

# Public Document Pack

## NOTICE OF MEETING

# CABINET

will meet on

**THURSDAY, 30TH JUNE, 2016**

**At 7.30 pm**

in the

**COUNCIL CHAMBER - GUILDHALL, WINDSOR**

TO: MEMBERS OF CABINET

COUNCILLORS SIMON DUDLEY (CHAIRMAN)  
DAVID COPPINGER, ADULT SERVICES & HEALTH (DEPUTY CHAIRMAN)  
PHILLIP BICKNELL, HIGHWAYS AND TRANSPORT  
CARWYN COX, ENVIRONMENTAL SERVICES  
GEOFF HILL, CUSTOMER AND BUSINESS SERVICES  
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: Christine Bateson, Neighbourhood Planning, Ascot & The Sunnings and Communications; Lisa Targowska, HR And Legal

DEPUTY LEAD MEMBERS: Ross McWilliams – Policy, Malcolm Alexander - Streetcare and Windsor, Hari Sharma - Bus Champion, Stuart Carroll - Public Health and Communications, Marius Gilmore - Manifesto Delivery, Mike Airey – Conservation, David Evans - School Improvement, Jack Rankin – Finance, Philip Love - Maidenhead Regeneration, Maidenhead, David Hilton – Ascot Regeneration

Karen Shepherd - Democratic Services Manager - Issued: Wednesday, 22 June 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](http://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.	<p><u>LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC</u></p> <p>To consider passing the following resolution:-</p> <p>"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"</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**

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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, 26 MAY 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 in attendance: Councillors Christine Bateson and Lisa Targowska.

Deputy Lead Members also in attendance: Councillors Stuart Carroll, Ross McWilliams and Hari Sharma.

Also in attendance: Councillor David Hilton and Councillor Malcolm Beer

Officers: Alison Alexander, Russell O'Keefe, Simon Fletcher, David Scott, Karen Shepherd, Anna Trott and Louisa Dean

### APOLOGIES FOR ABSENCE

None received

### DECLARATIONS OF INTEREST

Councillor Sharma stated that he was employed by First / Beeline, rather than Courtney Buses who would benefit from the item 'Bus Services in the Royal Borough' therefore he had no interest to declare.

### MINUTES

**RESOLVED UNANIMOUSLY: That the Part I minutes of the meeting held on 28 April 2016 were approved.**

### APPOINTMENTS

Members noted the following appointments:

Councillor Coppinger – Deputy Chairman of Cabinet

Councillor Bicknell – Deputy Leader of the Council

Councillor D. Evans – Deputy Lead Member – School Improvement.

### 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 'Key Worker Housing in the Royal Borough' would be presented to Cabinet in June 2016.
- The item 'Tender for Residential/Nursing Care Contract' would be presented to Cabinet in July 2016.
- The item 'York Road and West Street Procurement Strategy' would be presented to the Cabinet Regeneration Sub Committee on 28 June 2016.

- The item 'Outcome Based Commissioning – Year 1 Review' would be presented to Cabinet in September 2016.

## CABINET MEMBERS' REPORTS

### A) INTEGRATED PERFORMANCE MONITORING REPORT (IPMR) QUARTER 4 2015/16

Members considered performance outturns against the key council priorities for Quarter 4, 2015/16. The Deputy Lead Member for Policy explained that 15 of the 27 Key Performance Indicators (KPIs) were on target; 5 KPIs were off target. The Chairman stated that there was a need to focus on those KPIs that were not hitting target. The report would be presented to Cabinet three times per year in future.

The Lead Member for Environmental Services highlighted that the target relating to the number of underage sales operations undertaken was off target, with only 8 of the target of 12 completed. Following a recent restructure of the Community Protection and Enforcement service, licensing and trading standards had been combined under a single lead therefore he proposed to combine the target and to determine an appropriate target going forward, which was likely to be in the region of 60.

The Lead Member for Planning highlighted that 57% of planning appeals had been lost, which was an underperformance. This was partly a result of professional officer recommendations being overturned by Development Control (DC) Panels, which were then lost at appeal. Additional training would be provided for Panel Members to address this issue. The Lead Member also commented that the borough Local Plan was on track for submission to the Inspector by September 2016. The one Neighbourhood Plan in place (Ascot and the Sunnings) had been used to robustly defend the council's position. The Chairman commented that DC Panels would in future be streamed on Periscope to improve transparency. He highlighted that if applications were approved on appeal the council did not receive any New homes bonus.

