential	30	No	No	No	No	Yes	No	Yes	No

Ref.	BLP Policy	Site	Current Land Use	Proposed Use	Proposed Increase Units/ Floor space	Further assessment required based on current/ surrounding land uses?	Within 7km of TBH SPA	Within 5km of SWLW B SPA	Within 5km of WFGP SAC	Within 5km of Chiltern Beechwoods SAC	Within 5km of Burnham Beeches SAC	Further assessment required based on distance to nearest designated site?	Further assessment req. due to current/ surrounding land uses or distance to designated site?
HA14	HOU1	Land south of Ray Mill Road East, Maidenhead	Agricultural	Residential	60	Yes	No	No	No	No	No	No	No
HA15	HOU1	Middlehurst, 90-103 Boyn Valley Road, Maidenhead	Industrial unit	Residential	45	No	No	No	No	Yes	No	Yes	No
HA16	HOU1	Osbornes Garage, 55 St Marks Road Maidenhead	Garage	Residential	20	No	No	No	No	Yes	No	Yes	No
HA17	HOU1	Tectonic Place, Holyport Road, Maidenhead	Employment	Residential	25	No	No	No	Yes	No	No	Yes	No
HA18	HOU1	Land between Windsor Road and Bray Lake, south of Maidenhead	Agricultural	Residential	140	Yes	No	No	Yes	No	No	Yes	Yes
HA19	HOU1	Land east of Whitebrook Park, Lower Cookham Road, Maidenhead	Playing field	Residential	75	Yes	No	No	No	Yes	Yes	Yes	Yes
HA2	HOU1	Reform Road	B2 and B8	Residential	150	No	No	No	No	Yes	No	Yes	No

Ref.	BLP Policy	Site	Current Land Use	Proposed Use	Proposed Increase Units/ Floor space	Further assessment required based on current/ surrounding land uses?	Within 7km of TBH SPA	Within 5km of SWLW B SPA	Within 5km of WFGP SAC	Within 5km of Chiltern Beechwoods SAC	Within 5km of Burnham Beeches SAC	Further assessment required based on distance to nearest designated site?	Further assessment req. due to current/ surrounding land uses or distance to designated site?
HA20	HOU1	North of Woodlands Business Park, Maidenhead	Agricultural	Residential	300	Yes	No	No	No	No	No	No	Yes
HA21	HOU1	Land known as Spencer's Farm, north of Lutman Lane, Maidenhead	Agricultural	Residential	300	Yes	No	No	No	Yes	No	Yes	Yes
HA22	HOU1	Land north of Breadcroft Lane and south of the railway line, Maidenhead	Agricultural	Residential	100	Yes	No	No	No	Yes	No	Yes	Yes
HA23	HOU1	Land west of Monkey Island Lane, including water treatment works, Maidenhead	To be confirmed.	Residential	100	Yes	No	No	Yes	No	No	Yes	Yes
HA24	HOU1	Summerleaze, Summerleaze Road, Maidenhead	To be confirmed.	Residential	80	Yes	No	No	No	Yes	No	Yes	Yes
HA29	HOU1	Windsor Police Station, Alma Road, Windsor	Vacant police station	Residential	60	No	No	Yes	Yes	No	No	Yes	No

Ref.	BLP Policy	Site	Current Land Use	Proposed Use	Proposed Increase Units/ Floor space	Further assessment required based on current/ surrounding land uses?	Within 7km of TBH SPA	Within 5km of SWLW B SPA	Within 5km of WFGP SAC	Within 5km of Chiltern Beechwoods SAC	Within 5km of Burnham Beeches SAC	Further assessment required based on distance to nearest designated site?	Further assessment req. due to current/ surrounding land uses or distance to designated site?
HA26	HOU1	Shirley Avenue (Vale Rd Industrial Estate), Windsor	Industrial Estate	Residential	80	No	No	No	Yes	No	No	Yes	No
HA27	HOU1	Territorial Army Centre, Bolton Road, Windsor	Territorial army centre	Residential	25	No	No	Yes	Yes	No	No	Yes	No
HA28	HOU1	Windsor and Eton Riverside Station Car Park, Windsor	Car park	Residential	30	No	No	Yes	Yes	No	No	Yes	No
HA25	HOU1	Minton Place, Victoria Street, Windsor	Offices	Residential	75	No	No	Yes	Yes	No	No	Yes	No
HA3	HOU1	Saint-Cloud Way	Magnet Leisure Centre	Residential	640	No	No	No	No	Yes	No	Yes	No
HA30	HOU1	Ascot Station Car Park, Ascot	Car Park	Residential	35	No	Yes	No	Yes	No	No	Yes	No
HA31	HOU1	Englemere Lodge London Road Ascot	Residential	Residential	10	No	Yes	No	Yes	No	No	Yes	No

Ref.	BLP Policy	Site	Current Land Use	Proposed Use	Proposed Increase Units/ Floor space	Further assessment required based on current/ surrounding land uses?	Within 7km of TBH SPA	Within 5km of SWLW B SPA	Within 5km of WFGP SAC	Within 5km of Chiltern Beechwoods SAC	Within 5km of Burnham Beeches SAC	Further assessment required based on distance to nearest designated site?	Further assessment req. due to current/ surrounding land uses or distance to designated site?
HA32	HOU1	Heatherwood Hospital, Ascot	Hospital, residential and woodland	Residential	250	Yes	Yes	No	Yes	No	No	Yes	Yes
HA33	HOU1	Silwood Park, Sunningdale	Residential	Residential	75	Yes	Yes	No	Yes	No	No	Yes	Yes
HA34	HOU1	Sunningdale Park, Sunningdale	Residential, open space and conference centre	Residential	230	Yes	Yes	No	Yes	No	No	Yes	Yes
HA35	HOU1	Gas holder site, Bridge Road, Sunninghill	Former gas holder site	Residential	53	Yes	Yes	No	Yes	No	No	Yes	Yes
HA36	HOU1	Broomhall Car Park, Sunningdale	Car Park	Residential	28	Yes	Yes	No	Yes	No	No	Yes	Yes
HA37	HOU1	White House, London Road, Sunningdale	Single dwelling	Residential	10	Yes	Yes	No	Yes	No	No	Yes	Yes

Ref.	BLP Policy	Site	Current Land Use	Proposed Use	Proposed Increase Units/ Floor space	Further assessment required based on current/ surrounding land uses?	Within 7km of TBH SPA	Within 5km of SWLW B SPA	Within 5km of WFGP SAC	Within 5km of Chiltern Beechwoods SAC	Within 5km of Burnham Beeches SAC	Further assessment required based on distance to nearest designated site?	Further assessment req. due to current/ surrounding land uses or distance to designated site?
HA38	HOU1	Cookham Gas holder, Whyteladyes Lane, Cookham	Former gas holder site	Residential	60	Yes	No	No	No	Yes	No	Yes	Yes
HA39	HOU1	Land east of Strande Park, Cookham	Agricultural	Residential	20	Yes	No	No	No	Yes	No	Yes	Yes
HA4	HOU1	West Street, Maidenhead	Mixed including residential, community, employment and infrastructure development.	Residential	240	No	No	No	No	Yes	No	Yes	No
HA40	HOU1	Land north of Lower Mount Farm, Long Lane, Cookham	Agricultural	Residential	200	Yes	No	No	No	Yes	No	Yes	Yes
HA41	HOU1	Land at Riding Court Road and London Road Datchet	Agricultural	Residential	175	Yes	No	Yes	Yes	No	No	Yes	Yes
HA42	HOU1	Land at Slough Road/Riding Court Road, Datchet	Agricultural	Residential	150	Yes	No	Yes	Yes	No	No	Yes	Yes

Ref.	BLP Policy	Site	Current Land Use	Proposed Use	Proposed Increase Units/ Floor space	Further assessment required based on current/ surrounding land uses?	Within 7km of TBH SPA	Within 5km of SWLW B SPA	Within 5km of WFGP SAC	Within 5km of Chiltern Beechwoods SAC	Within 5km of Burnham Beeches SAC	Further assessment required based on distance to nearest designated site?	Further assessment req. due to current/ surrounding land uses or distance to designated site?
HA43	HOU1	Land north of Eton Road adj to St Augustine's Church, Datchet	Agricultural	Residential	35	Yes	No	Yes	Yes	No	No	Yes	Yes
HA44	HOU1	Land east of Queen Mother Reservoir, Horton	To be confirmed.	Residential	130	Yes	No	Yes	Yes	No	No	Yes	Yes
HA45	HOU1	Land adjacent to Coppermill Road, Horton	Thames water	Residential	27	Yes	No	Yes	Yes	No	No	Yes	Yes
HA46	HOU1	Straight Works, Old Windsor	Light industrial	Residential	20	No	No	Yes	Yes	No	No	Yes	No
HA47	HOU1	95 Straight Road, Old Windsor	Car sales and showroom	Residential	11	No	No	Yes	Yes	No	No	Yes	No
HA48	HOU1	Tithe Farm, Tithe Lane, Wraysbury	Agricultural	Residential	20	Yes	No	Yes	Yes	No	No	Yes	No
HA5	HOU1	York Road, Maidenhead	Cleared road and carpark	Residential	320	No	No	No	No	Yes	No	Yes	No
HA6	HOU1	Maidenhead Golf Course	Golf Course	Residential	2000	Yes	No	No	Yes	Yes	No	Yes	Yes
HA7	HOU1	Land south of Harvest Hill Road, Maidenhead	Grassland and driving course for golf club	Residential	350	Yes	No	No	Yes	No	No	Yes	Yes

Ref.	BLP Policy	Site	Current Land Use	Proposed Use	Proposed Increase Units/ Floor space	Further assessment required based on current/ surrounding land uses?	Within 7km of TBH SPA	Within 5km of SWLW B SPA	Within 5km of WFGP SAC	Within 5km of Chiltern Beechwoods SAC	Within 5km of Burnham Beeches SAC	Further assessment required based on distance to nearest designated site?	Further assessment req. due to current/ surrounding land uses or distance to designated site?
HA8	HOU1	Land south of Manor Lane, Maidenhead	Vacant land	Residential	180	Yes	No	No	Yes	No	No	Yes	Yes
HA9	SP1	Land south of the A308(M), west of Ascot Road and North of the M4 (Known as the Triangle Site)	Agricultural	Mixed Use	150	Yes	No	No	Yes	No	No	Yes	Yes
na	EMP2	Alma Road, Windsor	Business Park	Business Park	EMP	No	No	Yes	Yes	No	No	Yes	No
na	EMP2	Ascot Business Park, Ascot	Business Park	Business Park	EMP	No	Yes	No	Yes	No	No	Yes	No
na	EMP2	Centrica, Millstream Windsor	Business Park	Business Park	EMP	No	No	No	Yes	No	No	Yes	No
na	EMP2	Cordwallis Industrial Area, Maidenhead	Industrial Estate	Industrial Estate	EMP	No	No	No	No	Yes	No	Yes	No
na	EMP2	Fairacres Industrial Area, Windsor	Industrial Estate	Industrial Estate	EMP	No	No	No	Yes	No	No	Yes	No
na	EMP2	Foundation Business Park, Cox Green	Business Park	Business Park	EMP	No	No	No	No	Yes	No	Yes	No

Ref.	BLP Policy	Site	Current Land Use	Proposed Use	Proposed Increase Units/ Floor space	Further assessment required based on current/ surrounding land uses?	Within 7km of TBH SPA	Within 5km of SWLW B SPA	Within 5km of WFGP SAC	Within 5km of Chiltern Beechwoods SAC	Within 5km of Burnham Beeches SAC	Further assessment required based on distance to nearest designated site?	Further assessment req. due to current/ surrounding land uses or distance to designated site?
na	EMP2	Furze Platt Industrial Area, Maidenhead	Industrial Estate	Industrial Estate	EMP	No	No	No	No	Yes	No	Yes	No
na	IF2	Golf Range, Braywick Park	Golf Course	Leisure Centre	Leisure	Yes	No	No	Yes	Yes	No	Yes	Yes
na	EMP2	Howarth Road, Stafferton Way, Maidenhead	Industrial Estate	Industrial Estate	EMP	No	No	No	No	Yes	No	Yes	No
na	EMP2	Manor House Lane Employment Estate, Datchet	Business Park	Business Park	EMP	No	No	Yes	Yes	No	No	Yes	No
na	EMP2	Norreys Drive, Maidenhead	Business Park	Business Park	EMP	No	No	No	No	Yes	No	Yes	No
na	EMP2	Prior's Way Industrial Estate, Maidenhead	Industrial Estate	Industrial Estate	EMP	No	No	No	Yes	No	No	Yes	No
na	EMP2	Queens Road Industrial Estate, Sunninghill	Industrial Estate	Industrial Estate	EMP	No	Yes	No	Yes	No	No	Yes	No
na	EMP2	Vansittart Road Industrial Area, Windsor	Industrial Estate	Industrial Estate	EMP	No	No	Yes	Yes	No	No	Yes	No

Ref.	BLP Policy	Site	Current Land Use	Proposed Use	Proposed Increase Units/ Floor space	Further assessment required based on current/ surrounding land uses?	Within 7km of TBH SPA	Within 5km of SWLW B SPA	Within 5km of WFGP SAC	Within 5km of Chiltern Beechwoods SAC	Within 5km of Burnham Beeches SAC	Further assessment required based on distance to nearest designated site?	Further assessment req. due to current/ surrounding land uses or distance to designated site?
na	EMP2	Vanwall Business Park, Maidenhead	Business Park	Business Park	EMP	No	No	No	No	Yes	No	Yes	No
na	EMP2	Whitebrook Park, Maidenhead	Business Park	Business Park	EMP	No	No	No	No	Yes	Yes	Yes	No
na	EMP2	Windsor Dials, Windsor	Business Park	Business Park	EMP	No	No	Yes	Yes	No	No	Yes	No
na	EMP2	Woodlands Business Park	Business Park	Business Park	EMP	No	No	No	No	No	No	No	No

Figure 12 – Step 4, Part 2 Screening of allocations for Likely Significant Effects alone

Ref.	BLP Policy	Site	Site Summary	Potential Significant Effects Alone	Mitigating Measures	Likely Significant Effects not mitigated by BLP.
HA6	HOU1	Maidenhead Golf Course	Former golf course to the south of Maidenhead proposed to be redeveloped with a total of 2000 dwellings. The site lies within 4.61km of the Windsor Forest Great Park SAC and within 4.72km of the Chiltern Beechwoods SAC.	This allocation represents a significant concentration of development. However, the allocation is sufficiently distant from designated sites to minimise the risk of causing significant effects alone although some increases in recreational pressures are likely. In combination effects should be carefully considered.	BLP NE4 Open Space will help to minimise the impact of increased recreational pressures on the designated sites arising from the allocation.	No
HA7	HOU1	Land south of Harvest Hill Road, Maidenhead	Former driving course for golf club to the south of Maidenhead proposed to be redeveloped with a total of 350 dwellings. The site lies within 4.39km of the Windsor Forest Great Park SAC and 5.65km of the Chiltern Beechwoods SAC.	There may be some limited increases in recreational pressures associated with the allocation. The allocation is sufficiently distant from designated sites to minimise the risk of causing significant effects alone. In combination effects should be carefully considered.	NE4 Open Space to minimise recreational pressures.	No
HA8	HOU1	Land south of Manor Lane, Maidenhead	Vacant Land to the south of Maidenhead to be developed with 180 dwellings. The site lies within 4.98km of the Windsor Forest Great Park SAC and 5.29km of the Chiltern Beechwoods SAC.	There may be some limited increases in recreational pressures associated with the allocation. The allocation is sufficiently distant from designated sites to minimise the risk of causing significant effects alone. In combination effects should be carefully considered.	NE4 Open Space to minimise recreational pressures.	No

Ref.	BLP Policy	Site	Site Summary	Potential Significant Effects Alone	Mitigating Measures	Likely Significant Effects not mitigated by BLP.
HA9	SP1	Land south of the A308(M), west of Ascot Road and North of the M4 (Known as the Triangle Site)	Site bounded by the A308 and M4 to the south of Maidenhead proposed for mixed use development including 150 dwellings and employment land. The site lies within 3.9km of the Windsor Forest Great Park SAC.	There may be some limited increases in recreational pressures associated with the allocation. The allocation is sufficiently distant from designated sites to minimise the risk of causing significant effects alone. In combination effects should be carefully considered.	NE4 Open Space to minimise recreational pressures.	No
HA10	SP1	Ascot Town Centre	The redevelopment of a number of linked sites within Ascot Town Centre is proposed by the BLP. The boundaries of the allocation are within 3.52km of the Thames Basin Heaths SPA and 2.63km of the Windsor Forest Great Park SAC. The allocation comprises both previously developed land and undeveloped land. A total of 300 residential units is expected together with other land uses consistent with the identification of Ascot as a district centre.	Modest increases in recreational pressures on the Thames Basins Heaths SPA and Windsor Forest Great Park SAC. Potential for negative impacts on air pollution due to increased number of residents/car ownership in the vicinity but this may be balanced by a reduction in the need to travel to access convenience goods due to the concentration of development within a district centre.	Provision of appropriate level of SANG land and SAMM contributions as specified by BLP Policy NE2. Policies EP2 Air Pollution and IF3 Sustainable Transport provide appropriate mitigation measures for the effects on designated sites likely to arise from this allocation.	No

Ref.	BLP Policy	Site	Site Summary	Potential Significant Effects Alone	Mitigating Measures	Likely Significant Effects not mitigated by BLP.
HA11	HOU1	Land west of Windsor, north and south of A308	Land to the west of Windsor is proposed as an extension to the town of 650 dwellings. The boundary of the allocation is within 1.23km of the Windsor Forest Great Park SAC.	The scale of the proposed development within 1.5km of Windsor Forest Great Park SAC is likely to give rise to diffuse air pollution due to increase car use and increases in recreational pressures.	BLP Policies NE4 Open Space together with NE1 Nature Conservation should be sufficient to ensure that recreational pressures arising from the proposed allocation are mitigated at the application stage. Policy EP2 Air Pollution will also help to mitigate negative impacts.	No
HA12	HOU1	Boyn Valley Industrial Estate Maidenhead	Industrial estate proposed for redevelopment with 300 dwellings. The site is within 4.32km from the Chiltern Beechwoods SAC	There may be some limited increases in recreational pressures associated with the allocation. The allocation is sufficiently distant from designated sites to minimise the risk of causing significant effects alone. In combination effects should be carefully considered.	NE4 Open Space to minimise recreational pressures.	No
HA18	HOU1	Land between Windsor Road and Bray Lake, south of Maidenhead	Development of agricultural land in the Green Belt to the south of Maidenhead for 140 dwellings. The boundary of the allocation is within 2.92km of the Windsor Forest Great Park SAC.	The scale of the proposed development within 3km of Windsor Forest Great Park SAC is likely to give rise to diffuse air pollution due to increase car use and increases in recreational pressures.	BLP Policies NE4 Open Space together with NE1 Nature Conservation should be sufficient to ensure that recreational pressures arising from the proposed allocation are mitigated at the application stage. Policy EP2 Air Pollution will also help to mitigate negative impacts.	No

Ref.	BLP Policy	Site	Site Summary	Potential Significant Effects Alone	Mitigating Measures	Likely Significant Effects not mitigated by BLP.
HA19	HOU1	Land east of Whitebrook Park, Lower Cookham Road, Maidenhead	A playing field to the north of Maidenhead is proposed to be developed with 75 dwellings. The boundary of the allocation is 4.19km from the Chiltern Beechwoods SAC and 3.89 km from the Burnham Beeches SAC.	This modest allocation some distance from both the Chiltern Beechwoods and Burnham Beeches SAC is unlikely to give rise to significant increases in recreational pressures or diffuse air pollution.	BLP Policies NE4 Open Space and EP2 Air Pollution are considered to offer sufficient mitigating measures for the modest scale of this allocation.	No
HA21	HOU1	Land known as Spencer's Farm, north of Lutman Lane, Maidenhead	Agricultural land in the Green Belt to the north of Maidenhead is proposed to be developed with 300 residential units. The site is within 2.9km of the Chiltern Beechwoods SAC and 5.75km from the Burnham Beeches SAC.	The quantum of development proposed within 3km of the Chiltern Beechwoods SAC is likely to give rise to some modest increases in recreational pressures. The need to secure accessible open space should be secured by the allocation to ensure that recreational impacts on the beechwoods is minimised. Potential for diffuse air pollution.	BLP Policies NE4 Open Space together with NE1 Nature Conservation should be sufficient to ensure that recreational pressures arising from the proposed allocation are mitigated at the application stage. Policy EP2 Air Pollution will also help to mitigate negative impacts.	No
HA22	HOU1	Land north of Breadcroft Lane and south of the railway line, Maidenhead	Agricultural land to the west of Maidenhead in the Green Belt is proposed to be developed with 100 residential units. The site is within 4.67km of the Chiltern Beechwoods SAC.	There may be some limited increases in recreational pressures associated with the allocation. The allocation is sufficiently distant from designated sites to minimise the risk of causing significant effects alone. In combination effects should be carefully considered.	NE4 Open Space to minimise recreational pressures.	No

Ref.	BLP Policy	Site	Site Summary	Potential Significant Effects Alone	Mitigating Measures	Likely Significant Effects not mitigated by BLP.
HA23	HOU1	Land west of Monkey Island Lane, including water treatment works, Maidenhead	Redevelopment of land including water treatment works to the south east of Maidenhead with 100 dwellings. The site is within 2.67km of the Windsor Forest Great Park SAC.	There may be some limited increases in recreational pressures associated with the allocation. The allocation is sufficiently distant from designated sites to minimise the risk of causing significant effects alone. In combination effects should be carefully considered.	NE4 Open Space to minimise recreational pressures.	No
HA24	HOU1	Summerleaze, Summerleaze Road, Maidenhead	Redevelopment of land within the Green Belt with 80 dwellings. The site is within 3.87km of the Chiltern Beechwoods SAC and 5.39km of the Burnham Beeches SAC.	This modest allocation some distance from both the Chiltern Beechwoods and Burnham Beeches SAC is unlikely to give rise to significant increases in recreational pressures or diffuse air pollution.	BLP Policies NE4 Open Space and EP2 Air Pollution are considered to offer sufficient mitigating measures for the modest scale of this allocation.	No
HA32	HOU1	Heatherwood Hospital, Ascot	Site of a former hospital to the west of Ascot including areas of woodland and residential development. The site is within 3.65km of the Thames Basin Heaths SPA and 3.50km of the Windsor Great Forest SAC and it is proposed that it is redeveloped to provide 250 residential units.	Modest increases in recreational pressures on the Thames Basins Heaths SPA and Windsor Forest Great Park SAC. Potential for negative impacts on air pollution due to increased number of residents/car ownership in the vicinity but this may be balanced by a reduction in the need to travel to access convenience goods due to the concentration of development adjacent to a district centre.	Provision of appropriate level of SANG land and SAMP contributions as specified by BLP Policy NE2. Policies EP2 Air Pollution and IF3 Sustainable Transport provide appropriate mitigation measures for the effects on designated sites likely to arise from this allocation.	No

Ref.	BLP Policy	Site	Site Summary	Potential Significant Effects Alone	Mitigating Measures	Likely Significant Effects not mitigated by BLP.
HA33	HOU1	Silwood Park, Sunningdale	Former residential college campus proposed for redevelopment with 75 residential units. The site is within 2.18km of the Thames Basin Heaths SPA and 0.63km of the Windsor Forest Great Park SAC.	The modest size of the development and it's current residential use mean that increases to recreational pressures are likely to be correspondingly modest.	Provision of appropriate level of SANG land and SAMM contributions as specified by BLP Policy NE2.	No
HA34	HOU1	Sunningdale Park, Sunningdale	Redevelopment of the Sunningdale Park conference facility which includes open space and residential development with 230 residential dwellings. The site is within 1.59km of the Thames Basins Heath SPA and 1.2km of the Windsor Forest Great Park SAC.	The size of the development coupled with its relatively close proximity to both the Thames Basin Heaths SPA and Windsor Forest Great Park SAC could give rise to some increases in recreational pressures and may also increase diffuse air pollution due to increases private car use.	Provision of appropriate level of SANG land and SAMM contributions as specified by BLP Policy NE2. Policies EP2 Air Pollution and IF3 Sustainable Transport provide appropriate mitigation measures for the effects on designated sites likely to arise from this allocation.	No
HA35	HOU1	Gas holder site, Bridge Road, Sunninghill	Redevelopment of a former gas holder site with 53 dwellings. The site is within 2.18km of the Thames Basin Heaths SPA and 2.29km of the Windsor Forest Great Park SAC.	Modest increases in recreational pressures on the Thames Basins Heaths SPA and Windsor Forest Great Park SAC. Potential for negative impacts on air pollution due to increased number of residents/car ownership in the vicinity.	Provision of appropriate level of SANG land and SAMM contributions as specified by BLP Policy NE2. Policies EP2 Air Pollution and IF3 Sustainable Transport provide appropriate mitigation measures for the effects on designated sites likely to arise from this allocation.	No

Ref.	BLP Policy	Site	Site Summary	Potential Significant Effects Alone	Mitigating Measures	Likely Significant Effects not mitigated by BLP.
HA36	HOU1	Broomhall Car Park, Sunningdale	Redevelopment of a former car park with 28 residential units. The site is within 0.43km of the Thames Basins Heaths SPA and 1.74km of the Windsor Forest Great Park SAC.	Development of this previously developed site for the modest number of dwellings indicated is unlikely to cause significant effects beyond minimal increases in recreational pressure.	Provision of appropriate level of SANG land and SAMM contributions as specified by BLP Policy NE2.	No
HA37	HOU1	White House, London Road, Sunningdale	Intensification of the existing urban environment from 1 to 10 residential units. The site is within 0.56km of the Thames Basins Heaths SPA and 2.28km of the Windsor Forest Great Park SAC.	Development of this previously developed site for the modest number of dwellings indicated is unlikely to cause significant effects beyond minimal increases in recreational pressure.	Provision of appropriate level of SANG land and SAMM contributions as specified by BLP Policy NE2.	No
HA38	HOU1	Cookham Gas holder, Whyteladyes Lane, Cookham	Redevelopment of a former gas holder site with 60 residential units. The site is within 1.75km of Chiltern Beechwoods SAC and 5.78km of the Burnham Beeches SAC.	This modest allocation may give rise to modest increases in recreational pressures and levels of diffuse air pollution due to it's proximity to Chiltern Beechwoods SAC.	BLP Policies NE4 Open Space and EP2 Air Pollution are considered to offer sufficient mitigating measures for the modest scale of this allocation.	No
HA39	HOU1	Land east of Strande Park, Cookham	Agricultural land within the Green Belt to the north of Maidenhead. Development of the land with 20 residential units is proposed. The site is within 2.32km of the Chiltern Beechwoods SAC and 5.39km of the Burnham Beeches SAC.	This modest allocation some distance from both the Chiltern Beechwoods and Burnham Beeches SAC is unlikely to give rise to significant increases in recreational pressures or diffuse air pollution.	BLP Policies NE4 Open Space and EP2 Air Pollution are considered to offer sufficient mitigating measures for the modest scale of this allocation.	No

Ref.	BLP Policy	Site	Site Summary	Potential Significant Effects Alone	Mitigating Measures	Likely Significant Effects not mitigated by BLP.
HA40	HOU1	Land north of Lower Mount Farm, Long Lane, Cookham	Agricultural land within the Green Belt proposed for development of 200 dwellings. The site is within 1.62km of the Chiltern Beechwoods SAC and 5.7km of the Burnham Beeches SAC.	The quantum of development proposed within 2km of the Chiltern Beechwoods SAC is likely to give rise to some increases in recreational pressures. The need to secure accessible open space should be secured by the allocation to ensure that recreational impacts on the beechwoods is minimised. Potential for diffuse air pollution.	BLP Policies NE4 Open Space together with NE1 Nature Conservation should be sufficient to ensure that recreational pressures arising from the proposed allocation are mitigated at the application stage. Policy EP2 Air Pollution will also help to mitigate negative impacts.	No
HA41	HOU1	Land at Riding Court Road and London Road Datchet	Agricultural land within the Green Belt is proposed to accommodate 175 dwellings. The site is within 2.25km of the South West London Waterbodies SPA and 3.11km of the Windsor Forest Great Park SAC.	Modest increases in recreational pressures are expected to be associated with this development. Minor increase to diffuse air pollution.	BLP Policies NE4 Open Space and EP2 Air Pollution are considered sufficient to mitigate the impacts of this allocation on designated sites.	No
HA42	HOU1	Land at Slough Road/Riding Court Road, Datchet	Agricultural land proposed for the development of 150 dwellings. The site is within 2.08km of the South West London Waterbodies SPA and 3.27km of the Windsor Forest Great Park SAC.	Modest increases in recreational pressures are expected to be associated with this development. Minor increase to diffuse air pollution.	BLP Policies NE4 Open Space and EP2 Air Pollution are considered sufficient to mitigate the impacts of this allocation on designated sites.	No

Ref.	BLP Policy	Site	Site Summary	Potential Significant Effects Alone	Mitigating Measures	Likely Significant Effects not mitigated by BLP.
HA43	HOU1	Land north of Eton Road adj to St Augustine's Church, Datchet	Agricultural land proposed for the development of 35 residential units. The site is within 3.23km of the South West London Waterbodies SPA and 3.28km fo the Windsor Forest Great Park SAC.	The size of the development coupled with its distance from designated sites mean that no significant effects are likely.	BLP Policies NE4 Open Space and EP2 Air Pollution are considered sufficient to mitigate the impacts of this allocation on designated sites.	No
HA44	HOU1	Land east of Queen Mother Reservoir, Horton	Undeveloped land proposed for 130 dwellings. The site is within 1.51km of the South West London Waterbodies SPA and 5.19km of the Windsor Forest Great Park SAC.	Modest increases in recreational pressures are expected to be associated with this development. Minor increase to diffuse air pollution.	BLP Policies NE4 Open Space and EP2 Air Pollution are considered sufficient to mitigate the impacts of this allocation.	No
HA45	HOU1	Land adjacent to Coppermill Road, Horton	Undeveloped land bounding the South West London Waterbodies SPA proposed for the development of 27 dwellings. The site is 0.55km from the South West London Waterbodies SPA and 4.41km from the Windsor Forest Great Park SAC.	Negligible increases in recreational pressures are expected to be associated with this small development. Sensitivities associated with increased population include fly-tipping and species disturbance could be expected but it has been established that there is no access to the SPA from the proposed allocation due to the existence of a fence surrounding Wraysbury Reservoir. Fly-tipping has the potential to introduce invasive non-native species to the SPA. High rise development could increase the incidence of bird strike and could effect flight paths.	Site allocation pro-forma should include a height restriction clause to minimise disruption to flight paths.	Yes

Ref.	BLP Policy	Site	Site Summary	Potential Significant Effects Alone	Mitigating Measures	Likely Significant Effects not mitigated by BLP.
na	IF2	Golf Range, Braywick Park	Former golf driving range to the south of Maidenhead proposed to be developed with a leisure Centre to replace the facility within Maidenhead town centre. The site is within 4.83km of Windsor Forest Great Park SAC and 5.09km of Chiltern Beechwoods SAC.	There may be some limited increases in recreational pressures associated with the allocation. The allocation is sufficiently distant from designated sites to minimise the risk of causing significant effects alone. In combination effects should be carefully considered.	NE4 Open Space to minimise recreational pressures.	No

Part 3 – In combination effects of development allocations.

Figure 13: Sites removed from the in combination effects due to the distance from designated sites.

Ref.	BLP Policy	Site	Within 7km of TBH SPA	Within 5km of SWLWB SPA	Within 5km of WFGP SAC	Within 5km of Chiltern Beechwoods SAC	Within 5km of Burnham Beeches SAC
HA14	HOU1	Land south of Ray Mill Road East, Maidenhead	No	No	No	No	No
HA20	HOU1	North of Woodlands Business Park, Maidenhead	No	No	No	No	No

Figure 14: Site removed from the in combination effects consideration due to no change of use.

BLP Policy	Site	Current Land Use	Proposed Use
EMP2	Alma Road, Windsor	Business Park	Business Park
EMP2	Ascot Business Park, Ascot	Business Park	Business Park
EMP2	Centrica, Millstream Windsor	Business Park	Business Park
EMP2	Cordwallis Industrial Area, Maidenhead	Industrial Estate	Industrial Estate
EMP2	Fairacres Industrial Area, Windsor	Industrial Estate	Industrial Estate
EMP2	Foundation Business Park, Cox Green	Business Park	Business Park
EMP2	Furze Platt Industrial Area, Maidenhead	Industrial Estate	Industrial Estate
EMP2	Howarth Road, Stafferton Way, Maidenhead	Industrial Estate	Industrial Estate
EMP2	Manor House Lane Employment Estate, Datchet	Business Park	Business Park
EMP2	Norreys Drive, Maidenhead	Business Park	Business Park
EMP2	Prior's Way Industrial Estate, Maidenhead	Industrial Estate	Industrial Estate
EMP2	Queens Road Industrial Estate, Sunninghill	Industrial Estate	Industrial Estate
EMP2	Vansittart Road Industrial Area, Windsor	Industrial Estate	Industrial Estate
EMP2	Vanwall Business Park, Maidenhead	Business Park	Business Park
EMP2	Whitebrook Park, Maidenhead	Business Park	Business Park
EMP2	Windsor Dials, Windsor	Business Park	Business Park
EMP2	Woodlands Business Park	Business Park	Business Park

Figure 15: Step 5 - Likely significant in combination effects for each of the designated sites.

Burnham Beeches SAC – 75 dwellings allocated within 5km of the SAC Boundary			
Sources, Pathways or Operation	Potential BLP Impacts	Mitigating factors and comments	Likelihood of significant effect
Air Quality	Low	Greater levels of development in the area could lead to increased ownership and use of cars, leading to possible impact on air pollution. The Highways Agency Design Manual for Roads and Bridges(www.dft.gov.uk/ha/standards/dmr/index) states that an increase in traffic will only affect areas of land up to 200m from a road where there will be a significant increase in traffic. Further, a BLP policy acts to support and encourage sustainable modes of transport. Industrial development of certain sites could also lead to air pollution, but the effects of this are avoided by a combination of BLP policies that protect the environment, minimise air pollution and protect designated sites. For these reasons the BLP will not have an adverse impact on air quality in the area.	None
Habitat / species disturbance	Low	A BLP policy requires the conservation of protected species, avoiding damage to designated sites and ensuring that those sites will be maintained, protected and enhanced. Greater levels of development in the area could lead to increased pressures on designated sites and impacts arising from greater pet ownership (disturbance and predation). Any development in the area will be subject to mitigation measures as set out in this report and secured by a BLP policy. Hence the BLP will have no specific impact on habitat or species disturbance in the area.	None
Recreational pressure	Low	Greater levels of development in the area could lead to increased recreational pressures on designated sites. Any development in the area will be subject to mitigation measures as set out in this report and secured by a BLP policy. In particular, the educational aspects of the SAMM and SANG projects will help to limit any removal of plants from all designated areas, not just the Thames Basin Heaths SPA. The SAC is also comprised largely of woodland, which is resilient to recreational disturbance. Hence the BLP is unlikely to give rise to specific impacts arising from recreational pressure.	None
Direct land take	None	The BLP does not propose any development within designated sites so there will be no land take.	None
Water Quality	None	The BLP contains no proposals that would have an adverse effect on water pollution or hydrology, and a BLP policy requires development not to have a detrimental effect on water quality or adversely affect pollution of watercourses. No area within the borough feeds water into the SAC, so the BLP can have no impact on water supply.	None
Water Quantity	None	The BLP contains no proposals for water abstraction. Although the SAC has a zone of influence for water quantity, no area within the borough feeds water into the SAC. The BLP contains no proposals that would have an adverse effect on drainage arrangements or watercourses. There are unlikely to be impacts on water supply.	None

Chiltern Beechwoods SAC – 4730 dwellings allocated within 5km of the SAC boundary plus replacement leisure centre			
Sources, Pathways or Operation	Potential BLP Impacts	Mitigating factors and comments	Likelihood of significant effect
Air Quality	Low	Greater levels of development in the area could lead to increased ownership and use of cars, leading to possible impact on air pollution. The Highways Agency Design Manual for Roads and Bridges(www.dft.gov.uk/ha/standards/dmrb/index) states that an increase in traffic will only affect areas of land up to 200m from a road where there will be a significant increase in traffic. Further, a BLP policy acts to support and encourage sustainable modes of transport. Industrial development of certain sites could also lead to air pollution, but the effects of this are avoided by a combination of BLP policies that protect the environment, minimise air pollution and protect designated sites. For these reasons the BLP will not have an adverse impact on air quality in the area.	None
Habitat / species disturbance	Low	A BLP policy requires the conservation of protected species, avoiding damage to designated sites and ensuring that those sites will be maintained, protected and enhanced. Greater levels of development in the area could lead to increased pressures on designated sites and impacts arising from greater pet ownership (disturbance and predation). Any development in the area will be subject to mitigation measures as set out in this report and secured by a BLP policy. Hence the BLP is unlikely to have specific impacts on habitat or species disturbance in the area.	None
Recreational pressure	Low	Greater levels of development in the area could lead to increased recreational pressures on designated sites. Any development in the area will be subject to mitigation measures as set out in this report and secured by a BLP policy. In particular, the educational aspects of the SAMM and SANG projects will help to limit any removal of plants from all designated areas, not just the Thames Basin Heaths SPA. The SAC is largely comprised of woodland, which is resilient to recreational disturbance. Hence the BLP is unlikely to give rise to specific impacts arising from recreational pressure.	None
Direct land take	None	The BLP does not propose any development within designated sites so there will be no land take.	None
Water Quality	None	The BLP contains no proposals that would have an adverse effect on water pollution or hydrology, and a BLP policy requires development not to have a detrimental effect on water quality or adversely affect pollution of watercourses.	None
Water Quantity	None	The BLP contains no proposals for water abstraction. The BLP contains no proposals that would have an adverse effect on drainage arrangements or watercourses. There are unlikely to be impacts on water supply.	None

South West London Water Bodies SPA and Ramsar – 733 dwellings allocated within 5km of the SPA boundary			
Sources, Pathways or Operation	Potential BLP Impacts	Mitigating factors and comments	Likelihood of significant effect
Air Quality	Low	Greater levels of development in the area could lead to increased ownership and use of cars, leading to possible impact on air pollution. The Highways Agency Design Manual for Roads and Bridges(www.dft.gov.uk/ha/standards/dmr/index) states that an increase in traffic will only affect areas of land up to 200m from a road where there will be a significant increase in traffic. Further, a BLP policy acts to support and encourage sustainable modes of transport. Industrial development of certain sites could also lead to air pollution, but the effects of this are avoided by a combination of BLP policies that protect the environment, minimise air pollution and protect designated sites. For these reasons the BLP will not have an adverse impact on air quality in the area.	None
Habitat / species disturbance	Low	A BLP policy requires the conservation of protected species, avoiding damage to designated sites and ensuring that those sites will be maintained, protected and enhanced. Greater levels of development in the area could lead to increased pressures on designated sites and impacts arising from greater pet ownership (disturbance and predation). Any development in the area will be subject to mitigation measures as set out in this report and secured by a BLP policy. Hence the BLP is unlikely to have specific impacts on habitat or species disturbance in the area.	None
Recreational pressure	Low	Greater levels of development in the area could lead to increased recreational pressures on designated sites. Any development in the area will be subject to mitigation measures as set out in this report and secured by a BLP policy. In particular, the educational aspects of the SAMM and SANG projects will help to limit any removal of plants from all designated areas, not just the Thames Basin Heaths SPA. Hence the BLP is unlikely to give rise to specific impacts arising from recreational pressure.	None
Direct land take	None	The BLP does not propose any development within designated sites so there will be no land take.	None
Water Quality	None	The BLP contains no proposals that would have an adverse effect on water pollution or hydrology, and a BLP policy requires development not to have a detrimental effect on water quality or adversely affect pollution of watercourses.	None
Water Quantity	None	The BLP contains no proposals for water abstraction. The site largely consists of reservoirs and the continued presence of water on the site is secured by the plan. The BLP contains no proposals that would have an adverse effect on drainage arrangements or watercourses. There are unlikely to be impacts on water supply.	None

Thames Basin Heaths SPA (including Thursley, Ash, Pirbright and Chobham SAC) 991 dwellings allocated within 5km of the SPA boundary, 991 dwellings allocated within 7km of the SPA boundary.			
Sources, Pathways or Operation	Potential BLP Impacts	Mitigating factors and comments	Likelihood of significant effect
Air Quality	Low	Greater levels of development in the area could lead to increased ownership and use of cars, leading to possible impact on air pollution. The Highways Agency Design Manual for Roads and Bridges(www.dft.gov.uk/ha/standards/dmrb/index) states that an increase in traffic will only affect areas of land up to 200m from a road where there will be a significant increase in traffic. Further, a BLP policy acts to support and encourage sustainable modes of transport. Industrial development of certain sites could also lead to air pollution, but the effects of this are avoided by a combination of BLP policies that protect the environment, minimise air pollution and protect designated sites. For these reasons the BLP will not have an adverse impact on air quality in the area.	None
Habitat / species disturbance	Low	A BLP policy requires the conservation of protected species, avoiding damage to designated sites and ensuring that those sites will be maintained, protected and enhanced. Greater levels of development in the area could lead to increased pressures on designated sites and impacts arising from greater pet ownership (disturbance and predation). Any development in the area will be subject to mitigation measures as set out in this report and secured by a BLP policy, following the approach set out in South East Plan Policy NRM6 and the Thames Basin Heaths SPA SPD. Hence the BLP is unlikely to have specific impacts on habitat or species disturbance in the area.	None
Recreational pressure	Low	Greater levels of development in the area could lead to increased recreational pressures on designated sites. Any development in the area will be subject to mitigation measures as set out in this report and secured by a BLP policy. In particular, the educational aspects of the SAMM and SANG projects will help to limit any removal of plants from all designated areas, not just the Thames Basin Heaths SPA. Hence the BLP is unlikely to give rise to specific impacts arising from recreational pressure.	None
Direct land take	None	The BLP does not propose any development within designated sites so there will be no land take.	None
Water Quality	None	The BLP contains no proposals that would have an adverse effect on water pollution or hydrology, and a BLP policy requires development not to have a detrimental effect on water quality or adversely affect pollution of watercourses.	None
Water Quantity	None	The BLP contains no proposals for water abstraction. The site largely consists of reservoirs and the continued presence of water on the site is secured by the plan. The BLP contains no proposals that would have an adverse effect on drainage arrangements or watercourses. There are unlikely to be impacts on water supply.	None

Windsor Forest Great Park SAC – 5399 dwellings allocated within 5km of the SAC boundary plus replacement leisure centre			
Sources, Pathways or Operation	Potential BLP Impacts	Mitigating factors and comments	Likelihood of significant effect
Air Quality	Low	Greater levels of development in the area could lead to increased ownership and use of cars, leading to possible impact on air pollution. The Highways Agency Design Manual for Roads and Bridges(www.dft.gov.uk/ha/standards/dmr/index) states that an increase in traffic will only affect areas of land up to 200m from a road where there will be a significant increase in traffic. Further, a BLP policy acts to support and encourage sustainable modes of transport. Industrial development of certain sites could also lead to air pollution, but the effects of this are avoided by a combination of BLP policies that protect the environment, minimise air pollution and protect designated sites. For these reasons the BLP will not have an adverse impact on air quality in the area.	None
Habitat / species disturbance	Low	A BLP policy requires the conservation of protected species, avoiding damage to designated sites and ensuring that those sites will be maintained, protected and enhanced. Greater levels of development in the area could lead to increased pressures on designated sites and impacts arising from greater pet ownership (disturbance and predation). Any development in the area will be subject to mitigation measures as set out in this report and secured by a BLP policy. Hence the BLP is unlikely to have specific impacts on habitat or species disturbance in the area.	None
Recreational pressure	Low	Greater levels of development in the area could lead to increased recreational pressures on designated sites. Any development in the area will be subject to mitigation measures as set out in this report and secured by a BLP policy. In particular, the educational aspects of the SAMM and SANG projects will help to limit any removal of plants from all designated areas, not just the Thames Basin Heaths SPA. The SAC is largely comprised of woodland, which is resilient to recreational disturbance. Hence the BLP is unlikely to give rise to specific impacts arising from recreational pressure.	None
Direct land take	None	The BLP does not propose any development within designated sites so there will be no land take. The BLP does not propose development in the vicinity of designated sites and hence there is no scope for the erection of structures, storage of materials on the sites. Any proposals for erection of structures or storage of materials on the site would require planning permission. These matters would in any case be under the control of the Crown as landowner.	None
Water Quality	None	The BLP contains no proposals that would have an adverse effect on water pollution or hydrology, and a BLP policy requires development not to have a detrimental effect on water quality or adversely affect pollution of watercourses.	None
Water Quantity	None	The BLP contains no proposals for water abstraction. The BLP contains no proposals that would have an adverse effect on drainage arrangements or watercourses. There are unlikely to be impacts on water supply.	None

Effects Arising in Combination with other Plans and Programmes

5.1 The Habitat Regulations requires the consideration of significant effects of a plan or programme arising from in combination effects with other plans or programmes. It can be considered that this will fall into two categories: those effects associated with regional strategic plans and proposals and those relating to more localised effects.