The Lead Member for Highways and Transport explained that he would like to amend the KPI in relation to potholes to reduce the time take to deal with them to 3 hours.

The Lead Member for Culture and Communities highlighted that grass cutting was slightly behind target due to recent adverse weather and the suspension of the contract manager. It was anticipated that this would be resolved soon and the target would be back on track.

The Lead Member for Adult Services and Health commented on two targets related to the completion of support plans (AS5 and AS6). The council had not had sufficient staff to undertake the work, however this problem had now been resolved. A Fundamental Service Review had also taken place which had helped to identify blockages, including the length of the form. Reducing the length would improve performance.

The Lead Member for Customer and Business Services explained that all KPIs in his area were on target. One secondary target was slightly behind. The target for answering calls within one minute had been raised from 75% to 80%, which had been met. However calls answered in over 5 minutes had suffered. A new digital channel had been soft-launched the previous weekend. Without any advertising 110 residents

had signed up; 40 people had signed up to green waste online. The new service would help to relieve pressure on the call centre. The Lead Member highlighted the excellent performance of the Housing Benefit and Council Tax claims team. Processing times had reduced from 27 days four years ago to just 4.8 days. Across the UK the council was number one in terms of new claims and number 3 for change of event processing. He commended officers who wanted to push for number one status on both aspects.

The Principal Member for HR and Legal highlighted that staff sickness absence was off target with 9.63 working days lost per FTE compared to a target of 6. This would be a key focus for the HR department in the coming year. Proposals included increasing the use of stress assessments, personal resilience training, promotion of the free counselling service.

The Chairman commented that he had spent a few hours walking round council offices earlier in the week to meet staff on an informal basis. He encouraged all members of Cabinet to do the same.

The Lead Member for Children's Services highlighted that target SG30 in relation to foster carers was below target. Over 57% of children in care were aged over 13; it was much harder to recruit foster carers because of the children's challenging needs. The council was working with other local authorities on a recruitment drive and was also looking at how foster carers for younger children could be provided with additional training. The Lead Member commented that she would be raising awareness later this year, as she had done in 2015, by undertaking half marathons.

**RESOLVED UNANIMOUSLY: That Cabinet:**

**i. Note the progress made against the performance measures listed in the IPMR Quarter 4 2015/16 report.**

**B) BUS SERVICES IN THE ROYAL BOROUGH**

Members considered whether to continue funding local bus services. The Deputy Lead Member – Bus Champion explained that the report requested £44,000 funding for a 12 month period; this would allow for a full review of bus services across the borough.

Members noted that prior to February 2014 Courtney Buses had operated the Maidenhead bus network under contract to the borough. In February 2014 most of these services had become commercial, saving the borough around £220,000 a year. At the same time a number of service enhancements were introduced, grant funded by the Local Sustainable Transport Fund for a period of two years, ending 31 March 2016.

The requested funding would retain Service (a) to the Riverside area; Service (b) Sunday services in Maidenhead and between Windsor, Holyport and Maidenhead; Service (c) Evening services after 18.30pm in Furze Platt, Pinkneys Green and Belmont Wards.

The Deputy Lead Member highlighted that for every £1 spent in bus services, £7 came back into the local economy. Bus operations across the country were under pressure as passenger expectations rose in relation to technology, comfort and safety.

The Lead Member for Finance stated that the funding requested would not represent any adverse pressure on council funds because in the first few days in office the new Leader had identified opportunities to make savings in the way the Leader and Cabinet was supported. He was confident that this figure would be in excess of £200,000.

The Deputy Lead Member commented that despite pressures the council had continued to fund bus services; the borough was the only council in the area to allow bus pass users to travel before 9.30am.

The Chairman commented that the figure of £44,000 represented 66,000 passenger journeys in aggregate. The Lead Member for Highways and Transport commented that he would be asking officers to undertake an in-depth study of bus services to ensure a balance across the borough. This was the reason for the 12 month period proposed.

Councillor Beer commented that references to rail weakened the report as rail services were not a viable alternative for local travel.

It was confirmed that the date of 31 March 2016 in referred to Local Sustainable Transport Funding ending; the council had continued to provide funding to ensure no suspension of services. However this had been from the existing directorate budget which was not sustainable in the long term. The Deputy Lead Member confirmed that there were no plans to reduce service 71.

The Lead Member for Environmental Services suggested that reference to the 12 month period for he funding be included in the recommendation.

**RESOLVED UNANIMOUSLY: That Cabinet agree additional funding of £44,000 to maintain the current level of bus services for the next 12 months.**

c) DRUG AND ALCOHOL SERVICES - OUTCOME OF REVIEW

Members considered the outcome of the comprehensive review of drug and alcohol services commissioned by Cabinet in October 2015 and undertaken by a multi-stakeholder Task and Finish Group (TFG).

The Deputy Lead Member for Public Health and Communications explained that the detailed, comprehensive and high quality report was the result of significant work by officers and members of the TFG. The outcome showed the benefit of a collaborative stakeholder approach.

The objective was to present to Cabinet the most cost effective outcome-based service. A comprehensive review of the current service had been undertaken including benchmarking, a focus on best practice, identification of areas of risk and a stakeholder consultation. Transformation principles were also followed.

Members noted that benchmarking and best practice research showed the current service was performing well and delivered value for money to residents and service users. The latest Public Health England estimates showed that for every £1 spent, a

saving of £5.51 in cost avoidance was achieved. In this respect the borough was above the national average.

Flexibility, adaptability and responsiveness were key factors in any service model. Members noted the recommended cohort approach detailed in paragraph 2.8 of the report, alongside greater emphasis on prevention, better integration with the Joint Health and Wellbeing Strategy and better signposting of services. A specific feasibility study was proposed in relation to additional services.

The Lead Member for Finance commented that the TFG had been led by the Deputy Lead Member in an exemplary fashion. The work undertaken by the Working Group had been diligent and comprehensive. The Group was determined to protect critical treatment services to a small number of residents in dire need of help. At the same time the aim was to extend the role of the DAAT as a lightning rod for a range of prevention, advisory and support services so that all residents had easy access to the various bodies able to inform, guide and help them to avoid or manage their addictions, from younger people with many temptations and those more mature who turned to alcohol. This was a classic example of 'more for less'. A more flexible and agile service was better able to help all residents within budgetary pressures.

Dr. Kirstin Ostle, a member of the TFG, addressed Cabinet. Dr. Ostle explained that she was a GP based in Dedworth and Eton. She had been very impressed with the organisation of the TFG and the work undertaken by officers in a tight timescale. The DAAT service was often undervalued; it was relied upon heavily in general practice and needed support. Dr. Ostle commented that alcoholism was a hidden problem in the population. Affluent residents did not necessarily admit how much they drank. Loneliness was also a factor, as was PTSD in the armed services. The DAAT helped a range of people. She had experienced situations where children were affected or taken into care because their mothers drank too much. She was aware of three cases of death due to alcoholism in soldiers affected by tours of duty in Afghanistan and the Gulf. There was also an increasing problem with legal highs. Alcoholism destroyed lives and could result in homelessness.

The Chairman thanked Dr. Ostle for her work on the frontline.

Councillor Hilton, as the former Chairman of the Crime and Disorder Overview and Scrutiny Panel, addressed Cabinet. Viewed in isolation the DAAT was a small service to 500 adults at a cost of £920,000. With budget pressures it was not surprising that it had come under scrutiny. However the service had an impact on key partners including the police. Acquisitive crime to fund habits was reduced if addictions were managed. Violent crime and domestic abuse was often fuelled by alcohol. Substance abuse led to ill health and therefore impacted the health services. The TFG had been the ideal method to take in views. Even if the council provided the full cost of the service the proposal was still £76,000 less than the current structure and included a number of additions.

The Lead Member for Adult Services and Health commented that the members of the TFG had been chosen carefully to ensure all aspects of the service were challenged.

Dr. Ostle explained that preventative work was being undertaken in schools in relation to psychoactive substances. The issue highlighted the need for the DAAT to be adaptable.

Councillor Beer reported that Councillor Jones, who had been a member of the TFG, had been delighted with the results. However, she had requested that the additional services in Table 6 be included, as she felt they were cost effective steps to avoid repeat users. The Deputy Lead Member explained that the feasibility study proposed would look at these areas in detail. The Chairman commented that the proposals would be considered by the Overview and Scrutiny Panel therefore Councillor Jones would have an opportunity to input.