5.2 The South East Plan considered the in-combination effects of the region's projects and plans at a strategic level. Although the plan itself has now been revoked, apart from the policy relating to the Thames Basin Heaths SPA and one other section of no consequence to this exercise, the assessment remains relevant and it is not considered necessary to further assess any regionally strategic plans.

5.3 It is clearly neither practical nor necessary to assess the in combination effects of the BLP within the context of all other plans and projects within the South East. In practice, therefore, in-combination assessment is of greatest relevance when the plan would otherwise be screened out because its individual contribution is inconsequential.

5.4 For the purposes of this assessment, it has been determined that, due to the nature of the identified impacts, the key other plans and projects relate to the additional housing, transport and employment allocations proposed for other neighbouring authorities over the lifetime of the BLP. These have all been individually assessed under the Habitat Regulations, including any mitigation measures they themselves include, and this process will have included an assessment of in-combination effects arising at the time of assessment.

5.5 In recognition to the diffuse effects of air pollution arising from the plan it is reasonable to presume that the plan may contribute cumulatively to an overall change in background air quality across an entire region (although individual plans and developments are – with the exception of large point sources such as power stations – likely to make only very small individual contributions). In July 2006, when the issue of potential contribution to diffuse atmospheric pollution was raised by the Runnymede District Council, Natural England advised that: 'Pollutants can act locally or be transported far from the source ...The (plan) can only be concerned with locally emitted and short range locally acting pollutants.' Going on to advise the Council that, "...effects from vehicular atmospheric emissions should only be considered if the roads on which the vehicles travel are closer than 200m from the Natural 2000 site."

5.6 It is generally accepted that this guidance was not initially intended to set a precedent. However, given the fact that it was issued by the Government's statutory nature conservation adviser in response to a specific diffuse air pollution query, it has inevitably done so. It receives considerable weight, as it is the only formal guidance that has been issued to a Local Authority from any Natural England office on this issue. It is therefore considered reasonable to conclude that it is the responsibility of national government to set a policy framework for addressing the cumulative cross boundary air quality impacts at the regional level and above.

5.7 As detailed in Figure 15 no likelihood has been found of significant effects on designated sites arising from the BLP. Given this conclusion, and the analysis above of the likely effects of site allocations, policies and the interaction between the two, it is not considered that any in-combination effects could arise from the BLP as a whole.

Screening Assessment Conclusions

6.1 The BLP has been analysed to assess whether it would be likely to result in locally significant effects on designated sites.

6.2 All development plans must be read and implemented in their entirety. This means that some elements of the BLP may have a likely effect on designated sites on their own, but when considered holistically other elements of the plan avoid or mitigate those effects. The screening of the BLP policies and proposed allocations has found one proposed allocation which has the potential for significant effects alone on the South West London Waterbodies SPA. All other proposed allocations and policies acting alone or in combination are not considered to give rise to likely significant effects on the identified designated sites.

6.3 The proximity of the proposed allocation of 27 dwellings at site HA45 Land adjacent to Coppermill Road, Horton has the potential to increase recreational pressures due to direct access to the Wraysbury Reservoir from the rear of the proposed properties. In consultation with Natural England it has been established that the reservoir is fenced and there is no access for recreational purposes due to health and safety considerations. There remain two issues regarding potential significant effects arising from the proposed site; fly tipping and effects on flight paths.

6.4 The impact of fly-tipping, particularly of garden waste from the development, has the potential to introduce invasive non-native species to the SPA. RBWM operate a comprehensive household waste collection service which includes the collection of green garden waste free up to four times per year. The council also operates a subscription service for the routine collection of garden waste on a bi-weekly basis. There is a nominal cost associated with the bi-weekly collection. It is recommended that the need for contributions to garden waste collection via S106 contribution is included in the development requirements for the allocation to ensure that all householders occupying the proposed development have access to doorstep alternatives to garden waste fly-tipping.

6.5 High rise buildings could result in an increased likelihood of bird strike occurring. To reduce the likelihood of bird strike and the alteration of flight paths as a consequence of the development it is recommended that a height restriction is placed on the proposed allocation. If this is not practicable it is considered that, Policy SP3: Design and Policy NE1: Nature Conservation provide a sufficient framework for the height of the proposed development to be restricted to ensure that protected species will be safeguarded from harm or loss.

6.6 The conclusions of the earlier screening report undertaken to support the plan (the Jacobs report), identified a number of issues were raised required further work in order to come to a view as to whether appropriate assessment was required for certain sites. These matters were considered and the policy response for the BLP is shown in Figure 18.

6.7 Development of a number of urban sites will inherently produce diffuse effects, and it is difficult in general to attribute a specific effect to any specific development proposal. However, in the case of development in proximity to the Thames Basin Heaths SPA, where specific research has been undertaken into the behavioural patterns of residents the likely effects of development in any given location can be predicted.

6.8 A specific policy, NE2: Thames Basin Heaths Special Protection Area, has been put in place to mitigate the effects of development, and this has been considered as a mitigation measure within this report for all development within the zone of influence of the Thames Basin Heaths SPA in accordance with saved Policy NRM6 of the South East Plan which requires any new residential development which is likely to have a significant effect on the ecological integrity of the Thames Basin Heaths SPA to demonstrate that adequate measures are put in place to avoid or mitigate any potential adverse effects. Such measures must be agreed with Natural England. Priority should be given to directing development to those areas where potential adverse effects can be avoided without the need for mitigation measures.

Figure 16: Policy response to issues raised within the HRA site screening ‘Jacobs Report’

Issue	Policy Response
The Thames Basin Heaths SPA framework guidance will need to be applied for all sites within the 5km mitigation zone.	This is secured by Policy NE2: Thames Basin Heaths Special Protection Area in the plan.
Allocated sites in the Windsor area should be considered in-combination with other developments and plans in the area.	In-combination assessment has been undertaken and no significant effects are considered likely to arise in reality.
In-combination assessment should not be ruled out for allocated sites in the Maidenhead area, given the scale of development proposed, particularly for sites close to the Chiltern Beechwoods SAC.	In-combination assessment has been undertaken and no significant effects are considered likely to arise in reality. Only a limited scale of development is proposed in particularly close proximity to the Chiltern Beechwoods SAC (260 dwellings within 2km of the SAC boundary). The location of other proposed development will ensure that its effects are felt in a diffuse manner that will not impact on designated sites.
The potential for airborne pollution from industrial sites should be considered.	The suite of environmental protection policies and in particular policies EP1: Environmental Protection and EP2: Air Pollution will provide a sufficient policy framework to reduce the risk of air pollution from industry to such a level that effects on designated sites are considered unlikely.

6.9 Where mitigation measures are required, local planning authorities should deliver a consistent approach to mitigation. The mechanism for implementing this policy is set out in the Thames Basin Heaths Delivery Framework as adopted by the TBH Joint Strategic Partnership and partners and stakeholders. The principles of this are incorporated into planning policy at a borough level, through the Thames Basin Heaths SPA SPD and a policy in the BLP.

6.10 The policy and SPD set out a mechanism by which significant effects on the SPA can be avoided or mitigated. This takes the form of a 5 km zone of influence around the SPA boundary, where measures must be taken to ensure that the integrity of the SPA is protected. Within 400 m of the SPA boundary, an exclusion zone applies, where no net increase in the number of dwellings is permitted. This ensures that development within this zone avoids significant effects on the SPA.

6.11 Where residential development is proposed outside the exclusion zone but within the zone of influence of the SPA, mitigation measures will need to be delivered prior to occupation and secured in perpetuity. Measures will be based on a combination of Strategic Access Management and Monitoring (SAMM) and the provision of Suitable Alternative Natural Greenspace (SANG). The SAMM project will monitor access to the SPA through surveys and other means, and deliver management on a strategic basis to ensure that access issues are addressed in a comprehensive way. SANG provides an alternative recreation destination to attract people to visit rather than visiting the SPA itself, and standards for SANG provision to serve the borough and mechanisms to ensure its delivery and availability in perpetuity are set out within policy and SPD.

6.12 The council will collect contributions from developers towards mitigation measures, including the provision of SANG and joint contributions to the funding of SAMM, to provide access management and monitoring the effects of mitigation measures across the SPA. This approach has been adopted by the council and agreed by Natural England as providing appropriate avoidance and mitigation of locally significant effects on the Thames Basin Heaths SPA. In practical terms this also affords equal protection to the Thursley, Ash, Pirbright and Chobham SAC and Broadmoor to Bagshot Heaths SSSI, which are wholly contained within the SPA.

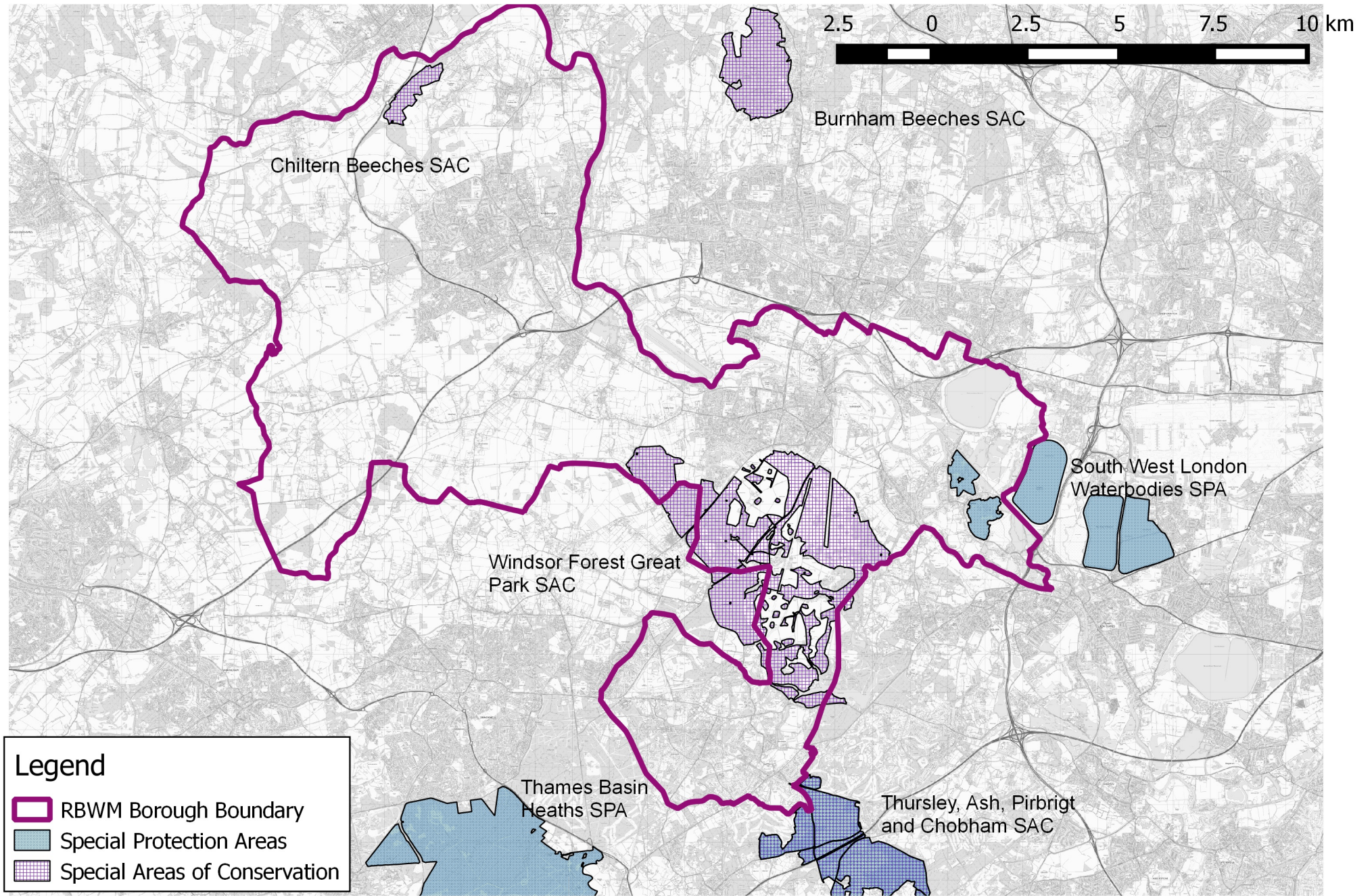
6.13 The effective operation of Policy NE2: Thames Basin Heaths Special Protection Area and the identification of appropriate SANG is essential to ensuring that the impacts of the plan are mitigated with regard to the SPA. The Council is committed to working with the Natural England to ensure that an appropriate level of SANG is identified and proposals for three areas of SANG are included in the BLP.

Screening Opinion

7.1 Under Regulation 102 of the Conservation of Habitats and Species Regulations 2010 the council must consult with Natural England before determining whether or not a plan or programme is likely to have significant effects. A copy of this report will be sent to Natural England requesting their opinion, alongside consultation on the BLP itself.

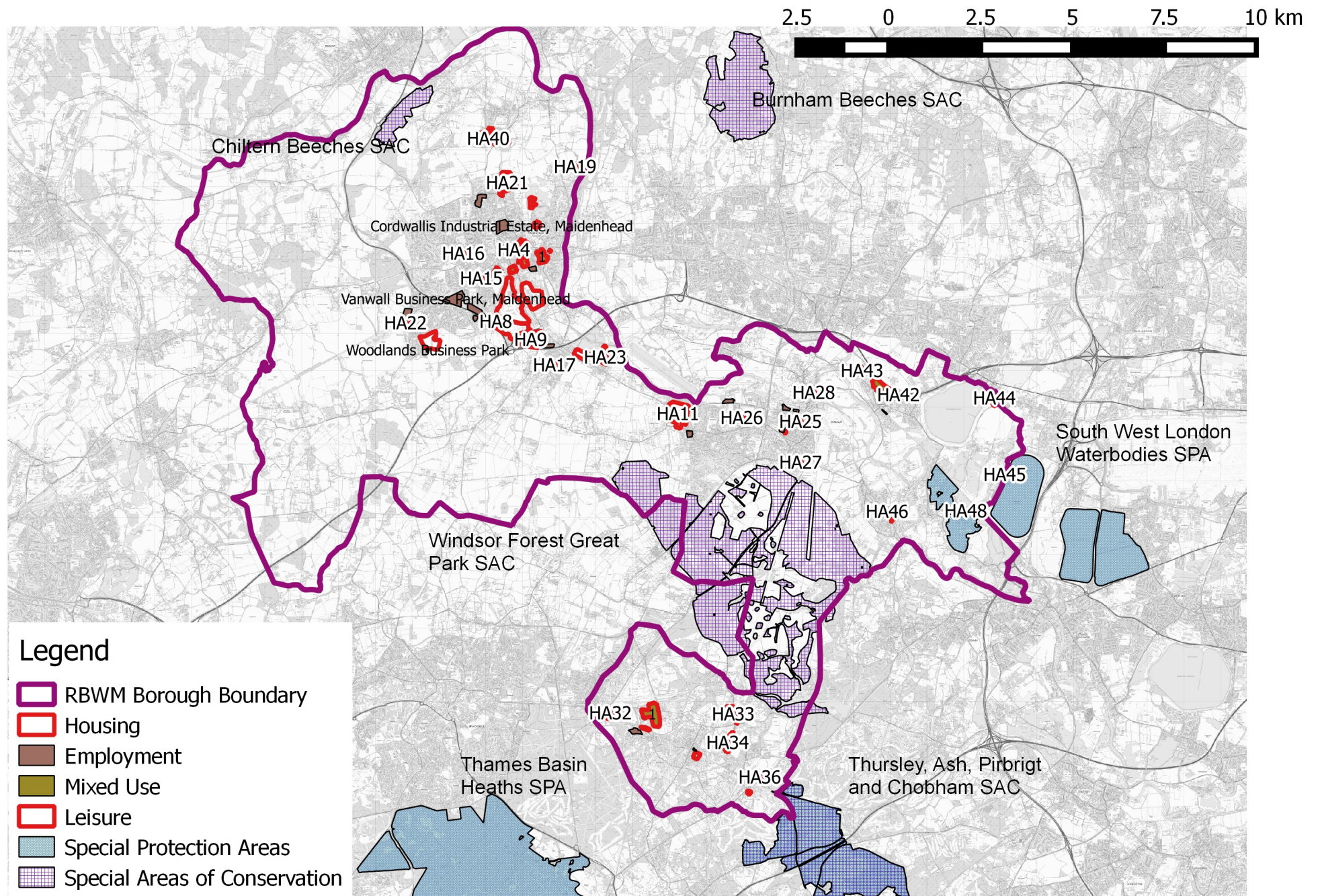
7.2 It is the council's opinion that the BLP is unlikely to have significant effects on the integrity of designated sites, and that therefore a full Appropriate Assessment of the plan is not required.

7.3 The council will review this opinion and, as the competent authority, will make a formal determination following consultation with Natural England. Natural England's opinion will be reflected in a revised screening opinion which will be published to accompany the pre-submission consultation of the BLP.



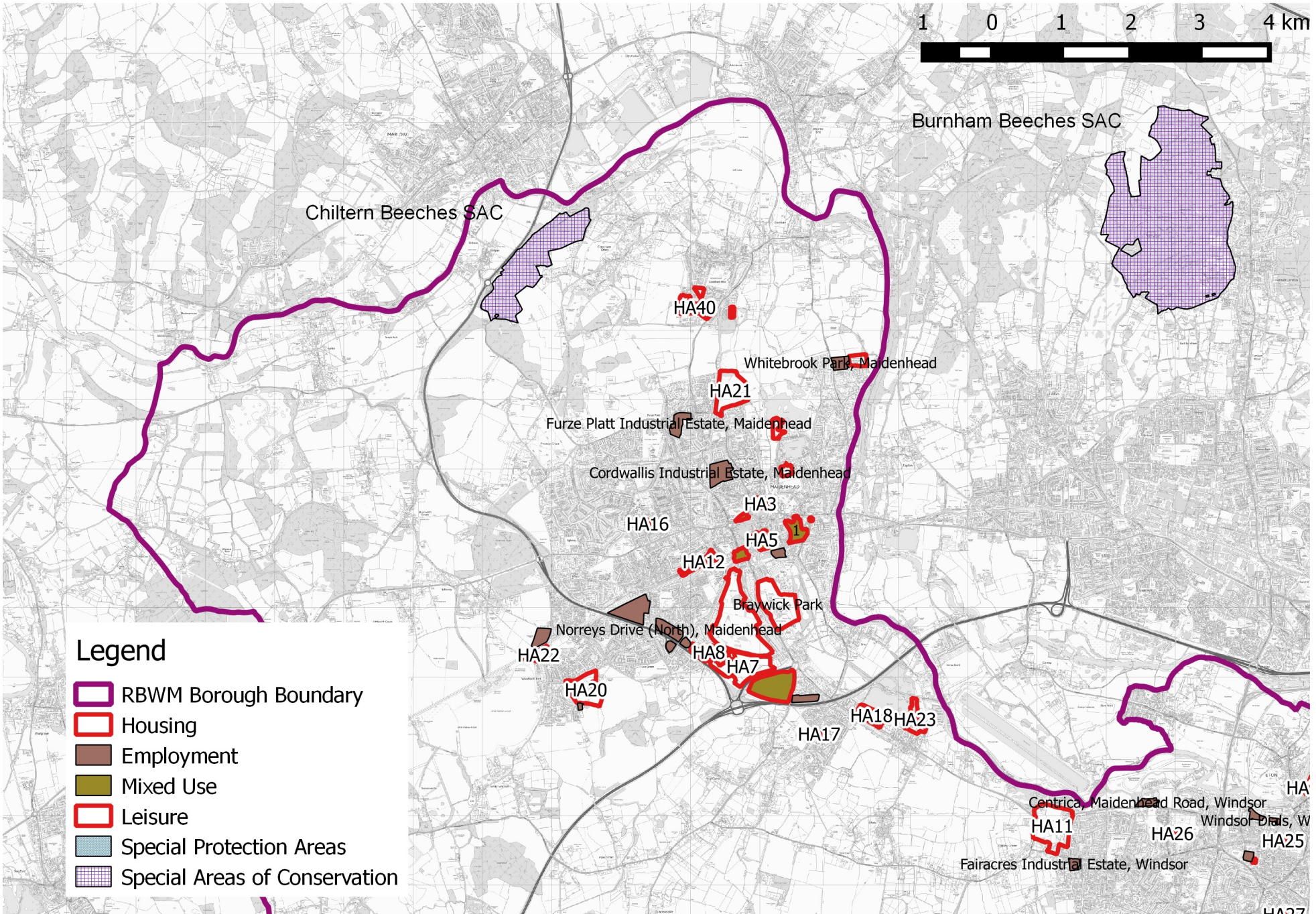
Designated Sites in Relation to The Royal Borough of Windsor and Maidenhead

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Designated Sites in Relation to The Royal Borough of Windsor and Maidenhead

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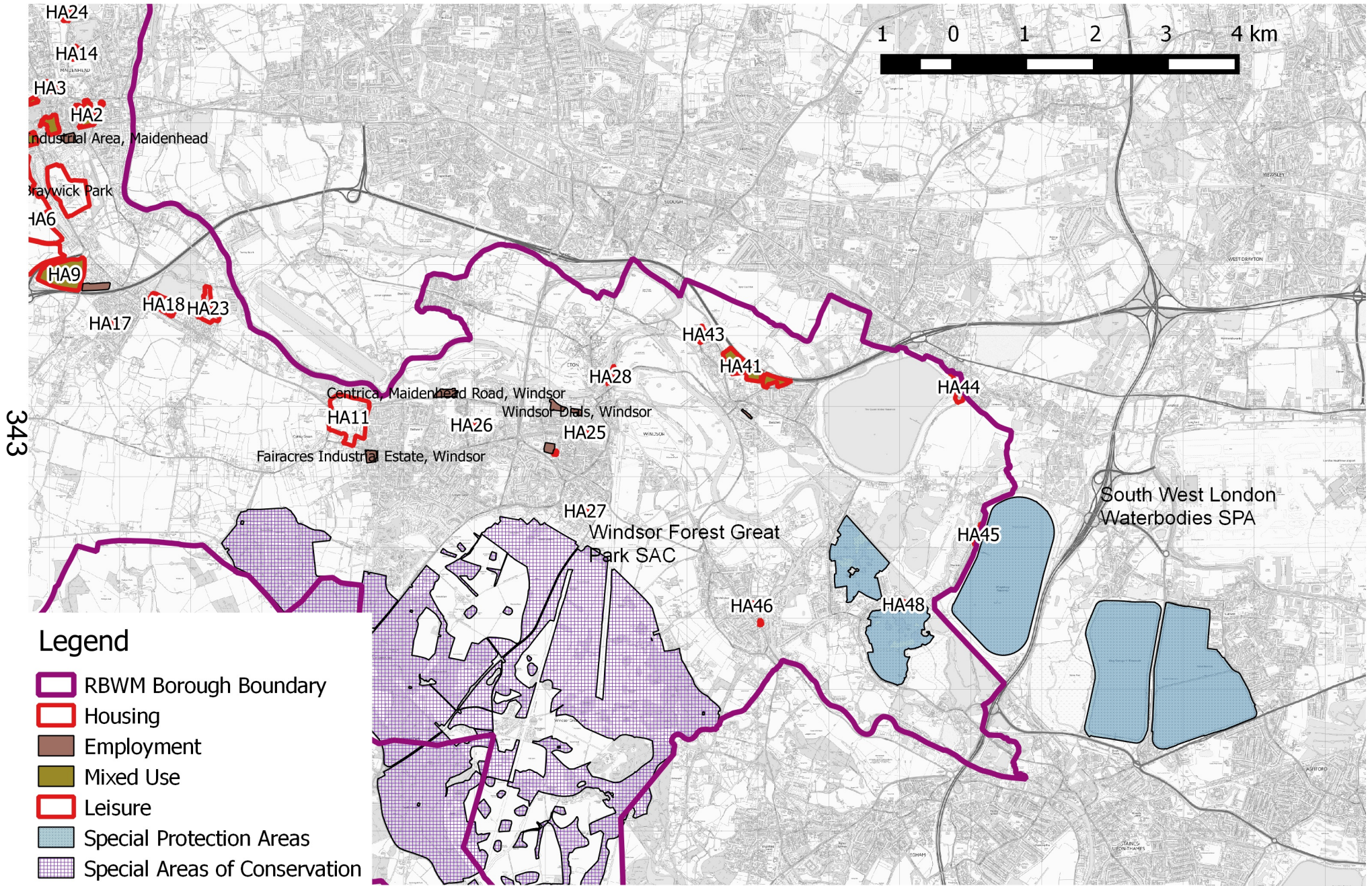


Legend

-  RBWM Borough Boundary
-  Housing
-  Employment
-  Mixed Use
-  Leisure
-  Special Protection Areas
-  Special Areas of Conservation

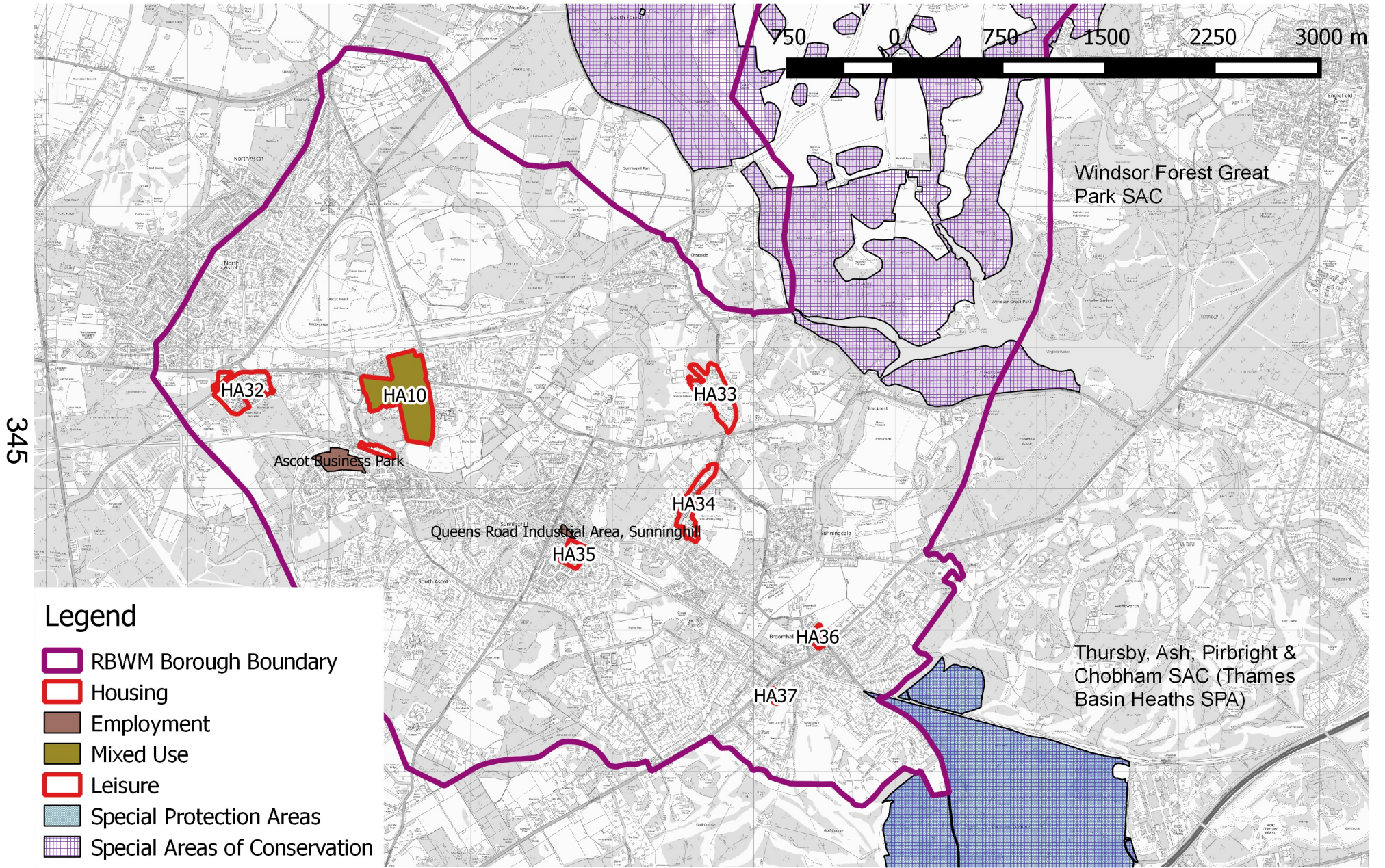
Designated Sites and Proposed Allocations

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Designated Sites & Proposed Allocations

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Designated Sites and Proposed Allocations

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Sustainability Appraisal of the Borough Local Plan 2013 - 2032

Royal Borough of Windsor and Maidenhead

Headlines: Reg 18 Report

November 2016



Sustainability Appraisal of the Borough Local Plan 2013-2032

Royal Borough of Windsor and Maidenhead

Headlines: Regulation 18 Report

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Front cover: Maidenhead Bridge by Ollie Harding

1 SA Key Findings

1.1 Introduction

1.1.1 Set out here are the main points identified from the assessment of sites. It is presented in three sections:

- Key issues for the borough;
- Key site constraints; and
- Strategic locations.

1.1.2 The Regulation 18 SA does not include a cumulative effects assessment because of the number of sites involved and the potential permutations of sites that could be brought forward. For the purposes of this note, some key cumulative issues have been identified that, whilst not reported in the Regulation 18 SA, would potentially be discussed in the Regulation 19 SA and therefore have been included in this note.

1.2 Key issues for the borough

1.2.1 In undertaking the assessment, a number of common themes occurred that whilst not universally applicable to every site, nonetheless hold true for much of the borough.

Opportunities

- A large proportion of the sites are located on previously developed land, in line with the objectives of the National Planning Policy Framework.
- All sites located within 2km of an NHS hospital, allowing good access to essential health services.
- There are 10 railway stations within the borough, allowing sites in the Ascot, Windsor and Maidenhead areas good access to sustainable transport.
- Access to key community facilities and amenities is very good for the majority of sites.

Constraints

- Bus services do not run frequently – hourly or less – particularly in more rural areas. For example Horton and Sunningdale have limited employment opportunities in the area and would most likely result in high out-commuting. These out-commuters would probably be dependent on cars for this, contributing to congestion on roads already congested at peak times (e.g. A308 and B3022). This issue is also highlighted for access to education. Primary and secondary schools are outside of satisfactory distances, which would likely again rely on car use for access to schools. This is also seen in Maidenhead south – Unsatisfactory distance from primary and secondary schools

for sites furthest from Maidenhead. The M4 borders sites so likely to rely on cars for transport rather than sustainable transport methods. Railway station outside of satisfactory distance.

- A number of sites are within Flood Zones 2, 3a and 3b. This is primarily associated with Old Windsor, the northern area of Windsor and the eastern area of Maidenhead. A number of residential sites include areas designated as Flood Zone 3b, which cannot be developed for residential use and as such restricts the area of the site that can be developed. Residential sites in Flood Zone 3a would be subject to the exception test, which can be undertaken in part during the Local Plan process to identify the likelihood of a site being able to pass the test, which would be conformed when a planning application is brought forward. The number of sites in areas of high flood risk puts additional emphasis on the need for the sequential test to provide a robust justification for development in these areas.
- Individually, none of the sites would be expected to have a significant adverse effect on any of the sites designated for nature conservation. Taken cumulatively, the recreational pressure from the degree of housing proposed has a greater potential to adversely affect sites accessible to the public, for example Braywick Park.
- A number of sites are on Grade 1 agricultural land, which is the best and most versatile agricultural land. Planning Practice Guidance advises:
“Where significant development of agricultural land is demonstrated to be necessary, local planning authorities should seek to use areas of poorer quality land in preference to that of a higher quality.”¹
- There are a number of greenfield sites that are on the urban edge of existing towns and villages that have been identified as having a potentially adverse effect on the landscape;
- Access to GP surgeries, schools and leisure facilities is limited for those sites in the north east of Maidenhead.

1.3 Key site constraints

1.3.1 The assessment of sites found that for the most part the sites were acceptable with no constraints that would render the site undeliverable. Those sites with the most notable adverse effects are identified here:

- Land North of Breadcroft Lane (HELAA Ref. 00122) is designated as open access land under the Countryside and Rights of Way Act 2000.
- Land to the Rear of Ray Mill Road East (HELAA Ref. 00406) is currently a sports field that would be lost if the site were to be developed. Playing fields are one of the most important resource for sport in England². Development of the playing field would require

¹ <http://planningguidance.communities.gov.uk/blog/policy/achieving-sustainable-development/delivering-sustainable-development/11-conserving-and-enhancing-the-natural-environment/>

² Sport England (2016) Protecting Playing Fields. Available online at: <https://www.sportengland.org/facilities-planning/planning-for-sport/development-management/planning-applications/playing-field-land/>

consultation with Sport England under The Town and Country Planning (Development Management Procedure) (England) Order 2015³.

- The School on College Avenue (HELAA Ref. 00115) and School at Ray Mill Road East (HELAA Ref. 00096) are two of the three locations of Claires Court School, which is a private school for young people aged 3 to 18 years. The school is based at three locations across Maidenhead, two within the town centre and a third at Woolley Green. How the closure of this site may affect the overall capacity of the school is not known. This is because the closure of these sites may enable the school to provide additional capacity at the location in Wolley Green.
- Priors Way Industrial Estate (HEELA Ref. 00060) and Windsor Road, Bray (HEELA Ref. 00261) perform negatively for air pollution as they are on the boarder of Bray/M4 AQMA. Development at these sites likely to exacerbate this issue, as well as resulting in adverse impacts on transport.
- A number of sites in Maidenhead South perform negatively against landscape. Development is proposed on greenfield sites in the open landscape in Maidenhead South at Bray Quarry Extension Monkey Island Lane (HEELA Ref. 00263), Water Oakley Farm (Land To The North of Longlea Fifield Road Fifield Maidenhead) (HEELA Ref. 00247) and Windsor Road, Bray (HEELA Ref. 261). This would not be in keeping with the surrounding landscape character.
- Horton site Broom Lodge Stanwell Road Horton (HEELA Ref. 00198) and Maidenhead South site Tectonic Place Holyport Road Maidenhead (00270) and the majority of sites Windsor Road, Bray (HEELA Ref. 00261) and Water Oakley Farm (Land To The North of Longlea Fifield Road Fifield Maidenhead) (HEELA Ref 00247) are located on Grade 1 ALC. Development at these sites would lead to loss of best and most versatile land.
- All Horton sites scored poorly for health and education have limited access to GP surgery, secondary and primary schools. All sites in Horton also perform negatively for economy except for Land adjacent to Coppermill Road, Horton (HEELA Ref. 00294) as it is proposed for employment use. For access to employment opportunities, residents would likely drive towards larger centres such as Windsor. Access to employment is also limited for Broomhall sites.

³ HMSO (2015) The Town and Country Planning (Development Management Procedure) (England) Order 2015. Available online at: <http://www.legislation.gov.uk/ukxi/2015/595/schedule/4/made>

1.4 Strategic Locations

- 1.4.1 The key issues discussed here for each of the strategic locations are high-level issues of principle, rather than a detailed discussion. A full assessment of the potential effects is presented in the SA Report.

Maidenhead Town Centre

- 1.4.2 Accessibility to public transport and other key facilities and amenities is strong in this location. The area is designated as an AQMA. A total of 1,500 additional homes in this area provides a risk that air quality in the AQMA would deteriorate as a result of additional vehicle journeys despite the accessibility of public transport. There is also the potential risk of noise, vibration and air pollution from the railway, particularly to any dwellings on the southern edge of the Reform Road, York Road and the Railway Station.

Maidenhead Golf Course and associated sites

- 1.4.3 This strategic location has relatively few constraints, particularly for sites of this scale. Development of these sites would also be a substantial change to the existing landscape. The strategic location is adjacent to the Maidenhead AQMA and in close proximity to the Bray / M4 AQMA. Given the scale of the strategic location, again there is the potential for development in this location to adversely affect the air quality in the AQMA. Whilst it is understood that the strategic location will contain sufficient schools capacity to be able to accommodate the anticipated child yield, the capacity of other key facilities to accommodate the additional residents is not known at present. Ross Road Medical Centre is the closest GP surgery and may or may not have sufficient capacity to cope with the additional demand. The site is a large release of greenfield land within the Green Belt.

The Triangle

- 1.4.4 The central and eastern area of the strategic location within Flood Zone 1. The western area of the site and a strip of land across the north of the site associated with a local water course (The Cut) are in Flood Zone 3b, with the remainder in Flood Zones 2 and 3a. As such, flood risk presents a constraint to development in this strategic location. It is proposed for mixed use development and as such there is the opportunity to place the lower risk employment uses in the areas of highest flood risk.
- 1.4.5 Transport and accessibility for residents is limited. There are no bus stops on the A330, which runs adjacent to the site. The closest bus stop is at Braywick House East, 300m from the north eastern corner of the site on the opposing side of a major roundabout (Braywick Roundabout) and more the 400m from the majority of the site. As such, bus services from the strategic location should be considered limited at present. The M4 and A308(M) also present barriers to the permeability of the site for pedestrians and cyclists unless additional crossing points are made.

- 1.4.6 The Scheduled Monument 'Mesolithic site, Moor Farm, Holyport, Bray Wick' is located in the north strategic location, parallel to the A308(M). It is anticipated that this historic asset will be conserved in accordance with Policy HE 3, potentially through the use of a landscape buffer.

Windsor Town Centre

- 1.4.7 The Windsor Town Centre strategic location performs positively for flood risk, being located predominately in Flood Zone 1. The western edge of the option is within Flood Zone 2. The option is located on grade 3 agricultural land. If Grade 3a, development would lead to a loss of best and most versatile land. The strategic location has good access to community facilities, services and options for recreation and sport within Windsor town centre. Further to this, primary and secondary schools are also accessible. Whilst key facilities are close, there is no railway station for 3.5km, the nearest being Windsor & Eton Central. Bus services run infrequently. Development of this strategic location therefore risks a high degree of reliance on cars by residents.

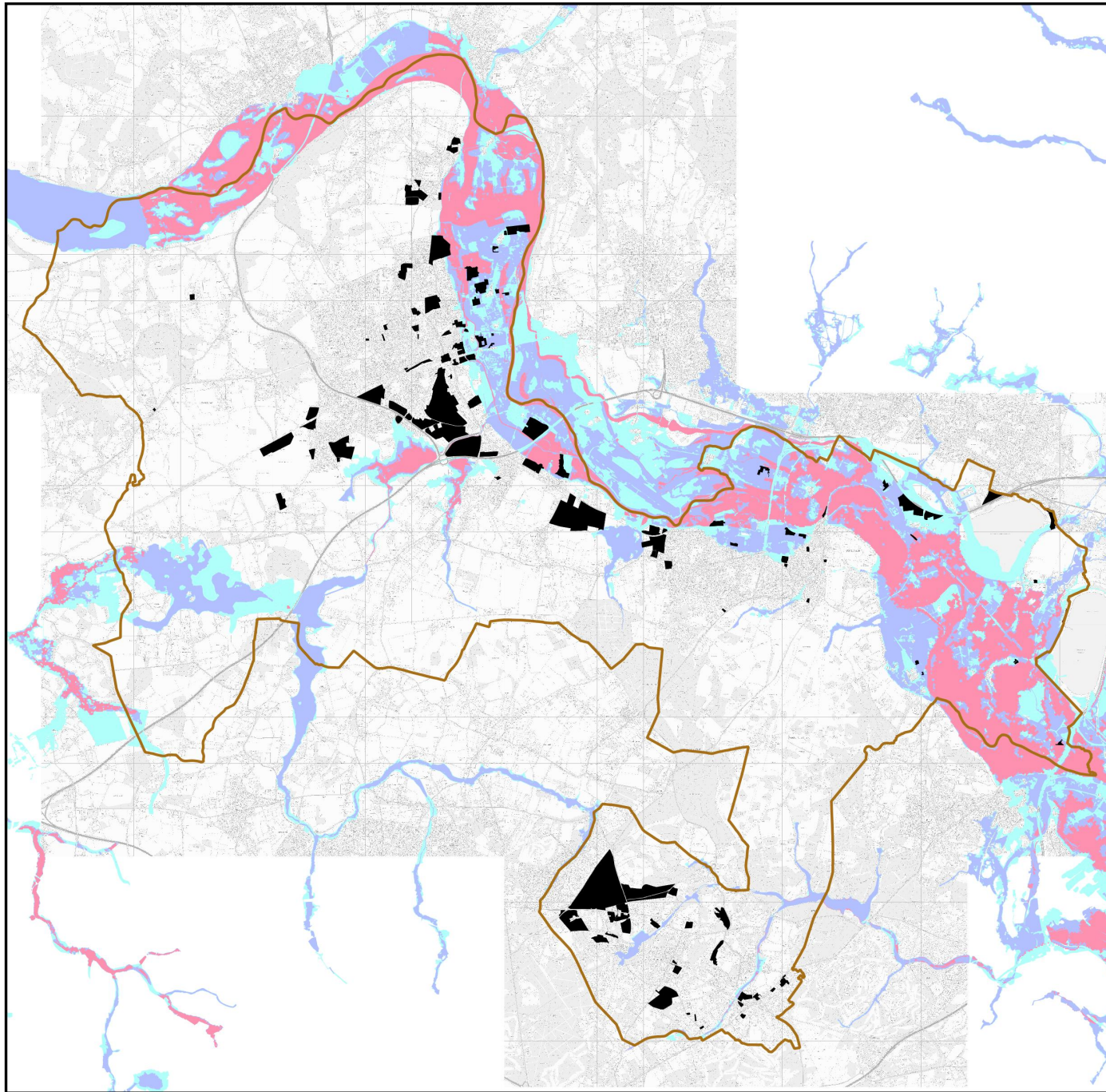
Ascot Town Centre

- 1.4.8 There are a number of sites designated for the in nature conservation value in close proximity of The Ascot Town Centre strategic location. It is within the 5km buffer of Thames basin health SPA, Windsor Forest and Great Park SAC, and the Thursley, Ash, Pirbright & Chobham SPA. Additionally, the 'St Georges Lane - Fields' LWS is located adjacent to the southeastern boundary of the strategic location. Development of the strategic location may therefore have an adverse effect on the designated sites as a result of visitor pressure and potentially pollution.
- 1.4.9 The strategic location is previously developed land, which is in accordance with the requirements of the National Planning Policy Framework and Planning Practice Guidance. The strategic location provides good access to facilities, including schools and Radnor House GP surgery. There are also sustainable transport options in the area to further improve access to these facilities. Public transport options include Ascot railway station, public footpaths and bus services that run frequently. Being proposed for mixed use, the strategic location will contribute positively to the local economy.






Appendix A: Maps

- LC-273_1 Flood Zone:** Map created by Lepus Consulting using data from Environment Agency (2016) Flood Map for Planning (Rivers and Sea)
- LC-273_2 ALC:** Map created by Lepus Consulting using data supplied from the Royal Borough of Windsor and Maidenhead (2016)
- LC-273_3 AQMA:** Map created by Lepus Consulting using data supplied from the Royal Borough of Windsor and Maidenhead (2016)

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Legend

-  RBWM Boundary
-  Potential site allocations
-  Flood Zone 3b
-  Flood Zone 3
-  Flood Zone 2

PROJECT: LC-273 SA of RBWM

CLIENT: RBWM

DRAWING: Flood Zone

DRAWING NUMBER: LC-273_1

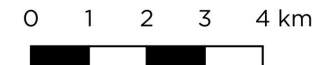
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SCALE: 1:115,000

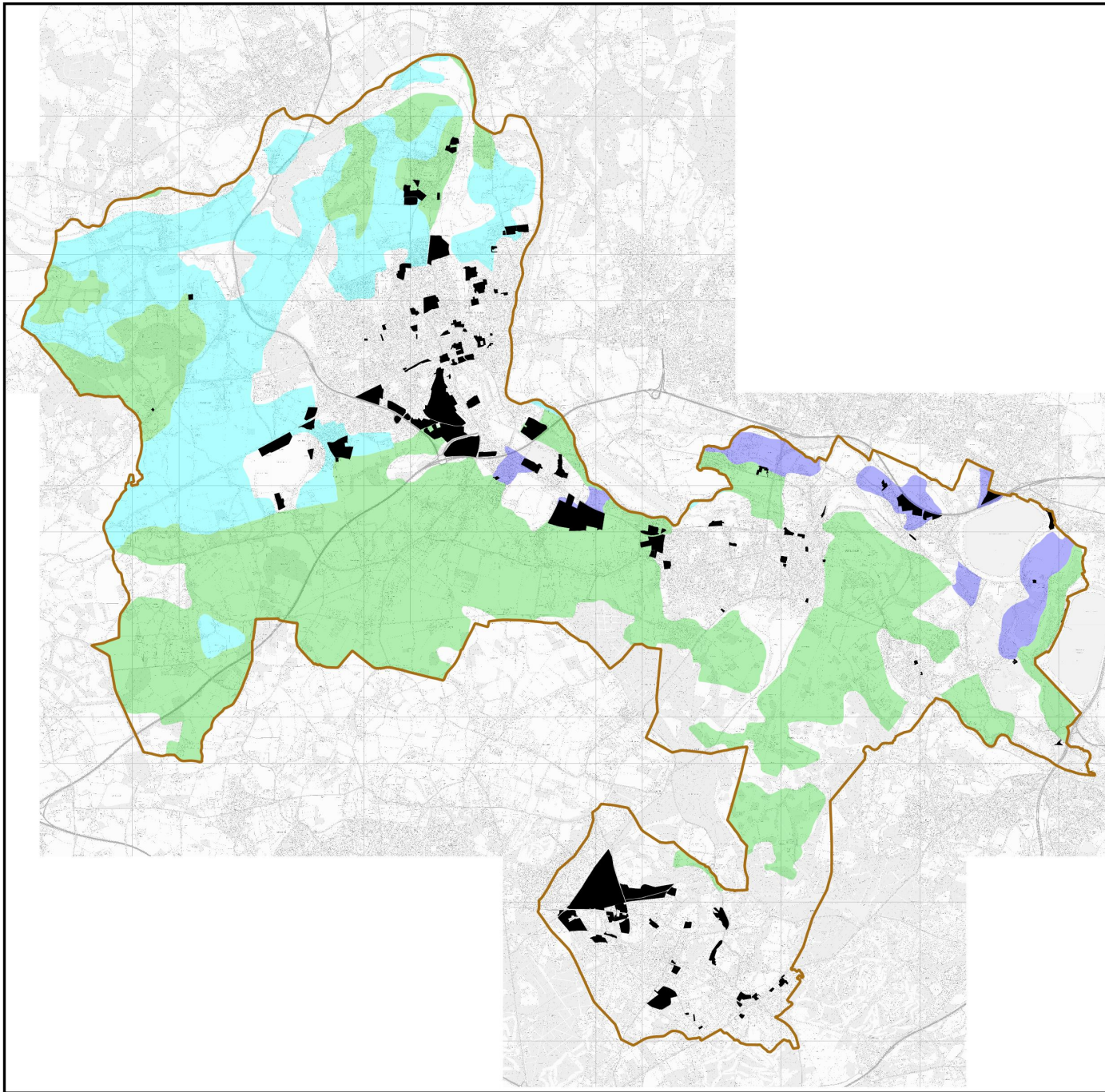
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


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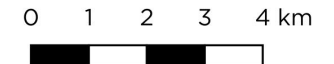


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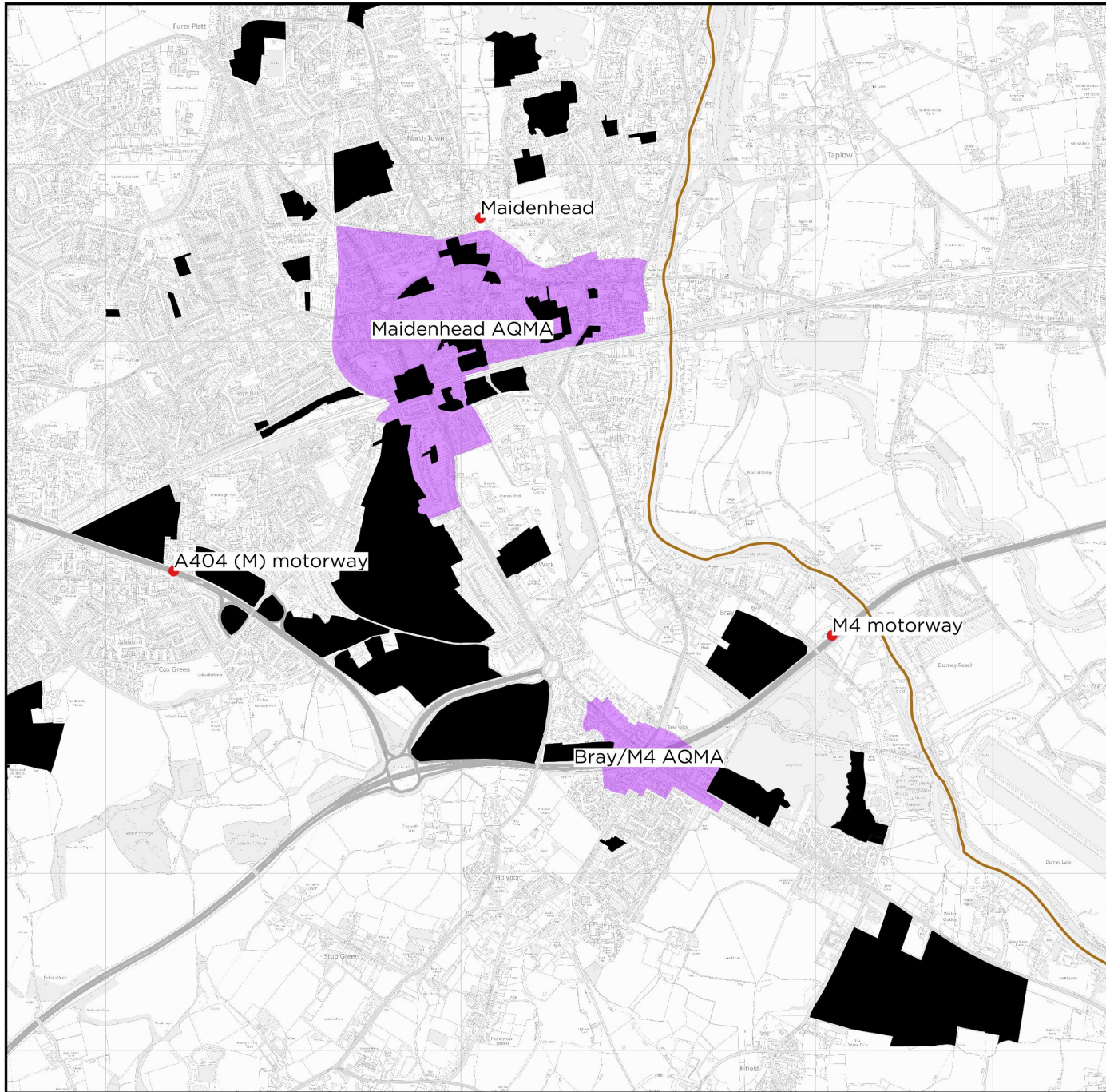
-  RBWM Boundary
-  Potential site allocations
-  Grade 1
-  Grade 2
-  Grade 3

PROJECT: LC-273 SA of RBWM
CLIENT: RBWM
DRAWING: Agricultural Land Classification
DRAWING NUMBER: LC-273_2
DRAWN: WPE
CHECKED: RWB
SCALE: 1:115,000
DATE: 14.11.16




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Legend

-  RBWM Boundary
-  Potential site allocations
-  AQMA

PROJECT: LC-273 SA of RBWM

CLIENT: RBWM

DRAWING: AQMA

DRAWING NUMBER: LC-273_3

DRAWN: WPE

CHECKED: RWB

SCALE: 1:30,000

DATE: 14.11.16

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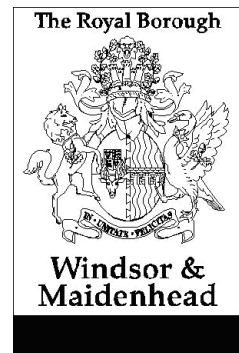


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Report for: ACTION



Contains Confidential or Exempt Information	NO - Part I
Title	Council Performance Management Framework Quarter 2 2016/17
Responsible Officer(s)	Russell O'Keefe, Strategic Director – Corporate and Community Services.
Contact officer, job title and phone number	David Scott, Head of Governance, Partnerships, Performance and Policy, 01628 796748
Member reporting	Cllr Simon Dudley, Leader of the Council and Chairman of Cabinet. Cllr Ross McWilliams, Deputy Lead Member for Policy
For Consideration By	Cabinet
Date to be Considered	24 November 2016
Implementation Date if Not Called In	5 December 2016
Affected Wards	All

REPORT SUMMARY

1. This quarter's performance report takes a new format to reflect the closer focus on the council's progress toward delivering its strategic objectives. Performance as of Q2 2016/17 against the new Performance Management Framework demonstrates that three of the strategic priorities are on target (Residents First, Delivering Together and Value for Money) and one is off target (Equipping Ourselves for the Future).
2. The progress towards delivering the strategic priorities and objectives within the adopted four year Council Strategic Plan 2016-2020 are detailed in Appendix A and summarised in Table 1. There are nine on target, one just short of target, three that are currently off target and one for which data will be available from the next quarter.

If recommendations are adopted, how will residents benefit?

Benefits to residents and reasons why they will benefit	Dates by which residents can expect to notice a difference
1. Residents can see both "at a glance" and in detail how the council is delivering against its strategic priorities and objectives; improving transparency and accountability to residents	Immediately

2. Quality, efficient, user-focused services for residents through more effective performance management	Immediately
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1. DETAILS OF RECOMMENDATIONS

RECOMMENDATION: That Cabinet:

i. Notes the progress towards meeting the council's strategic priorities and objectives

ii. Requests Strategic Directors in conjunction with the relevant Lead Member(s) and Heads of Service to progress improvement actions for indicators that are off target

iii. Endorses the ongoing work to improve the council's Performance Management Framework

2. REASON FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

Improving performance management

- 2.1 The council is committed to on-going improvement and therefore has strong management of performance at the heart of the organisation's drive to secure continuous progress in delivering high quality, efficient, and user-focused services. The council has reviewed its performance management approach over the course of the financial year and this report marks another critical step in that process.
- 2.2 The revised Performance Management Framework (PMF) is the result of collaborative work between lead members and officers. An analysis of the council's strategic priorities and objectives, as set out in the Council's Strategic Plan 2016-20, and consideration of which key performance indicators (KPIs) best demonstrate our delivery of those for residents has been completed (see Appendix A).
- 2.3 The benefits of this approach are a more resident-friendly view of how the council is delivering and an enhanced ability for the council to understand its progress towards its strategic priorities.

Improving analysis and action

- 2.4 A further departure from the former IPMR is improved qualitative analysis. Detailed comments from services about specific areas of underperformance are included, but an improved strategic view is also provided to explain the council's performance overall. To further improve residents' understanding of the council's performance, this report also therefore an Infographic Summary (Appendix B).
- 2.5 Focus in Q3 to strengthen performance management will include more effective benchmarking information. This will facilitate contextual analysis and provide comparisons of how the Royal Borough is doing compared to similar authorities.
- 2.6 In addition to more benchmarking, significant research has been undertaken to increase the automation of the council's performance management systems. This

work will continue in Q3 to further embed effective performance management across the organisation.

- 2.7 This improvement will help the council to achieve its ambition for performance management to not only provide a retrospective view of 'how we have done' but provide business intelligence, insight and forecasting so that it can become far more proactive in ensuring residents receive the best possible service.

Q2 2016/2017 Summary of performance

- 2.8 The new PMF has 69 KPIs. This is an increase on the former IPMR's 24 KPIs. There were however an additional 43 'secondary indicators' in the former IPMR as well as six HR indicators. The new PMF therefore is a similarly comprehensive view of the council's performance (slightly reduced in overall size) but with a streamlined focus and increased relevance for each indicator's inclusion.
- 2.9 The new framework demonstrates that when overall performance of the council's objectives are considered for each of the council's strategic priorities (Residents First, Value for Money, Delivering Together, Equipping Ourselves for the Future) three of the priorities on target and one of the priorities is off target (Equipping ourselves for the Future). See Table 1.

2.10 **Table 1: Performance of Strategic Priorities by overall performance of objectives**

Strategic Priority	Objectives on target	Objectives just short of target	Objectives Off Target	Objectives with data not yet available*
Residents First	3	0	1	0
Value for Money	2	1	0	1
Delivering Together	3	0	0	0
Equipping Ourselves for the Future	1	0	2	0
Total	9	1	3	1

* Data for new KPIs (including baselines and targets) is still to be made available in some cases

- 2.11 Table 2 summarises the performance by Directorate against their individual performance indicators, Table 3 summarises performance by Lead Member / Principal Member. Given the number of new indicators, work is still ongoing with services in a number of cases to determine what meaningful targets can be set. Data for these will provided from Q3. Percentages have for Q2 been calculated based on known performance data only.

2.12 Table 2: Performance of KPIs by Directorate

Directorate	KPIs on target	KPIs just short of target	KPIs Off Target	KPIs with data not yet available*
Adults, Children's and Health	7 (32%)	6 (27%)	9 (41%)	8
Corporate and Community Services	9 (69%)	3 (23%)	1 (8%)	2
Operations and Customer Services	15 (68%)	5 (23%)	2 (9%)	2
Total	31 (54%)	14 (25%)	12 (21%)	12

* Data for new KPIs (including baselines and targets) is still to be made available in some cases

2.13 Table 3: Performance of KPIs by Lead Member / Principal Member

Lead Member / Principal Member	KPIs on target	KPIs just short of target	KPIs Off Target	KPIs with data not yet available*
Cllr Dudley	1			2
Cllr Coppinger	3	3	1	
Cllr Bicknell	3			1
Cllr Cox	3	1		
Cllr Hill	5	4	2	
Cllr D Wilson	1	2	1	1
Cllr N Airey	4	3	3	5
Cllr Saunders	1			
Cllr S Rayner	7			
Cllr Rankin	3	1		
Cllr Targowska			5	3
Total	31 (54%)	14 (25%)	12 (21%)	12

* Data for new KPIs (including baselines and targets) is still to be made available in some cases

Qualitative analysis of Q2 performance by Strategic Priority / Objectives (Table 1):

RESIDENTS FIRST

2.14 There are four objectives contributing to our priority to put residents first, these are:

- To ensure every child and young person in the borough is safe and has the opportunity to have an excellent academic and vocational education
- To maintain excellent parks, libraries, sports and leisure facilities ensuring residents have the opportunity to be healthy
- To continue investing in infrastructure and support the regeneration of our towns while protecting the character of the Royal Borough

- To ensure our residents are safe and supported by a skilled workforce

2.15 Of these four objectives, the first is the only one which is off target. There are two performance indicators for this objective for which the data is not yet available.

Ensuring every child and young person in the borough is safe and has the opportunity to have an excellent academic and vocational education

- 2.16 The indicators for this objective which are currently off target are ACH4 (% of Children in Care with Personal Education Plans), ACH9 (number of permanent exclusions from schools) and ACH10 (% of care leavers in employment, education or training).
- 2.17 ACH4 is a Service Improvement Objective being closely monitored. There have been a number of new children in care since the end of the last academic year and the first month of the new term who have not yet had a personal education plan. The personal education plans are all scheduled for completion in the autumn term. ACH9 shows an increased in the number of children permanently excluded from schools last year, though corrective action including identifying a wider range of local high needs services to help reverse this trend are in place. ACH10, whilst being off target shows that current performance is moving in the right direction and our percentage of Care Leavers in education, employment or training is above the national average. 13 out of a total cohort of 41 are not in education, employment or training. Seven of these are unable to secure employment or be in education due to disability/long term sickness and a further two are teenage parents.
- 2.18 Areas of good performance for this objective are the numbers of children (0-4) in the eight most deprived areas of the borough registered at children's centres (ACH5); percentage of children identified as being at risk of Child Sexual Exploitation and in receipt of support services (ACH6) with 100% performance in this critical indicator and ACH3 (Percentage of repeat referrals to children's social care within 12 months)..
- 2.19 There are two new measures which will be in place for Q3. These are ACH1 (Timeliness of MASH referral response), ACH2 (% of Children in Need Plans open for longer than 9 months). Work is ongoing to ensure the targets set are meaningful and realistic.

Maintain excellent parks, libraries, sports and leisure facilities ensuring residents have the opportunity to be healthy

- 2.20 Performance against the other Residents First objectives is good. Of particular note when looking at how residents are supported to live healthy lifestyles is residents' satisfaction with the council's parks and open spaces. This is at 81.8% based on customer surveys from this quarter. When compared to last year's annual performance (78%) this shows the council continues to provide residents with excellent outdoor space. Visits to museums and libraries are also above target, as are attendances at the borough's leisure centres.
- 2.21 Of the five Public Health indicators (ACH17, ACH18, ACH19, ACH20 and ACH21) only one is on target is uptake of Health checks, though this is also still below the England average. Performance of the numbers of people quitting smoking in the target cohorts under the new DAAT contract is significantly below target and the Public Health team are proactively working with the provider to address this.

Continue investing in infrastructure and support the regeneration of our towns while protecting the character of the Royal Borough

- 2.22 In continuing to invest in infrastructure and support the regeneration of our towns while protecting the character of the Royal Borough, the only measure currently off target is the percentage of planning appeals lost (CCS31). Strong performance against both the milestones for the council's regeneration programmes and footfall in the town centres is clear (CCS22 and CCS25). Of further note is the residents' satisfaction with the roads (56.1% as measured by customer satisfaction surveys this quarter and compared to 47% in the annual survey from January). This is always a challenging measure and focus will remain during the winter months to ensure satisfaction remains above target.

Ensure our residents are safe and supported by a skilled workforce

- 2.23 Finally in ensuring our residents are safe and supported by a skilled workforce, performance of time taken to process housing / council tax benefit new claims and change events (OCS36) continues to be exemplary, with the council recently being shortlisted as a finalist in two national awards – Benefits team of the year and most improved team of the year.
- 2.24 There are two amber measures related to adults safeguarding (ACH33 and ACH34), though in considering the performance of our percentage of care homes rated good or outstanding by the CQC, nearly one quarter of the council's care homes are yet to be inspected so performance is expected to shift closer to the target.

VALUE FOR MONEY

- 2.25 The Value for Money strategic priority has four objectives from the corporate strategy from which its performance has been assessed. These are:
- To keep Council Tax low and reduce our high cost placements in social care
 - To deliver improved customer services and outcomes for residents through the use of existing and emerging technology
 - To intelligently use the borough's assets to increase income and to maximise our ability to collect Business Rates as well as to seek greater external investment in the borough through a variety of means such as Joint Ventures, the Local Enterprise Partnership and other sources
 - To develop innovative services that will help to meet future challenges and demand and to launch a home ownership plan through shared equity and other models, where the resident has a stake in their property.
- 2.26 Of these four objectives the first two are on target, the third is just short and the final objective is to be determined as the data is not yet available.

Keeping Council Tax low and reduce our high cost placements in social care

- 2.27 Of the 10 KPIs used to assess the council's performance against this strategic objective, there are two for which data is not currently available (ACH44 and ACH49).
- 2.28 There are two HR indicators showing as red. These have been carried forward from the old performance monitoring report and relate to working days lost to sickness per headcount and the percentage of the council workforce that is agency staff (ACH44b and ACH45). A substantial report on the ongoing work to

bring a number of HR performance issues back on target was presented to the Corporate Services Overview and Scrutiny Panel meeting 19 September 2016 which was endorsed by the panel with respect of its improvement plan.

- 2.29 There are five KPIs that are on target for this objective. Of note is CCS42 Council unit costs compared to other unitary councils (annual measure), demonstrating that the council is the best value for money out of 56 unitary councils in the country as assessed by CIPFA (Chartered Institute of Public Finance and Accounting). Other measures on target include the number of permanent admissions to residential nursing care and new people receiving Telecare.
- 2.30 Good performance in a new indicator to measure the in-house occupancy rate of the borough's foster carers at 90% is also encouraging. The council is making effective use of the its approved foster carers (48 in total, four of which are currently validly unable to accept placements e.g. due to building works or health reasons, and only four approved with no children currently placed with them and only four without placements.)
- 2.31 The sole amber KPI is a new measure in the framework (OCS69) looking at the council's overall success rate in completing projects to the right quality, timescale and budget. The target has been set at 70% and performance is currently at 63%. However, of the 19 projects assessed, two were late by no more than 10% of the time tolerance, three were late by more than 10% of the time tolerance and two exceeded both time and budget. The council has undertaken recent work in its managing of successful projects and this work is being rolled out and should see this measure improve over time.

Intelligent use of the borough's assets to increase income and to maximise our ability to collect Business Rates as well as to seek greater external investment in the borough through a variety of means such as Joint Ventures, the Local Enterprise Partnership and other sources

- 2.32 This is the only Value for Money objective currently not on target for which data is available in the new framework. This assessment is based on one measure being on target, one just short and one to be determined. A new measure (OCS54) which will assess how many homes the council directly provides through the use of its land or assets will be in place for Q3. However, with the pace and scale of the regeneration programme (which in itself is on target according to achieving key milestones (CCS22) it is anticipated that once an accurately profiled target has been determined that performance in this area will be good..
- 2.33 Just short of target currently is the council's performance in collecting business rates (OCS57) against an annual target of 98.40%. Performance at the end of this quarter was targeted at 58% but is currently 0.09% short of this due to one significant bill late in September which increased the net collectible debt and reducing the collection rate. Performance is better than the same period last year, though, by 0.52% suggesting no need for any improvement planning at this stage.

Develop innovative services that will help to meet future challenges and demand and to launch a home ownership plan through shared equity and other models, where the resident has a stake in their property

- 2.34 This outcome will be measured from the next quarter to ensure that the new performance measure (CCS58) which combines both the council's ability to build or create housing through its land ~~367~~ well as its advice and support functions can

be accurately baselined, profiled and data provided for. This will be a focus for the next quarter report.

Deliver improved customer services and outcomes for residents through the use of existing and emerging technology

- 2.35 There is only one KPI off target for this strategic objective OCS52 Number of people signed up to 'My Account'. This is a new measure for the performance framework and is a new focus and service for the council. To date little promotional work has been done but this will be focused on in the coming quarter and further detail work to drive forward improvement on this measure is in Appendix A.

DELIVERING TOGETHER

- 2.36 There are three objectives for this strategic priority. These are:
- To bring customer services closer to the resident by making greater use of community facilities such as libraries and to use technology to enhance our existing out-of-hours access to council services
 - To improve service delivery by implementing, and benchmarking against, best practice learned internally, nationally and internationally as well as exploring ways of delivering services differently to improve outcomes for residents
 - To work with all our partners in the private, public and voluntary sector to deliver the best outcomes for residents and to localise decision making by devolving powers to organisations and individuals
- 2.37 Of these three objectives all are currently on target.

Bring customer services closer to the resident by making greater use of community facilities such as libraries and to use technology to enhance our existing out-of-hours access to council services

- 2.38 The most variable performing objective is the first, regarding bringing out of hours access and customer service becoming closer to the resident. Of the eight KPIs that determine its overall performance, four are on target, two are just short and two are off target.
- 2.39 Those that are off target include OCS52 (discussed above, see 2.34) as this helps to deliver this objective as well as working towards the council's Value for Money strategic priority. The other is OCS60 Percentage of complaints upheld. Performance is currently at 38% against an annual target of 27%. The council's Complaints Policy has recently been refreshed; as a result more complaints are being channelled through the central complaints team giving much greater visibility and transparency to the council's performance in this area.
- 2.40 Good performance in achieving this objective is demonstrated through OCS61 Deliver 8 additional services through libraries by March 2019. This is a new KPI that directly delivers against the aims of this objective and is currently at six new services (see Appendix A for details).

Improve service delivery by implementing and benchmarking against, best practice learned internally, nationally and internationally as well as exploring ways of delivering services differently to improve outcomes for residents

- 2.41 In relation to this objective, new measure CCS50 Residents satisfaction with service received from the council is very positive. In the Annual Survey to

residents this was at 61% (January 2016), based on customer surveys this quarter the current actual is 72% against a target of 70%. This will be closely monitored to ensure that the changes being made to service continue to be well received by residents.

Work with all our partners in the private, public and voluntary sector to deliver the best outcomes for residents and to localise decision making by devolving powers to organisations and individuals

2.42 Of the three indicators for this objective, two for which the data is available are both on target. The council continues to evidence success in its ability to work with volunteers in supporting council services (CCS65). Furthermore, the council's ability to raise investment over and above its grant funding is healthy with additional funds to support services to date at £764,982.

EQUIPPING OURSELVES FOR THE FUTURE

2.43 There are also three strategic objectives for delivering this priority. These are:

- To invest in learning and development for our staff and ensure our workforce is multi-skilled
- To progress the digitalisation of the council's systems to further develop the ambitions for a 24/7 council as well as promote joined-up working across the council to help engender a "tell us once" ethos, improving outcomes for residents
- To better use digital and mobile technology and deliver against the council's Transformation Programme

2.44 Of these three objectives, one is on target, one is just short of target and one is off target so the priority has been marked overall as just short.

Investing in learning and development for our staff and ensure our workforce is multi-skilled

2.45 This objective is off target, with three quarters of the KPIs used to measure its performance underperforming. There is one KPI (new measure) for which data is not yet available. All of the measures relate to HR functions. Staff turnover (voluntary and overall) are off target and, as referenced in 2.27, an improvement plan to tackle a variety of HR issues is already in place. Staff satisfaction levels are also off target (ACH67). The council values its staff, hence the significant focus on them through this objective in the council's strategic plan, and is committed to seeing satisfaction levels improve. Actions to address this include re-launching the Staff Forum.

Progressing the digitalisation of the council's systems to further develop ambitions for a 24/7 council and promote joined-up working to help engender a "tell us once" ethos

2.46 This objective is off target for quarter two overall, with two KPIs already discussed in this report being off target (% of complaints upheld and number of residents signed up to 'My Account'). With the 'My Account' service in its early stages and when considered against the measure for residents' satisfaction overall (see 2.40) the council is confident that by year end performance against this objective will have improved overall. There is one additional KPI, again a new measure for the PMF, OCS59 Reduction in avoidable contact with the council, which is just short of its target. It is 5% short of its quarterly target and work within the Customer Service team is ongoing with services across the council to seek to reduce this further by the end of the year.

Better use digital and mobile technology and deliver against the council's Transformation Programme

2.47 This is the final objective for the Equipping Ourselves for the Future Strategic Priority and is on target. Currently there are three KPIs which demonstrate the council's performance against this objective; two service focused examples ACH47 New people receiving Telecare and OCS52 Numbers of people signed up to 'My Account'. Telecare is on target whilst work is ongoing in this quarter to ensure the 'My Account' performance improves from its current off target position. With residents' satisfaction, the final KPI through which this objective is being assessed, still on target the council is satisfied that its use of digital and mobile technology and its Transformation plans are on track without significant evidence of adverse reaction from residents to date.

Final comments

2.48 Appendix A includes more detailed commentary against a number of the KPIs (including those not discussed within the body of this report) to enable residents to see even greater detail.

Option	Comments
<p>Endorse the council's revised approach to performance management and the continued evolution of the new performance management framework.</p> <p>This is the recommended option.</p>	<p>The council's revised Performance Management Framework provides residents and the council with more timely, accurate and relevant information to secure continuous improvement in delivering quality, efficient, user-focused services for residents.</p>
<p>Continue with the old approach of performance management reporting.</p>	<p>This approach does not secure sufficient focus on how performance measures are assisting the council to achieve its strategic priorities which could result in lesser focus on service improvement and reduced transparency, accountability and clarity for residents.</p> <p>This is not the recommended option.</p>

3. KEY IMPLICATIONS

- 3.1 With more effective performance management performance overall should improve to enable sharper, more timely focus on those measures that are off target.

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
The council is on target to deliver its strategic priorities	3 or fewer Strategic Priorities on target	4 Strategic Priorities on target			1 April 2017

4. FINANCIAL DETAILS

Financial impact on the budget

- 4.1 There are no direct financial implications arising from this report.

	2015/16	2016/17	2017/18
	Revenue £'000	Revenue £'000	Revenue £'000
Addition	£0	£0	£0
Reduction	£0	£0	£0

	2015/16	2016/17	2017/18
	Capital £'000	Capital £'000	Capital £'000
Addition	£0	£0	£0
Reduction	£0	£0	£0

5. LEGAL IMPLICATIONS

- 5.1 There are no legal implications arising from the report. Effective performance management will ensure the council is performing in line with its statutory duties.

6. VALUE FOR MONEY

- 6.1 One of the council's strategic priorities is Value for Money. The performance against this priority has been detailed in this report and in Appendix A demonstrating that the council is overall on target with two of the four objectives on target, one just short and one objective for which data is not yet available.
- 6.2 The council overall is 1st out of 56 unitary authorities for its unit cost for delivery of all unitary services (CCS42). This demonstrates that as a whole the council is providing excellent value for money.

7. SUSTAINABILITY IMPACT APPRAISAL

7.1 None required

8. RISK MANAGEMENT

8.1

Risks	Uncontrolled Risk	Controls	Controlled Risk
Revised PMF does not identify detailed performance variations	Medium	Continued work and consultation with Strategic Directors to ensure relevant indicators are included and PMF modified as a 'live', working document	Low

9. LINKS TO STRATEGIC OBJECTIVES

9.1 The new PMF is directly linked to the performance of all of the council's strategic priorities and objectives as evidenced throughout the report. The new framework enables residents to see at a glance how the council is delivering against each of these, with detail and commentary about aspects of both good performance and performance that is off target.

10. EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION

10.1 An EQIA is not required for this report.

11. STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS

11.1 There are no direct staffing / workforce and accommodation implications arising from the report.

12. PROPERTY AND ASSETS

12.1 There are KPIs linked to how the council is managing its property and assets in line with its strategic priorities (OCS54 and CCS58). These are both new KPIs for which the data is not currently available but for future reports will demonstrate how the council is best using its property and assets to deliver against key objectives for residents.

13. ANY OTHER IMPLICATIONS

13.1 None

14. CONSULTATION

14.1 The report will be circulated to the Corporate Services Overview and Scrutiny Panel for comment. Their comments will be provided to Cabinet for consideration.

15. TIMETABLE FOR IMPLEMENTATION

15.1 Actions drawn from the recommendations and from sections 2.6 – 2.7.

Date	Details
From 5 December	Further use of benchmarking to be added to Q3 report
From 5 December	Further research on automation and use of software to improve efficiency, accuracy and transparency for residents
From 5 December	Strategy and Performance team to confirm with Heads of Service the improvement actions for KPIs off target and monitor performance of these within Quarter 3.

16. APPENDICES

- Appendix A: Council's Q2 2016/2017 Performance Management Framework
- Appendix B: Performance Infographic Summary

17. BACKGROUND INFORMATION

- Council Strategic Plan 2016-20
- IPMR Q1 Cabinet Report, June 2016.
- IPMR – HR Indicators, Corporate Services Overview and Scrutiny, 19 September 2016

18. CONSULTATION (MANDATORY)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
Internal				
Cllr Dudley	Leader of the Council	24/10/16	24/10/16	
Cllr McWilliams	Lead Member for Policy	21/10/2016	21/10/2016	Comments included
Russell O'Keefe	Strategic Director Corporate and Community Services	21/10/2016	21/10/2016	Comments included
Alison Alexander	Managing Director/ Strategic Director Adults, Children and Health	24/10/16	24/10/16	Comments included
Simon Fletcher	Strategic Director Operations			

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
	and Customer Services			
Rob Stubbs	Head of Finance			Comments included
External				

REPORT HISTORY

Decision type:	Urgency item?
Non-key decision	No

Full name of report author	Job title	Full contact no:
Anna Trott	Strategy and Performance Manager	01628 796264



Royal Borough of Windsor and Maidenhead

Q2 2016/17 Performance Management Framework

Key:									
RAG status =	<table border="0"> <tr> <td style="background-color: green; color: white; padding: 2px;">GREEN</td> <td>Performance is On Target</td> </tr> <tr> <td style="background-color: orange; color: white; padding: 2px;">AMBER</td> <td>Performance is within 10% Just Short of target</td> </tr> <tr> <td style="background-color: red; color: white; padding: 2px;">RED</td> <td>Performance is greater than 10% Off Target</td> </tr> <tr> <td style="padding: 2px;">N/A</td> <td>Data not yet available</td> </tr> </table>	GREEN	Performance is On Target	AMBER	Performance is within 10% Just Short of target	RED	Performance is greater than 10% Off Target	N/A	Data not yet available
GREEN	Performance is On Target								
AMBER	Performance is within 10% Just Short of target								
RED	Performance is greater than 10% Off Target								
N/A	Data not yet available								
DOT = Direction of Travel - Indicates whether performance has improved ↑ stayed the same ↔ or got worse ↓ based on previous quarter's performance									

Strategic Theme - Residents First

Our Outcome: Ensure every child and young person in the borough is safe and has the opportunity to have an excellent academic and vocational education.

Directorate: Adult, Children & Health Services / Corporate & Community Services

Lead Member: Cllr N Airey / Cllr Rankin

Lead Officer: Daniel Crampton / Kevin McDaniel / Kevin Mist

Ref.	Lead Member	Key Performance Indicators (KPI)	Performance					Benchmarking			Commentary (if performance is not On Target)
			Last year's Actual	Current Actual	Target	RAG status	DOT	Position	Family Group	Best performing LA	
ACH1	Cllr N Airey	Timeliness of MASH referral response		Not yet available		N/A				This is a new performance measure which will be collected from Q3.	
ACH2	Cllr N Airey	% of Children in Need plans open for longer than 9 months		Not yet available		N/A				This is a new performance measure which will be collected from Q3.	
ACH3	Cllr N Airey	Percentage of repeat referrals to children's social care within 12 months	18.70%	17.20%	18%	GREEN					
ACH4	Cllr N Airey	% of Children in Care with personal education plans	97.80%	85.70%	96%	RED	↓			The indicator measures the percentage of children in care of school age who have had a personal education plan in the last 12 months. There have been a number of new children in care since the end of the last academic year and the first month of the new term who have not yet had a personal education plan. The personal education plans are all scheduled for completion in the autumn term.	
ACH5	Cllr N Airey	Number of 0-4 year olds registered with children's centres in the top 8 deprived areas	928	1008 (Q2)	960	GREEN	↑				
ACH6	Cllr N Airey	% of children identified as at risk of Child Sexual Exploitation (CSE) and in receipt of support services	N/A	100% (Q2)	100%	GREEN	↑				
ACH7	Cllr N Airey	Timeliness of completing new Education, Health and Care Plans	N/A	42% (Q2)	N/A	N/A				There was poor performance in Q1 in completing new Education, Health and Care Plans in the required 20 weeks. This was recognised and addressed through investment in staff, training and performance management. This has had a significant impact and the trajectory for the rest of the year is positive with the current figure for October at 85%.	
ACH8	Cllr N Airey	% of all RBWM schools inspected by Ofsted receiving and 'Outstanding' or 'Good' judgment	79%	83% (Q2)	84%	AMBER	↑			Ofsted inspections that are due during the remainder of this financial year should ensure the target is achieved.	
ACH9	Cllr N Airey	Number of permanent exclusions from schools in RBWM	13 (AY 2014/15)	21 (AY 2015/16)	15 (AY 2016/17)	RED	↓			There has been an increased number of exclusions from school in all age groups during AY2015/16 with a particular increase in the number categorised as "persistent disruptive behaviour" by pupils with increasingly complex needs in mainstream schools. There is evidence that the increase in the Borough is following the national trend. Corrective action includes identifying a wider range of local high needs services to meet needs and reverse the trend.	
ACH10	Cllr N Airey	% of care leavers in education, employment or training	61.10%	63.6% (Q2)	70%	RED	↑			Out of the cohort of 41 care leavers, 28 are in education, employment or training. Of the remaining 13, seven are unable to secure employment or be in education due to disability/long term sickness and a further two are teenage parents. Four care leavers are currently not in education, employment or training and the reasons range from young people being in and out of mental health services to a general unwillingness to engage.	

Ref.	Lead Member	Key Performance Indicators (KPI)	Performance					Benchmarking			Commentary (if performance is not On Target)
			Last year's Actual	Current Actual	Target	RAG status	DOT	Position	Family Group	Best performing LA	
ACH12	Cllr N Airey	Key Stage 4: % of Free School Meals cohort achieving A*-C in English and Maths	N/A	Not yet available	Top quartile performance	N/A					This is a new measure for this year. The data has not yet been published for 2016 and is due in late January. The target is to be a top quartile local authority on 2017 numbers and the council is currently ranked 9th for the same measure for all pupils.
CCS11	Cllr Rankin	Number of apprenticeships offered by the council	6	8 (Q2)	18	AMBER	↑				Currently 4 new apprentices in post with a further 2 awaiting start date and two posts out to advert. 10 apprenticeship vacancies identified from October 2016 and will be advertised in Q3. The target for the year is expected to be achieved.