The Managing Director highlighted that the council was working with the Sue Brett Foundation to address the issue of homelessness in the borough. Proposals would be presented to Cabinet in the coming months. She thanked the Sue Brett Foundation for its work with borough residents.

**RECOMMENDATION: That Cabinet:**

- i. Notes the outcome of the Drug and Alcohol Services review undertaken by the Task and Finish Group and agrees the recommendations, see box 1.**
- ii. Approves a tender exercise to secure drug and alcohol services for adults, effective from 1 April 2017.**
- iii. Notes that Cabinet will receive a report back on the outcome of the tender in January 2017.**

**D) SHARED LEGAL SERVICES**

Members considered an extension of the agreement with Shared Legal Services (SLS) and approval of the new business plan. The Principal Member for HR and Legal commented that the service was a good example of how a shared service could work for the benefit of residents by reducing council tax whilst still maintaining services. The proposal represented a saving of £250,000 per annum. The Principal Member highlighted the need to ensure a high quality service to inform all decision making. A one-year review would take place.

The Lead Member for Planning suggested that Planning should be included in the list of areas of law in paragraph 2.1.

Councillor Beer commented that he had heard that officers were fearful to seek legal advice as they had been advised to cut costs. The Strategic Director stated that the issue was not one that had been raised in the review. The council paid an annual charge based on a set of services rather than an hourly rate, so this was not an issue. All Heads of Service would encourage legal advice to be taken on a risk assessment basis. Councillor Bicknell asked Councillor Beer to provide evidence of his claims.

**RECOMMENDATION: That Cabinet:**

- I. Approves extending the Shared Legal Solutions agreement for five years, 2016 – 2021.**
- II. Delegate authority to the Strategic Director of Corporate and Community Services in liaison with the Lead Member for HR and**

**Legal to sign an extended agreement with Wokingham Borough Council, Shared Legal Solutions.**

**III. Approves the Shared Legal Solutions business plan.**

E) RESIDENTS SURVEY

Members considered the results of the annual residents' survey.

The Principal Member reported that in total 774 responses were received, equating to approximately a 39% response rate. 140 online responses were received. Overall 81% of residents were very or fairly satisfied with Windsor and Maidenhead as a place to live. This was a reduction of 7% on the previous year. The three most important factors for residents living in the borough were health services, levels of crime and anti-social behaviour and education provision. These were the same factors for residents as in the previous surveys in 2014, 2013, 2012 and 2011. In terms of satisfaction with council services the highest level was for refuse collection (93%). The lowest levels of satisfaction was for road maintenance (40%), although this was an improvement from 2014 (29%). In terms of overall satisfaction with how the council ran things, 61% were satisfied. This was lower than the 65% in 2014.

The Principal Member highlighted the very high percentage of residents who volunteered, with 44% of residents having given unpaid help in the last 12 months and 17% having given help at least once a week.

The Lead Member for Environmental Services commented that he was pleased with the high levels of satisfaction in his area, however he acknowledged there was still work to do. He highlighted that a parking strategy was being developed to address concerns in this area.

The Lead Member for Children's Services commented on the low response rate from young people. The council needed to look at how younger people could be encouraged to get involved. Promotion through schools, colleges and youth centres, along with more online options, would help. The Strategic Director for Corporate and Community Services agreed to check if the 140 online responses were included in the total of 774 or were in addition.

Councillor Beer suggested if the results for highways and pavements were split they would show greater dissatisfaction with pavements. The Strategic Director for Operations and Customer Services commented that this was an area he would like to explore further. He commented that satisfaction levels often lagged behind investment in infrastructure. The council resurfaced 10% of roads each year so if this level was maintained, satisfaction levels should improve.

The Lead Member for Finance commented that a level of 60% satisfaction was an achievement in the national context of councils elsewhere cutting services.

The Strategic Director for Corporate and Community Services commented that the traditional model surveyed a random sample in theory, however the structure and method of delivery did not encourage wide participation. It was proposed to trial a new method surveying people with regular contact with the Customer Service Centre.

**RESOLVED UNANIMOUSLY: That Cabinet:**

- i) **Notes the results of the resident's survey.**
- ii) **Approves the planned actions in paragraph 2.17 to ensure the information will inform the council's strategic plan, service planning and improvement.**

F) OFSTED IMPROVEMENT PLAN - PROGRESS UPDATE

Members considered an update on progress against the Ofsted Improvement Plan implemented in Children's Services following the Ofsted inspection of March 2015 when the service had been judged as 'requires improvement'.