Our Outcome: To maintain excellent parks, libraries, sports and leisure facilities ensuring residents have the opportunity to be healthy.

Directorate: All **Lead Member:** Cllr S Rayner / Cllr N Airey / Cllr Coppinger **Lead Officer:** Kevin Mist / Ben Smith / Mark Taylor / Daniel Crampton / Hilary Hall

Ref.	Lead Member	Key Performance Indicators (KPI)	Performance					Benchmarking			Commentary (if performance is not On Target)
			Last year's Actual	Current Actual	Target	RAG status	DOT	Position	Family Group	Best performing LA	
CCS14	Cllr S Rayner	Number of attendances at leisure centres	1,704,326	970,749 (Q2)	1,764,000	GREEN	↑				
OCS13	Cllr S Rayner	% of residents satisfied with parks and open spaces (measured from customer surveys)	78% (2015)	81.8% (Q2)	80%	GREEN	↑				
OCS15	Cllr S Rayner	Number of physical and virtual visits to libraries	908,337	547,331 (Q2)	880,000	GREEN	↑				
OCS16	Cllr S Rayner	Number of physical and virtual visits to museums	73,150	36,607 (Q2)	55,000	GREEN	↑				
376 375 H17	Cllr N Airey	% of 11 year olds (year 6) overweight or obese	30% (2013/14)	29% (2014/15)	28%	AMBER	↑			26% Wokingham (2014/15)	The latest available figures are for 2014-2015 which shows 29% of year 6 children are overweight or obese. This is in line with the other Berkshire authorities but below the England average - 33%. The percentage of overweight children in year 6 increased from 2006-2007 to 2014-2015. The Public Health team is delivering a number of initiatives with schools to address the issue, including Healthy Schools initiative and a targeted child obesity project.
ACH18	Cllr N Airey	Uptake of MMR2 vaccination (childhood immunisation)	87.60%	84.1% (Q1)	>95%	AMBER	↔			County Durham, 98.6% (2015/16)	Q2 data not available. Performance for Q1 is below that for the same period in the previous year (85.8%). Preliminary investigation suggests that this is a data quality issue and a data cleansing process is in progress. A childhood immunisation nurse is working to identify 'ghost' patients i.e. children who are no longer living in the borough and no longer use a GP but remain on the GP system. This gives a false denominator, making uptake rates appear lower than they truly are. Removing these 'ghost' patients will give a clearer indication of uptake.
ACH19	Cllr Coppinger	Number of residents who quit smoking for at least four weeks in the three target cohorts (mental health, young people, pregnant women)	N/A	20 (Q1)	220	RED					A total of 20 residents across the three target cohorts quit smoking for at least four weeks in Q1 - 9 with mental health issues (45%), seven young people (35%) and four pregnant women (20%). Preliminary figures suggest that a further 28 residents have quit in Q2. This is significantly below the targets set in the contract and the Public Health team is working proactively with the provider, Solutions 4 Health, to maximise reach in the three target cohorts.
ACH20	Cllr Coppinger	% of successful drug and alcohol treatment completions	36.65%	30.73% (Q1)	63%	AMBER	↓			32.97%**	The figure used for last year's actual is an average of the quarter 4 figures for 2015/16. The data is ordinarily split between drugs and alcohol into four indicators. The current actual is the same calculation for Q1 as Q2 data is not yet available. ** This indicates the average required to reach the top quartile within the comparative group.
ACH21	Cllr Coppinger	Number of people taking up health checks	3,877	913 (Q1)	3,500	GREEN	↑	2nd	Berkshire	West Berkshire - 3744	

Our Outcome: To continue investing in infrastructure and support the regeneration of our towns while protecting the character of the Royal Borough.

Directorate: Corporate & Community Services / Operations & Customer Services

Lead Member: Cllr Rankin / Cllr D Wilson / Cllr Bicknell / Cllr Cox

Lead Officer: Chris Hilton / Jenifer Jackson / Kevin Mist / Ben Smith

Ref.	Lead Member	Key Performance Indicators (KPI)	Performance					Benchmarking			Commentary (if performance is not On Target)
			Last year's Actual	Current Actual	Target	RAG status	DOT	Position	Family Group	Best performing LA	
CCS22	Cllr Rankin	Delivery of the improvement and development programmes for the town centres in line with milestones	11	5 (Q2)	8	GREEN	↑				
CCS25	Cllr Rankin	Footfall in town centres (both Windsor & Maidenhead)	14,006,081	6,205,028	14,230,580	GREEN	↑				Windsor YTD is 4,186,382 Maidenhead YTD is 2,018,676
CCS27	Cllr D Wilson	Number of major planning applications processed in time	67.35%	75.0% (Q2)	70%	GREEN	↓				
CCS28	Cllr D Wilson	Number of minor planning applications processed in time	50.34%	70.65% (Q2)	75%	AMBER	↓				The improvement plan for the service is progressing and it is expected that further improvements will be realised in the next two quarters.
CCS29	Cllr D Wilson	Number of 'other' planning applications processed in time	64.08%	83.08% (Q2)	90%	AMBER	↑				See above
CCS30	Cllr D Wilson	% of enforcement cases closed within 8 weeks	New for 2016/17		60.0%	N/A					This is a new performance measure for the service that will be collected from quarter 3.
CCS31	Cllr D Wilson	% of planning appeals lost	34.52%	45% (Q2)	Less than 30%	RED	↓				Member training has taken place during Q2 relating to making robust, defensible planning decisions. Appeal monitoring reports will be produced for each Panel.
OCS23	Cllr Bicknell	Resident satisfaction with the quality of the roads (measured from customer surveys)	47% (2015)	56.1% (Q2)	48%	GREEN	↑	Middle of top performing group	Authorities participating in NHT Benchmarking Survey	Best 55%, worst 21%, average 38%	Last year actual figure taken from Residents Survey 2015-16 . Current Actual performance is taken from the CSC's quarterly Customer Satisfaction service focus questions.
OCS24	Cllr Cox	Reduction in fly tipping in the Borough (instances)	574	333	570	AMBER	↓				This is an annual target. Action plan in place seeking to achieve end of year target (including proactive enforcement, physical prevention measures and a targeted publicity campaign).
OCS26	Cllr Bicknell	Total numbers of car park visits to RBWM car parks	2,685,027	1,531,977 (Q2)	2,900,000	GREEN	↑				

Our Outcome: To ensure our residents are safe and supported by a skilled workforce.

Directorate: All

Lead Member: Cllrs Coppinger / Cllr Dudley / Cllr Targowska / Cllr Bicknell / Cllr Cox / Cllr Hill / Cllr S Rayner

Lead Officer: Angela Morris / Hilary Hall / Terry Baldwin / Ben Smith / Jacqui Hurd / Andy Jeffs / Craig Miller / Kevin Mist

Ref.	Lead Member	Key Performance Indicators (KPI)	Performance					Benchmarking			Commentary (if performance is not On Target)
			Last year's Actual	Current Actual	Target	RAG status	DOT	Position	Family Group	Best performing LA	
ACH33	Cllr Coppinger	% of adult safeguarding enquiries resolved within 60 day timescale	31.10%	66.9% (End of September 2016)	75%	AMBER	↑				The new safeguarding framework 'Making Safeguarding Personal' set out in the Care Act has no set timescale for completing safeguarding enquiries. 60 days is considered to be a reasonable expectation. Enquiries taking longer than 60 days are generally because there are ongoing police enquiries and consequent court cases which can take some months to resolve.
ACH34	Cllr Coppinger	% of care homes rated good or better by the CQC	63.2	68%	75%	AMBER	↑	11th out of 15	15 nearest statistical neighbours	Wiltshire	The outturn relates to the percentage of care homes in the borough who have been inspected under the new inspection methodology. There are 47 care homes in the borough which is a disproportionately high number compared with statistical neighbours. Around 23% of care homes in the area have not yet been inspected. The Care Quality Commission carries out its inspection based on a risk approach - homes which are deemed to be high risk of inspected earlier and/or more frequently.
ACH40	Cllr Targowska	% of statutory training requirements for employees delivered (Annual measure)	New for 2016/17	N/A		N/A					Data not available until the end of financial year (March 2017).
ACH41	Cllr Targowska	Average number of training days per employee (Annual measure)	New for 2016/17	N/A		N/A					Data not available until the end of financial year (March 2017).
OCS32	Cllr Bicknell	RBWM road casualty rate compared to Berkshire average	0.80 (20% below Berkshire average)	0.86 (Q1)	0.99	GREEN	N/A				Note that data is reported quarterly for the calendar year not financial year. Data provided is for Q1.
OCS35	Cllr Dudley	Number of homelessness preventions through council advice and activity	1518	789	1600	GREEN	↑				
OCS36	Cllr Hill	Time taken to process housing / council tax benefit new claims and change events	4.8 days	4 days (YTD to September 2016)	Less than 4.5 days	GREEN	↑	1st out of Family Group	South East Unitary Councils	Windsor & Maidenhead	
OCS37	Cllr Cox	Reduction in non-compliant food premises – priority based inspections focusing on premises with a one or zero rating out of five	29	9 (Q2)	24 premises to improve from a 0 or 1 rating to a rating of 2 or more	GREEN	↑				
OCS38	Cllr Cox	Number of licensing compliance operations completed (including underage sales operations)	68	33 (Q2)	72	GREEN	↑				
CCS39	Cllr S Rayner	% of trees inspected within timeframes	New for 2016/17	100% (Q2)	100%	GREEN	↑				

Strategic Theme - Value for Money

Our Outcome: To keep council tax low and reduce our high cost placements in social care.

Directorate: All

Lead Member: Cllr Coppinger / Cllr N Airey / Cllr Targowska / Cllr Saunders / Cllr Cox / Cllr Hill

Lead Officer: Angela Morris / Daniel Crampton / Terry Baldwin / Rob Stubbs / Craig Miller / Con Georghiou

Ref.	Lead Member	Key Performance Indicators (KPI)	Performance					Benchmarking			Commentary (if performance is not On Target)
			Last year's Actual	Current Actual	Target	RAG status	DOT	Position	Family Group	Best performing LA	
ACH44	Cllr Targowska	Working days lost to sickness per FTE	9.63	9.77 (September 2016)	N/A	N/A				KPI to cease 31.03.17 and be replaced with working days lost to sickness per headcount (see below).	
ACH44b	Cllr Targowska	Working days lost to sickness per headcount		6.93 (September 2016)	6 days per employee	RED	↓			Performance is close to the CIPD average of 6.9 days per employee, which is significantly better than the public sector average of 8 days per employee. Private sector average is 5.8 days per employee. Monitoring and scrutiny of absences by Senior Leaders and Principal Member continues. Additional proactive measures are being implemented such as: provision of Mental health first aid training to managers and targeted 'Healthy Lifestyle' campaigns.	
ACH45	Cllr Targowska	% of council workforce that is agency staff	9.0%	9.2% (Q2)	Less than 5%	RED	↑			The Council remains committed to filling all statutory posts - this means agency staff are used. Decisions have been taken at Employment Panel to counter the challenges in filling hard to recruit posts. Anticipated corrective action will produce results by end of Q3. In addition, restructures completed in a number of areas are expected to reduce agency staff usage. Because of the changes planned in the Delivering Differently Programme, a number of services are covering vacancies with agency staff whilst decisions are made on future delivery.	
ACH46	Cllr Coppinger	Number of permanent admissions to residential or nursing care for those over 65	150	80 (Q2)	200 to 210	GREEN	↑				
ACH47	Cllr Coppinger	Number of new people receiving Telecare	458	253 (Q2)	460	GREEN	↑	-	-	-	
ACH48	Cllr N Airey	% occupancy rate for in house foster carers	TBC	90%	90%	GREEN					
ACH49	Cllr N Airey	Number of independent fostering agency placements	40	32 (Q2)	TBC	N/A	↑			TBC	
CCS42	Cllr Saunders	Council unit cost compared to other unitary councils (Annual measure)	£907	£907	£907	GREEN	↔	1st out of 56	CIPFA - based on 2016/17 data	Windsor & Maidenhead	This is an annual measure.
OCS43	Cllr Cox	% of household waste sent for reuse, recycling	47.70%	49.75% (Q2)	50%	GREEN	↑				
OCS69	Cllr Hill	% of projects completed to the right quality, on time and to original budget	N/A	63% (Q2)	70%	AMBER	N/A				Of 19 projects, 2 were late by more than 10% time tolerance, 3 were over the 10% budget tolerance and 2 exceeded both time and budget. See 2.32.

Our Outcome: To deliver improved customer services and outcomes for residents through the use of existing and emerging technology.

Directorate: Adult, Children & Health Services / Operations & Customer Services

Lead Member: Cllr Coppinger / Cllr Hill

Lead Officer: Angela Morris / Jacqui Hurd

Ref.	Lead Member	Key Performance Indicators (KPI)	Performance					Benchmarking			Commentary (if performance is not On Target)
			Last year's Actual	Current Actual	Target	RAG status	DOT	Position	Family Group	Best performing LA	
ACH47	Cllr Coppinger	Number of new people receiving Telecare	458	253 (Q2)	460	GREEN	↑	-	-	-	
CCS50	Cllr Hill	Resident satisfaction with service received from the council (Annual measure)	61%	72% (Q2)	70%	GREEN	↑				
OCS51	Cllr Hill	% of digital transactions carried out through the council's website	10.50%	27.90%	20.25%	GREEN	↑				
OCS52	Cllr Hill	Number of people signed up to 'My Account'	N/A	4,315	15,000	RED					Q2 figures covers 19/05/16 to 05/10/16 and includes those pending activation by customers. As in OCS51, the Digital Channel is relatively new and to date little promotional work has been done. There are currently three services on this platform and many more will be added in the coming months. Despite this, 50% of Green Waste transactions are now carried out via the Digital Channel and around 1000 new accounts are already being set up each month. This is an ambitious target, however we expect to be close to achieving this by year end.

Our Outcome: To intelligently use the borough's assets to increase income and to maximise our ability to collect business rates as well as to seek greater external investment in the borough through a variety of means such as Joint Ventures, the Local Enterprise Partnership and other sources.

Directorate: Corporate & Community Services / Operations & Customer Services

Lead Member: Cllr Dudley / Cllr Saunders / Cllr Hill

Lead Officer: Russell O'Keefe / Rob Stubbs / Andy Jeffs

Ref.	Lead Member	Key Performance Indicators (KPI)	Performance					Benchmarking			Commentary (if performance is not On Target)
			Last year's Actual	Current Actual	Target	RAG status	DOT	Position	Family Group	Best performing LA	
OCS54	Cllr Dudley	Number of new homes provided through the use of the council's land / assets	New for 2016/17	Not available	TBC	N/A					This is a new performance measure which will be collected from Q3.
CCS55	Cllr Saunders	Level of external investment secured to support the improvement and development programmes for the town centres	£941,112	£764,982 (Q2)	£840,000	GREEN	↑				
OCS57	Cllr Hill	Collection rate for business rates	98.00%	57.91% (Q2)	98.40%	AMBER	↓	8th out of 12	South East Unitary Councils	99.60%	This is an annual target. The Q2 target is 58% so we are 0.09% below target. This is due to a large bill being issued to one business late in September increasing the net collectable debit and reducing the collection rate. Without this the collection would have been 58.2%. We are however, 0.52% ahead of Q2 2015/16.

Our Outcome: To develop innovative services that will help to meet future challenges and demand and to launch a home ownerships plan through shared equity and other models where the resident has a stake in their property.

Directorate: Adult, Children & Health Services / Corporate & Community Services

Lead Member: Cllr Dudley

Lead Officer: Russell O'Keefe / Hilary Hall

Ref.	Lead Member	Key Performance Indicators (KPI)	Performance					Benchmarking			Commentary (if performance is not On Target)
			Last year's Actual	Current Actual	Target	RAG status	DOT	Position	Family Group	Best performing LA	
CCS58	Cllr Dudley	Number of new low cost home ownership, affordable homes and affordable accommodation provided through council advice, support and partnership working created and through the use of council owned land and assets.		Not yet available	TBC	N/A				This is a new performance measure that will be collected from quarter 3.	

Strategic Theme - Delivering Together

Our Outcome: To bring customer services closer to the resident by making greater use of community facilities such as libraries and to use technology to enhance our existing out-of-hours access to council services.

Directorate: Operations & Customer Services

Lead Member: Cllrs Hill & S Rayner

Lead Officer: Jacqui Hurd / Mark Taylor

Ref.	Lead Member	Key Performance Indicators (KPI)	Performance					Benchmarking			Commentary (if performance is not On Target)
			Last year's Actual	Current Actual	Target	RAG status	DOT	Position	Family Group	Best performing LA	
CCS50	Cllr Hill	Resident satisfaction with service received from the council (Annual measure)	61%	72% (Q2)	70%	GREEN	↑				
OCS59	Cllr Hill	Reduction in avoidable contact with the council	58%	54% (Q2)	Less than 40%	AMBER	↓				This is an annual target. Q2 target is 49% so we are 5% off this. We continue to work with services to reduce the amount of avoidable contact.
OCS60	Cllr Hill	% of complaints upheld	39%	35% (Q2)	27%	RED	↑				This is an annual target. To date the Council has received 380 complaints, 134 of which have been upheld or partially upheld. In 2015/16 there were 311 complaints, of which 99 were upheld (31.8%). We are 4% below the 2015-16 actual. The Council's complaints policy has recently been refreshed, and more complaints are now being channelled via the central Complaints Team, giving increased visibility of complaints across the Council.
OCS52	Cllr Hill	Number of people signed up to 'My Account'	N/A	4,315	15,000	RED					Q2 figures covers 19/05/16 to 05/10/16 and includes those pending activation by customers. As in OCS51, the Digital Channel is relatively new and to date little promotional work has been done. There are currently three services on this platform and many more will be added in the coming months. Despite this, 50% of Green Waste transactions are now carried out via the Digital Channel and around 1000 new accounts are already being set up each month. This is an ambitious target, however we expect to be close to achieving this by year end.
OCS61	Cllr S Rayner	Deliver 8 additional Council Services through libraries by March 2019	N/A	6	8	GREEN	↑				
OCS62	Cllr Hill	Number of first time contact resolutions	N/A	89.50%	83%	GREEN	↑				
OCS63	Cllr Hill	Calls answered in under one minute	76.20%	78.1% (Q2)	80%	AMBER	↑				Q2 performance is an improvement on Q1 performance of 75.1% and we are 1.9% ahead of 2015-16. Additional resource has been recruited and started in October and extra focus is being placed on avoidable contact which will reduce overall call volume and help achieve this target going forward.
OCS64	Cllr Hill	Take up of Customer Service Centre (CSC) services out of hours	71,636	36,535	80,000	GREEN	↑				

Our Outcome: To improve service delivery by implementing and benchmarking against best practise learned internally, nationally and internationally as well as exploring ways of delivering services differently to improve outcomes for residents

Directorate: Corporate & Community Services / Operations & Customer Services

Lead Member: Cllrs Hill & Saunders

Lead Officer: Jacqui Hurd / Rob Stubbs

Ref.	Lead Member	Key Performance Indicators (KPI)	Performance					Benchmarking			Commentary (if performance is not On Target)
			Last year's Actual	Current Actual	Target	RAG status	DOT	Position	Family Group	Best performing LA	
CCS50	Cllr Hill	Resident satisfaction with service received from the council (Annual measure)	61%	72% (Q2)	70%	GREEN	↑				
CCS42	Cllr Saunders	Council unit cost compared to other unitary councils (Annual measure)	907	907	907	GREEN	↔	1st out of 56	CIPFA - based on 2016/17 data	Windsor & Maidenhead	This is an annual measure.

Our Outcome: To work with all our partners in the private, public and voluntary sector to deliver the best outcomes for residents and to localise decision making by devolving powers to organisations and individuals.

Directorate: Corporate & Community Services / Operations & Customer Services

Lead Member: Cllrs S Rayner, Rankin & Bicknell

Lead Officer: Kevin Mist / Rob Stubbs / Ben Smith

Ref.	Lead Member	Key Performance Indicators (KPI)	Performance					Benchmarking			Commentary (if performance is not On Target)
			Last year's Actual	Current Actual	Target	RAG status	DOT	Position	Family Group	Best performing LA	
CCS65	Cllr S Rayner	Number of volunteers supporting council services	4,150	4,180 (Q2)	4,500	GREEN	↓				
CCS55	Cllr Rankin	Level of external investment secured to support the improvement and development programmes for the town centres	£941,112	£764,982 (Q2)	£840,000	GREEN	↑				
OCS66	Cllr Bicknell	% of Flood Schemes delivered (Annual measure)	86% scheme delivery	N/A Annual Measure	85% scheme delivery	N/A					Cabinet Flood Monitoring targets (in addition to Schemes Delivered, we also measure); * Spend 85-89% (actual 2015/6 - 86%, target 2016/17 - 85%) * SUDS (Sustainable drainage systems) 85-89% within statutory timescale (actual 2015/16 - 74%, target 2016/17 - 85%). Flood Liaison Group meets quarterly and agrees cross-partner actions with parishes, Environment Agency and Thames Water.

Strategic Theme - Equipping Ourselves for the Future

Our Outcome: To invest in learning and development for our staff and ensure our workforce is multi-skilled.

Directorate: Adult, Children & Health Services

Lead Member: Cllr Targowska

Lead Officer: Terry Baldwin

Ref.	Lead Member	Key Performance Indicators (KPI)	Performance					Benchmarking			Commentary (if performance is not On Target)
			Last year's Actual	Current Actual	Target	RAG status	DOT	Position	Family Group	Best performing LA	
ACH40	Cllr Targowska	% of statutory training requirements for employees delivered (Annual measure)	New for 2016/17	N/A	TBC	N/A				Data not available until the end of financial year (March 2016).	
ACH67	Cllr Targowska	Staff satisfaction levels	42.60%	45% (baseline)	60%	RED				The base line for 2016 is 45% and the target, by end of 2016/17, is 60% (increasing to 80% by end of 2017/18).	
ACH68	Cllr Targowska	Level of staff turnover - % of staff turnover	17.48%	18.23% (Q2)	Between 8% to 16%	RED	↑			The council constantly undertakes detailed analysis of exit data and is implementing a range of measures to support a reduction in staff turnover including extensive learning and development programme.	
ACH68b	Cllr Targowska	Level of staff turnover - % of staff voluntary turnover	13.65%	13.52% (Q2)	Between 4% to 12%	RED	↑			See above.	

Our Outcome: To progress the digitalisation of the council's systems to further develop the ambitions for a 24/7 council as well as promote joined up working across the council to help engender a "tell us once" ethos, improving outcomes for residents.

Directorate: Operations & Customer Services

Lead Member: Cllr Hill

Lead Officer: Jacqui Hurd

Ref.	Lead Member	Key Performance Indicators (KPI)	Performance					Benchmarking			Commentary (if performance is not On Target)
			Last year's Actual	Current Actual	Target	RAG status	DOT	Position	Family Group	Best performing LA	
OCS50	Cllr Hill	Resident satisfaction with service received from the council (Annual measure)	61%	72% (Q2)	70%	GREEN	↑				
OCS59	Cllr Hill	Reduction in avoidable contact with the council	0.58	54% (Q2)	Less than 40%	AMBER	↓			This is an annual target. Q2 target is 49% so we are 5% off this. We continue to work with services to reduce the amount of avoidable contact.	
OCS60	Cllr Hill	% of complaints upheld	0.39	35% (Q2)	0.27	RED	↑			This is an annual target. To date the Council has received 380 complaints, 134 of which have been upheld or partially upheld. In 2015/16 there were 311 complaints, of which 99 were upheld (31.8%). We are 4% below the 2015-16 actual. The Council's complaints policy has recently been refreshed, and more complaints are now being channelled via the central Complaints Team, giving increased visibility of complaints across the Council.	
OCS52	Cllr Hill	Number of people signed up to 'My Account'	N/A	4,315	15,000	RED				Q2 figures covers 19/05/16 to 05/10/16 and includes those pending activation by customers. As in OCS51, the Digital Channel is relatively new and to date little promotional work has been done. There are currently three services on this platform and many more will be added in the coming months. Despite this, 50% of Green Waste transactions are now carried out via the Digital Channel and around 1000 new accounts are already being set up each month. This is an ambitious target, however we expect to be close to achieving this by year end.	

Our Outcome: To better use digital and mobile technology and deliver against the council's Transformation Programme.

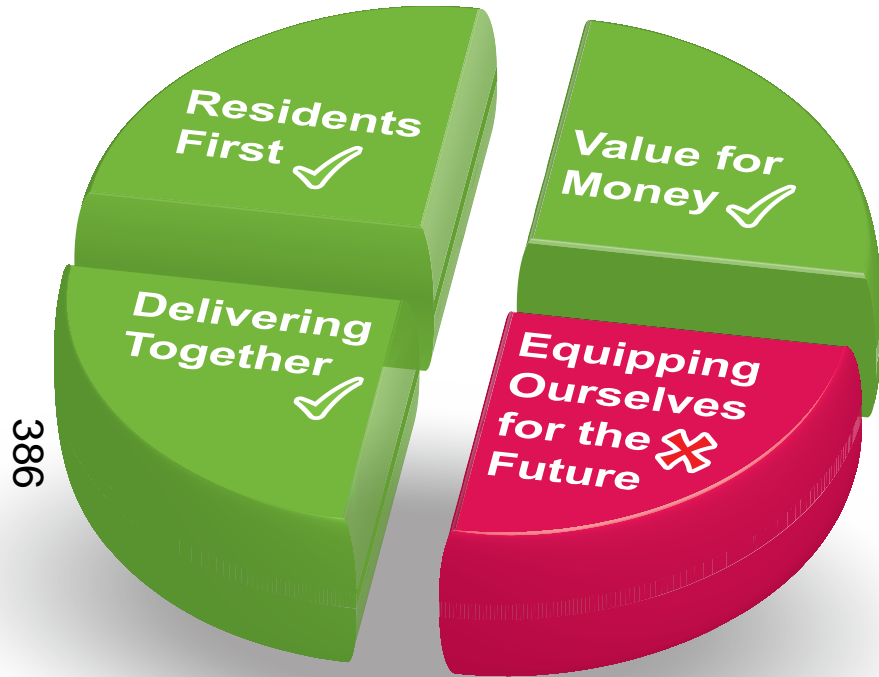
Directorate: Adult, Children & Health Services / Operations & Customer Services

Lead Member: Cllrs Hill & Coppinger

Lead Officer: Jacqui Hurd / Angela Morris

Ref.	Lead Member	Key Performance Indicators (KPI)	Performance				Benchmarking			Commentary (if performance is not On Target)	
			Last year's Actual	Current Actual	Target	RAG status	DOT	Position	Family Group		Best performing LA
CCS50	Cllr Hill	Resident satisfaction with service received from the council (Annual measure)	61%	72% (Q2)	70%	GREEN	↑				
ACH47	Cllr Coppinger	Number of new people receiving Telecare	458	253 (Q2)	460	GREEN	↑	-	-	-	
OCS52 Cllr Hill	Cllr Hill	Number of people signed up to 'My Account'	N/A	4,315	15,000	RED					Q2 figures covers 19/05/16 to 05/10/16 and includes those pending activation by customers. As in OCS51, the Digital Channel is relatively new and to date little promotional work has been done. There are currently three services on this platform and many more will be added in the coming months. Despite this, 50% of Green Waste transactions are now carried out via the Digital Channel and around 1000 new accounts are already being set up each month. This is an ambitious target, however we expect to be close to achieving this by year end.

Performance Infographic Summary



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Key:

- Residents First
- Delivering Together
- Value for Money
- Equipping Ourselves for the Future
- ✔ On Target
- ✘ Off Target
- ~ Just short of target



Annual target: 935,000

583,938 ✔

physical and virtual visits to libraries and museums



Annual target: 14,230,580

6,205,028 ✔

footfall in town centres (both Windsor & Maidenhead)

Quarterly target: 84



Quarterly target: 80%



Annual target: 18



Quarterly target: 4 to 12%



Annual target: 960



13.52% ✘

Level of staff turnover - % of staff voluntary turnover



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Report for: ACTION



Contains Confidential or Exempt Information	NO - Part I
Title	Improving Choice in Education
Responsible Officer(s)	Alison Alexander, Managing Director & Strategic Director of Adult, Children and Health Services
Contact officer, job title and phone number	Kevin McDaniel, Head of Schools and Education Services, 01628 683592
Member reporting	Cllr N Airey, Lead member for Children's Services
For Consideration By	Cabinet
Date to be Considered	24 November 2016
Implementation Date if Not Called In	Immediately
Affected Wards	All

REPORT SUMMARY

1. In September 2016 the government published a consultation called "Schools that work for everyone" and is seeking responses by 12 December 2016. This report sets out the response from the Royal Borough of Windsor and Maidenhead that confirms our commitment to excellent education for all pupils who live in the borough, particularly for those living with financial disadvantage.
2. Education standards in the Royal Borough continue to rise and parents continue to demand choice of school type. With our commitment to schools of all types which strive to provide excellent education, the Royal Borough welcomes the opportunity to support the option of selective education for those who choose to access it.
3. In addition, the Royal Borough welcomes the intention of the consultation to make education attainment for financially disadvantaged pupils a shared responsibility across the education sector. It is clear from the attainment results over the last three years that these children do not do as well as their peers in local schools and we are committed to improving their success.
4. This report concludes that the Royal Borough should engage actively in the coming months with any existing school that wishes to explore the opportunity to enable some admissions through selection by academic aptitude. All opportunities must ensure that every school in the borough continues to offer an excellent education for all pupils and contributes to improving outcomes for our pupils living with financial disadvantage as table 1 (section 2.6) clearly shows this group continues to do less well than their peers.

If recommendations are adopted, how will residents benefit?	
Benefits to residents and reasons why they will benefit	Dates by which residents can expect to notice a difference
Greater education choice available locally.	To be confirmed with national legislation but unlikely to be before September 2018 admission to secondary school.

1. DETAILS OF RECOMMENDATIONS

RECOMMENDATION: That Cabinet:

- i. Endorse the development of selective or partially selective education within the education provision of the Royal Borough to further improve the choice of education available to pupils and the families.**
- ii. Authorise the Managing Director & Strategic Director of Adult, Children and Health Services with the Cabinet Member for Children’s Services to finalise and respond to the “Schools that work for everyone” consultation by the Department for Education as set out in appendix A.**
- iii. Authorise the Managing Director & Strategic Director of Adult, Children and Health Services and the Lead Member for Children’s Services to write to all secondary schools in the borough inviting expressions of interest in allowing some or all admissions through a selective stream, and to follow up on the responses to secure a range of options for residents.**
- iv. Authorise the Managing Director & Strategic Director of Adult, Children and Health Services and the Lead Member for Children’s Services to write to selective schools across the country inviting them to actively pursue the establishment of a new wholly selective school or a school with a selective stream in the borough.**

2. REASON FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 The Royal Borough has a wide range of school choice, offering both two and three-tier options with access at ages 8,11,13 and 16, in a range of community, faith, single gender and mixed schools. This council remains committed to ensuring every pupil can choose the education they want to receive and that all education is high quality education. To this end this council has invested £21m in primary school capacity over the last five years and has an active investment programme of £30m for secondary school expansion. The investment programme will support the education sector to achieve high standards while meeting the forecast level of demand for school places, including the provision of up to 10% extra capacity. This council believes that the availability of additional places offering selective education will increase choice, quantity and quality of school places available to pupils and families living within the borough.
- 2.2 The quality of education within the Royal Borough is rising. Following inspections this academic year, at the end of October 2016, 84% of the state-funded schools

in the borough are judged by Ofsted to be Good or Outstanding. The impact on pupils is also good with strong attainment in the 2016 examination season. 59% of students who completed the year 6 SAT test in 2016 reached the national benchmark making the Royal Borough the 17th highest attaining local authority out of the 150 authorities with sufficient schools in England. Similarly, 72.2% of students who took GCSE examinations in September 2016 achieved an A*-C grade in English and Mathematics making the Royal Borough the 9th highest attaining local authority in England in this measure.

- 2.3 Whilst overall quality and attainment are high within the Royal Borough, some pupils seek places in other local authority areas. Historically 20%-30% of pupils applied for selective school places when this process took place before the entrance test results were known. The system changed in 2014 so that pupils knew their score in the test prior to making an application. This change led to a reduction in the number of applications as some families recognised the reduced chance of being accepted. In 2015, 16% of parents sought a selective school place outside of the Borough with 13% putting this as their first preference of school type based on the result of their child's entrance test result. In the last five years over 12% of pupils living in the Royal Borough have been offered a selective school place in year 7, see appendix B for a summary of the applications for secondary school places.
- 2.4 The 666 pupils attending a selective school outside of the Royal Borough since September 2011 are having a limited positive effect on the borough's education environment. This council is committed to residents having the choice to attend a selective school within the borough boundary and has made a manifesto commitment, in response to residents' demands, to promote selective education within the Royal Borough.
- 2.5 Whilst this council is investing in existing schools to meet planned demand for the next three years, there will be further population growth in the next ten years. The plans as proposed in the Borough Local Plan will require at least one new primary and secondary school to meet the needs of the families. An opportunity exists within the borough to build the two new schools in the centre of Maidenhead on a number of council-owned sites including Maidenhead Golf Club.
- 2.6 The government consultation makes several proposals relating to the contribution of selective schools, independent schools and universities to improving the educational standards for pupils from financially disadvantaged backgrounds. In the Royal Borough, 6.0% of our young people are currently eligible for free school meals while 14.4% have been eligible at some point in the last six years¹. This larger cohort is eligible for the Pupil Premium and numbered 3052 pupils by the Department for Education in April 2016. This cohort is typically referred to as the "Free School Meals" cohort in schools and there is comparative data available for this segmentation at the end of Key Stages. Nationally, this cohort of young people does not achieve as well as their peers and that is true in the Royal Borough. Locally over the last three school years these pupils have achieved around the national average for those from financially disadvantaged backgrounds and significantly below other pupils in the Royal Borough. Table 1 shows the attainment of these pupils in comparison to the national benchmark for their age group and the gap with other pupils in the Royal Borough.

¹ Taken from DFE data in 2016 following the refresh of IDACI data which is updated every five years. Previously the Royal Borough had 9% of the school population eligible for Free School Meals.

Table 1: Performance of pupils eligible for Free School Meals

			2013	2014	2015
Key Stage 2 Level 4+ reading, writing and maths	RBWM	FSM	68%	68%	58%
		Gap	-11%	-15%	-26%
	National	FSM	60%	64%	66%
		Gap	-19%	-18%	-17%
Key Stage 4 5+ A*-C inc. English & maths	RBWM	FSM	48%	34%	39%
		Gap	-22%	-30%	-28%
	National	FSM	38%	33%	34%
		Gap	-27%	-27%	-28%

- 2.7 Improvement in this area is priority for this council and is supported by a manifesto commitment to “Work with schools to close any attainment gaps for poor pupils”. Already this academic year, our school improvement service has offered every school targeted support regardless of school type. This council welcomes the proposals outlined in the consultation to improve the support provided by the most advantaged in the education system to increase the attainment of young people living with financial disadvantage.
- 2.8 In this context, it is recommended that the Royal Borough respond positively to the proposals set out by the government to allow wholly or partially new selective school places to be developed. This council believes the range of options, from new schools to the conversion of existing schools, offers the best chance to develop a broad range of school types while maintaining high quality education in them all.
- 2.9 The consultation “Schools that work for everyone” requires respondents to answer a batch of questions following each section of the paper. Appendix A contains the proposed response from the Royal Borough.
- 2.10 Whilst the government will consider all consultation responses before bringing forward the necessary changes in policy, guidance or statute in due course, this council wishes to move forward as quickly as possible and will therefore take the following steps to establish a number of options by March 2017.
- Write to all state funded secondary schools within the borough to invite expressions of interest in allowing some or all admissions through selection.
 - Write to selective schools across the country inviting them to actively pursue the establishment of a new wholly selective school or a school with a selective stream in the borough.
- 2.11 This council will support any proposal that considers full or partial selective education only where the proposal includes a detailed commitment to raise the academic achievement of young people eligible for pupil premium and those struggling to get by as identified in the Resolution Foundation “Hanging On” report in September 2016². Any school proposal must outline concrete steps to include a representative proportion of those pupils within the provision. For example, a new selective school admitting 120 pupils in a year group would be expected to prioritise the admission of significantly in excess of the 17 young people whose

² <http://www.resolutionfoundation.org/publications/hanging-on-the-stresses-and-strains-of-britains-just-managing-families/>

education attracts Pupil Premium because of their free school meals eligibility. Further, any solutions will have to be supported by resident demand which is clearly evidenced.

3. KEY IMPLICATIONS

3.1 The following outcomes are required from the process.

Defined Outcomes	Unmet	Met	Exceeded	Sig. Exceeded	Date they should be delivered by
Consultation response submitted by due date.	Not submitted	Submitted	NA	NA	12 December 2016
Expressions of interest are received from existing schools	None received	1 received	2 received	At least 3 received	End of March 2017
Interest from existing Selective schools	None received	1 received	2 received	At least 3 received	July 2017

4. FINANCIAL DETAILS

4.1 There are no financial implications of this report.

5. LEGAL IMPLICATIONS

5.1 The local authority is able to respond to the consultation as set out in the recommendations. Until such time as a new regulations are published, there is no mechanism for new selective schools to open in the UK.

6. VALUE FOR MONEY

6.1 There is no expenditure resulting from this report.

7. SUSTAINABILITY IMPACT APPRAISAL

7.1 Not required.

8. RISK MANAGEMENT

Risks	Uncontrolled Risk	Controls	Controlled Risk
Too many selective places are proposed	HIGH	An open process and demographic needs analysis by RBWM will make clear to proposers, DFE and EFA the likely impact of individual schemes	MEDIUM

9. LINKS TO STRATEGIC OBJECTIVES

- 9.1 This paper contributes to the council's strategic objective to make sure every pupil can access excellent education. It is directly related to the manifesto commitments to explore the provision of selective school education within the borough and to close the gap for disadvantaged pupils.

10. EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION

- 10.1 This report relates to the principles of maintaining choice and high quality education for all. There are specific recommendation regarding those eligible for free school meals and any forthcoming proposals will contain detail that may require a full Equality Impact Assessment. This report does not require such an assessment.

11. STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS

- 11.1 None.

12. PROPERTY AND ASSETS

- 12.1 None.

13. ANY OTHER IMPLICATIONS

- 13.1 None

14. CONSULTATION

- 14.1 This report will be considered by the Children's Overview and Scrutiny panel on 15 November 2016. The government consultation is available to all for submission and the council has encouraged schools to express their specific opinions.

15. APPENDICES

- Appendix A: The Royal Borough response to government consultation – "Schools that work for everyone".
- Appendix B: Selective School Analysis

17. BACKGROUND INFORMATION

17.1 The historical data generated from recent school admissions years has been used to establish the demographic figures used in section 2 and the Governments “Schools that work for everyone” document, which can be downloaded from <https://consult.education.gov.uk/school-frameworks/schools-that-work-for-everyone>, is the source of the questions for the proposed responses.

18. CONSULTATION (MANDATORY)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
Internal				
Cllr N Airey	Leader Member for Children’s Services	21/10/16	24/10/16	Comments
Cllr D Evans	Deputy Lead Member for Children’s Services	21/10/16		
Russell O’Keefe	Strategic Director Corporate and Community Services	21/10/16		
Alison Alexander	Managing Director/ Strategic Director Adults, Children and Health	21/10/16	22/10/16 8/11/16	Comments
Simon Fletcher	Strategic Director Operations and Customer Services	21/10/16		

REPORT HISTORY

Full name of report author	Job title	Full contact no:
Kevin McDaniel	Head of Schools and education Support	01628 683592

Appendix A: The Royal Borough response to government consultation - Schools that work for everyone

The answers below are labelled by the paragraph number in the consultation paper which contains the questions. There is often more than one question per paragraph number

Families who are just about managing

10 Q: How can we better understand the impact of policy on a wider cohort of pupils whose life chances are profoundly affected by school but who may not qualify or apply for free school meals?

There is an existing IDACI measure for deprivation which identifies, in statistical terms, the relative deprivation in postcode areas based on a number of existing measures. It would be feasible to look at progress and attainment data by IDACI band and therefore assess the school's contribution to the lower bands. This device could be further used to direct the potential engagement of selective schools, independent schools or universities towards schools with higher levels of need.

10 Q: How can we identify them?

Many parents will not be comfortable with school having personal information about their family circumstances, (in particular their income). We believe therefore the use of address as a broad proxy would appear to be the most accessible way to identify a cohort.

Independent schools

12 Q: What contribution could the biggest and most successful independent schools make to the state school system?

In the Royal Borough of Windsor and Maidenhead we have seen the success of Holyport College, a free school sponsored by Eton College. This school has generated a high quality school for local pupils, taken an active position to support disadvantaged pupils and contributes to the wider state-school network. We believe this is a great example of the most effective way for independent schools to make a contribution to the local area. Full bursaries are more challenging as we believe that there are more barriers to success in education than just the cost of school fees. If places are offered on a bursary basis then the success measure must relate to the progress and outcomes for those students, not just the offering of the place at a point in time.

12 Q: Are there other ways in which independent schools can support more good school places and help children of all backgrounds to succeed?

In addition to school place support as set out in the paper we believe the independent sector has a role to increase the social capital of the area by opening up opportunities that are typically beyond the state-funded sector and those disadvantaged families. This may be

creating extra-curricular activities that are open to all; holiday time opportunities for enrichment; and supporting local networks such as sport and drama

13 Q: Are these the right expectations to apply to all independent schools to ensure they do more to improve state education locally?

It is not clear that every independent school is a good school and there are some that would struggle to meet the demands made of a state-funded school. Where their quality is good enough however we would welcome their contribution. In addition to the proposals to build social capital through extra-curricular enrichment, we would suggest that these schools could take an active role in securing apprenticeship and other workplace opportunities in the area based on their typical network of supporters.

13 Q: What threshold should we apply to capture those independent schools who have the capacity to sponsor or set up a new school or offer funded places, and to exempt those that do not?

The threshold for sponsorship or funded places should relate to the financial capacity of the organisation to deliver its services. A combination of turnover and asset base would create a metric to assess the level of requirement on the school which should then feed into inspection.

14 Q: Is setting benchmarks the right way to implement these requirements?

Sponsorship decisions do not fit a simple benchmark / numeric threshold. We would support a more qualitative regime, assessed by the Independent School Inspectorate which is able to assess the capability a school has to make a contribution to state education.

14 Q: Should we consider legislation to allow the Charity Commission to revise its guidance, and to remove the benefits associated with charitable status from those independent schools which do not comply?

Yes, providing that it is recognised that any closure as a result might add to the school place pressures in a given area.

14 Q: Are any other changes necessary to secure the Government's objectives?

It is not uncommon for the pupils targeted by this policy to have 'additional needs'. The guidance needs to be explicit that independent schools are expected to meet those needs without increasing the demand on High Needs funding. This will need to be carefully handled so that costs are not comparable to independent special schools but the normal fees for state-funded mainstream schools.

Universities

11 Q: How can the academic expertise of universities be brought to bear on our schools system, to improve school-level attainment and in doing so widen access?

The University Technical College model is one that works well in the case where an employer or University has some relevant expertise about which an ‘upper’ school can be created and embraced by local industry. These should compliment the range of high quality broad-based provision available for the community. Some Universities would be excellent sponsors of schools, however the assessment of teaching in others does not create a strong sense of capability to deliver the desired Good or Outstanding state-funded schools.

11 Q: Are there other ways in which universities could be asked to contribute to raising school-level attainment?

*The most common criticism of schools that are **not** Good or Outstanding is that their staff do not have either the requisite subject knowledge or passion for their subject which transmits itself to the students. Universities should be asked to work within their local area to lead and inspire subject teachers of all phases to improve the quality of what goes on in the classroom. Measuring the number of teachers who take part and the coverage of schools will be important along with overall improvements in the success of students in those subjects. Further, Universities can do more to raise the understanding of the role of qualifications – GCSE, A Level, BTEC, Degree, professional body exams etc – with young people in their local area to improve the quality of careers advice and inspiration beyond the statutory duty that sits with schools.*

15 Q: Is the DFA guidance the most effective way of delivering these new requirements?

We are not in a position to comment on this question as local authorities are not familiar with the workings of the DFA guidance to Universities.

16 Q: What is the best way to ensure that all universities sponsor schools as a condition of higher fees?

We are not in a position to comment on the best way to influence Universities.

18 Q: Should we encourage universities to take specific factors into account when deciding how and where to support school attainment?

Universities should be required to support all of their local area schools to prevent the direction of support only to those schools likely to feed them students directly. The success of the University should be tied to a local area measure which rewards partnership working to improve outcomes for disadvantaged pupils; reduces the NEET rate and grows employment.

Selective Schools

15 Q: How should we best support existing grammars to expand?

Existing selective schools face the threat of legal challenge when attempting to meet the “single integrated school” definition. We can reduce these hurdles by enabling existing selective schools to expand without fear that the status of “single integrated school” can be challenged. The funding of “expansion of places upfront on the basis of estimates” must relate to revenue and reflects a common battleground between schools of all types. Such

funding would be welcome but should apply to all expansions not just selective schools if a balanced provision to meet the needs of the local residents is to be maintained.

15 Q: What can we do to support the creation of either wholly or partially new selective schools?

We should not try to go backwards. In our area we have a great deal of choice. We have both two- and three- tier admission arrangements, faith and community, mixed and single gender schools. This range gives real choice over type of school and timing of entry however 16% of our families sought an out of borough selective school in 2015 and such provision will further develop that choice. Selective entry must fit into that model by offering a range of pathways in including different age entry points and academic thresholds to match the demographic demands of the community they serve. It must also play it's part in a high quality system: 76% of pupils in our Borough attend a Good or Outstanding secondary school and in 2016, 72.2% of students achieved A-C GCSE grades in maths and English, the 9th highest ranking for an English local authority.*

It is likely that a selective school will have a wider catchment area and therefore a requirement for travel support. In areas which do not run entrance testing for all pupils, access to a selective school is currently treated as parental choice and this could be a real barrier for those families who are just about managing. We would recommend that the local authority could be supported to provide transport assistance, with end of day flexibility, for such schools.

15 Q: How can we support existing non-selective schools to become selective?

The issues with changing admissions criteria are manifold and last for many years. It will be important to allow some flexibility in the admission arrangements for siblings and those who will have selected a location because of the ability to access a particular school. It is possible that schools making the transition will need to upskill the level of teacher they have (e.g. 3 top sets vs 3 tiers) so an investment and training programme to grow the appropriate staff could be required.

17 Q: Are these the right conditions to ensure that selective schools improve the quality of non-selective places?

Running an outstanding school is hard; running a group of outstanding schools with similar ethos and approach is harder; running outstanding schools with very different characteristics is the hardest of all. It should not be required that a selective school runs other schools, instead they should have targets to increase the proportion of lower income households attending and achieving in their schools. We would welcome proposals which support differential thresholds to support this ambition. They should similarly be asked to lead on the generation of aspiration in primary years so more of these families opt for selective education regardless of where it is delivered. We also believe that disadvantaged families don't believe the entrance tests are fair to their children. Selective schools should be

required to promote the fairness and resistance to “test coaching” of their admission arrangements.

17 Q: Are there other conditions that we should consider as requirements for new or expanding selective schools, and existing non-selective schools becoming selective?

There are relatively few children with additional needs in selective schools (often because taking a test is challenging) and it will be important that selective schools support those with strong mainstream ability wrapped up with complex needs. The planning of a coherent education offer is crucial to the overall standards in an area so that non-selective schools can maintain a mixed intake. It will matter therefore how the places are distributed and the overall balance of the areas school mix.

17 Q: What is the right proportion of children from lower income households for new selective schools to admit?

Selective schools should be expected to serve the wider community area they serve and their intake should mirror the demographic mix of that community. It is important that this is not just catchment area as we know that over time the financially advantaged secure property near the best schools. Where appropriate we would welcome a selective school which overtly seeks to take a high proportion of disadvantaged pupils and therefore would not support a ceiling.

19 Q: Are these sanctions the right ones to apply to schools that fail to meet the requirements?

The proposed financial sanctions can work, however we would like to see more.

19 Q: If not, what other sanctions might be effective in ensuring selective schools contribute to the number of good non-selective places locally?

Sanctions have to be financial otherwise they have no impact on the school, however we also believe that in state education, the judgement of the regulator is a crucial indicator to parents and for the reputation of the school. We would welcome the ability for Ofsted to inspect any school that falls short of its commitment, with a particular focus on the arrangements for that group of pupils.

20 Q: How can we best ensure that new and expanding selective schools and existing non-selective schools becoming selective are located in the areas that need good school places the most?

We need to build on the existing SCAP data system and ensure that there is joined up school place planning between LAs and the DFE / EFA so that every school offers a real choice to families.

21 Q: How can we best ensure that the benefits of existing selective schools are brought to bear on local non-selective schools?

All schools need to collaborate to secure the best outcomes for local pupils. In our role as the champion for children local authorities should be responsible for building effective local partnerships (as this is beyond the statutory role of Multi Academy Trusts) so that parents and pupils have access to the best that all schools have to offer.

21 Q: Are there other things we should ask of existing selective schools to ensure they support non-selective education in their areas?

The network of selective schools typically has access to a wider range of extra-curricula activities and individuals who are passionate about raising aspiration. We should expect selective schools to enable others to access such experiences through increased local sharing.

21 Q: Should the conditions we intend to apply to new or expanding selective schools also apply to existing selective schools?

Yes, in order for selective education to support the overall ambition the playing field must be level for all selective schools.

Faith schools

13 Q: Are these the right alternative requirements to replace the 50% rule?

Unlike many of the free schools listed in the consultation, the 7000 Christian faith schools in England are a crucial part of local place planning. Local Authorities would like to see admission requirements which ensure local families have priority access to some places at any oversubscribed school with a religious character ahead of out of area families of faith.

13 Q: How else might we ensure that faith schools espouse and deliver a diverse, multi-faith offer to parents within a faith school environment?

We support the proposal for an Independent governor with a specific duty to ensure a diverse, multi-faith offer. Further we would recommend that these issues are monitored by Ofsted inspection to ensure faith teachings do not block crucial safeguarding education for all young people.

16 Q: Are there other ways in which we can effectively monitor faith schools for integration and hold them to account for performance?

Local Authorities already have to invest several thousand pounds a year in SACRE, for the teaching of religion. This body could be asked, through expanding statutory reach, to be accountable for integration and the cross-faith teaching needed to improve integration.

16 Q: Are there other sanctions we could apply to faith schools that do not meet this requirement?

Sanctions have to be financial otherwise they have no impact on the school, however we also believe that in state education, the judgement of the regulator is a crucial indicator to parents and for the reputation of the school. We would welcome the ability for Ofsted to inspect any school that falls short of its commitment, with a particular focus on the arrangements for that group of pupils.

1st preference applications for grammar school places from RBWM residents

Data excludes Late Applications

2007	2008	2009	2010	2011	2012	2013	2014	2015			
2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	Trend	Average	Weighted Average

Slough gives result of 11+ to parents before applications deadline

Bucks follows suit

Holyport College opens

1st preference analysis

1st preference applications for Grammar schools, by area of residence	Area	2007	2008	2009	2010	2011	2012	2013	2014	2015	Trend	Average	Weighted Average
	Ascot	8	8	7	6	6	9	1	4	4			
Maidenhead	144	171	165	151	171	177	201	126	106				
Windsor	33	34	54	41	46	37	39	32	30				
Datchet & Wraysbury	39	38	37	39	29	37	27	35	22				
RBWM	224	251	263	237	252	260	268	197	162				

Total No. On Roll in Year 6 (in RBWM school) by area of residence	Area	2007	2008	2009	2010	2011	2012	2013	2014	2015	Trend	Average	Weighted Average
	Ascot	117	112	113	119	103	117	117	119	122			
Maidenhead	671	719	704	730	653	693	669	730	699				
Windsor	296	341	321	335	323	322	330	305	369				
Datchet & Wraysbury	73	73	78	88	65	77	64	87	87				
RBWM	1157	1245	1216	1272	1144	1209	1180	1241	1277				

All 1st preference applications for Year 7, by area of residence	Area	2007	2008	2009	2010	2011	2012	2013	2014	2015	Trend	Average	Weighted Average
	Ascot	148	161	179	175	176	190	191	195	211			
Maidenhead	553	678	673	706	701	739	724	801	780				
Windsor	50	60	63	58	62	50	61	70	81				
Datchet & Wraysbury	76	70	67	63	62	66	71	90	74				
RBWM	827	969	982	1002	1001	1045	1047	1156	1146				

1st preference applications for Grammar schools, as a % of the 1st preference applications made (i.e. A ÷ C)	Area	2007	2008	2009	2010	2011	2012	2013	2014	2015	Trend	Average	Weighted Average
	Ascot	5%	5%	4%	3%	3%	5%	1%	2%	2%			
Maidenhead	26%	25%	25%	21%	24%	24%	28%	16%	14%				
Windsor	66%	57%	86%	71%	74%	74%	64%	46%	37%				
Datchet & Wraysbury	51%	54%	55%	62%	47%	56%	38%	39%	30%				
RBWM	27%	26%	27%	24%	25%	25%	26%	17%	14%				

Successful 1st preference applications for Grammar Schools as at National Offer Day	Area	2007	2008	2009	2010	2011	2012	2013	2014	2015	Trend	Average	Weighted Average
	Ascot	2	3	4	0	1	4	0	1	0			
Maidenhead	44	64	61	49	52	74	90	94	86				
Windsor	13	17	17	13	18	11	13	17	18				
Datchet & Wraysbury	24	11	16	20	6	14	8	13	11				
RBWM	83	95	98	82	77	103	111	125	115				

Average = average (mean) of all years, 2007 to 2014
Weighted Average = average calculated on years 2007 to 2014, but with more weight given to later years. It reflects more recent trends, whilst taking account of the overall average.

1st preference applications made, by school and selected years	School	2010				2014				2015			
		Applications	Allocated	No Offer	% allocated	Applications	Allocated	No Offer	% allocated	Applications	Allocated	No Offer	% allocated
Sir William Borlase's Grammar S	Bucks	46	19	27	41%	60	46	14	23%	38	34	4	11%
St Bernard's Catholic Grammar S	Slough	45	19	26	42%	30	11	19	37%	22	14	8	36%
John Hampden Grammar School	Bucks	46	2	44	4%	25	21	4	16%	16	13	3	19%
Upton Court Grammar School	Slough	6	4	2	67%	17	5	12	29%	11	4	7	36%
Wycombe High School	Bucks	18	9	9	50%	15	11	4	73%	12	10	2	83%
Burnham Grammar School	Bucks	17	7	10	41%	13	10	3	77%	9	8	1	89%
Beaconsfield High School	Bucks	3	1	2	33%	10	5	5	50%	5	1	4	20%
Kendrick Girls Grammar School	Reading	21	6	15	29%	8	4	4	50%	13	9	4	69%
Reading School	Reading	9	5	4	56%	6	5	1	83%	18	13	5	72%
Langley Grammar School	Slough	12	5	7	42%	5	3	2	60%	12	5	7	42%
The Royal Grammar School	Bucks	2	2	0	100%	3	1	2	33%	2	2	0	100%
Herschel Grammar School	Slough	11	3	8	27%	2	2	0	100%	2	1	1	50%
Tiffin School	Surrey	1	0	1	0%	2	1	1	50%	1	0	1	0%
The Tiffin Girls' School	Surrey	0	0	0	0%	1	0	1	0%	0	0	0	0%
Dr Challoner's High School	Bucks	0	0	0	0%	0	0	0	0%	1	1	0	100%
TOTAL		237	82	155	35%	197	125	72	63%	162	115	47	41%

2007	2008	2009	2010	2011	2012	2013	2014	2015			
2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	Trend	Average	Weighted Average

G Breakdown of the data in Table E into 'subareas'

Area	Subarea	2007	2008	2009	2010	2011	2012	2013	2014	2015	Trend	Average	Weighted Average
		Ascot	Ascot	2	3	4	0	1	4	0			
Maidenhead	Bisham and Cookham	17	17	20	10	21	19	18	14	10			
	Central Maidenhead	5	3	7	7	9	5	12	7	10			
	Maidenhead Villages	2	3	3	0	0	2	0	4	2			
	North East Maidenhead	6	6	10	5	3	11	17	11	14			
	North West Maidenhead	9	26	13	19	11	21	30	36	30			
	South East Maidenhead	3	5	4	7	6	11	8	14	9			
	South West Maidenhead	2	4	4	1	2	5	5	8	11			
	Windsor	East Windsor	4	4	3	4	3	3	8	3	6		
Eton	2	1	1	1	0	0	0	0	3	1			
Windsor North	2	3	8	0	4	0	2	4	3				
Windsor South	2	6	1	4	10	2	1	3	4				
Windsor Villages	3	3	4	4	1	6	2	4	4				
Datchet & Wraysbury	Datchet and Wraysbury	24	11	16	20	6	14	8	13	11			

1st preference applications for Grammar schools, as a % of the Year 6 numbers on roll (i.e. A ÷ B)	Area	2007	2008	2009	2010	2011	2012	2013	2014	2015	Trend	Average	Weighted Average
	Ascot	7%	7%	6%	5%	6%	8%	1%	3%	3%			
Maidenhead	21%	24%	23%	21%	26%	26%	30%	17%	15%				
Windsor	11%	10%	17%	12%	14%	11%	12%	10%	8%				
Datchet & Wraysbury	53%	52%	47%	44%	45%	48%	42%	40%	25%				
RBWM	19%	20%	22%	19%	22%	22%	23%	16%	13%				

All applications for grammar school places from RBWM residents

Data excludes Late Applications

	2007	2008	2009	2010	2011	2012	2013	2014	2015	Trend	Average	Weighted Average
	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16			

Analysis of all preferences made

This analysis looks at the number of applicants - not the number of preferences.

Slough gives result of 11+ to parents before applications deadline
 Bucks follows suit
 Holyport College opens

A		Ascot	Maidenhead	Windsor	Datchet & Wraybury	RBWM							
Count of applicants who indicated any pref. for one (or more) grammar schools (i.e. applicants with 2 or more prefs. for a grammar are only counted once)	Ascot	13	12	10	6	8	9	2	7	5		8	6
	Maidenhead	155	175	179	161	182	188	214	142	117		168	138
	Windsor	34	40	56	41	47	38	40	33	34		40	36
	Datchet & Wraybury	44	41	39	41	31	41	29	36	25		36	31
	RBWM	246	268	284	249	268	276	285	218	181		253	211

B		Ascot	Maidenhead	Windsor	Datchet & Wraybury	RBWM							
On Roll in Year 6 (in RBWM school) by area of residence (ibwm school means any state maintained school in the borough, incl. free schools and academies) (January School CENSUS)	Ascot	117	112	113	119	103	117	117	119	122		115	119
	Maidenhead	671	719	704	730	653	693	669	730	699		696	703
	Windsor	296	341	321	335	323	322	330	305	369		327	344
	Datchet & Wraybury	73	73	78	88	65	77	64	87	87		77	84
	RBWM	1157	1245	1216	1272	1144	1209	1180	1241	1277		1216	1251

C		Ascot	Maidenhead	Windsor	Datchet & Wraybury	RBWM							
Count of all applicants for Year 7 places, by area of residence	Ascot	148	160	180	175	176	190	191	195	212		181	199
	Maidenhead	556	680	675	701	702	743	734	802	782		708	761
	Windsor	51	61	65	59	62	51	61	71	81		62	73
	Datchet & Wraybury	78	70	68	65	60	67	72	90	75		72	76
	RBWM	833	971	988	1000	1000	1051	1058	1158	1150		1023	1109

D		Ascot	Maidenhead	Windsor	Datchet & Wraybury	RBWM							
% of applicants putting a grammar school down as any preference (i.e. A ÷ C)	Ascot	9%	8%	6%	3%	5%	5%	1%	4%	2%		5%	3%
	Maidenhead	28%	26%	27%	23%	26%	25%	29%	18%	15%		24%	18%
	Windsor	67%	66%	86%	69%	76%	75%	66%	46%	42%		66%	51%
	Datchet & Wraybury	56%	59%	57%	63%	52%	61%	40%	40%	33%		51%	40%
	RBWM	30%	28%	29%	25%	27%	26%	27%	19%	16%		25%	19%

E		Ascot	Maidenhead	Windsor	Datchet & Wraybury	RBWM							
All successful applicants for a place at a Grammar School, as at National Offer Day (The green bars represent the proportion of successful applications)	Ascot	2	3	4	0	1	4	0	2	0		2	1
	%	15%	25%	40%	0%	13%	44%	0%	29%	0%		21%	12%
	Maidenhead	59	78	77	72	69	83	110	104	90		82	90
	%	38%	45%	43%	45%	38%	44%	51%	43%	39%		47%	66%
	Windsor	15	17	20	15	25	18	27	23	22		20	22
%	44%	43%	36%	37%	53%	47%	38%	30%	65%		50%	60%	
Datchet & Wraybury	26	17	18	22	18	23	13	18	16		19	17	
%	59%	41%	46%	54%	58%	54%	45%	50%	44%		51%	57%	
RBWM	102	115	119	109	113	128	150	147	128		123	130	
%	41%	43%	42%	44%	42%	46%	53%	47%	41%		47%	62%	

F	All applications made (all preferences), by school and selected years	2010					2014					2015				
		Applicants	Allocated	Not Req'd	No Offer excl. not req'd	% allocated /not req'd	Applicants	Allocated	Not Req'd	No Offer excl. not req'd	% allocated /not req'd	Applicants	Allocated	Not Req'd	No Offer excl. not req'd	% allocated /not req'd
	Sir William Borlase's Grammar S	84	26	19	39	54%	130	46	62	22	49%	107	35	57	15	58%
	St Bernard's Catholic Grammar S	54	23	4	27	50%	62	13	20	29	53%	47	14	19	14	60%
	John Hampden Grammar Schoo	71	2	15	54	24%	62	25	27	10	34%	47	13	27	7	55%
	Upton Court Grammar School	23	4	13	6	44%	39	6	15	18	54%	36	5	21	10	62%
	Wycombe High School	29	12	4	13	55%	43	13	26	4	71%	33	10	17	6	82%
	Burnham Grammar School	74	17	26	31	58%	82	16	53	13	60%	56	12	39	5	64%
	Beaconsfield High School	13	1	4	8	38%	32	7	19	6	47%	33	1	26	6	62%
	Kendrick Girls Grammar School	24	6	1	17	29%	16	4	6	6	43%	20	9	7	4	60%
	Reading School	14	6	1	7	50%	13	7	4	2	69%	31	13	12	6	61%
	Langley Grammar School	27	7	4	16	41%	38	4	28	6	64%	50	6	33	11	63%
	The Royal Grammar School	7	2	2	3	57%	28	1	24	3	67%	28	5	18	5	61%
	Herschel Grammar School	30	3	8	19	37%	34	4	23	7	79%	40	4	28	8	66%
	Tiffin School	2	0	0	2	0%	6	1	2	3	50%	1	0	0	1	0%
	Dr Challoner's Grammar School	0	0	0	0	0%	4	0	4	0	100%	1	0	1	0	100%
	Chesham Grammar School	0	0	0	0	0%	3	0	3	0	100%	0	0	0	0	0%
	The Tiffin Girls' School	0	0	0	0	0%	2	0	0	2	0%	0	0	0	0	0%
	Dr Challoner's High School	0	0	0	0	0%	1	0	1	0	100%	1	1	0	0	100%
	Sir Henry Floyd Grammar Schoo	0	0	0	0	0%	1	0	0	1	0%	0	0	0	0	0%
	Aylesbury Grammar School	0	0	0	0	0%	0	0	0	0	0%	1	0	1	0	100%
	King Edward VI Grammar Schoo	0	0	0	0	0%	1	0	1	0	100%	0	0	0	0	0%
	TOTAL	452	109	101	242	46%	597	147	318	132	64%	532	128	306	98	62%

Table F Note: This table does include all preferences made, so that a complete picture is given for each school. 'Not Required' means that the applicant obtained a place at a higher ranked school.

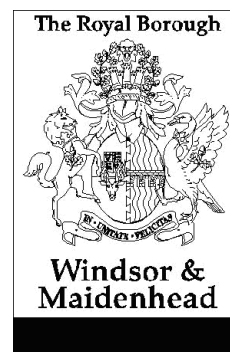
G Breakdown of the data in Table E into 'subareas'

		2007	2008	2009	2010	2011	2012	2013	2014	2015	Trend	Average	Weighted Average
		2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16			
Ascot		2	3	4	0	1	4	0	2	0		2	1
	%	15%	25%	40%	0%	13%	44%	0%	29%	0%		18%	11%
Maidenhead	Bisham and Cookham	22	17	23	10	24	19	18	14	10		17	13
	%	35%	44%	36%	50%	60%	49%	45%	30%	53%		117%	82%
	Central Maidenhead	6	6	10	14	13	6	14	8	11		10	10
	%	30%	26%	43%	56%	52%	29%	58%	47%	38%		48%	64%
	Maidenhead Villages	2	4	3	1	0	3	0	4	2		2	2
	%	29%	36%	25%	14%	0%	23%	0%	57%	100%		32%	70%
	North East Maidenhead	9	10	12	7	6	13	19	13	15		12	14
	%	43%	40%	44%	25%	18%	42%	43%	57%	38%		44%	68%
	North West Maidenhead	12	29	17	24	15	24	37	41	32		26	31
%	24%	64%	37%	48%	37%	53%	53%	93%	60%		55%	72%	
South East Maidenhead	6	8	8	14	8	12	13	16	9		10	11	
%	33%	40%	30%	54%	42%	43%	46%	60%	39%		50%	65%	
South West Maidenhead	2	4	4	2	3	6	9	8	11		5	9	
%	50%	33%	40%	22%	27%	55%	53%	47%	74%		47%	66%	
Windsor	East Windsor	4	4	3	4	6	5	10	5	8		5	7
	%	57%	40%	21%	50%	55%	56%	63%	60%	69%		59%	78%
	Eton	3	1	2	2	2	1	1	4	1		2	2
	%	60%	25%	40%	40%	100%	25%	33%	100%	50%		53%	59%
	Windsor North	2	3	9	1	5	0	6	5	3		4	4
	%	50%	60%	45%	14%	42%	0%	47%	63%	50%		46%	54%
Windsor South	3	6	2	4	10	3	4	4	4		4	4	
%	33%	47%	20%	31%	74%	33%	60%	44%	50%		48%	48%	
Windsor Villages	3	3	4	4	2	9	6	5	6		5	5	
%	33%	25%	57%	50%	25%	73%	55%	63%	47%		50%	60%	
Datchet & Wraybury	26	17	18	22	18	23	13	18	16		19	17	
%	59%	41%	46%	54%	58%	56%	45%	50%	64%		53%	58%	

H		Ascot	Maidenhead	Windsor	Datchet & Wraybury	RBWM							
All preference applications for Grammar schools, as a % of the Year 6 numbers on roll (i.e. A ÷ B)	Ascot	11%	11%	9%	5%	8%	8%	2%	6%	4%		7%	5%
	Maidenhead	23%	24%	25%	22%	28%	27%	32%	19%	17%		24%	20%
	Windsor	11%	12%	17%	12%	15%	12%	12%	11%	9%		12%	11%
	Datchet & Wraybury	60%	56%	50%	47%	48%	53%	45%	41%	29%		48%	37%
	RBWM	21%	22%	23%	20%	23%	23%	24%	18%	14%		21%	17%

I	Applicants who chose a grammar, but not as a 1st preference	Grammar, but not 1st pref.	Altwood Church of England	Charters School	Churchmead Church of Eng	Colchester County High Sch	Cox Green School	Denefield School	Desborough College	Furze Platt Senior School	Guru Nanak Sikh Secondary	Holyport College	Magna Carta School	Newlands Girls' School	Piggott CE Controlled Seco	Queen Elizabeth's School, B	Ranelagh Church of Englan	Salesian School, Chertsey	St Joseph's Catholic High Sch	The Langley Academy	The Matthew Arnold School	No 1st preference school	
	Grammar, but not 1st pref.	22	17	21	12	16	16	17	21	19													
	Altwood Church of England	1	1	1	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Charters School	8	5	3	-	2	-	-	3	2	-	-	-	-	-	-	-	-	-	-	-	-	-
	Churchmead Church of Eng	-	-	-	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Colchester County High Sch	1	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	-
	Cox Green School	-	-	-	-	1	2	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Denefield School	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Desborough College	1	1	2	1	-	-	-	-	1	4	-	-	-	-	-	-	-	-	-	-	-	-
	Furze Platt Senior School	3	1	3	1	3	2	2	3	3	-	-	-	-	-	-	-	-	-	-	-	-	-
	Guru Nanak Sikh Secondary	-	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Holyport College	-	-	-	-	-	-	-	-	-	-	-	2	4	-	-	-	-	-	-	-	-	-
	Magna Carta School	2	2	1	-	1	1	1	-	1	-	-	-										

Report for: ACTION



Contains Confidential or Exempt Information	No – Part I
Title	A review of Access Arrangements at Stafferton Way Civic Amenity Sites
Responsible Officer(s)	Simon Fletcher, Director of Operations and Customer Service
Contact officer, job title and phone number	Craig Miller, Head of Community Protection and Enforcement Services, Ext 3598
Member reporting	Cllr Carwyn Cox, Cabinet Member for Environmental Services
For Consideration By	Cabinet
Date to be Considered	24 November 2016
Implementation Date if Not Called In	March 2017
Affected Wards	All

REPORT SUMMARY

1. This report looks at the use of Stafferton Way Civic Amenity and Household Waste and Recycling Centre. It sets out the results of a recent survey undertaken at the site on where users are coming from and sets out the case for limiting access to the site to residents of the Royal Borough.
2. The report recommends that a permit system is implemented to limit free use of the site to residents of the Royal Borough.
3. It further recommends that a permit scheme for commercial type vehicles is implemented to allow residents of the Royal Borough to access the site in these type of vehicles to dispose of their own household waste.

If recommendations are adopted, how will residents benefit?

Benefits to residents and reasons why they will benefit	Dates by which residents can expect to notice a difference
1. Limits use of the site to Royal Borough residents only, which will mean residents are no longer paying for residents of other boroughs to dispose of their waste at the site.	April 2017
2. Limit materials that can be brought to the site and the	April 2017

use of the site by trade type vehicles, which will reduce the use of the site by traders, saving money on waste disposal.	
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1. DETAILS OF RECOMMENDATIONS

RECOMMENDATION: That Cabinet:

- i. **Approves the implementation of a permit scheme at Stafferton Way Civic Amenity Site and Household Waste Recycling Centre, to limit free use of the site to residents of the Royal Borough. The scheme will be implemented by April 2017. A charge will be applied to residents from outside the Royal Borough who wish to deposit waste at the site.**
- ii. **Delegate authority to the Lead Member for Environmental Services and the Director of Operations and Customer Services to finalise the exact format of the permit scheme following consultation with visitors to the site.**
- iii. **Approves the implementation of a permit scheme for commercial or commercial type vehicles, including vans, trailers and sign written vehicles, for access to use the Stafferton Way Civic Amenity Site and Household Waste Recycling Centre, where these vehicles are driven by residents of the Royal Borough and used to dispose of their own household waste. The scheme will be implemented by 31st January 2017.**

2. REASON FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 The Royal Borough provides a Civic Amenity Site and a Household Waste Recycling Centre on Vicus Way off Stafferton Way in Maidenhead. The site provides facilities for the disposal of a range of items including general household waste, garden waste, bulky items such as furniture, items for recycling, soil and rubble, plasterboard and asbestos.
- 2.2 A survey was undertaken at the sites in July 2016, which showed that 16% of visitors to the site came from outside the Royal Borough. Visitors to the sites were asked for their postcode. This data was used to distinguish which visitors came from inside the Royal Borough and to see where those from outside the borough were coming from.
- 2.3 In total, during the course of the week there were 1671 visitors across both sites, with 275 visitors from outside the Royal Borough. Although the survey only took place over one week, it surveyed 1671 visitors to the site in total. 1000 surveys would be statistically valid to use the results to make assumptions about how the site is used.
- 2.4 The following charts show the split of visitors from inside and outside the Royal Borough on each day the survey was undertaken, and the total split of visitors to the two sites provided over the course of the survey.

Chart 1: Showing visitors to the Household Waste and Recycling Centre (HWRC) showing visits from Royal Borough Residents and outside the Royal Borough.

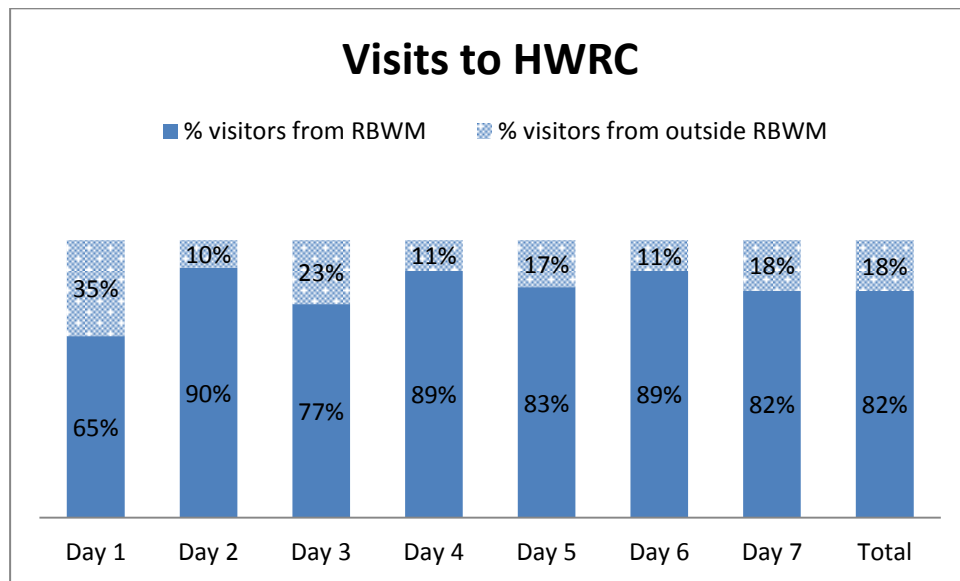


Chart 2: Showing visitors to the Civic Amenity (CA) Site showing visits from Royal Borough Residents and outside the Royal Borough.

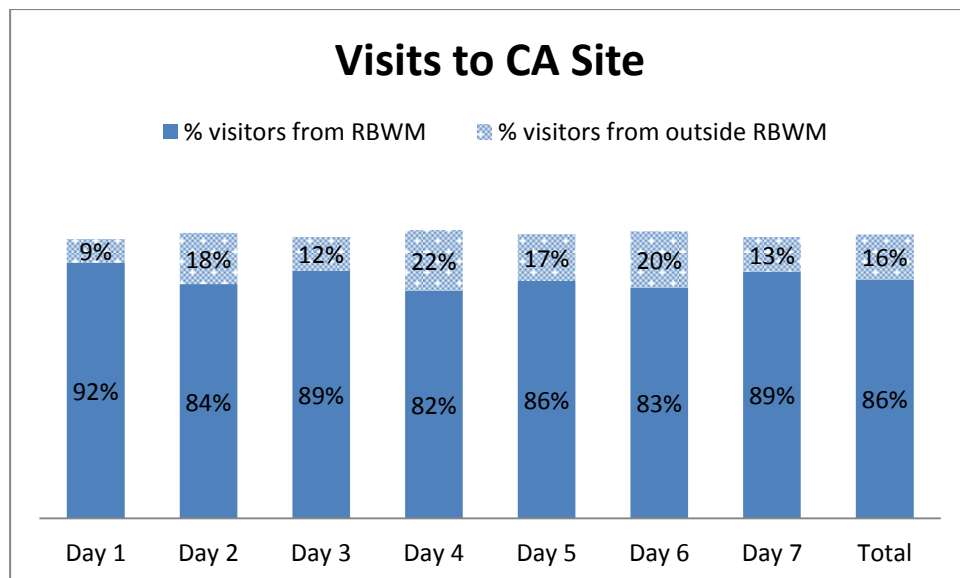
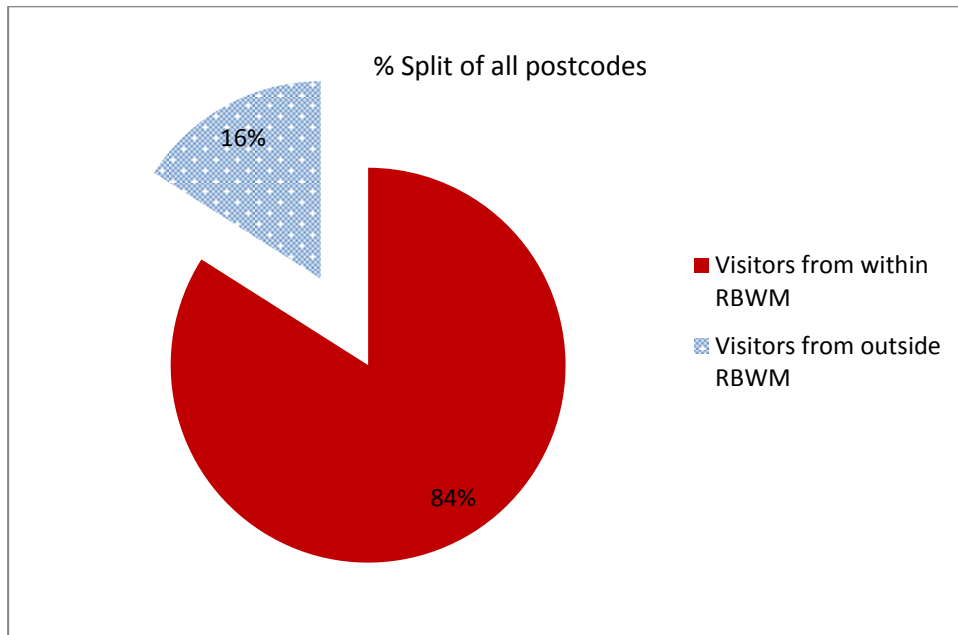


Chart 3: Showing the total number of visitors to the HWRC and CA Site over the course of the survey and the split of visitors from inside and outside the Royal Borough.



- 2.5 Visitors to the site from outside the Royal Borough come from a range of locations, including Reading, Wokingham, Wycombe District Council, South Bucks District Council, and further afield including Aylesbury and Swindon.
- 2.6 During 2015/16 3130 tonnes of waste were deposited at the Civic Amenity Site, along with 3840 tonnes of garden waste and 1930 tonnes of wood waste. 16% of the cost of these wastes amounts to £94,183 per annum at current rates of waste disposal.

	Tonnes	16%	Cost per tonne	Cost of non borough waste	Total cost of waste
Residual CA site	807.00	129.12	£90	£11,621	£72,630
Bulky waste CA site	2320.00	371.20	£122	£45,286	£283,040
Green waste HWRC	3839.00	614.24	£32	£19,656	£122,848
Wood waste	1932.00	309.12	£57	£17,620	£110,124
			Total	£94,183	£588,642

- 2.7 Changes made by neighbouring authorities to limit the use of their HWRCs is likely to make this situation worse if 408 limits are put on either who can use the

Royal Borough's facilities, or the types of waste that are acceptable to deposit at the site free of charge.

- 2.8 During the course of this financial year a number of nearby councils, including Bracknell, Wokingham and Reading as the Re3 Waste Partnership, Surrey County Council and West Berkshire Council, have implemented changes to access arrangements at their Household Waste and Recycling Centres.
- 2.9 Wokingham, Bracknell and Reading have their HWRCs run jointly by Re3 waste partnership, who provide sites at Longshot Lane in Bracknell and Smallmead in Reading. Since July these sites have been permitted, with the sites open only to residents of the three authorities. This has resulted in some Royal Borough residents, predominantly from the Ascot area of the Borough, being turned away from the site in Bracknell. Re3 are seeing significant savings from the changes they have implemented and are not amenable to extending the use of their site to Royal Borough residents.
- 2.10 In addition Re3 have implemented charges for rubble, soil and plasterboard; asbestos; and gas bottles. They have also implemented a permit scheme for commercial, or commercial type vehicles.
- 2.11 Surrey County Council and West Berkshire Council have implemented similar schemes, although residents from the Ascot area of the Royal Borough are still able to use Surrey County Council's site in Bagshot under an existing arrangement.
- 2.12 As visitors disposing of certain types of waste are charged at nearby sites, or turned away as non residents, the Royal Borough's sites are more likely to experience use by residents of other boroughs for disposal of waste that is charged for elsewhere and by commercial operators disposing of their waste, if no checks and limits are put in place. Charges at the sites operated by Re3 only came into force at the end of September, with charges in Surrey in place from September 1st.
- 2.13 As these changes are only just occurring in neighbouring boroughs, we have not yet seen an impact from them, but we do expect there to be an impact, this is certainly the learning from elsewhere in the country, hence these precautionary measures to avoid negative effects are being brought forward quickly, and are in response to the changes elsewhere.
- 2.14 The risk is, if we do not implement a permit for the use of the sites at Stafferton Way, to limit use to Royal Borough residents only, residents from neighbouring authorities will bring the waste they are now charged for at the sites in their area to our site for disposal, at additional cost. This cost will be borne by Royal Borough council tax payers, who are not able to use the neighbouring authority sites in return.
- 2.15 It is recommended that a scheme is introduced to limit free use of the Household Waste and Recycling Centre and the Civic Amenity Site to Royal Borough residents only. If residents from outside the Royal Borough wish to use the site to dispose of their waste, then this would be possible, if they were willing to pay the full commercial waste disposal cost, which currently stands at £195 per tonne.

- 2.16 There are several options for how access could be facilitated for residents:
- Allow residents access on production of their Advantage card. This approach is taken in Hillingdon in West London, where residents show their Hillingdon card to gain access to their sites.
 - Allow residents to apply for a permit to use the site, providing their address and car registration number, this could be printed out or sent to the resident if they were not able to print themselves.
 - Permits could be sent to all residents, as has happened in the Re3 area.
 - Residents could be asked to take proof of address with them on each visit to the site, to be checked by staff there. This is the least preferred option, as it is likely to result in queues on site.
- 2.17 If approval is given to proceed with a permit scheme final details will be agreed with the Lead Member and the Director for Operations and Customer Services.
- 2.18 The Household Waste and Recycling Centre and the Civic Amenity Site are designed for use of residents visiting in cars. However, there are regular requests, numbering approximately 5 per week, for residents to visit the sites in larger vehicles, such as hire vans, work vans or vans owned by the resident. Currently these residents contact the Customer Service Centre to request access which is given by the waste team and the details of the vehicle passed to the sites to allow access.
- 2.19 It is proposed to formalise these arrangements so that residents can visit the Household Waste and Recycling Centre and the Civic Amenity Site in certain commercial type vehicles, including vans up to the size of a transit van and small trailers. They will need to apply for a permit online, providing details of what they will be taking to the site, proof of residency in the borough and a declaration that the waste is from their own property and is not commercial waste. A single use permit will then be provided, specific to the individual and vehicle, which will need to be given to staff on site for entry. Permits will need to be applied for no less than 2 working days before visiting the site.
- 2.20 Use of the site will be assessed and a record kept of visits by vehicle and resident address and if the waste is thought to be coming from a commercial source then this will be challenged and a charge for waste disposal may be applied.
- 2.21 While the Royal Borough has to provide a site for residents to dispose of their household waste free of charge, waste from construction and demolition waste, including preparatory works, is classed as industrial waste. This means that a charge for the disposal of this type of waste can be made at the site.
- 2.22 Currently residents are allowed to bring up to 6 bags per month of these types of material to the site free of charge. If larger home improvement projects are undertaken it is advised that residents hire a skip for the disposal of the waste that is produced.
- 2.23 This 6 bag allowance will remain in place. However, it is proposed that further work is undertaken to look at the types of waste brought to the site and the costs associated with waste that is classified as commercial and industrial waste. Once this work is undertaken it may be necessary to consider a charge for this type of

waste to be implemented at the Royal Borough's sites. The impact these changes have had in neighbouring local authorities, particularly in terms of any changes in the level of fly tipping, will be closely assessed when looking at these options.