Members noted that a revised report had been circulated, with amended dates in the recommendations.

The Lead Member reported that the 16 recommendations in the year 1 action plan had been completed, with ongoing monitoring taking place. The report dealt with the second phase, aiming to move the council to outstanding or good by the time of the next inspection in two years.

The council was looking at good practice at the two councils judged as outstanding (Royal Borough of Kensington & Chelsea and Westminster). The MASH had been in place since January 2016 and was working well. The Corporate Parenting Forum had been strengthened and work was underway to develop the Children In Care Council.

**RECOMMENDATION: That Cabinet:**

- i. **Notes the completion of the Ofsted Improvement Plan in respect of the 16 recommendations from the March 2015 inspection, published in May 2015.**
- ii. **Notes that the safeguarding peer review will now be undertaken through the Local Government Association in December 2016.**
- iii **Requests the Managing Director/Strategic Director Adults, Children and Health Services provides Cabinet with a progress report against the Phase 2 Improvement Plan in January 2017, alongside the outcome of the Local Government Association safeguarding peer review.**

G) FLOOD RISK MANAGEMENT: MONITORING REPORT

Members considered the latest update. The Lead Member for Highways and Transport commented that flooding was nasty, dirty and miserable and could cost lives. The danger was that public bodies took their foot off the gas when flooding was not occurring. The borough had not taken its foot off the gas.



The scheme delivery target of 85% had been achieved. A Sustainable Urban Drainage (SUDs) service had been established as a formal consultee on major planning applications. In the 12 months from April 2015 to March 2016, comments had been provided on 148 applications. The council achieved the statutory 21 days performance target for 74% of the applications, and a further 11% within 28 days. With a flood-risk engineer in post from November 2015 the service was on track to achieve the performance target of 85-89% of responses provided on time in 2016-17.

The borough continued to support the River Thames scheme project and hosted the quarterly flood liaison group with key partners. Significant investment had been approved for 2016/17 as detailed in the appendix.

The Lead Member had asked officers to review the most at risk areas since the bad floods of 2014. He highlighted the lengthy comments from Councillor Beer as a member of the Highways, Transport & Environment Overview and Scrutiny Panel and agreed to respond in writing.

The Lead Member for Adult Services and Health asked the Lead Member to consider Fifield which, although not an obvious flooding area, suffered from run-off water. The Lead Member explained that one of the reasons for the full review was to identify such areas and include them in future schemes.

**RESOLVED UNANIMOUSLY: That Cabinet:**

- i. Note the positive progress in delivering the manifesto commitment ‘Ensure flood schemes and maintenance are delivered on time to better protect homes and highway’.**
- ii. Authorise the Strategic Director of Operations & Customer Services in consultation with the Lead Member for Highways and Transport to implement the programme of works set out in Appendix A to this report in 2016/17**
- iii. Authorises the Strategic Director of Operations & Customer Services in consultation with the Lead Member for Highways and Transport be authorised to agree minor amendments to the approved schemes within approved budgets and implement reserve or substitute schemes should this become necessary (subject to funding)**
- iv. receive an annual report providing an update on flood risk management .**

H) FINANCIAL UPDATE

Members considered the latest financial update. The Lead Member presented the out-turn for the financial year. The recommended level of reserves had been £5.4m; the final figure was £5.8m.

In Children's Services an unexpected budget pressure of £600,000 in relation to home to school transport meant the issue would need clear focus in the future. There had been a number of staffing cost pressures, but these had been offset by reduced costs

in fostering and the need for fewer residential placements for disabled children. This had left overall spend slightly better than target.

In Adult Services higher numbers of older people in residential and nursing care or social care in their own homes had caused budget pressures. The increased cost of supporting people with learning disabilities or mental health problems was also an issue. Some of this had been offset by careful management of support staff costs. It was therefore an achievement that no more than the additional £2m budget had been required during the year.

In Corporate Services, aspirations for additional income from the Guildhall had not been met. Additional critical costs of supporting the demanding planning agenda on the way to a new Local Plan had been offset by other efficiencies, leaving overall spend slightly behind budget.

In Operations there had been an overall underspend of £800,000. Very strong performance by the revenues and benefits team and the parking team, and efficiencies in IT and the management of waste and refuse services had all contributed.

The Lead Member reported the need for a write off of £56,750 commercial rent debt after all best efforts to recover from a business which, regrettably, had been shown to have no ability to pay.

**RESOLVED UNANIMOUSLY: That Cabinet:**

- i) **Notes the report and the final outturn position.**
- ii) **Approves the write off of a £56,750 commercial rent debt. (See 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 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.**

The meeting, which began at 7.30 pm, finished at 9.34 pm

CHAIRMAN.....

DATE.....

## CABINET PARTICIPATORY BUDGET SUB COMMITTEE

MONDAY, 13 JUNE 2016

PRESENT: Councillors Geoff Hill (Chairman), Derek Wilson, Christine Bateson and Samantha Rayner

Principal Member also in attendance: Councillor Mrs Bateson

Officers: Louisa Dean, Andrew Scott, David Scott and Karen Shepherd

### APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Mrs N. Airey

### DECLARATIONS OF INTEREST

None received

### MINUTES

**RESOLVED UNANIMOUSLY: That the minutes of the meeting held on 20 April 2016 be approved.**

### NEIGHBOURHOOD PARTICIPATORY BUDGET SCHEME – JUNE 2016 VOTING ROUND

Members considered the results of the Neighbourhood Participatory Budget scheme for projects voted for by the public during April, May and early June 2016. Members noted this was the first round of the new financial year. The total budget for the year was £32,250.

**RESOLVED UNANIMOUSLY: That:**

- i) KGVI Minibus Appeal be awarded £1960**
- ii) Singing for Lung Health Maidenhead be awarded £2000**
- iii) No match funding be awarded**

### MEMBER PARTICIPATORY BUDGETS 2016/17 PROGRESS UPDATE

Members received the latest update on how Members had allocated their £750 Participatory Budgeting Allowance for 2016/17. It was noted that as of 13 June 2016, 16 Councillors had spent all or some of their budget. In total £10,145 had been allocated, which represented 20% of the total. One of the five councillors that had not allocated their budget for the previous financial year had now done so, the other four would be chased.

It was noted that an article had been placed in *Around the Royal Borough* detailing the various projects that had benefitted from Member Budgets in 2015/16.

**RESOLVED UNANIMOUSLY: That the Cabinet Participatory Budget Sub Committee notes the progress to date in implementing the Member Participatory budgets programme for 2016/17.**

## PARTICIPATORY BUDGET CONSULTATION 2016 BOROUGH-WIDE AND GEOGRAPHIC AREAS – RESULTS

Members considered the results of the borough-wide and geographic area Participatory Budget consultation. 2048 responses had been received in total; 766 on paper and 1282 online. This compared to 1743 responses in 2015/16; 707 on paper and 1036 online.

As in previous years the budget was £100,000 for borough wide schemes, £50,000 for Maidenhead, £50,000 for Windsor and £25,000 for Ascot and the Sunnings.

As in recent years, the borough wide consultation showed that resident would like the council to focus the funding towards roads and pavement repairs. This issue had come top in the three area consultations as well.

The Lead Member for Culture and Communities suggested that a significant proportion of funding in the borough-wide consultation be allocated to highway issues to allow for the area consultation funding to focus on specific local community schemes. Councillor D. Wilson commented that the borough already spent a significant amount of money on road and pavement repairs. He questioned whether residents were fully aware of this when responding to the consultation and suggested that the format of questions being asked in future surveys should be reviewed. The Chairman noted the comments of Members but highlighted that funding should be allocated in line with the results of the consultation.

It was confirmed that the list of topics was generated by a pre-consultation with parish councils, councillors and stakeholders. The final survey was issued with council tax bills and was also promoted via a press release, the website, Twitter and Facebook.

### **RESOLVED UNANIMOUSLY: That:**

#### **i) Borough wide consultation:**

- **£35,000 be allocated to road and pavement repairs**
- **£15,000 be allocated to facilities/activities for older people**
- **£10,000 be allocated to traffic congestion reduction**
- **£7,000 be allocated to facilities/activities for young people**
- **£10,000 be allocated to improved facilities for cyclists**
- **£6,000 be allocated to street cleaning and litter removal**
- **£10,000 be allocated to improved parking for residents**
- **£6,000 be allocated to tree and flower bed planting throughout the borough**

In relation to the Ascot and the Sunnings consultation, Councillor Mrs Bateson commented that additional formal paths and board walks in Allen's Field, Ascot would be dealt with by the SANG, which received funding from developers.