3. KEY IMPLICATIONS

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
Permit scheme to limit use of Stafferton Way Civic Amenity Site and Household Waste Recycling Centre to Royal Borough Residents only implemented	No scheme in place by April 2017	Scheme in place April 2017	Scheme in place March 2017	Scheme in place February 2017	April 2017
Reduced waste disposal costs due to limiting use of site	Less than £50,000 reduction in waste disposal costs	£50,000 reduction in waste disposal cost	£50,001 to £55,000 reduction in waste disposal cost	More than £55,000 reduction in waste disposal cost	March 2018

4. FINANCIAL DETAILS

Financial impact on the budget

4.1 Revenue Funding

As described in Paragraph 2.6 there will be a saving from the waste disposal budget during 2017/18 if the use of the sites is limited to Royal Borough residents as detailed below:

	2016/17	2017/18	2018/19
Addition	£0	£0	£0
Reduction	£0	£94,183	£0

4.2 Capital Funding- no change to capital funding from these proposals.

	2016/17	2017/18	2018/19
Addition	£0	£0	£0
Reduction	£0	£0	£0

5. LEGAL IMPLICATIONS

5.1 There are no legal implications from these proposals.

6. VALUE FOR MONEY

6.1 Value for money is provided by reduced costs of waste disposal by only allowing Royal Borough residents to use the sites provided. Royal Borough residents will no longer be paying for residents of other areas to dispose of their waste. This should reduce waste disposal costs by up to £94,183 per annum.

7. SUSTAINABILITY IMPACT APPRAISAL

7.1 These proposals will be provide a more sustainable waste disposal solution by diverting residents from other boroughs to their own local waste disposal sites. The proposals also encourage greater segregation of waste into recyclable and non recyclable waste to encourage greater recycling on site.

8. RISK MANAGEMENT

Risks	Uncontrolled Risk	Controls	Controlled Risk
Possibility of fly tipping if people are turned away from the site	Medium	Information to be provided to all visitors to the site in the run up to permits being introduced about limiting access to the site to residents only and information re other local waste disposal sites given to those turned away, focusing on those sites in borough's where residents have been shown to visit the Royal Borough's sites most often.	Low

9. LINKS TO STRATEGIC OBJECTIVES

9.1 The recommendations of this report link to the following strategic objectives:

Residents first

Improve the Environment, Economy and Transport

Value for Money

Deliver economic services

Increase non-Council Tax Revenue

Delivering Together

Enhanced Customer Services

Deliver Effective Services

10. EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION

10.1 An Equality Impact Assessment is not required at this point.

11. STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS

11.1 None.

12. PROPERTY AND ASSETS

12.1 There are no property and assets implications from these proposals.

13. ANY OTHER IMPLICATIONS

13.1 None.

14. CONSULTATION

14.1 This report will be forwarded to Highways, Transport and Environment Overview and Scrutiny Panel for review prior to consideration by Cabinet

15. TIMETABLE FOR IMPLEMENTATION

Date	Details
April 2017	Access to Household Waste and Recycling Centre and the Civic Amenity Site to be limited to Royal Borough residents only.
April 2017	Charges for rubble, soil, plasterboard and asbestos to be implemented at Household Waste and Recycling Centre and the Civic Amenity Site
April 2017	Permit scheme for access to the Household Waste and Recycling Centre and the Civic Amenity Site in a commercial type vehicle to be implemented.

16. APPENDICES

16.1

17. BACKGROUND INFORMATION

17.1 None.

18. CONSULTATION

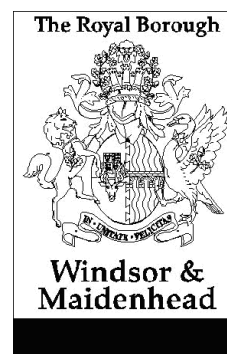
Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
Internal				
Cllr Cox	Member for Environmental Services	20-10-16	26-08-16	Comments are taken into account throughout the report.
Simon Fletcher	Strategic Director of Operations & Customer Services	20-10-16	21-10-16	Comments are taken into account throughout the report.
Alison Alexander	Managing Director			
Russell O'Keefe				
Craig Miller	Head of Community Protection & Enforcement	20-10-16		
Mark Lampard	Finance Partner	26-10-16	27-10-16	Comments are taken into account in the financial details.
Sean O'Connor	Head of Shared Legal Services			

REPORT HISTORY

Decision type:	Urgency item?
Non key decision	No

Full name of report author	Job title	Full contact no:
Naomi Markham	Waste Strategy Manager	01628 682972

Report for: ACTION



Contains Confidential or Exempt Information	NO – Part I except for Appendix A-Part II - Not for publication by virtue of paragraph 4 of Part 1 of Schedule 12A of the Local Government Act 1972.
Title	Delivering Differently – Future of IT Provision
Responsible Officer(s)	Simon Fletcher, Strategic Director of Operations, 01628 796484
Contact officer, job title and phone number	Simon Fletcher, Strategic Director of Operations, 01628 796484
Member reporting	Cllr Hill, Lead Member for Customer & Business Services (including IT)
For Consideration By	Cabinet
Date to be Considered	24 November 2016
Implementation Date if Not Called In	Immediately
Affected Wards	All

REPORT SUMMARY

1. This report is a discussion paper and introduces proposals for the Council's approach to IT service provision over the next five years.
2. The proposal sets out, for a 'mixed economy' of in-house and bought in resource, reflects the current status (quality, size, issues and risks) of the service, and equally importantly the changing structure and nature of the Council's core services and how they are provided, including the already agreed AfC and Optalis operating models– i.e. ensuring the service is right-sized for the future.
3. The report also recognises we do not have appropriate skills in-house to deliver the changes proposed to the IT service, and that an implementation partner will be required if the approach is agreed.

If recommendations are adopted, how will residents benefit?

Benefits to residents and reasons why they will benefit.	Dates by which they can expect to notice a difference.
Residents will benefit because services will be supported by a modern, reliable and fit for purpose IT service and infrastructure.	31 arch 2018

1. DETAILS OF RECOMMENDATIONS

RECOMMENDATION: That Cabinet:

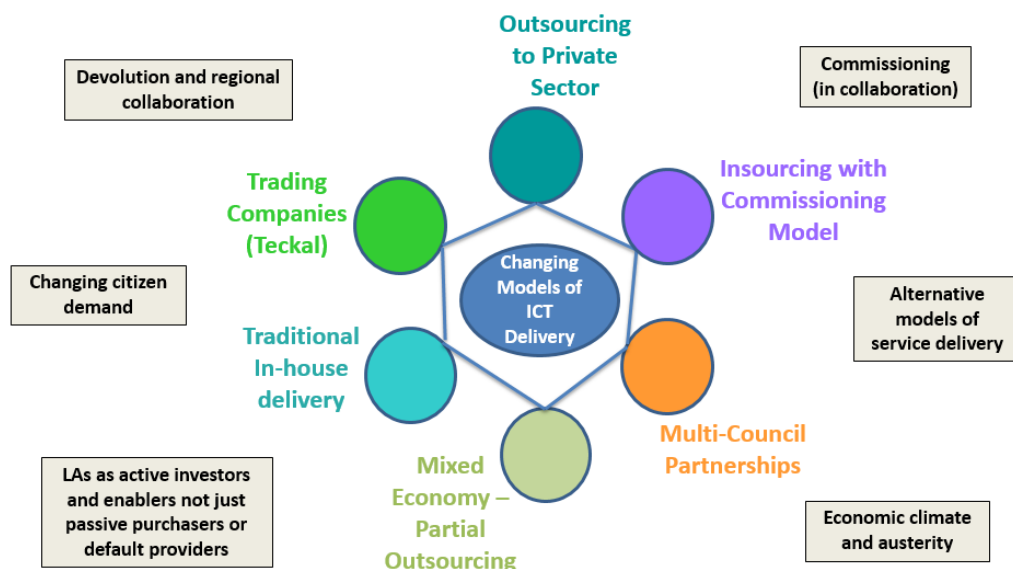
- i) **Notes the Entec Si report findings and recommendations in Appendix A;**
- ii) **Approves further work to develop an IT transformation programme, to be brought back to Cabinet in February 2017;**
- iii) **Delegates approval to the Strategic Director of Operations and Customer Services, along with the Lead Member for Customer & Business Services (including IT) to procure an implementation partner to assist in the development of an IT transformation programme.**

2. REASON FOR RECOMMENDATION AND OPTIONS CONSIDERED

- 2.1. Over the last ten years, there has been a fundamental shift across local government in the use of different delivery models for IT, and more broadly for other Council services, as set out in Diagram 1 below. A key driver for this change has been the changing landscape of central government funding and the demands of Council customers.
- 2.2. Innovation has emerged across the sector, leading to more private sector engagement, re-designed in-house operations and a hybrid of mixed economy resourcing approaches - with implementation and support partners. Alongside the landscape of IT solutions, over the last 5 years there has been a revolution in the use of technology, how applications and data are accessed, and from where. Significant Cloud migration has taken place for consumer applications across the private sector and is increasingly becoming relevant for the public sector.

Diagram 1.

Changing Landscape for ICT Service Provision



Key objective is to deliver more efficient and effective ICT services at a lower cost base BUT THIS WILL REQUIRE CHANGES

- 2.3. The challenge facing Councils is that many of the new service vehicles being introduced need a very different IT service than currently exists within traditional Council IT structures. For example, a new Council trading company with 20 employees has more in common with an SME, with a significantly reduced ongoing IT requirement and limited budget to spend on IT.
- 2.4. A move to a new operating model for the provision of IT services, in order to meet these challenges, is a key element of the findings and recommendations of an IT Rationalisation Review commissioned in the summer and completed by Entec Si for the Council. Entec Si has a growing reputation in the public sector for this type of review work. They suggest the Council simplifies the operational running of IT and creates capacity to move the service forward through a mixed economy resource model – i.e. choosing the right form of provision for each element of what the service does. Furthermore they find that this change, if supported, would need to commence quickly to meet financial targets but could create the basis for a future IT service company, operating and competing across the Council delivery vehicles (alternative operating models) such as AfC and Optalis, and potentially for other Councils.
- 2.5. This report then is intended as a discussion paper, to enable debate about the future provision of IT services to the Council (and potentially other organisations). It introduces the key findings of the Entec Si commissioned review and a potential future “designed for Windsor and Maidenhead” approach to deliver the change required, in contrast to the more traditional “in-house” or “full outsourcing” models which have been considered but would both, it is believed, struggle to meet the needs of emerging Council operating models.
- 2.6. This report also recognises that the current team, where the Head of Service post is vacant, does not have all of the capacity, skills and expertise required to implement a new operating model for the service, and that therefore, an implementation partner should be sought to enable it (which would be achieved through a competitive process).
- 2.7. For clarity, this report does not necessarily accept all of the Entec Si findings and recommendations, but it does accept the need to think and agree a strategic plan for the future of this service.
- 2.8. The full Entec Si report is set out as Appendix A; much of the text for this report is pulled from that Appendix.

Windsor and Maidenhead Transformation Programme – new operating models

- 2.9. The Royal Borough has embarked on a major programme of Council wide change, entitled “Delivering Differently”, which has the aspiration of continued / greater financial self-sufficiency and aims to transform the organisation at all levels.
- 2.10. This transformation will significantly reduce the number of staff working directly for the Council, with service delivery resources engaged through new

operating vehicles and partnerships, such as AfC and Optalis. The key drivers which underpin this change, and which the future approach for IT must be aligned with include:

- New service vehicles designed to deliver better value for money for residents.
- Increased private / public / 3rd-sector collaboration and new internal operating models rapidly emerging.
- New joint ventures, commercial partnerships, outsourcing and internal service re-design which will impact the future needs for IT services.
- A refreshed transformation programme, based on customer focus and services to the community, which must be IT enabled.
- For Information Technology, an optimisation and potential third party provider programme to deliver efficiencies over three years.

2.11. Entec Si was engaged to provide the Council with:

- Investigation and analysis into the current IT provision,
- Key recommendations to deliver future efficiencies,
- The basis for a rationalised IT service, and
- Future programme to support the change required as the Council changes its operating model.

2.12. The emphasis of the commission was placed on capturing the strategic business objectives, the IT drivers, understanding the current cost model, and developing future options based on a clear set of assumptions.

2.13. The key findings of the Entec Si work can be summarised as follows:

- Elements of the current IT infrastructure, systems and service delivery approaches require a “step-change” to adapt to the latest technology.
- A commissioning and commercially led IT service delivery approach is required; delivered in a pragmatic, phased and flexible way, and
- The current and future Council operating model and service demands will require this change in IT alongside a much greater alignment between service transformation, new partner developments and IT.

2.14. In developing their report, Entec Si reviewed previous IT Strategies (including the Cloud strategy) to assess the extent to which change has been planned and delivered. They recognised that progress has been made with our IT service but that a further step-change is now required to meet the future aspirations and fiscal targets of the Council over the next three years. They also found that progress has certainly been made across some key elements of the IT landscape including agile working, server virtualisation, desktop refresh, schools IT services and delivering the Multi-Agency Safeguarding Hub (MASH).

2.15. However, they identified that there are still significant challenges to be overcome both in terms of strategic IT development, day to day operational running of the service, and in assimilating modern approaches to service delivery based on a sustainable transition to a ‘mixed economy’ of hosting and cloud based operations. In 2010 the ICT Strategy presented a potential reduction of £1m on IT baseline expenditure of £3m over a period of 4 years - today, this remains the target.

- 2.16. The review revealed that several Cloud migration initiatives have been developed, approved and, in some cases, progressed, but then put on hold or ceased completely after considerable investment of time and money. There are significant lessons from this experience which must be applied to a re-shaped strategy.
- 2.17. In some respects, the Council IT strategy developed in 2010 (and updated in 2014) was ahead of the market maturity, but was subsequently not aligned with the emerging future direction of local government with hybrid Council structures, where internal services exist alongside “alternative delivery vehicles”.
- 2.18. Finally, Entec Si identified issues with the operational IT service today; including:
- Traditional service design with high staff numbers for size of organisation;
 - Heavy reliance on ‘technical specialists’ – internal resource model;
 - High resource costs with a need to re-align roles / salary levels of new structure;
 - Current ‘culture’ and practice based on traditional Council IT provision;
 - Engagement with services and new delivery models is critical;
 - Issues with the deployment and operation of the virtual desktop;
 - Management of change is poor with service outages;
 - Call management needs to be more responsive to users; and
 - “Silo-working” in the service.
- 2.19. The primary changes to the way IT is provided at the Royal Borough proposed through the review include:
- Migration to a new external data-centre provision;
 - Common business platforms;
 - Refined wide area network;
 - Streamlined applications suite with phased cloud migration;
 - Re-designed IT service – a new operating model - with new governance supported by a robust financial business plan for the service.
- 2.20. Furthermore, five key outcomes which will be critical to the Council in moving the IT service to a new operational level with a significantly reduced cost base were identified, as shown in table 1.

Table 1.

	Outcome	Description
1.	Flexible Infrastructure Model	This would mean working to minimal in-house systems, and a scalable (up and down) architecture.
2.	Rationalises Applications Portfolio	This would mean replacing, consolidating, externalising and streamlining business applications.
3.	Fit for purpose IT Service design.	This would mean working towards an IT Service designed to align with the Council target operating model with the potential to operate within a Teckal based trading company.

4.	Streamlined and adaptable cost model	This would lead to sustained efficiencies through service consolidation and cost effective external commissioning.
5.	Commercially 'ready' service culture and design.	This would mean the establishment of a mixed economy model with 'modular' outsourcing and 'value add' IT business practices.

- 2.21. The changes recommended are not possible through minor adjustments, limited investment and by simply reducing headcount. A fundamental shift would need to take place through a sustained IT transformation programme which addresses both the infrastructure design and deployment, along with the service design itself.
- 2.22. It would be necessary to design the new IT service from scratch, based on the future Council operating model, and from this establish the applications and systems mapping requirements. In simple terms, a directly employed Council workforce reduced from 1,200 to 300 - 500 (and discrete partners) will demand a very different IT operation, one that is fully streamlined.
- 2.23. Entec Si set out a proposed 'vision for the IT Service' at the Royal Borough and this will need to be reviewed, amended where appropriate, and recommended to Employment Panel, if this strategic direction for the Council's IT Service is supported by Cabinet. Likewise, indicative investment proposals suggested through the review will need to be appropriately set out and discussed through subsequent Cabinet papers.
- 2.24. This report then introduces the concept of a move away from a traditional, wholly in-house service to new forms of IT delivery, as and where appropriate, through a gradually phased evolution, supported by appropriately skilled external partners.

Option	Comments
<p>Agree to develop a sustained IT transformation programme to ensure a modern fit for purpose service reflective and supportive of the changing structure and operating model for the Council.</p> <p>This is the recommended option</p>	<p>This option is recommended because:</p> <ul style="list-style-type: none"> • It enables significant cost reductions overall. • Creates a modern, more effective and future appropriate IT service.
<p>Outsource the IT service and rely on an IT provider to undertake the change process needed.</p> <p>This is not a recommended option</p>	<p>This option is not recommended because:</p> <ul style="list-style-type: none"> • It will lead to a sharing of financial savings, with the provider – reducing the Council's ability to make savings and creating the potential need to save more, putting the service at risk. • Savings for the Council will likely be 'paid back' to the provider over the life of the contract through ongoing chargeable change controls.

Option	Comments
Do nothing, or allow a gradual transition as other operating models take shape. This is not a recommended option	This option is not recommended because: <ul style="list-style-type: none"> • Modernisation will be slow – risks will increase. • Costs will at best remain the same and may rise. • The service will not meet the future needs of the Council

- 2.25. The recommended option is to develop a fully costed IT transformation programme to enable a transformation of the service operation and progress with the externalisation of infrastructure and application support services, but also to create a service based “arms-length operation” to provide IT services across the council, for partners and other potential Council customers where the opportunity to do so exists.
- 2.26. This should deliver elements of ‘pay as you go’ services, streamlined IT, limited on-site hardware, targeting reduced cost of ownership and Cloud technologies, through a pragmatic and phased approach, resulting in a new commercially ready IT service.
- 2.27. Phase 1 of this work would see the development, definition and preparation of an IT transformation programme, setting out in greater detail the elements of changes to the way IT should be provided at the Royal Borough over the next five years and beyond, reflecting the changing nature and structure of the Council. Alongside this will be a detailed implementation plan with associated timeframes, costs and efficiencies.

3 KEY IMPLICATIONS

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
Fully costed IT transformation programme developed and brought back to Cabinet.	After February 2017	February 2017	January 2017	-	February 2017

4 FINANCIAL DETAILS

Financial impact on the budget

- 4.1 Approval of this discussion paper for the future provision of IT Services itself requires no additional funding, however, there is a cost associated with the external support proposed. This will be funded by Operations and Customer Services within existing budgets. Phase 1, the IT Transformation Programme

will be brought back to Cabinet in February 2017 and set out in more detail individual changes which may require some funding.

- 4.2 The Entec Si report identifies indicative efficiencies of £1,150,000. These are profiled in the table below:

2017-18	2018-19	2019-20	Total
£400,000	£500,000	£250,000	£1,150,000

5 LEGAL IMPLICATIONS

- 5.1 This report has no legal implications.

6 VALUE FOR MONEY

- 6.1 The report proposes a review of the IT service, with the aim of making it fit for purpose in the future. The intention will be to improve the quality of the service whilst reducing the cost.

7 SUSTAINABILITY IMPACT APPRAISAL

- 7.1 N/A

8 RISK MANAGEMENT

Risk	Uncontrolled Risk	Controls	Controlled Risk
The IT service is not able to support the changing structure and functions of the council.	High	Develop an IT Transformation Programme to manage this process.	Low
The IT service is unable to contribute to the financial savings required.	High	Develop the service into a fit for purpose, more responsive and value for money service.	Low

9 LINKS TO STRATEGIC OBJECTIVES

- 9.1 The recommended option strongly supports the council's strategic objectives of value for money and equipping ourselves for the future. The purpose of the proposed review is to develop a service which is suitable for the future needs of the council, more efficient and at a lower cost. It also supports delivery of other new operating models.

10 EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION

- 10.1 N/A

11 STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS

- 11.1 There are no staffing / workforce or accommodation implications associated with the discussion paper.

12 PROPERTY AND ASSETS

- 12.1 N/A.

13 ANY OTHER IMPLICATIONS

- 13.1 N/A

14 CONSULTATION

- 14.1 N/A – this paper is in itself a consultation document which will be considered by Overview & Scrutiny and Cabinet.

15 TIMETABLE FOR IMPLEMENTATION

November 2016	Cabinet decision
February 2017	Fully costed IT transformation programme developed and brought back to Cabinet.

16 APPENDICES

Part II - Appendix A – Entec Si report

17 BACKGROUND INFORMATION

None other than that contained in the report.

18 CONSULTATION (MANDATORY)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
Internal				
Cllr Hill	Cabinet Member for Customer & Business Services (including IT)	26/10/16		
Alison Alexander	Managing Director/ Strategic Director Adults, Children and Health	26/10/16		
Russell O'Keefe	Strategic Director Corporate and Community Services	26/10/16		
Mark	Finance Partner	26/10/16		

Lampard				
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REPORT HISTORY

Decision type:	Urgency item?
For information	No

Report author	Job title	Full contact no:
Simon Fletcher	Strategic Director of Operations & Customer Services	01628 796484

Report for: ACTION



Contains Confidential or Exempt Information	No - Part I
Title	Delivering Differently – Future Provision of Customer and Library Services
Responsible Officer(s)	Simon Fletcher, Strategic Director of Operations and Customer Services
Contact officer, job title and phone number	Simon Fletcher, Strategic Director of Operations and Customer Services
Member reporting	Councillor Hill – Lead Member for Customer & Business Services Councillor Rayner – Lead Member for Culture and Communities
For Consideration By	Cabinet
Date to be Considered	24 November 2016
Implementation Date if Not Called In	After Employment Panel Paper is approved
Affected Wards	All

REPORT SUMMARY

1. The purpose of the proposal is to create a modern, first in class customer facing, high performing service called 'Customer Experience' with three access channels, 24/7 digital, face-2-face and telephone.
2. This report sets out the two phase approach to achieving this proposal:
 - Phase one: Merge the functions of Customer Services and the Culture, Libraries, and Registration Service in new hubs in Maidenhead and Ascot, and in Windsor, to operate the combined services across the two locations, Windsor Library and York house. With the services operating out of the Library whilst York House is refurbished, and then in York House.
 - Phase two: Redesigned telephone contact centre.
3. The new 'Customer Experience' service is based on good practice and benchmarking across the country. Phase one will go-live on 1 July 2017. It keeps our traditional library service, but over time, will deliver the majority of council services locally to residents seven days a week. This face-to-face service will be supported by extending the range of 24/7 digital services and moving telephone services to a seven day a week operation.

If recommendations are adopted, how will residents benefit?	
Benefits to residents and reasons why they will benefit	Dates by which residents can expect to notice a difference
Improved services for residents alongside financial efficiencies.	1 July 2017
Residents will have access to more services, closer to home, seven days a week in person, by phone and 24/7 through digital access.	1 July 2017

1. DETAILS OF RECOMMENDATIONS

RECOMMENDATION: That Cabinet:

- i. **Approves a new operating model to create a single 'Customer Experience' Service from July 2017.**
- ii. **Recommends to Employment Panel the adoption of the new 'Customer Experience' operating model.**
- iii. **Approves bringing forward £100,000 of the proposed 2017-18 capital programme to deliver new customer systems, create the service hubs and remodel the existing reception space in the Town Hall.**

2. REASON FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1. The functions which will form part of the new 'Customer Experience' team, are:
 - Libraries (Reading; Information; Learning; Assisted Digital and support to Health & Wellbeing Services);
 - Customer Services (Face-to-face contact; Telephone customer contact; Digital services);
 - Registration Services (Births; Deaths; and Marriages);
 - Specialised Business Support (Facilities Management; Housing Options and Homelessness Parking (permits and appeals);
 - Customer Feedback (Comments; Compliments; and Complaints);
 - Culture and Heritage (Arts & Heritage Grants; Outreach Events; Museums; Arts Delivery; Public Art; and Blue Plaques).
- 2.2. The proposed operating model is based on good practice, lessons learnt and benchmarking, and is designed to meet the needs of our residents, deliver commitments embedded in the council's manifesto, while delivering financial efficiencies. It will involve multiskilling staff across the two current services which will require a dedicated training hour for at least the first six months of operation.
- 2.3. Phase one will deliver:
 - **Optimisation:** merger and restructure of Customer Services and Culture, Libraries and Registration teams (including Customer Contact, Housing Options and Homelessness, Facilities Management, Parking permits and appeals, and Complaints) to create a single 'Customer Experience' team.
 - **Face-to-Face transactions:** creation of three multi-service customer 'hubs' at Maidenhead and Ascot Libraries, and in Windsor, operate the combined

services across the two locations, initially in Windsor Library and then in York House. To deliver all face-to-face transactions 7 days a week. Over the next couple of years, proposals will be brought forward to enable access to more council services across all libraries, using new technologies and ways of working.

- **Telephone transactions:** the telephone contact channel will be extended to operate 7 days a week (9am – 7pm, Monday, Tuesday, Thursday and Friday; 10am – 7pm on Wednesdays; 9am – 5pm Saturday and 11am – 2pm Sunday).
- **On-Line Transactions:** enhancing ‘Digital by Choice’ with a range of additional services and transactions available by January 2017. These include: parking permits and appeals; pot holes; street lighting; fly tipping; licensing; complaints; call backs; online appointments, bulky waste, appointments and space bookings.
- Remodel the existing **Town Hall reception area**. Residents and other customers will go to the new service hubs for their needs.

2.4. Some of the existing functions will be affected, the detail of which will be set out in a paper to Employment Panel. In brief, areas subject to change include:

- Facilities Management (security of and the running of the council buildings, courier services, events concierge and printing) – this function will work 7-days a week to support the new operating model;
- Culture and Heritage (museum, grants, learning and outreach roles) – roles will be subject to change;
- Registrations (registration of births, deaths, marriages and citizenship) –this function remains largely unaffected other than appointments will be booked across 7 days and on at least one evening with an appropriate structure to support;
- Customer Relations and Feedback (compliments, statutory and formal corporate complaints, residents champion) – this function remains largely unaffected other than a requirement to work over 7 days as necessary; sharing of logging; initial responses and low level resolutions across the wider supervisory team.

2.5. A parallel piece of work is currently underway to develop phase two, a redesign of the service offered by the contact centre, to create an improved, high-performing customer contact service. A paper will be brought to Cabinet in February 2017 containing a number of recommendations to deliver outstanding telephony services, which meet customer needs with more responses being ‘right first time’.

2.6. Options for the services which have been considered are:

Option	Comments
Retain the existing service configuration. This is not a recommended option	The current service configuration is a high cost model. This option would not realise the benefits and accessibility improvements or the identified savings.
Seek a third party provider This is not a recommended option 427	Elements of this service area could potentially be delivered by a third party provider. However, the Council would not realise the full potential of the efficiency savings or service improvements.

Option	Comments
Create shared services This is not a recommended option	Shared services have been reviewed generally by Chief Officer groups across Berkshire but no appetite has been identified to share these services at this time.
Optimise; merge and restructure the existing Customer Services and Culture, Libraries & Registration team into a single 'Customer Experience' team based around three service hubs, supported by enhanced digital and telephone transactions. This is the recommended option	This option protects and enhances frontline resident facing services while delivering financial efficiencies as set out in this paper.

3. KEY IMPLICATIONS

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
Number of council services available at libraries increased from 4 to:	<5	5-6	7- 8	>8	31 March 2018
Increase of digitally delivered services from 28% to:	<50%	50-60%	61-70%	>70%	31 March 2018
% of avoidable customer contacts reduced from 54% to:	>40%	40%	39%-35%	<35%	31 March 2017
Increased number of contacts resolved at first contact point from 83% to:	<85%	85-88%	88-90%	>90%	31 March 2018
Increased physical visits to libraries (annual) from 740,000 to:	<780,000	780,000-790,000	791,000-800,000	>800,000	31 March 2018

4. FINANCIAL DETAILS

Revenue

- 4.1 Phase one will generate £286,000 of savings in 2017-18, and a further £100,000 of savings will be generated in 2018-19 from phase 2. This reduction in service cost will be achieved while protecting frontline services.

	2016/17	2017/18	2018/19
	Revenue	Revenue	Revenue
Addition	£0	£0	£0
Reduction	£0 428	£286,000	£100,000

Capital

- 4.2 The new service model requires £150,000 of capital investment to create the space required in the Libraries to deliver the wider services, and to remodel the space currently used by Customer Services in the Town Hall.
- 4.3 The capital funding will be spent:
- £55,000 – on the new Maidenhead Library service hub layout
 - £60,000 – on Windsor and Ascot Libraries service hub layout
 - £35,000 – on remodelling Maidenhead Town Hall reception
- 4.4 The proposed capital programme for 2017/18 includes an allocation of £150,000. Approval is sought to bring £100,000 of the allocation into the 2016/17 financial year.

	2016/17	2017/18	2018/19
	Capital	Capital	Capital
Addition	£100,000	£50,000	£0
Reduction	£0	£0	£0

5. LEGAL

- 5.1 There are no direct legal implications associated with this merger of services.

6. VALUE FOR MONEY

- 6.1 As set out in the body of the report.

7. SUSTAINABILITY IMPACT APPRAISAL

N/A

8. RISK MANAGEMENT

Risks	Uncontrolled Risk	Controls	Controlled Risk
The proposals contained in this report do not deliver the expected improvements in service delivery	No improvement in service levels or customer satisfaction	A robust business case has been developed based on extensive research and scenario testing. Each stage of the process has been scrutinised fully.	Medium
The proposals contained in this report do not deliver the expected financial efficiencies.	Savings targets linked to delivery of the Medium Term Financial Plan not achieved	A robust business case has been developed based on extensive research and scenario testing. Each stage of the process has been scrutinised fully. Alternative savings will be identified within the Directorate to achieve the overall level of	Low

Risks	Uncontrolled Risk	Controls	Controlled Risk
		savings	
Negative impact on staff morale	Adverse affect on delivering of services	Open and regular communication in place through a variety of channels	Medium
Lack of resource capacity to deliver the new operating model to programme	Delay in achieving customer improvements and achievement of financial efficiencies Potential impact of other Transformation workstreams across the authority	Resource capacity and capability closely monitored. Short-term, task specific secondments in place. Specialist support commissioned as required	Medium
Negative impact on traditional library users causing complaints to increase and decrease in customer satisfaction	Complaints increase and customer satisfaction decreases	Clear customer engagement and communication plans.	Medium

9. LINKS TO STRATEGIC OBJECTIVES

- 9.1 The Council’s corporate strategy 2016-2020 has 14 objectives, one of which is “To bring customer services closer to the resident by making greater use of community facilities such as libraries and to use technology to enhance our existing out-of-hours access to council services”.
- 9.2 Successfully delivering the outcomes of the new operating model will directly support the Council to deliver against this ambition for residents.
- 9.3 In addition, a range of commitments within the manifesto are supported or delivered through the delivery of the new operating model.

10. EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION

N/A

11. STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS

- 11.1 This proposal requires a report to Employment Panel setting out the detailed implications for staff.

11.2 In summary the 'Customer Experience' structure creates a range of new posts and transition of existing posts. All new posts will have a requirement for staff to work a 7 day a week working pattern, however, the total hours of contracted employment will not exceed, on average, 37 hours a week (in order to ensure 7 day coverage 148 hours over a 4 week period will be worked). It will be the basis of how and when the work will be undertaken in any given 7 day week that will vary. This will be managed locally via a rota to ensure service coverage.

12. PROPERTY AND ASSETS

12.1 Maidenhead and Ascot libraries will be remodelled to create the new Customer Service hubs. Windsor library will be remodelled in order to deliver services there while York House is refurbished. Costs for this are set out in the financial implications section above.

12.2 Existing face-to-face Customer Services at the Town Hall will transfer to Maidenhead library. The existing reception area will be remodelled.

12.3 Existing face-to-face customer services at York House will transfer to Windsor library as an alternative place to deliver 'Customer Experience' during the renovation of York House.

13. ANY OTHER IMPLICATIONS

N/A

14. CONSULTATION

14.1 Staff impacted by this proposal will be formally consulted in line with HR policy and procedures.

14.2 This report will be considered by the Corporate Services and the Culture and Communities Overview & Scrutiny Panel with comments reported to Cabinet for consideration.

15. TIMETABLE FOR IMPLEMENTATION

Date	Details
Mar 2016	Delivering Differently discussion paper.
Jun 2016	Service specific proposals approval in principle by Cabinet to develop detailed operating model.
Jun – Sep 2016	Reference visits and best practice research.
Jun – Oct 2016	Detailed Operating Model developed.
Nov 2016	Report to Cabinet seeking approval to operating model and move to implementation phase.
Dec 2016	Begin launch of new digital channels.
Dec 2016 – May 2017	Deliver implementation plan.
Jan 2016	Report to Employment Panel seeking approval to operating model and to move to implementation phase.
Dec 2016 – Mar 2017	Commence 30 day formal staff consultation (subject to approval).

Date	Details
Feb 2017	Cabinet report on phase 2 the telephony improvements.
Mar – Jun 2017	Remodelling of buildings and creation of customer hubs.
1 Jul 2017	New Operating Model 'Go-Live'.

16. APPENDICES

None

17. BACKGROUND INFORMATION

- 17.1 The new operating model represents a significant change from the current way we do business and is a bold proposal. Officers have visited a number of public and private sector reference sites in Medway, Greenwich, Warwickshire, Newcastle, North Tyneside, Stockton on Tees, North Yorkshire and Cornwall in developing these proposals. Through these visits it was possible to discuss a number of approaches and methods of delivery. This has helped identify and use best practice and learning from the experience of others and validate thinking.

18. CONSULTATION (MANDATORY)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
Internal				
Cllr Geoff Hill	Lead Member for Customer & Business Services (including IT)	27/10/16		
Cllr Samantha Rayner	Lead Member for Culture and Communities	27/10/16		
Alison Alexander	Managing Director/ Strategic Director Adults, Children and Health	27/10/16		
Russell O'Keefe	Strategic Director Corporate and Community Services	27/10/16		
Anna Trott	Strategy & Performance Manager	27/10/16		
Jacqui Hurd	Head of Customer Services	24/10/16	25/10/16	Comments
Mark Taylor	Head of Libraries, Culture and Registration	26/10/16	26/10/16 & 09/11/16	Comments
Mark Lampard	Finance Partner (Operations)	24/10/16	25/10/16	Comments
Michelle Dear / Terry Baldwiin	HR Partner (Operations)	24/10/16	24/10/16	Comments
SLS	Legal Partner	24/10/16		

REPORT HISTORY

Decision type:	Urgency item?
Decision	No

Full name of report author	Job title	Full contact no:
Simon Fletcher	Strategic Director	01628 796147

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Report for: ACTION



Contains Confidential or Exempt Information	No – Part I
Title	Affordable Housing Planning Guidance Document
Responsible Officer(s)	Russell O’Keefe, Strategic Director of Corporate and Community Services. Tel: 01628 796521
Contact officer, job title and phone number	Jeni Jackson, Head of Planning. Tel 01628 796042
Member reporting	Cllr Dudley, Leader and Lead Member for Housing Cllr D. Wilson, Lead Member for Planning
For Consideration By	Cabinet
Date to be Considered	24 November 2016
Implementation Date if Not Called In	Immediately
Affected Wards	All

REPORT SUMMARY

The report proposes approval of a guide for developers of sites which require the provision of affordable housing to meet national and local planning policy. This will apply to sites being brought forward through the planning application process in advance of the new Borough Local Plan.

If recommendations are adopted, how will residents benefit?

Benefits to residents and reasons why they will benefit	Dates by which residents can expect to notice a difference
The provision of affordable housing within the Borough, as part of development permitted for open market housing, will meet the needs of residents who are not able to access open market housing.	December 2016

1. DETAILS OF RECOMMENDATIONS

RECOMMENDATION: That Cabinet:

I. Approves the Affordable Housing Planning Guidance Document.

2. REASON FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 The need for affordable housing in the Borough is significant to ensure we create a borough for everyone. The Council is committed to doing all it can to address this need, including requiring developers to make provision towards affordable housing through the planning process - the adopted Local Plan 1999¹. The Plan provides the current framework for development in the Borough.
- 2.2 National planning policy relating to affordable housing has moved on since the Borough Local Plan was adopted in 1999. Thresholds in national policy are not in line with the Borough's Policy H3 of the local plan and the types of affordable housing now recognised as such are greater than policy H3 envisaged.
- 2.3 The Planning Guidance Document, see appendix A, sets out the framework for the Borough's Development Management team to provide advice to developers bringing forward housing sites in the Borough to secure a borough for everyone. It contains additional detail and guidance on how the local planning authority (the Council) will interpret and apply its approach to affordable housing. This will ensure developers and the public understand how affordable housing will be delivered.
- 2.4 Applicants applying for planning should refer to this document for detailed guidance in the early stages of feasibility reviews, site negotiations, project planning and site design, with cross-reference to other planning policies in the Local Development Documents. Adherence to this guidance would mean their planning applications should have a greater chance of gaining planning permission as it should be in line with the policies in the Borough's development plans and national policy.
- 2.5 The new proposed guidance will be supported by a new Borough Local Plan, which the Council intends to submit to the Planning Inspectorate in July 2017.
- 2.6 In addition to the planning process, as guided by this proposed Planning Guidance document, the Council's other affordable housing delivery mechanisms include:
- Progressing the Council's own land holdings for the delivery of affordable housing with developers through Joint Ventures and RBWM Property Company.
 - Working with private developers and housing associations to build homes

¹The current Local Plan 1999 Policy H3 - *Affordable housing* sets out the circumstances in which new affordable housing will be delivered through the planning system

- Working with owners of empty homes to bring them back into use through utilising best practice approaches and powers
- Working proactively to prevent homelessness and with private landlords to secure lets for their properties for people in housing need through its Housing Options team
- Potentially working with other organisations that are Registered Providers to deliver affordable homes, through property acquisition or new development.

2.7 The Housing Investment Partnership Plan approved by Cabinet in April 2016 sets out a series of actions with the aim of providing an average of 116 units per annum in the future.

Option	Comments
Approve the Affordable Housing Planning Guidance Document This is the recommended option.	This will ensure developers and the public understand how affordable housing will be delivered.
Produce an Affordable Housing Supplementary Planning Document (SPD). This is not the recommended option.	This would have to directly relate to Policy H3 of the Local Plan which is not entirely in conformity with the National Planning Policy Framework this option was not developed. It is not possible to produce an SPD based on the draft new Local Plan, that would have to wait until the Borough Local Plan has been through Examination and Council has adopted it.

3 KEY IMPLICATIONS

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
New planning guidance published to ensure developers and the public understand how affordable housing will be delivered.	Not published by 2 December	Published by 2 December	N/A	N/A	2 December 2016

4 FINANCIAL DETAILS

4.1 There are no revenue or capital costs for the council.

	2015/16	2016/17	2017/18
	Revenue	Revenue	Revenue
Addition	£0	£0	£0
Reduction	£0	£0	£0

	2015/16	2016/17	2017/18
	Capital	Capital	Capital
Addition	£0	£0	£0
Reduction	£0	£0	£0

5 LEGAL IMPLICATIONS

5.1 The document is in line with current national legislation.

6 VALUE FOR MONEY

6.1 None

7 SUSTAINABILITY IMPACT APPRAISAL

7.1 This is not required by regulations for a planning guidance document.

8 RISK MANAGEMENT

Risks	Uncontrolled Risk	Controls	Controlled Risk
Developers do not pay attention to this guidance	Medium	It will be encouraged through pre-application advice and used as consideration in planning applications	Low

9 LINKS TO STRATEGIC OBJECTIVES

- 9.1 The council's Corporate Strategy 2016-20 makes direct reference to increasing the range of housing available through the following objective under its Residents First strategic priority:
- To continue investing in infrastructure and support the regeneration of our towns while protecting the character of the Royal Borough.

10 EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION

- 10.1 An equality impact assessment is being prepared.

11 STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS

- 11.1 This supports the ability of key workers, including those employed by the Council, to have increased options for accessing affordable housing e.g. teachers.

12 PROPERTY AND ASSETS

- 12.1 None

13 ANY OTHER IMPLICATIONS

- 13.1 None.

14 CONSULTATION

- 14.1 This will be provided to the Planning and Housing Overview and Scrutiny Committee for consideration.

15 TIMETABLE FOR IMPLEMENTATION

Date	Details
2 December	Formally published as guidance

16 APPENDICES

- 16.1 Appendix A – Draft Affordable Housing Guidance Document

17 BACKGROUND INFORMATION

16.1 None

18 CONSULTATION (MANDATORY)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
Internal				
Cllr S Dudley	Leader of the Council and Lead Member for Housing	25/10/2016	26/10/16	Comments throughout
Cllr D Wilson	Lead Member for Planning	25/10/2016	26/10/16	Comments throughout
Alison Alexander	Managing Director/ Strategic Director Adults, Children and Health	25/10/2016	26/10/16	Comments throughout
Simon Fletcher	Strategic Director Operations and Customer Services	25/10/2016		
Russell O'Keefe	Strategic Director Corporate and Community Services	25/10/2016		

19 REPORT HISTORY

Decision type:	Urgency item?
Key decision	No

Full name of report author	Job title	Full contact no:
Jenifer Jackson	Head of Planning	01629 796042



Royal Borough of Windsor and Maidenhead

Draft Affordable Housing Planning Guidance

Document

1.0 Introduction and Purpose

- 1.1 The need for affordable housing in the Borough is significant and the Council is committed to doing all it can to address this need and ensure it is a place for everyone. The Council does this through a variety of means, including requiring developers to make provision towards affordable housing. This requirement is set out in the adopted Local Plan 1999 which provides the current framework for future development in the Borough.
- 1.2 The current Local Plan 1999 Policy H3 - *Affordable housing* sets out the circumstances in which new affordable housing will be delivered through the planning system.
- 1.3 A Planning Guidance Document is a document which contains additional detail and guidance on how the Local Planning Authority (the Council) will interpret and apply its approach to affordable housing.
- 1.4 This Planning Guidance Document is intended to provide further information and guidance to developers in line with national guidance.
- 1.5 This is to provide a clear framework for Developers and the Public to understand how affordable housing will be delivered.
- 1.6 It is therefore recommended that applicants refer to this document for detailed guidance in the early stages of feasibility reviews, site negotiations, project planning and site design, with cross-reference to planning policies in the Local Development Documents.
- 1.7 By following the advice in this document, planning applications have a greater chance of gaining planning permission as they should be in line with the policies in the Borough's development plans and national policy.
- 1.8 Alongside this the Council is developing a new Borough Local Plan which it plans to submit to the Planning Inspectorate in April 2017.
- 1.9 It has not been necessary to prepare a sustainability appraisal as there is no requirement to do so under current Regulations.
- 1.10 In accordance with the Equality Act 2010, an Equality Impact Assessment (EIA) is being prepared.

2.0 Affordable housing need in the Royal Borough of Windsor and Maidenhead

- 2.1 The following provides some key facts about affordable housing need in the Borough taken from the Strategic Housing Market Assessment (SHMA) for Berkshire 2016.

Average House Prices by Type (2014) (Source: Land Registry 2015):

LA (£)	Detached	Semi	Terrace	Flat	Median	Mean
RBWM	635000	390500	370000	272000	387000	492198

Monthly Median Rents (2014) (Source VOA 2015 – Median includes room and studio costs):

LA (£)	1 bed	2 bed	3 bed	4 bed	Median
RBWM	825	1150	1350	2350	1150

Table 28: Housing Types, % of Dwellings by Local Authority, 2011

	Detached	Semi-Detached	Terraced	Flat	Caravan
Bracknell Forest	27%	21%	32%	19%	2%
Reading	12%	25%	30%	32%	0%
Slough	10%	28%	28%	34%	0%
South Bucks	41%	24%	14%	19%	2%
West Berkshire	34%	33%	18%	14%	1%
RBWM	31%	25%	19%	24%	1%
Wokingham	45%	29%	15%	11%	1%

Source: 2011 Census

Table 30: Dwellings by Tenure Type, 2013

	Owned Outright	Owned with a Mortgage	Shared Ownership	Rented from Council	Rented from RP	PRS	Other
Bracknell Forest	24.9%	43.6%	1.1%	5.7%	11.1%	10.6%	3.0%
Reading	22.6%	32.2%	1.8%	10.1%	6.2%	24.7%	2.4%
Slough	18.7%	34.0%	1.4%	13.1%	7.5%	23.1%	2.2%
South Bucks	38.1%	35.3%	1.5%	1.0%	11.3%	10.0%	2.8%
West Berkshire	31.2%	38.5%	1.1%	0.9%	12.9%	12.0%	3.4%
RBWM	32.6%	35.4%	0.6%	1.2%	12.1%	13.9%	4.2%
Wokingham	35.6%	44.2%	1.1%	4.7%	2.3%	9.9%	2.2%

Source: ONS, Census 2011

Table 81: Estimated level of Affordable Housing Need per annum – by HMA and local authority

Area	Current need	Newly forming households	Existing households falling into need	Total Need	Supply from existing stock	Net Need
Bracknell Forest	40	426	135	601	374	227
Reading	105	522	343	970	564	406
West Berkshire	44	393	208	645	457	189
Wokingham	42	477	76	594	153	441
Western Berkshire HMA	231	1,818	762	2,810	1,548	1,263
Slough	180	743	282	1,205	534	671
South Bucks	29	207	51	287	120	167
RBWM	68	548	154	769	335	434
Eastern Berks and South Bucks HMA	277	1,498	487	2,261	988	1,273
Study area	508	3,315	1,248	5,072	2,535	2,537

Source: 2011 Census/CoRe/Projection Modelling and affordability analysis

Table 108: Estimated size of accommodation required by number of bedrooms (2013 to 2036) – Affordable Sector

Local authority		1 bedroom	2 bedrooms	3 bedrooms	4+ bedrooms	Total
Bracknell Forest	No.	1,306	1,278	800	122	3,507
	%	37.3%	36.5%	22.8%	3.5%	100.0%
Reading	No.	1,490	1,129	741	72	3,433
	%	43.4%	32.9%	21.6%	2.1%	100.0%
West Berkshire	No.	1,719	1,156	600	56	3,530
	%	48.7%	32.7%	17.0%	1.6%	100.0%
Wokingham	No.	1,657	1,507	1,001	132	4,296
	%	38.6%	35.1%	23.3%	3.1%	100.0%
Western Berkshire HMA	No.	6,172	5,070	3,141	382	14,766
	%	41.8%	34.3%	21.3%	2.6%	100.0%
Slough	No.	2,269	1,637	1,180	243	5,329
	%	42.6%	30.7%	22.1%	4.6%	100.0%
South Bucks	No.	923	692	516	33	2,165
	%	42.6%	32.0%	23.8%	1.5%	100.0%
RBWM	No.	2,095	1,081	849	70	4,095
	%	51.2%	26.4%	20.7%	1.7%	100.0%
Eastern Berks & South Bucks HMA	No.	5,287	3,411	2,545	346	11,589
	%	45.6%	29.4%	22.0%	3.0%	100.0%
Study areas	No.	11,459	8,481	5,686	729	26,355
	%	43.5%	32.2%	21.6%	2.8%	100.0%

Source: Housing Market Model

3.0 Policy context

- 3.1 The National Planning Policy Framework¹ (NPPF) sets out the Government's commitment to significantly increase the supply of housing. Local authorities are expected to ensure their Local Plan (Local Development Documents) meets the full and objectively assessed needs for market and affordable housing in the housing market area, unless the adverse impacts of doing this would significantly outweigh the benefits when assessed against all the policies in Local Development Documents (LDD), or where LDD policies indicate that development should be restricted.
- 3.2 To ensure an area delivers a wide choice of high quality homes, to broaden opportunities for home ownership and create sustainable, inclusive and mixed communities, local authorities are expected to:
- plan for a mix of housing based on current and future demographic trends, market trends and needs of different groups in the community
 - identify the size, type and tenure and range of housing required in different locations, reflecting local demand
 - where a need for affordable housing is identified, set policies for meeting this need on-site, unless off-site provision or a financial contribution can be robustly justified, and contribute to creating mixed and balanced communities.
- 3.3 The current Local Plan 1999 Policy H3 - *Affordable housing* sets out the circumstances in which new affordable housing will be delivered through the planning system.
- 3.4 The Council's four year Corporate Strategy 2016-2020 sets out a priority to ensure that there is an increased range of housing in the Borough.
- 3.5 The Affordable Housing Planning Guidance Document draws on key evidence base studies.
- A Strategic Housing Market Assessment (SHMA) was completed in 2016. The assessment contains information about housing costs (market, rental and affordable), incomes, population growth, affordable housing, and housing need.
 - The Community Infrastructure Levy Viability Study (This is a viability assessment of the Community Infrastructure Levy (CIL) the Borough's charging rate, to ensure that they are set at a reasonable level.
- 3.6 In line with the Council's Statement of Community Involvement (SCI), some applicants will be expected to carry out pre-application consultation, commensurate to the scale of the proposed development.
- 3.7 The Council approved a Community Infrastructure Levy (CIL) Charging Schedule in August 2016 which was brought into effect from 1 September 2016. This will require the payment of CIL on most new developments as the primary means of securing developer contributions towards infrastructure provision in the Borough. These requirements are set out in the Council's Charging Schedule. Affordable housing that is subject to application for relief and qualifies will be exempt from the CIL charge. Affordable housing provision / contributions will continue to be sought through a Section 106 planning obligation.

¹ The National Policy Planning Framework replaced PPS3: Housing in March 2012.

- 3.8 The Borough wide affordable housing planning policy is provided by current policy H3 *Affordable Housing*. However, plan-making does not stand still. In the future the development plan for this area will also include adopted Neighbourhood Plans. One neighbourhood plan is already adopted for Ascot, Sunninghill and Sunningdale and a number of communities are already working to prepare a neighbourhood plan for their area.
- 3.9 A Neighbourhood Plan - sometimes called a Neighbourhood Development Plan - is a way of helping local communities to influence the planning of the area in which they live and work. A Neighbourhood Plan can be used to: develop a shared vision for a neighbourhood; choose where new homes, shops, offices and other development should be built; identify and protect important local green spaces; and/or influence what new buildings should look like.
- 3.10 In this way, a Neighbourhood Plan can decide where and what type of development should happen in the neighbourhood. It can promote more development than is set out in the Council's Local Development Documents (LDD), but must not conflict with LDD strategic policies. So, for example, a neighbourhood plan could not adopt its own affordable housing policy. A community may wish to use their Neighbourhood Plan to seek to provide more affordable housing in their area, for example to help to meet housing needs of young people in their own community.

4.0 Affordability

- 4.1 The definition for this document of 'affordable housing' is as follows:

"In relation to housing, 'affordable' means accommodation which meets the needs of eligible households including availability at a cost low enough for them to afford, determined with regard to local incomes and local house prices; and include provisions for:

- 1. the home to be retained for future eligible households; or*
- 2. if these restrictions are lifted, for any subsidy to be recycled for alternative affordable housing provision.*

- 4.2 This is taken to mean housing which meets and continues to meet the needs of people on low and middle incomes who would otherwise not be able to attain housing locally on the open market. Affordable housing is that which can be afforded where the dwelling has the smallest number of rooms appropriate to meet the needs of a household which cannot afford to buy or rent on the open market without some form of subsidy.
- 4.3 The preferred means of delivery of affordable housing in line with national policy is either:
- Affordable or social rent (including for key workers and armed forces personnel),
 - Shared equity schemes (including for key workers and armed forces personnel),
 - Subsidised low cost market housing for sale or rent (including for key workers and armed forces personnel),
 - Off site provision - This is only considered suitable in exceptional circumstances, and can be offered via land, buildings, or financial contribution. This will be controlled with a planning obligation.
- 4.4 The affordability of affordable housing is a primary issue and should be borne in mind in setting rents and sales prices.

- 4.5 Affordable housing is provided to “*eligible households whose needs are not met by the market*”². It therefore follows that affordable housing must be as affordable as possible to households on the lowest incomes, particularly those that are working and have no recourse to benefits.
- 4.6 The Borough is one of the most unaffordable areas of the country, both for rented and property purchase. Affordability is therefore a particular issue in the Royal Borough.
- 4.7 The Council is keen to ensure that the new affordable housing provided in the Borough is affordable to the greatest number of households.
- 4.8 The Council introduced a revised Housing Allocations Policy in April 2013. This sets out the requirements and circumstances for eligible persons to be registered for assistance through the council’s allocations system. More information on the Council’s Housing Allocations Policy can be found at www.rbwm.gov.uk
- 4.9 Housing that is affordable can take a variety of forms. Those which the Council accept as affordable are set out below. For each type the Council views them as being potentially for key workers and armed forces personnel.
- 4.10 **Social Rent** - This is housing owned by local authorities (councils) and private registered providers (as defined by section 80 of the Housing and Regeneration Act 2008). Guideline target Social Rents are determined through the national rent regime. Social rented homes may also be owned by other persons and provided under equivalent rental arrangements to the above, as agreed with the local authority or with the Homes and Communities Agency (HCA).
- 4.11 **Affordable Rent** - Until April 2011 the main affordable rented tenure was Social Rent (see definition above). Rents were fixed by each Registered Provider in accordance with the National Rent Regime and the Registered Providers’ own target rents. In April 2011 the Government, through the Homes and Communities Agency (HCA), introduced a new affordable rented tenure, “Affordable Rent”, as part of the overall changes to the funding and delivery of affordable housing. The HCA guidance states the maximum rental level for Affordable Rent should be no more than 80% of gross market rent (inclusive of service charges). This means that the Affordable Rent can be up to 80% of the local Market Rent. The HCA advice expects Affordable Rent to be the main affordable housing product delivered through its current programmes.
- 4.12 The Council wants to ensure that Affordable Rent levels in the Royal Borough remain affordable. It will therefore expect housing providers to avoid setting rent levels that risk households being unable to afford to rent. RBWM recommends the following principles for Registered Providers when applying Affordable Rent in the Borough:
- Affordable Rent should ideally not be more than local Housing Allowance levels
 - Affordable Rent for properties with 3+ bedrooms should not be higher than 60% of market rents.
 - Affordable Rent should not be set on sheltered accommodation because tenants will have a fixed income.
- 4.13 The Council acknowledges that the differential between Social Rent and Affordable Rent is less for 1 and 2 bedroom properties.

² National Planning Policy Framework

- 4.14 The HCA Guidance is clear that Affordable Rent is now the principal affordable rental approach; however, there is still limited scope for Social Rent. The two tenures therefore co-exist; this is reiterated in the definitions of Affordable Housing in the National Planning Policy Framework.
- 4.15 **Intermediate Housing** - This is housing for sale or rent provided at a cost above Social Rent, but below market levels subject to the criteria in the Affordable Housing definition above. This can include shared ownership and shared equity, other forms of affordable ownership and intermediate rent, but not affordable rented housing. Common models for intermediate housing include shared equity, intermediate rent and shared ownership housing.
- 4.16 **Shared Equity** - This is where the purchaser acquires the whole property but effectively only pays a proportion of the value, the remaining value is secured by an equity loan.
- 4.17 **Intermediate Rent** - Intermediate rent is housing available at a rent above Social Rent costs but below Market Rent levels. Generally these properties are reserved for specific groups of tenants e.g. keyworkers and are let on short term tenancies.
- 4.18 **Shared Ownership** - The purchaser buys a proportion of the value of the home (25% upwards, usually no more than 70%) and the remaining share is kept by the freeholder, which is usually a Registered Provider. A subsidised rent is paid for the remainder of the equity. Shared ownership housing must be:
- for eligible households with a maximum household income of £60,000, who cannot afford to purchase on the open market, and
 - significantly more affordable than existing similar second hand market properties in the same area of the Borough, and
 - affordable to the majority of Applicants on the housing register List who live or work in the Borough.
- 4.19 **Housing not classed as affordable housing** - Dwellings that do not meet any of the above definitions of affordable housing tenures, such as “low cost market” housing, will not be considered as affordable housing for planning purposes until national legislation changes. This is in accordance with the National Planning Policy Framework definition of affordable housing.
- 4.20 **Agricultural workers’ dwellings** - Agricultural workers’ dwellings (or similar self-contained accommodation) that would demonstrably address an identified essential accommodation need and of which occupancy would be tied to that use in perpetuity will be considered to already meet an affordable housing need and will, be considered affordable housing, as will any property let by a private registered provider of social housing, a registered social landlord or a local housing authority on an assured agricultural occupancy³.
- 4.21 **Other accommodation types allowed social housing relief from CIL**- Other housing types benefitting from social housing relief under the CIL Regulations 2010 (s.49) will also be considered affordable housing.

³ The Community Infrastructure Levy Regulations, England and Wales, 2010 (2010 No. 0000)

5.0 Requirements for affordable housing provision

- 5.1 Local Plan Policy H3 applies to all types of residential development sites including change of use (conversion), mixed use sites that incorporate an element of residential development, older persons housing such as sheltered and extra care schemes and any other development where there is a **net increase** in the number of Class C3⁴ residential units on the site.
- 5.2 The Council will not seek an affordable housing contribution from specialist, non-Class C3 residential developments such as traveller accommodation (a sui generis use), and any C2 uses such as nursing/residential care homes as on-site provision is often not suitable and as the Council wishes to encourage the provision of these specialist forms of accommodation where an identified need exists. However, if the extent of care is limited in a nursing home, such a use will be treated as a C3 use, which will require affordable housing provision.
- 5.3 Policy H3 does not apply to developments where there will be no net increase in the number of dwellings on the site. The number of net additional dwelling is the number of proposed dwellings less the number of existing dwellings to be demolished. Any dwelling with a separate Council Tax registration is counted as a dwelling.
- 5.4 Where additional homes are being provided on a site where there are existing units that will remain, Policy H3 will apply to the net increase only.
- 5.5 Care homes and nursing homes (Use Class C2) that generally provide non-self contained accommodation are not required to provide affordable housing. However the circumstances of each case will be considered based on the level of self-containment.
- 5.6 Live-work units will be treated as a residential unit for the purposes of applying Policy H3.
- 5.7 Renewals of an existing planning permission for a residential development will be assessed against the most up to date planning policy requirements, including the requirement to make an affordable housing contribution under Policy H3.
- 5.8 Agricultural workers' dwellings (or similar self-contained accommodation) that would demonstrably address an identified essential accommodation need and of which occupancy would be tied to that use in perpetuity will be considered to already meet an affordable housing need and will not be expected to contribute further under H3. Any property let by a private registered provider of social housing, a registered social landlord or a local housing authority on an assured agricultural occupancy⁵ will similarly be considered to already meet a housing need. However, if an application is received in the future seeking to amend a condition or legal agreement to lift such a tie or allow alternative occupation of the property, appropriate planning benefits will be expected, including in relation to Policy H3.
- 5.9 To support the delivery of affordable homes in accordance with Policy H3, the Council will expect a site that has been sub-divided into smaller development schemes to provide the appropriate level of affordable housing that would have been achieved had the whole site come forward as a single scheme.
- 5.10 Similarly, the Council will resist development proposals which seeks permission for a development lower than that characteristic of the area, where this would fail to make

⁴ see Use Classes Order 1987 (as amended)

⁵ The Community Infrastructure Levy Regulations, England and Wales, 2010 (2010 No. 0000)

efficient use of land and avoids otherwise greater affordable housing policy requirements under Policy.

- 5.11 All planning applications requiring affordable housing provision on site or through a proposed alternative site or those providing actual financial contributions for provision in an alternative off-site location should be supported by a Statement of Affordable Housing Proposals - see template attached at **Appendix A**. Applications not containing a Statement of Affordable Housing Proposals - and a Financial Viability Appraisal if appropriate - will not be registered as valid.
- 5.12 The Council will expect that the existing number of affordable homes on a site will be safeguarded and reflected in any redevelopment. This is predicated on the basis that planning policy seeks to increase the amount of affordable housing in the Borough to take account of identified need. Whilst redevelopment of a site which replaces older affordable housing stock with new is often to be welcomed, this cannot be supported at the expense of a reduction in the overall number of affordable homes on the site.
- 5.13 In most cases the Council would expect the same number, size, and tenure, of units to be re-provided on-site or to be provided on an alternative site in parallel. The replacement units will be secured through a legal agreement or undertaking, which will specify the timing/phasing of provision include relevant trigger point(s).
- 5.14 In exceptional circumstances the Council may not require all of the existing units to be replaced, for example:
- Where the location of the site is not considered suitable or sustainable for affordable housing,
 - Where the existing affordable housing is vacant and has been for a considerable time and the Council considers there is no reasonable prospect of it coming back into re-use,
 - Where a better balance of size of affordable units is required.
- 5.15 Where replacement is not required the Council may negotiate a financial contribution in lieu of replacement.
- 5.16 In calculating the number of units to be provided by a development, the Council will always round to the nearest number of whole units.
- 5.17 A standard mathematical approach to rounding will be taken. Where applying 30 per cent (or any other target that the development will stand, higher or lower) achieves 0.5 or more of a dwelling, the approach will be to round up. For example, in a scheme of 15 dwellings, applying 30% gives 4.5 dwellings, which would be rounded up to a requirement for 5 affordable homes. Anything below 0.5 will be rounded down. For example, in scheme of 18 dwellings, applying 30% gives 5.4 dwellings, which would be rounded down to 5 homes.
- 5.18 Policy H3 seeks a 30% affordable housing provision for all sites of 15 net units or 0.5 ha or more in size. This is the total, gross area of the application site. No areas are to be discounted when assessing the size of a development site for the purposes of H3. Policy H3 does not conflict with the Written Ministerial Statement of 28 November 2014.
- 5.19 The Council will expect the developer to enter into an appropriate Section 106 Agreement covering all aspects of the delivery of affordable housing outlined above. The content of the agreement can vary considerably from site to site, however Appendix C lists the main

issues that will be included in most agreements. The Council has a standard template but will draft an appropriate agreement for larger sites, for which a fee is payable. The fee will depend on the complexity of the agreement.

Vacant Building Credit

5.20 National policy provides an incentive for brownfield development on sites containing vacant buildings. Where a vacant building is brought back into any lawful use, or is demolished to be replaced by a new building, the developer should be offered a financial credit equivalent to the existing gross floorspace of relevant vacant buildings when the local planning authority calculates any affordable housing contribution which will be sought. Affordable housing contributions may be required for any increase in floorspace.

5.21 What is the process for determining the vacant building credit?

Where there is an overall increase in floorspace in the proposed development, the local planning authority should calculate the amount of affordable housing contributions required from the development as set out in Policy H3. A 'credit' should then be applied which is the equivalent of the gross floorspace of any relevant vacant buildings being brought back into use or demolished as part of the scheme and deducted from the overall affordable housing contribution calculation. This will apply in calculating either the number of affordable housing units to be provided within the development or where an equivalent financial contribution is being provided.

5.22 The existing floorspace of a vacant building should be credited against the floorspace of the new development. For example, where a building with a gross floorspace of 8,000 square metre building is demolished as part of a proposed development with a gross floorspace of 10,000 square metres, any affordable housing contribution should be a fifth of what would normally be sought.

6.0 Design, Integration and Community Cohesion

6.1 In designing affordable housing, account should be taken of the following design requirements:

- The affordable housing should be delivered in parallel to the market housing, i.e. not significantly in advance of, or later than the remainder of the development.
- Where on-site infrastructure or services are required (e.g. new bus route, schools etc.) the affordable housing should not be delivered until these facilities have been provided.
- Car parking spaces should be allocated to the affordable homes on the same ratio as for market housing units.
- The affordable housing should be spread around the whole development – not just in one location. Clusters of affordable housing are preferred rather than “pepper-potting”.
- The affordable housing should have good access to local or new, transport facilities, shops, play space etc.

- Affordable housing needs to be integrated into the new development, its appearance in terms of design, materials and appearance and layout should not differentiate it from the remainder of the development.
 - Affordable homes should meet the latest design and quality codes and standards set out by the Homes and Communities Agency or other relevant body, as well as national guidance.
- 6.2 Lifetime Homes are homes designed to incorporate 16 Design Criteria that can be universally applied to new homes at minimal cost. Each design feature supports the changing needs of individuals and families at different stages of life. Lifetime Homes are all about flexibility and adaptability
- 6.3 The Council encourages new developments to incorporate the principles of Lifetime Homes and that new specialist accommodation should incorporate “Lifetime Homes” standards and be readily adapted to meet the needs of those with disabilities and the elderly.
- 6.4 The Council’s preference is for affordable housing to be provided and managed by Registered Providers (RPs) or through RBWM Property Company.
- 6.5 However, it ultimately is for the developer to make their own choice regarding which organisation(s) to proceed with. If a developer wishes to provide the affordable housing other than through these routes the Council will give careful consideration taking account of a number of matters, including:
- rent levels
 - local management base and arrangements for interaction with tenants
 - management arrangements for external amenity space
 - nomination arrangements
 - agreement to the Local Lettings Policy arrangements
 - participation in community initiatives; and other criteria
 - track record in delivering and funding affordable housing
- 6.8 In all cases the provider of on-site affordable housing will be required to meet the requirements in this document.
- 6.9 Policy H3 is intended to meet identified local housing need, it is therefore important that households with an established local connection with the Borough, are given priority for the affordable housing provided through these policies.
- 6.10 Providers of affordable housing will be required to enter into a nomination agreement with the Council. The Council’s usual requirement is to include a “nominations protocol” in the Section 106 agreement signed by the landowner or developer. The Council will normally require:
- For rented housing:
 - Initial lets – 100% nominations
 - Relets – 75% nominations
 - All lets not subject to nominations being given priority for local households
 - For shared ownership

Initial sales – 100% nominations
Resales – 100% nominations
All sales not subject to nominations being given priority for local households

- 6.11 Nominations will normally be made from within the Council's Housing Options Team. The nomination obligations will be required to be passed to any future owners of the affordable dwellings, or be provided elsewhere.
- 6.12 To ensure that the affordable housing is delivered before the market housing is completed the council will normally include a number of triggers in the agreement.
- 6.13 These may vary from site to site, but would usually be:
- Not to allow or permit occupation of more than 25 per cent of market dwellings until a contract has been entered into with a Registered Provider or equivalent to deliver the affordable housing in accordance with an Affordable Housing Scheme approved by the Council.
 - Not to allow or permit occupation of more than 50 per cent of market dwellings until the affordable housing has been completed and transferred and is ready and available for occupation e.g. with all access roads and paths completed and safe for use.
- 6.14 The definition of Affordable Housing in the NPPF makes it clear that affordable housing must remain affordable into the future. It therefore follows that there must be safeguards that either preserves the status of the affordable housing, or if it is no longer used for affordable housing, for it to be replaced or for resources to be recycled to replace the dwellings.
- 6.15 Affordable housing provided through the Council's planning policies must be maintained as affordable housing or replaced (see also next).
- 6.16 The Council will therefore require provisions in the Section 106 agreement that:
- Keep the units within the definition of affordable housing, and
 - Require any purchaser (other than an occupier) to preserve the accommodation as affordable housing, or replace it within the Borough like for like, and
 - Require any purchaser to take on the obligations in the nomination agreement or enter into a replacement nomination agreement.
- 6.17 In formulating proposals for affordable housing, Applicant's should be aware of the limitations on the funding of affordable housing and the price that affordable housing providers can pay for affordable housing dwellings.
- 6.18 Generally all of the above matters covered in this Section should be included in a Section 106 Agreement.
- 6.19 An Affordable Housing Scheme should be submitted where affordable housing is to be delivered on-site or on an alternative site. It should set out how the Applicant proposes to achieve on-site or alternative site affordable housing delivery working with a Registered Provider. The most common details to be provided in the Affordable Housing Scheme (AHS) are listed in **Appendix D**.

6.20 There may be circumstances - particularly in the case of outline planning applications - where the details of all the relevant matters may not yet be finalised. In such cases of on-site affordable housing delivery, the Section 106 will contain a requirement for the submission and approval of an Affordable Housing Scheme (AHS). The AHS would normally need to be submitted and approved prior to the commencement of the development or the affordable housing units; and in the case of Outline applications, prior to, or as part of, the Reserved Matters application.

7.0 Delivery of affordable housing off site – financial contributions

7.1 Only in a relatively limited range of circumstances will it be appropriate for a scheme that proposes fifteen net units or more net additional dwellings to make an off-site affordable housing financial contribution in lieu of on-site provision or actual provision on an alternative site. For example, for clear housing management reasons or in the interests of the effective distribution of affordable housing across the Borough.

7.2 Policy allows for off-site financial contributions to be made in these limited circumstances. Financial contributions are also required of all small schemes (those providing one to four net additional dwellings) and, assessed on a case by case basis, may also be sought (in place of on-site provision) from schemes of five to nine dwellings. These requirements are summarised in **Figure 1** and explained above.

7.3 Contributions will be ring-fenced and used to provide affordable housing elsewhere in the Borough. Where possible this will be in the same locality as the development making the contribution, however contributions may be directed to other schemes which make a positive contribution to facilitating delivery of affordable homes through other mechanisms.

7.4 The Council will seek a financial contribution, that will allow affordable housing providers to secure the land in lieu of and equivalent to on-site provision.

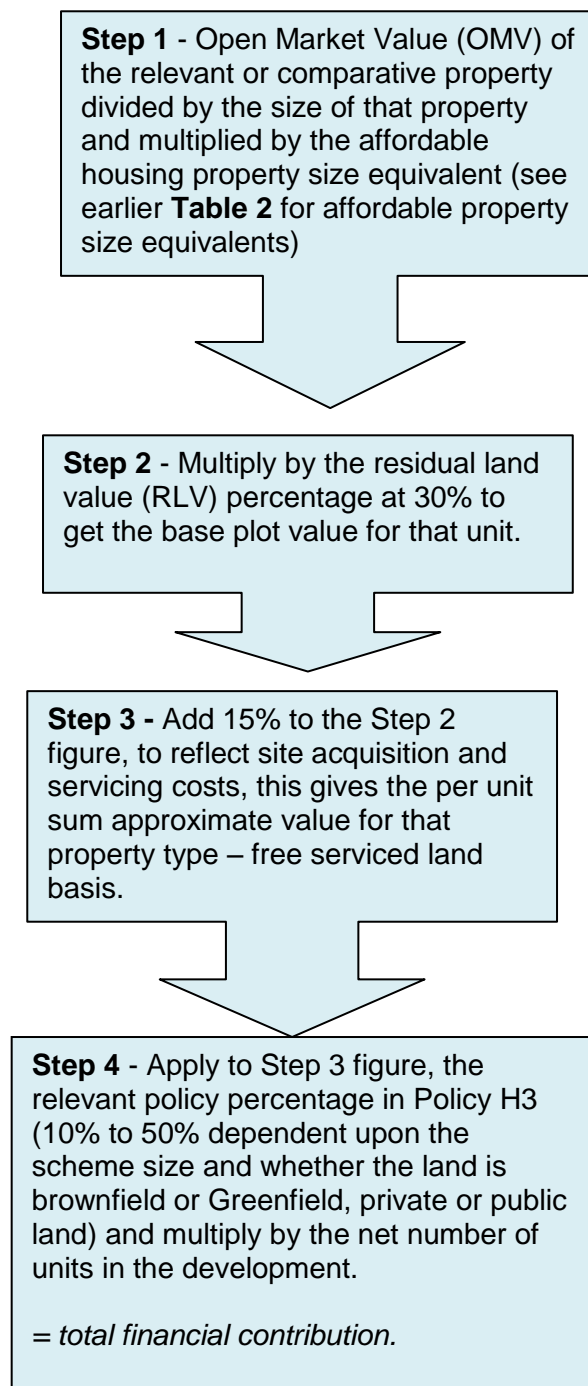
7.5 The Council will use the following 'residual land value' formula to calculate financial contributions where these are required and appropriate.

7.6 This approach involves approximating the land value that needs to be replaced elsewhere and allowing for the cost of acquiring and servicing that land e.g. providing access and utilities. The applicable affordable housing percentage (according to Policy) is then applied to this figure. This method of calculation is widely used.

7.7 It is recognised that this approach represents only one method of calculating such contributions. It is recommended that you seek advice from a suitably qualified independent surveyor should you wish to put forward an alternative method of calculation. The Council will consider all alternatively calculated contribution figures in the context of its viability assessment evidence. Any calculations producing contribution figures less than those generated by the Council's formula approach will be questioned.

7.8 The Council will usually require financial contributions to be paid on commencement of the development.

Figure 1- Financial contribution calculation (from residential development)



7.9 The national Local Housing Delivery Group provides a useful definition of development viability:

“An individual development can be said to be viable if, after taking into account of all costs, including central and local government policy and regulatory costs and the cost and availability of development finance, the scheme provides a competitive return to the developer to ensure that the development takes place and generates a land value sufficient to persuade the land owner to sell the land for the development proposed”⁶.

7.10 Tests of financial viability need to be robust, firstly to ensure the delivery of the affordable housing target and secondly to be fair to the developers of other sites.

7.11 If a Financial Viability Appraisal (FVA) is submitted with a planning application it must meet the minimum requirements outlined next and in Appendix B. A FVA should comprise

- A Summary clearly stating the exceptional reasons that make the site unviable; a request to vary the usual affordable housing requirements, and a summary of the main costs, revenues and assumptions etc.
- A Detailed Appraisal containing the information in Appendix B as a minimum together with supporting evidence.

7.12 The following should also be noted:

- each cost, value, revenue, assumption etc. must be evidenced from an independent expert or source
- any assumptions must be explained in detail – in line with the Viability in Planning guidance document (RICS, 2012), please provide a written summary in the application correspondence describing the viability figures provided, giving evidence for all assumptions made, and identifying all information sources.
- the Council will assume that:
 - o the cost of meeting the affordable housing requirements in Policy CS12 should be reflected in the price paid, or price to be paid, for the land, and should be based on:
 - no public subsidy or grant
 - payment by the provider of the affordable housing should meet current HCA Guidance, i.e. less than market value.
- abnormal site costs should be reflected in the price paid, or to be paid, for the land.

7.13 The Council will carry out an assessment of the FVA to determine whether the information and data submitted supports the Applicant's request to vary the affordable housing requirements on the basis of financial viability.

7.14 The Council will seek independent professional advice on submitted viability assessments where agreement cannot be reached on the projected costs and values of a proposed scheme, and its resultant viability. This professional advice is also required on completion of a development where an overage clause is employed to check and substantiate the final costs and values. The developer will be asked to pay for the Council's reasonable costs in relation to independent expertise. As an indication, a typical independent viability costs £1,000.

7.15 The applicant's written agreement to pay these reasonable costs will be required before the Council appoints an independent professional adviser. If that written agreement is not received within the time specified by the case officer, the Local Planning Authority will proceed to determine the application on its current merits.

7.16 The application process, including any FVA must be open and transparent. However the Council recognises that some of the information or data in a FVA may be commercially sensitive. In some instances views may differ on whether a piece of information should be treated as confidential. If the Council wishes to put information into the public domain that an Applicant deems to be confidential, as a matter of procedure, the Council will notify the Applicant of its intention to publish before doing so.

7.17 The Applicant must make it clear which, if any, information or data is commercially sensitive. The Council will make a judgement as to which information is placed in the public domain. Generally the Council will put the Summary in the public domain and treat the Detailed Appraisal as confidential; however there may be exceptions to this.

- 7.18 A Financial Viability Appraisal is only current at the time it is made. Financial viability will change over time and with the changing economic and property markets. On large sites, that are expected to build or sell over a number of years, and particularly where the planning application is in outline, a FVA may be required for each phase and will need to be updated when the Reserved Matters application is made or prior to the commencement of each phase.
- 7.19 The Council would not expect such considerations to result in any renegotiation of contributions already agreed, through the outline decision, towards other types of infrastructure.
- 7.20 However the Council may advise, in cases where viability to meet all development requirements is demonstrably not possible, that the provision of affordable housing is more important than provision of other non-essential infrastructure. In such cases, the Council will negotiate to revise contributions towards those other infrastructure elements whilst continuing to require the full affordable housing provision / contribution.
- 7.21 Where the Council is satisfied that the usual policy requirements for affordable housing cannot be met in full due to financial viability, the Council will decide on:
- a reduced affordable housing requirement, or
 - a reduced affordable housing requirement, coupled with claw back of the remaining affordable housing financial contribution through an overage clause if the development of the site proves to be more financially viable than the original Financial Viability Appraisal suggests, or
 - no affordable housing requirement but claw back of the full affordable housing financial contribution through an overage clause if the development of the site proves to be more financially viable than the original Financial Viability Appraisal suggests
 - if the Council considers affordable housing the priority, it will seek to renegotiate other non-essential infrastructure requirements of the Core Strategy to ensure that those levels of the affordable housing delivery are maintained. (This will only apply to those elements of infrastructure requirements secured under Section 106, not the Community Infrastructure Levy).
- 7.22 The Council will expect developers and landowners to consider the overall cost of development prior to negotiating the sale or purchase of land or the acquisition or sale of an option. Appendix B explains the information the Council will require showing the purchase price.

8.0 Other Methods of Delivery of Affordable Housing

- 8.1 Affordable housing is provided in the Borough through a range of approaches.
- 8.2 In addition to the planning process, as guided by this document, the Council's other affordable housing delivery mechanisms include:
- Progressing the Council's own land holdings for the delivery of affordable housing with developers through Joint Ventures and RBWM Property Company
 - Working with private developers and housing associations to build homes

- Working with owners of empty homes to bring them back into use through utilising best practice approaches and powers
- Working proactively to prevent homelessness and with private landlords to secure lets for their properties for people in housing need through its Housing Options team
- Potentially working with other organisations that are Registered Providers to deliver affordable homes, through property acquisition or new development.

9.0 Management and monitoring

9.1 The Council will monitor the operation of this guidance through the Annual Monitoring Report (AMR), which the Council publishes each year.

9.2 The Council will monitor the:

- number of net additional affordable dwellings permitted and completed, by location, size, type and tenure of net additional affordable dwellings provided
- level of commuted payments collected by the Council
- amount of commuted sums collected towards affordable housing provision
- and the percent of schemes providing affordable units on-site, off-site or via a financial payment in lieu.

9.3 The Council will keep under review the SHMA to ensure that provision meets local needs. Should local evidence of need and demand through the SHMA change, the Council will consider the review of the relevant policy and/ or this guidance document as appropriate.

10.0 Appendices

Appendix	Content
A	Statement of Affordable Housing Proposals
B	Financial Viability Appraisals
C	Summary of heads of terms for Section 106 agreements
D	Affordable Housing Scheme

Appendix A: Statement of Affordable Housing Proposals

Applications requiring affordable housing provision on site or those providing financial contributions for provision in an alternative off-site location should be accompanied by a Statement of Affordable Housing Proposals (SAHP) outlining the proposed methods of meeting the affordable housing requirements outlined in this document.

The Applicant is advised to seek [pre-application advice](#) with the Council on their proposals for the affordable housing.

The statement should cover the following issues. If any information is unknown at the time of the application the reason for this should be stated below in the relevant section.

Statement of Affordable Housing Proposals	
Application site	
Application Description	
Has the Applicant read the Affordable Housing Delivery Supplementary Planning Document?	Yes / No
Has the Applicant had discussion concerning the affordable housing provision with the Council, if so who?	Yes/No Officer:
Calculated number of net additional units	
Proposed Affordable Housing Registered Provider	
Number of affordable housing units to be provided	
Type and tenure of proposed affordable housing	
Any other information re the affordable housing requirements or proposals	

Appendix B: Financial Viability Appraisals

Background information on financial viability and Financial Viability Appraisals is given in the document. The following requirements should be read in conjunction with that section. The Financial Viability Assessment should contain as a minimum the following information and data:

- a) the methodology used for the appraisal and details of any appraisal software or toolkits used
- b) land values, both current and at the time of purchase (if different)
- c) Residual Land Values (RLV) and Gross Development Value (GDV)
- d) price paid for the land; and costs taken into account when arriving at the price paid for the land (if the land is not owned by the Applicant – details of any option agreements or agreements to purchase)
- e) gross and net area of development
- f) number, size and type of units
- g) build costs (per square metre)(and comparison with appropriate published RICS data)
- h) abnormal or exceptional costs not reflected in the land value/price (and reasons why)

- i) other costs (design, legal, consultants, planning etc.)
- j) cost of any other planning obligations including infrastructure requirements and financial contributions
- k) build programme and phasing
- l) interest rates, cap rates, loan costs, cash flows
- m) developers profit and an explanation of its make up, and any company or financiers requirements
- n) anticipated phasing
- o) marketing and legal costs (and as a % of Gross Development Value (GDV))
- p) anticipated sales price for each unit type, and current assumed value of each unit type
- q) anticipated phasing of sales
- r) ground rents and services charges payable
- s) proposals for on-site affordable housing if required in meeting the requirements of the SPD
- t) anticipated price to be paid by the affordable housing provider, and the assumption on which this is based.
- u) substitution values and revenues for less or no affordable housing on-site
- v) depending on individual site circumstances and the size of the proposed development, further information may be required, this may include:
 - developers Market Analysis Report
 - copy of cost plan
 - details of company overheads
 - copy of financing offer/letter
 - Board Report on scheme
 - letter from Auditors re: land values and write offs
 - sensitivity analysis showing different assumption options (e.g. low, medium and high)

For mixed use schemes similar information and data will be required on the non residential uses. All information and data should be evidenced from an independent expert or source, and be benchmarked.

The following should also be noted:

- each cost, value, revenue, assumption etc. must be evidenced from an independent expert or source
- any assumptions must be explained in detail – in line with the [Viability in Planning](#) guidance document (RICS, 2012), please provide a written summary in the application correspondence describing the viability figures provided, giving evidence for all assumptions made, and identifying all information sources.
- the Council will assume that:
 - the cost of meeting the affordable housing requirements in Policy CS12 should be reflected in the price paid, or price to be paid, for the land, and should be based on:
 - no public subsidy or grant
 - payment by the provider of the affordable housing should meet current HCA Guidance, i.e. less than market value.

- abnormal site costs should be reflected in the price paid, or to be paid, for the land.

Appendix C: Summary of heads of terms for Section 106 agreements

The Council does use a standard Section 106 agreement. On more significant sites the agreement is tailored to the individual circumstances of the site. However sections 5 and 6 provide the background to the requirements for the provision of affordable housing; the following is intended as an indication of the matters likely to be included in any agreement. This is not a definitive list – other matters may be required depending on the site circumstances.

Summary of common matters to be included in Section 106 agreements:

- a) details of the planning application
- b) details all parties with an interest in the land (including mortgagees)
- c) a site location plan
- d) definition of affordable housing
- e) number of affordable dwellings, the mix, size, type and tenure
- f) design, standards and location on-site etc.
- g) affordability criteria
- h) details of the affordable housing provider
- i) phasing of delivery of the affordable housing
- j) obligation to complete an Affordable Housing Scheme
- k) obligation to enter into a Nomination Agreement
- l) triggers for the commencement and completion of the affordable housing
- m) limitation on occupation of the units, and maintaining them for affordable housing
- n) recycling of receipts from disposal of affordable housing
- o) mortgagee in possession clause
- p) cascade arrangements (if any)
- q) funding issues (if any)
- r) registration of the Agreement as a Local Land Charge
- s) payment of the Council's costs in drawing up the agreement

Appendix D: Affordable Housing Scheme

The Affordable Housing Scheme should generally meet the requirements outlined below.

It is anticipated that the Developer and Registered Provider and/or Affordable Housing Provider will submit the Affordable Housing Scheme jointly. It is agreed by the Parties that where any of the information required below is not available at the time of submitting the Affordable Housing Scheme such information shall be submitted or resubmitted (where an amendment is required) for approval prior to commencement of construction of any Affordable Housing Unit within the relevant Sub Phase.

1 All Affordable Housing Units

- 1.1 The total number of affordable units in the Sub Phase as a percentage of the total units in the Sub Phase.
- 1.2 The anticipated tenure, size and type of each of the units.
- 1.3 A site layout showing the location of the units.
- 1.4 Plans showing the indicative internal layout of each type of unit.

- 1.5 Confirmation that the units meet all the requirements set out in this Deed or any approved amendments to such requirements.
- 1.6 Details of the proposed Registered Provider or Alternative Affordable Housing Provider that will deliver the units.
- 1.7 Confirmation that all of the units will be rented or sold in accordance with the provisions of the Nominations Protocol.

2 **Rental Units**

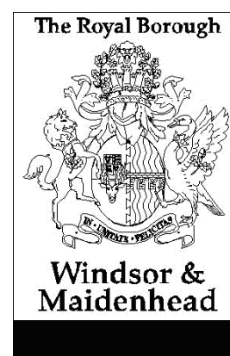
- 2.1 Details of the proposed rent and any service charge for each type of unit and confirmation that these met the affordability requirements set out in this appendix.
- 2.2 Details of the management arrangements.

3 **Shared Ownership**

- 3.1 Details of the anticipated: price; percentage equity to be sold; mortgage payments; rent; service and management charge for each type of unit; and confirmation that these meet the affordability requirements set out in this Deed.
- 3.2 Details of the shared ownership lease and arrangements for resales under which the units will be sold.
- 3.3 Indicative marketing arrangements
4. Similar details will be required for any tenure not specifically mentioned above.

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Report for: ACTION



Contains Confidential or Exempt Information	NO - Part I
Title	Change to Council Tax Empty and Unfurnished Exemption
Responsible Officer(s)	Simon Fletcher, Strategic Director of Operations and Customer Services
Contact officer, job title and phone number	Andy Jeffs, Head of Revenues and Benefits and Deputy Director of Operations and Customer Services, 01628 796527
Member reporting	Cllr Hill
For Consideration By	Cabinet
Date to be Considered	24 November 2016
Implementation Date if Not Called In	1 April 2017
Affected Wards	All

REPORT SUMMARY

1. From 1 April 2013, the council used new statutory powers to reduce the 100% empty and unfurnished exemption from six months to one month. The proposals in the report seek to refine that change.
2. The proposal in this report is to remove the discretionary one-month, 100% empty and unfurnished exemption (see Appendix A for a full list of current discounts and exemptions) in line with many other local authorities with effect from 1 April 2017. This is the last discretionary discount/exemption offered by the council.
3. The amount of collectable Council Tax will increase by £325,000, of which £267,000 would be retained by the Council, with £58,000 being retained by preceptors. The cost of Council Tax administration would also reduce by £25,000.
4. If agreed this recommendation will also need to be put before full Council on 13 December 2016.

If recommendations are adopted, how will residents benefit?

Benefits to residents and reasons why they will benefit	Dates by which residents can expect to notice a difference
1. Additional Council Tax revenue of £325,000, of which, the council would retain £267,000 providing the	31 March 2018

council with additional income to fund council services	
2. Reduction in cost of administering Council Tax by £25,000	31 March 2018

1. DETAILS OF RECOMMENDATIONS

RECOMMENDATION: That Cabinet:

- i. **Endorses the principle of removing the one-month Council Tax exemption for empty and unfurnished properties (previously known as Class C discount), with effect from 1 April 2017, and recommends this to Council for a final decision.**
- ii. **Grants delegated authority subject to approval by Council to the Strategic Director of Operations and Customer Service, in conjunction with the Lead Member for Customer & Business Services (including IT), to take all appropriate steps to implement and administer the preceding recommendation in accordance with statutory requirements.**

2. REASON FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 As part of delivering differently a review of all Council Tax discounts and exemptions currently offered by the council was completed, including comparing them to those offered by other councils.
- 2.2 A large number of other councils have already decided to remove the exemption and the table below provides the position with regard to a number of neighbouring or close authorities:

Council	Empty and Unfurnished Exemption
Chiltern & South Bucks	100% 3 months
Wokingham	100% 1 month (reviewing)
South & Vale	100% 1 month
West Berks	0%
Northampton	0%
Reading	0%
Oxford	100% 1 month
Slough	0%
Bracknell	0%

- 2.3 The government introduced new discretion for local authorities around certain categories of property exemptions for Council Tax, with effect from 1 April 2013.
- 2.4 The council determined that it would utilise the new powers in order to make changes to empty property exemptions. Before 1 April 2013, an empty and unfurnished property could be totally exempt from Council Tax for up to six months. The period of exemption was reduced to a maximum of 1 month, during which a 100% exemption (e.g. nothing to pay) could be applied.
- 2.5 A full list of the current discounts and exemptions can be found in Appendix A.

- 2.6 In 2015-16 the value of exemptions in Council Tax for the one-month empty and unfurnished exemption totalled £325,000 of which, £267,000 was the direct cost (loss of Council Tax revenue) to the council, and £58,000 was direct cost to other preceptors. In addition, it is estimated that the annual cost of administering the exemption is £25,000 per annum.
- 2.7 Removing the exemption would provide the council with an estimated £267,000 in additional Council Tax in 2017-18 and beyond, other preceptors £58,000 and the council savings of £25,000.
- 2.8 The following options have been considered:

Option	Comments
The current 1-month empty and unfurnished exemption could be left in place – This is not the recommended option.	The estimated additional £325,000 in Council Tax, of which £267,000k would be retained by the council and £58,000 by other preceptors, along with the reduction of £25,000 in the cost of administering collection would not be achieved.
The 1-month empty and unfurnished exemption could be reduced to a nominal figure of up to seven days – This is not the recommended option.	Only £81,000 in estimated additional Council Tax, of which, £67,000 would be retained by the council and £14,000 by other preceptors would be achieved, and there would be no reduction in the cost of administering Council Tax.
Remove the 1-month empty and unfurnished exemption from 1 April 2017- This is the recommended option.	This would provide an estimated additional £325,000 in Council Tax in 2017-18 and beyond, of which, the council would receive £267,000, and other preceptors £58,000. In addition the cost of administering Council Tax would reduce by £25,000.

3. KEY IMPLICATIONS

3.1 The defined outcomes are:

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
Increase in RBWM Council Tax by	<£267,000	£267,000	>£267,000 <£280,000	>£280,000	31 March 2018
Reduction in cost of Council Tax processing	<£25,000	£25,000	>£25,000 <£30,000	>£30,000	31 March 2018

4. FINANCIAL DETAILS

Financial impact on the budget

- 4.1 An estimated additional amount of £325,000 in 2017-18 and ongoing should be paid into the Council Tax collection fund. Of this £267,000 will be the council's share, and £58,000 would be the other preceptors share.
- 4.2 The resource required to administer Council Tax would reduce by 0.5 FTE, and this in addition to reduced print and postage charges will generate the following saving:

	2017/18	2018/19	2019/20
	Revenue	Revenue	Revenue
Addition	£0	£0	£0
Reduction	£25,000	£0	£0

5. LEGAL IMPLICATIONS

- 5.1 The council's power to amend the level of Council Tax discount payable in respect of certain classes of property derives from section 11A of the Local Government Finance Act 1992.
- 5.2 In accordance with section 67 of the Local Government Finance Act 1992, only full Council has authority to agree the recommendations in paragraph 1 of this report. The power is not delegable to a committee, sub-committee or officer.
- 5.3 If the recommendation is agreed by full Council it shall be published in at least one newspaper circulating in its area within 21 days of the agreement.

6. VALUE FOR MONEY

- 6.1 There is no additional cost associated with this recommendation. The council will increase Council Tax collection by an estimated £325,000 of which £267,000 will be retained by the Royal Borough, and £58,000 by other preceptors. The cost of administering Council Tax will reduce by £25,000 per annum as described above.

7. SUSTAINABILITY IMPACT APPRAISAL

- 7.1 Include in this section details of the impact that your report proposals will have on sustainability objectives e.g. use of energy and physical materials. If none, say so.

8. RISK MANAGEMENT

- 8.1 The following risk has been identified:

Risks	Uncontrolled Risk	Controls	Controlled Risk
The council may not collect this amount in full from council tax payers	£267,000	The Council Collects 99.5% of Council Tax by utilising the recovery powers it has fairly and appropriately	£13,000

9. LINKS TO STRATEGIC OBJECTIVES

9.1 Putting Residents First

The council will have more Council Tax income so will be able to invest this in strategic priorities aligned to Putting Residents First such as major infrastructure investments, investment in council services, or improving the boroughs roads.

9.2 Value for Money

The removal of the 1-month empty and unfurnished exemption will reduce the cost of administering Council Tax by £25,000 per annum linking directly to the “all services, that we deliver for our residents, will be run cost effectively” strategic priority.

10. EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION

10.1 The recommendation if agreed will have a financial impact on the persons owning premises as they will no longer receive a up to 1-month empty and unfurnished exemption. However, it is not possible to demonstrate that this impact bares any relevance to the Equality Duty, or that persons affected are impacted to any disproportionate degree on the basis of having protected characteristics. The proposals pertain to the time bound circumstances of residencies in the Royal Borough, rather than its residents.

10.2 The assessment therefore concludes that the recommendation to remove the empty and unfurnished exemption cannot be shown to affect people with protected characteristics or the Equality Duty, they are assessed as equality-neutral and a further Equality Impact Assessment is not required at this time.

11. STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS

11.1 If the 1-month empty and unoccupied exemption is removed this will lead to a reduction of 0.5 FTE in the Business Services team. This can be achieved without redundancy.

12. PROPERTY AND ASSETS

12.1 None.

13. ANY OTHER IMPLICATIONS

13.1 The Customer Service Centre will receive less telephone calls as a result of the recommendations in the paper being agreed.

14. CONSULTATION

14.1 Corporate Services Overview and Scrutiny Panel are yet consider this paper.

14.2 No external consultation has been carried out.

15. TIMETABLE FOR IMPLEMENTATION

15.1 The following table shows the stages and deadlines for implementing the recommendation:

Date	Details
27/10/2016	Recommendation to Cabinet for approval
13/12/2016	Recommendation to Council for approval
02/01/2017	Publish decision in local newspaper and web-site
01/04/2017	Removal of 1 month unoccupied and unfurnished exemption

16. APPENDICES

16.1 Appendix A – Discounts and Exemptions

17. BACKGROUND INFORMATION

17.1 This is a statutory requirement

18. CONSULTATION (MANDATORY)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
Internal				
Cllr Hill	Lead Member	28/09/16	29/09/16	
Cllr Saunders	Lead Member Finance	29/09/16	29/09/16	
Simon Fletcher	Strategic Director Operations and Customer Services	21/09/16	27/09/16	
Alison Alexander	Managing	29/09/16	29/09/16	

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
	Director & Strategic Director of Adult, Children and Health Services			
Russell O'Keefe	Strategic Director of Corporate and Community Services	29/09/16	29/09/16	
Rob Stubbs	Head of Finance and Deputy Director of Corporate and Community Services	29/09/16	29/09/16	
Terry Baldwin	Head of HR	29/09/16	29/09/16	

REPORT HISTORY

Decision type:	Urgency item?	
Key decision	No	
Full name of report author	Job title	Full contact no:
Andy Jeffs	Head of Revenues & Benefits and Deputy Director of Operations and Customer Services	01628 796527

Appendix A - Discounts and Exemptions

Single person discount – Statutory

If you are the only adult (over 18 years) in your property you may be entitled to a 25% discount.

Disabled person reduction – Statutory

If your home has one of the following you may qualify for a reduction in your council tax bill.

- a room which is used and required for meeting the needs of a disabled resident or
- an extra bathroom or kitchen for the disabled person or
- space to allow the use of a wheelchair.

Other council tax discounts – Statutory

You may qualify for a discount if you or another adult living in the property are:

- full-time students
- youth trainees
- apprentices and student nurses
- patients resident in hospital
- home/nursing home residents
- severely mentally-impaired people
- people staying in certain hostels or night shelters
- 18 and 19 year olds who are at, or just left, school
- care workers usually employed by charities
- people caring for someone with a disability (except their partner or child under 18)
- members of visiting forces and some international organisations.
- members of religious communities
- prisoners.

Empty properties – Statutory and Discretionary

Properties that are unoccupied and unfurnished will receive a 100% exemption for a maximum period of one month – **Discretionary** and proposed to remove from 1 April 2017.

Properties that are unoccupied and unfurnished for two years or more will be charged an additional 50% on top of the full council tax - **Statutory**

Statutory - You do not have to pay council tax if your property is unoccupied and is:

- Owned by a charity
- Left empty by a prisoner

- Left empty by someone who has permanently left to go into a care home/residential care
- Left empty by a deceased person
- Cannot be occupied by law
- Held for a minister of religion
- Left empty by someone who has moved to receive or give personal care
- Left empty by a student
- An annexe that cannot be let separately
- An unoccupied caravan pitch or mooring
- Has been repossessed by a mortgage lender
- Left empty where the responsible person is a trustee in bankruptcy
- Owned by the Ministry of Defence
- A student hall of residence.

Occupied properties - Statutory

If all occupiers in the property are one of the following you may qualify for an exemption.

- Full time students
- Members of the Armed Forces
- Members of visiting forces
- Under 18 years of age
- Severely mentally impaired
- Have diplomatic immunity
- Elderly relatives living in an annexe.

Local exemptions - Discretionary

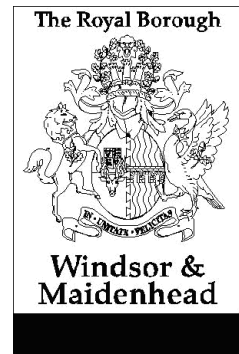
From Thursday 1 April 2004 there is a 100% exemption from council tax for up to 12 months for any property which has become uninhabitable because of a natural disaster and which needs major building or remedial repairs to make it livable again.

Second homes - Discretionary

There is no discount for furnished properties that are no-one's sole or main residence.

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Report for: ACTION



Contains Confidential or Exempt Information	NO - Part I
Title	Financial Update
Responsible Officer(s)	Russell O'Keefe, Strategic Director of Corporate and Community Services, 01628 796521
Contact officer, job title and phone number	Rob Stubbs, Head of Finance, 01628 796341
Member reporting	Councillor Saunders, Lead Member for Finance
For Consideration By	Cabinet
Date to be Considered	24 November 2016
Implementation Date if Not Called In	Immediate
Affected Wards	All

REPORT SUMMARY

1. This report sets out the Council's financial performance to date in 2016-17. In summary there is a projected £430,000 underspend on the General Fund (see Appendix A) which is an improvement of £298,000 from the October financial monitoring report. This is due to a net increase in the underspend forecast in a number of service budgets, see section 4 for details.
2. The Council remains in a strong financial position, with the Council's combined General Fund Reserves of £6,490,000 (7.24% of budget) in excess of the £5,270,000 (5.88% of budget) recommended minimum level set at Council in February 2016.

If recommendations are adopted, how will residents benefit?

Benefits to residents and reasons why they will benefit	Dates by which they can expect to notice a difference
Assurance that the Council is making effective use of its resources and that budgets are reviewed regularly.	24 November 2016

1. DETAILS OF RECOMMENDATIONS

RECOMMENDED: That Cabinet:

- i) Notes the Council's projected outturn position.
- ii) Approves a £350,000 capital budget for survey work and a Development Manager in respect of the new leisure centre at Braywick Park (see paragraph 4.12).

2. REASON FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 As this is a monitoring report decisions are normally not necessary but may occasionally be required.

3. KEY IMPLICATIONS

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date delivered
General Fund Reserves Achieved	Below £5,000,000	£5,000,000 to £5,490,000	£5,490,000 to £6,000,000	Above £6,000,000	31 May 2017

- 3.1 The General Fund Reserve is £5,286,000 and the Development Fund balance is £1,204,000, see appendix B for a breakdown of the Development Fund. The combined reserves are £6,490,000. The 2016-17 budget report recommended a minimal reserve level of £5,270,000 to cover known risks for 18 months.

4. FINANCIAL DETAILS

- 4.1. The Strategic Director of **Adults, Children & Health Services** reports a projected outturn figure for 2016-17 of £57,469,000 against a controllable net budget of £57,311,000, an overspend of £158,000. This is a decrease of £154,000 on the overspend reported to Cabinet in October. The most significant changes in the last month are:
- A reduction of £82,000 in the overspend projected in the placement budget for children in care as a result of a number of recent placement changes.
 - A reduction of £44,000 in the overspend forecast in the MASH. This is as a result of success in appointing permanent staff, reducing dependency on agency staff.
 - A reduction of £55,000 in the forecast cost of the deprivation of liberty and safeguarding assessment. This follows a review of the number of assessments to be undertaken in the remainder of the year and the allocation of work to a wider group of professionals.
 - A reduction of £50,000 in the underspend forecast in the net cost of delivering domiciliary care services to older people.
- 4.2. There remain significant pressures and savings, as reported to Cabinet in October, continuing to impact on the budget position:

- A projected overspend of £343,000 on the home to school transport budget. This is the full year effect of the increase in high needs SEN pupils in the last academic year and to the cost of new transport contracts for SEN pupils.
- The budget for supporting residents into temporary accommodation is projecting an overspend of £470,000. This relates to funding more residents with housing benefit following the change in legislation and the introduction of the subsidy loss and the benefit cap.
- Pressures in the provision of services to those with a learning disability and mental health problems - projected overspend of £384,000. Whilst this is £32,000 lower than the overspend forecast last month the pressure arises from the changing care requirements of a small number of residents with high needs, a delay in the de-registration of homes, and a Secretary of State adjudication of an Ordinary Residence dispute.
- An underspend of £619,000 in the care costs of children with disabilities, internal fostering and children leaving care mainly due to fewer than expected numbers requiring high cost support.

4.3. There are no projected variances to report within the HR budget.

4.4. In addition to the variances in points 4.1 and 4.2 there are a number of financial risks which will potentially impact on the budget position this year. These include: two high cost cases where the liability of the council to meet their costs is uncertain either due to their ordinary residence or due to their eligibility for Continuing Health Care funding. The maximum additional cost this year to the council should these cases both be decided against the council is estimated at £165,000, and the maximum saving if both cases were settled in favour of the council is estimated at £558,000 this year.

4.5. The Strategic Director of **Corporate and Community Services** reports a projected underspend for 2016-17 of £28,000 on the net budget of £4,195,000, in line with last month's projected underspend of £32,000. Key change is the recognition of increased planning application income, partially offset by higher legal and staff costs. The underspend reductions reported in Performance, Democratic Services and Finance reflect accounting transfers to a centrally held managed vacancy saving.

4.6. The Strategic Director of **Operations and Customer Services** reports a further improved projected underspend of £555,000 on the directorate 2016-17 approved budget of £21,686,000, £148,000 up on figure reported to Cabinet in October. This achievement is based on significant performance improvements in key areas of the directorate.

- Community Protection and Enforcement Services, Parking Services reports a £180,000 underspend based on strong activity in town centre car parks and from parking enforcement. Waste Services expect to be under budget by £250,000 from high recycling and garden waste tonnages, with associated income increases. Various 'unders' and 'overs' across the service combine with these to give a service total of £470,000 underspend.
- In Customer Services, Facilities management are reporting a net pressure of £40,000 from staffing issues.

- In Highways and Transport, increased costs are reported from the clearing up of asbestos and other fly-tipping, approx. £140,000 for full year. The Lead Member has approved an action plan to address this issue and recover some of these costs. An overall service overspend of £75,000 is currently projected for the service, which is in part mitigated by efficiencies, vacancy savings and extra street works-based income.
- In ICT, the underspend has improved to £250,000 through early delivery of 2017/18 restructure savings.
- Libraries have an estimated £50,000 pressure from emergency repairs to Maidenhead library.

Overall, the directorate is benefitting from significant positive income levels this year, which are difficult to budget for. However, some ongoing savings are now being identified and these will of course be built into base budgets for 2017/18.

- 4.7. Revenue budget movements this month are shown in table 1. An expanded full year Movement Statement has been included in the report in Appendix C.

Table 1: Revenue budget movement.

Service expenditure budget reported to October Cabinet	£83,091,000
Redundancy costs funded by provision	£101,000
Removal of Forest Bridge Contingency	(£100,000)
Service expenditure budget this month	£83,092,000

Cash Balances Forecast

- 4.8. Appendix D provides details of the Borough's cash balances. This month the council is forecasting cash flows over 12 months rather than three months as in recent Finance Updates. This allows Members to review the effect of the downward trend of our balances particularly at the year end when LEP expenditure and low levels of council tax and business rates may require us to take out a short term loan or overdraft.
- 4.9. Further borrowing may be required later in the year as balances continue to fall. The impact of the additional debt is likely to be up to £15,000,000 and this would take our total debt to £72,000,000. The increased debt will be used to fund the capital programme including further investment in regeneration projects. This is in anticipation of associated capital receipts. Future receipts will be considered when selecting the term of any new loans and wherever possible the aim will be to treat them as bridging finance.
- 4.10. The precise timing of any decision to borrow is managed through the daily treasury management carried out by the Finance team. Borrowing limits are approved by Council in the annual budget report and additional approval for this new debt is not strictly required. Cabinet will however be informed through the Finance Update of our cash forecast and the requirement to borrow.

Capital Programme

- 4.11. The approved 2016-17 capital estimate is £45,987,000, see table 2. The projected outturn for the financial year is £41,738,000. This is an increase on the capital outturn in 2015-16 of £27,421,000. See appendices E and F for further details. Table 3 shows the status of schemes in the capital programme.

Table 2: capital estimates

	Expenditure	Income	Net
Approved estimate	£45,987,000	(£19,354,000)	£26,633,000
Variiances identified	(£647,000)	£649,000	£2,000
Slippage to 2017-18	(£3,602,000)	£0	(£3,602,000)
Projected Outturn 2016-17	£41,738,000	(£18,705,000)	£23,033,000

Table 3: Capital programme status

	Report Cabinet Nov 2016
Number of schemes in programme	532
Yet to Start	17%
In Progress	56%
Completed	22%
Ongoing Programmes e.g. Disabled Facilities Grant	5%
Devolved Formula Capital Grant schemes budgets devolved to schools	0%

Capital Budget - Braywick Park

- 4.12. In order to support the development and construction of a new leisure centre at Braywick Park, a tree, topographical and borehole land survey is required along with the appointment of a Development Manager. Expenditure will start on the project in December 2016. An initial budget of £350,000 is recommended to Cabinet for approval.

5. LEGAL IMPLICATIONS

- 5.1 In producing and reviewing this report the Council is meeting its legal obligations to monitor its financial position.

6. VALUE FOR MONEY

- 6.1 Service monitoring ensures a constant review of budgets for economy, efficiency and effectiveness.

7. SUSTAINABILITY IMPACT APPRAISAL

- 7.1 N/A

8. Risk Management

Risks	Uncontrolled Risk	Controls	Controlled Risk
None			

9. LINKS TO STRATEGIC OBJECTIVES

- 9.1 Residents can be assured that the Council is providing value for money by delivering economic services.

10. EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION

- 10.1 This is a monitoring report with no actions related to staff or service provision. An Equality Impact Assessment (EIA) has not, therefore, been completed for the

production of this report. An EQIA would be required should this report generate any changes to policy.

11. STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS

11.1 None.

12. PROPERTY AND ASSETS

12.1 None.

13. ANY OTHER IMPLICATIONS

13.1 None.

14. CONSULTATION

14.1 Overview & Scrutiny meetings are scheduled prior to this Cabinet. Any comments from those meetings will be reported verbally to Cabinet.

15. TIMETABLE FOR IMPLEMENTATION

15.1 N/A.

16. APPENDICES

- 16.1 Appendix A Revenue budget summary
- Appendix B Development fund analysis
- Appendix C Revenue movement statement
- Appendix D Cash flow forecast
- Appendix E Capital budget summary
- Appendix F Capital variances

17. BACKGROUND INFORMATION

17.1 Budget Report to Council February 2016.

18. CONSULTATION (MANDATORY)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
Internal				
Cllr Saunders	Lead Member for Finance	25/10/2016		
Cllr Rankin	Deputy Lead Member for Finance	25/10/2016		
Alison Alexander	Managing Director	24/10/2016	24/10/16	Throughout
Corporate Management Team (CMT)	Strategic Directors	24/10/2016 480		

External None				
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REPORT HISTORY

Decision type:	Urgency item?
For information	No

Full name of report author	Job title	Full contact no:
Richard Bunn	Chief Accountant	01628 796510

SUMMARY	2016/17		
	Budget	Approved Estimate	Projected Variance
	£000	£000	£000
Adult, Children's & Health Commissioning	7,636	7,821	474
Schools and Educational Services	2,914	2,923	193
Health, Early Help & Safeguarding	10,411	10,438	(81)
Health and Adult Social Care	32,408	32,323	(389)
Human Resources	1,167	1,547	0
A,C&H Management	834	932	(39)
Total Adult, Children & Health	55,370	55,984	158
Better Care Fund-Expenditure	9,915	10,956	0
Better Care Fund-Income	(8,485)	(9,730)	0
Total Better Care Fund	1,430	1,226	0
Maintained Schools	42,127	39,543	0
Early Years Education and Childcare Provision	7,154	6,296	0
Admissions and Pupil Growth	545	381	0
Support Services for Schools and Early Years	1,714	1,606	94
High Needs and Alternative Provision	13,430	13,634	326
Dedicated Schools Grant	(64,970)	(61,460)	(420)
Total Schools Budget (DSG)	0	0	0
Total Adult, Children and Health Services	56,800	57,210	158
Director of Operations & Customer Services	(27)	377	0
Revenues & Benefits	816	769	0
Highways & Transport	6,125	6,378	75
Community, Protection & Enforcement Services	6,957	7,223	(470)
Customer Services	1,704	1,813	40
Technology & Change Delivery	2,915	2,687	(250)
Library, Arts & Heritage Services	2,316	2,440	50
Total Operations & Customer Services	20,806	21,687	(555)
Director of Corporate & Community Services	85	14	0
Planning, Development and Regeneration Service	(813)	(726)	(61)
Corporate Management	433	560	0
Performance	429	475	1
Democratic Services	1,955	1,938	14
Elections	261	263	0
Legal	104	104	(47)
Finance	2,353	2,426	0
Building Services	40	26	0
Communities and Economic Development	(801)	(885)	65
Total Corporate & Community Services	4,046	4,195	(28)
TOTAL EXPENDITURE	81,652	83,092	(425)

SUMMARY	2016/17		
	Budget	Approved Estimate	Projected Variance
	£000	£000	£000
Total Service Expenditure	81,652	83,092	(425)
Contribution to / (from) Development Fund	1,133	555	0
Pensions deficit recovery	2,115	2,115	0
Pay reward	500	5	(5)
Transfer to/(from) Provision for the clearance of Shurlock Road		(180)	0
Transfer to/(from) Provision for Redundancy		(405)	0
Environment Agency levy	150	150	0
Capital Financing inc Interest Receipts	<u>5,128</u>	<u>5,258</u>	<u>0</u>
NET REQUIREMENTS	90,678	90,590	(430)
Less - Special Expenses	(981)	(981)	0
Transfer to / (from) balances	<u>0</u>	<u>88</u>	<u>430</u>
GROSS COUNCIL TAX REQUIREMENT	89,697	89,697	0
General Fund			
Opening Balance	4,681	4,768	4,856
Transfers to / (from) balances	<u>0</u>	<u>88</u>	<u>430</u>
	<u>4,681</u>	<u>4,856</u>	<u>5,286</u>
NOTE Service variances that are negative represent an underspend, positive represents an overspend.			

Memorandum Item	
Current balance on the Development Fund	
	£000
Opening Balance	649
Transfer (to) / from other reserves	
Transfer from General Fund - sweep	
Transfer (to) / from General Fund - other initiatives	<u>555</u>
	<u>1,204</u>

Corporate Development Fund (AE35) £000		
Balance B/F from 2015/16		649
Transacted amounts in 2016/17		
To/From Capital Fund		0
To/From General Fund		
Transition Grant (2016/17 budget - February Council)	1,278	
Restructure of the Development and Regeneration service (2016/17 budget - February Council)	-56	
Minerals and Waste Strategy (2016/17 budget - February Council)	-61	
Adjustment to contribution due to revised New Homes Bonus (2016/17 budget - February Council)	-28	
Delivering Children's Services (March Cabinet)	-200	
Additional Transport Model costs (April CMT)	-43	
Heathrow Expansion (March Cabinet)	-30	
Delivering Operations Services (March Cabinet)	-100	
Road & Streetworks Permit scheme (March Cabinet)	-120	
Review of Sunday Parking charges (April Council)	-81	
Forest Bridge Contingency (CMT June 2016)	-100	
Dynamic Purchasing System (March Cabinet)	-4	
Forest Bridge Contingency no longer required - revenue budget removed	100	
		555
		<u>1,204</u>

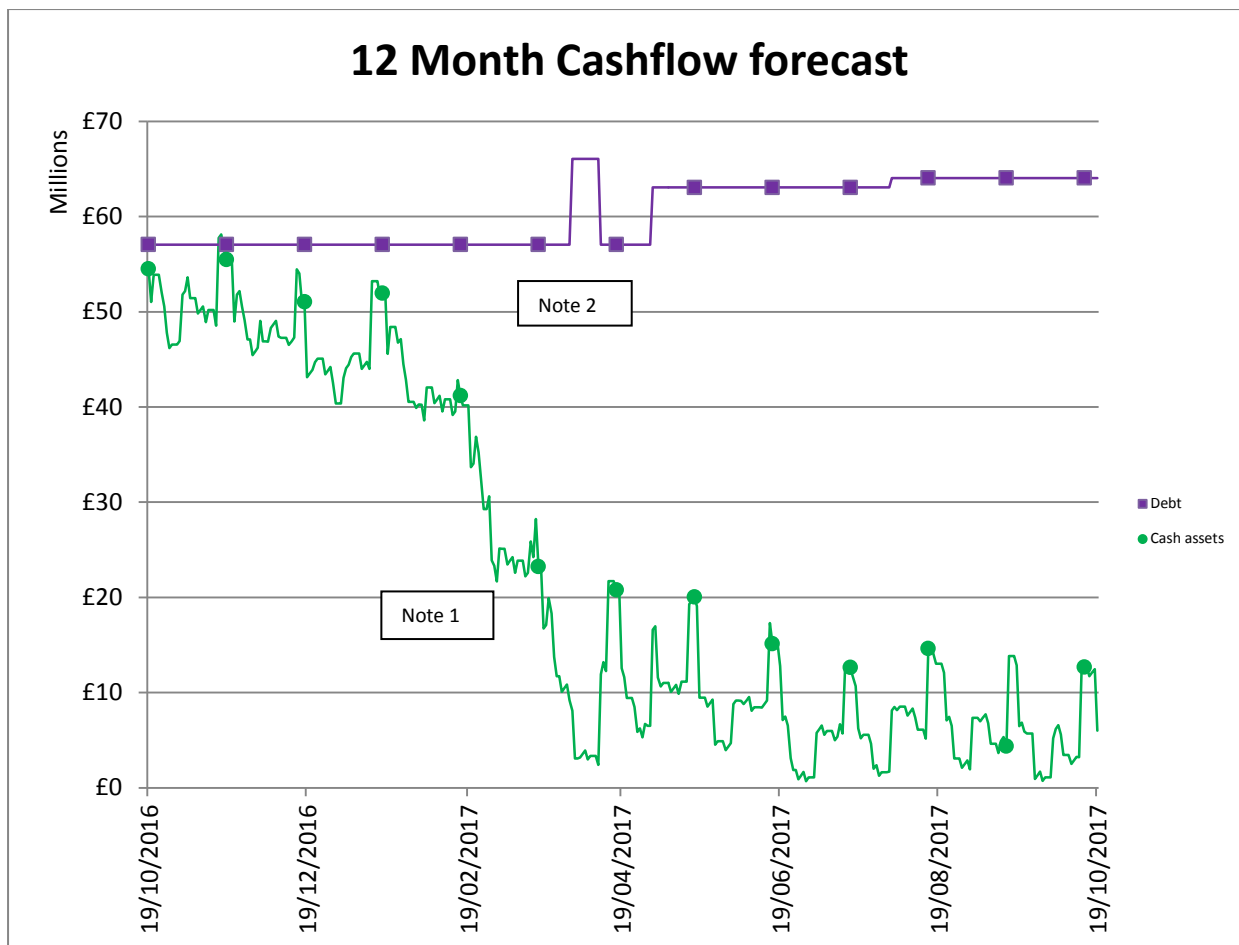
Budget Movement Statement 2016-17

	Funded by Development Fund (1)	Funded by the General Fund (2)	Funded by Provision (3)	Included in the original budget (4)	Total	Approval
	£'000	£'000	£'000	£'000	£'000	
Original Budget					81,652	
1 Transforming Services	200				200	Cabinet March
2 Disabled Facilities Grant				(302)	(302)	Council Feb.
3 Transport model	43				43	CMT April
4 Heathrow Expansion	30				30	Cabinet March
5 Redundancy cost			73		73	Cabinet May
6 Redundancy cost			92		92	Cabinet May
7 Desborough improvements		50			50	Cabinet March
8 Transforming Services	100				100	Cabinet March
9 NRSWA parking scheme	120				120	Cabinet March
10 Sunday parking	81				81	Cabinet April
11 Cleaning & maintenance costs at Cox Green Youth Centre		20			20	Council Feb.
12 Redundancy cost			96		96	Cabinet May
13 Forest Bridge Contingency	100				100	CMT June
14 Pay reward				191	191	Council Feb.
15 Pay reward				173	173	Council Feb.
16 Pay reward				131	131	Council Feb.
17 Dynamic purchasing system	4				4	Cabinet March
18 Redundancy cost			25		25	Cabinet May
19 Bus contract		44			44	Cabinet May
20 Loss of rental income		50			50	Cabinet June
21 Transforming Services		100			100	Cabinet June
22 Redundancy cost			18		18	Cabinet May
23 Redundancy cost			101		101	Cabinet May
Changes Approved	678	264	405	193	1,540	
Approved Estimate September Cabinet					83,192	

485

NOTES

- 1 When additional budget is approved, a funding source is agreed with the Lead Member of Finance. Transactions in column 1 have been funded from a usable reserve (Development Fund).
- 2 If additional budget is approved but no funding is specified, the transaction would, by default, be funded from the General Fund Reserve. Transactions in column 2 are funded by the General Fund.
- 3 A provision for future redundancy costs is created every year and this is used to fund additional budget in services for the costs of redundancy they incur during the year. Transactions in column 3 are redundancy costs funded by the provision for redundancy.
- 4 Transactions in column 4 are amounts approved in the annual budget which for various reasons need to be allocated to service budgets in-year. An example would be the pay reward budget. Pay reward payments are not approved until June. The budget therefore has to be re-allocated.



Note 1 – Reduced Council Tax and Business Rates collections in February and March coupled with the commitment to pay out £20m of LEP funding in March 2017 is forecast to cause the decrease in cash balances towards the end of the financial year 2016/17.

Note 2 – An increase in borrowing by £9m is forecast in March 2017 to fund the cash shortfall created by the commitment to pay out LEP funding during the month. This is a short term requirement with the intention to repay the loan when the 2017/18 instalment of LEP funding is received in early April 2017. Further borrowing will be required later in the year with the first instalment of borrowing forecast towards the end of April 2017, coinciding with the April payroll date.

Portfolio Summary	2016/17 Original Budget			New Schemes – 2016/17 Approved Estimate			Schemes Approved in Prior Years			Projections – Gross Expenditure				
	Gross £000's	Income £000's	Net £000's	Gross £000's	Income £000's	Net £000's	Gross £000's	Income £000's	Net £000's	2016/17 Projected (£'000)	2016/17 SLIPPAGE Projected (£'000)	TOTAL Projected (£'000)	VARIANCE Projected (£'000)	VARIANCE Projected (%)
Community & Corporate Services														
SMILE Leisure	428	(120)	308	678	(120)	558	46	(14)	32	724	0	724	0	0%
Community Facilities	155	0	155	265	(100)	165	17	0	17	272	0	272	0	0%
Outdoor Facilities	370	(100)	270	593	(154)	439	760	(486)	274	1353	0	1,353	0	0%
Property & Development	0	0	0	30	0	30	512	0	512	435	107	542	0	0%
Governance, Policy, Performance_Partnerships	588	0	588	459	0	459	433	0	433	892	0	892	0	0%
Regeneration & Economic Development	6,377	(185)	6,192	7,586	(450)	7,136	4,812	(1,075)	3,737	9,576	2,822	12,398	0	0%
Total Community & Corporate Services	7,918	(405)	7,513	9,601	(824)	8,777	6,580	(1,575)	5,005	13,252	2,929	16,181	0	0
Operations & Customer Services														
Technology & Change Delivery	0	0	0	0	0	0	335	(6)	329	335	0	335	0	
Revenues & Benefits	0	0	0	48	0	48	48	0	48	96	0	96	0	
Customer Services	0	0	0	0	0	0	249	0	249	249	0	249	0	
Green Spaces & Parks	343	(308)	35	436	(322)	114	269	(136)	133	705	0	705	0	0%
Highways & Transport	9,609	(3,155)	6,454	10,519	(3,555)	6,964	2,117	(892)	1,225	11,963	673	12,636	0	0%
Community,Protection & Enforcement Services	890	(380)	510	960	(380)	580	992	(721)	271	1,952	0	1,952	0	0%
Libraries, Arts & Heritage	367	(295)	72	367	(295)	72	468	(147)	321	835	0	835	0	0%
Total Operations & Customer Services	11,209	(4,138)	7,071	12,330	(4,552)	7,778	4,478	(1,902)	2,576	16,135	673	16,808	0	0
Adult, Children & Health														
HR	0	0	0	0	0	0	0	0	0	0	0	0	0	
Adult Social Care	41	0	41	48	0	48	217	(185)	32	267	0	267	2	5%
Housing	0	0	0	0	0	0	2,397	(2,017)	380	1,897	0	1,897	(500)	
Non Schools	0	0	0	89	(89)	0	305	(233)	72	394	0	394	0	
Schools – Non Devolved	4,550	(4,190)	360	5,732	(3,767)	1,965	2,192	(2,192)	0	7,775	0	7,775	(149)	-3%
Schools – Devolved Capital	250	(250)	0	933	(933)	0	1,085	(1,085)	0	2,018	0	2,018	0	0%
Total Adult, Children & Health	4,841	(4,440)	401	6,802	(4,789)	2,013	6,196	(5,712)	484	12,351	0	12,351	(647)	0
Total Committed Schemes	23,968	(8,983)	14,985	28,733	(10,165)	18,568	17,254	(9,189)	8,065	41,738	3,602	45,340	(647)	0

	(£'000)	(£'000)	(£'000)
Portfolio Total	23,968	45,987	41,738
External Funding			
Government Grants	(7,890)	(12,512)	(12,363)
Developers' Contributions	(933)	(5,775)	(5,275)
Other Contributions	(160)	(1,067)	(1,067)
Total External Funding Sources	(8,983)	(19,354)	(18,705)
Total Corporate Funding	14,985	26,633	23,033

Capital Monitoring Report - October 2016-17

At 31 October 2016, the approved estimate stood at £45.987m

	Exp	Inc	Net
	£'000	£'000	£'000
Approved Estimate	45,987	(19,354)	26,633
Variances identified	(647)	649	2
Slippage to 2017/18	(3,602)	0	(3,602)
Projected Outturn 2016/17	41,738	(18,705)	23,033

Overall Projected Expenditure and Slippage

Projected outturn for the financial year is £41.738m

Variances are reported as follows.

Schools - Non Devolved

CSDW	Prep work for future expansion schemes - 2013-14	(28)	28	0 Budget no longer required
CSEU	Riverside (Ellington) Primary expansion 2014-15	(37)	37	0 Final account now agreed
CSGM	Dedworth Green Drainage Improvements-2015-16	(14)	14	0 Budget no longer required
CSGU	Holy Trinity Sunningdale Bulge Classroom	(70)	70	0 Final account agreed.
CSFF	School Kitchens	(150)	150	0 Revised Business Case
CSGF	Woodlands Park School Roof-2015-16	(20)	20	0 Revised Business Case
CSHA	Woodlands Park School Internal Remodelling	170	(170)	0 Revised Business Case

Adult Social Care

CT43	Courthouse Road Conversion of Garage	2	0	2 Final cost of Gas Main
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Housing

CT51	Affordable Home Ownership Capital Investment	(500)	500	0 Budget no longer required. S106 funding will be used to fund the Brill House project in 2017/18
		(647)	649	2

Slippage is reported as follows

Highways & Transport

CD15	Bridge Strengthening Scheme	(65)	0	(65) Victoria Bridge waterproofing scheme - slipped to next financial year due to other works in area.
CD72	Preliminary Flood Risk-Assessments	(18)	0	(18) PFRA due 2017.Awaiting government guidance.
CD42	Maidenhead Station Interchange & Car Park	(500)	0	(500) Scheme still in feasibility stage.
CD79	A329 London Rd/B383 Roundabout-Scheme Development	(90)	0	(90) Slippage to supplement 'scheme delivery' budget in 2017-18 (if approved)

Property & Development

CX22	St Mary's Hse-External replace/decor roof 2014-15	(64)	0	(64) Scheme to progress in 2017/18.
CX28	Ray Mill Road Residential Development	(43)	0	(43) Project has commenced. The remaining budget will be required next year.

Regeneration

CI29	Broadway Opportunity Area-Nicholsons CP 2015-16	(2,700)	0	(2,700) The construction of the extended car park is currently on hold and being reviewed. The project will not commence this financial year.
CI48	Development Manager, Maidenhead Regeneration	(100)	0	(100) Reform Road feasibility work has been paused while the JV procurement progresses.
CX20	Ross Road - repairs & redecoration	(22)	0	(22) Project to commence during 2017/18.
		(3,602)	0	(3,602)

Overall Programme Status

The project statistics show the following position:

Scheme progress	No.	%
Yet to Start	92	17%
In Progress	299	56%
Completed	112	22%
Ongoing Programmes e.g.. Disabled Facilities Grant	28	5%
Devolved Formula Capital Grant schemes budgets devolved to schools	1	0%
Total Schemes	532	100%

Agenda Item 8

By virtue of paragraph(s) 1, 2, 3, 4, 5, 6, 7 of Part 1 of Schedule 12A of the Local Government Act 1972.

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