### **RESOLVED UNANIMOUSLY: That:**

#### **ii) Ascot and The Sunnings**

- **£13,000 be allocated to road and pavement repairs**
- **£6,000 be allocated to skate park in Broomhall Recreation Ground**

- **£6,000 be allocated to events in Ascot and the Sunnings**

Councillor Mrs Bateson left the meeting at 5.28pm.

In relation to the Maidenhead consultation, it was noted that the community noticeboards in Furze Platt would be covered by Member Participatory Budgets.

**RESOLVED UNANIMOUSLY: That:**

**iii) Maidenhead consultation:**

- **£20,000 be allocated to road and pavement repairs**
- **£15,000 be allocated to Maidenhead Waterways**
- **£9,000 be allocated to monthly independent craft market**
- **£2,000 be allocated to Summer of sport**
- **£2,000 be allocated to summer of arts and entertainment**
- **£2,000 be allocated to improved parking at Littlewick Green Village Hall and Cox Green Scout Hut**

**iv) Windsor consultation:**

- **£20,000 be allocated to road and pavement repairs**
- **£15,000 be allocated to Holy Trinity Garrison and Parish Church Community Gardens**
- **£10,000 be allocated to Events in Windsor – including Baths Island movies, Windsor night light trail**
- **£5,000 be allocated to structural work at Eton Wick Animal Sanctuary**

The meeting, which began at 5.00 pm, finished at 5.41 pm

CHAIRMAN.....

DATE.....

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CABINET REGENERATION SUB COMMITTEE

MONDAY, 13 JUNE 2016

PRESENT: Councillors Simon Dudley (Chairman), Carwyn Cox, Samantha Rayner, MJ Saunders and Derek Wilson. e

Also in attendance: Councillor Christine Bateson (Principal Member of Neighbourhood Planning, Ascot & The Sunnings and Communications) and Councillor Love (Deputy Lead Member for Maidenhead Regeneration, Maidenhead and the Leader's Representative on Partnership of the Rejuvenation of Maidenhead (PRoM)).

Officers: Russell O'Keefe, Chris Hilton, Shilpa Manek, Shauna Hichens and Marie Percival

APOLOGIES FOR ABSENCE

Apologies for absence received from Councillors Bicknell and Rankin. Councillor Cox would be joining the meeting slightly later.

DECLARATIONS OF INTEREST

Councillor Love declared interests as he is the Deputy Lead Member for Maidenhead Regeneration, Maidenhead and the Leader's Representative on Partnership of the Rejuvenation of Maidenhead (PRoM).

Councillor Wilson declared interests as he is a Members of the Maidenhead Town Partnership and the Partnership of the Rejuvenation of Maidenhead (PRoM).

MINUTES

It was highlighted that Councillor David Burbage was not recorded as attending the meeting on 16 December 2015 when he was present at that meeting. The minutes of Part I and Part II to both be amended.

**The minutes to be amended and then UNANIMOUSLY AGREED.**

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 5-8 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 2.00 pm, finished at 4.00 pm

CHAIRMAN.....

DATE.....

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## FORWARD PLAN - CHANGES MADE SINCE LAST PUBLISHED:

ITEM	ORIGINAL CABINET DATE	NEW CABINET DATE	REASON FOR CHANGE
York Road and West Street Procurement Strategy	-	CRSC 28/6/16	New item
Schools Participatory Budget Scheme	-	CPBSC 14/7/16	New Item
Key Worker Housing in the Royal Borough	-	30/6/16	New Item
Properties for Homeless Residents	-	30/6/16	New item
Grant of 30 year lease for Riverside Gardens, Maidenhead	-	30/6/16	New item
Appointment of Trustees to the Windsor Royal Free and Industrial Schools Trust	-	30/6/16	New item
Grant of 30 year lease for Riverside Gardens, Maidenhead	30/6/16	28/7/16	Delays in receiving the necessary information
Satellite Grammar School Provision in RBWM	28/7/16	-	To be incorporated in July School Expansion report
Expansion of Secondary Sector Provision	-	28/7/16	New Item
Tender for a Residential/Nursing Care Contract	-	28/7/16	New Item
Adoption of the Statement of Community Involvement (SCI For Planning)	-	28/7/16	New Item
Borough Local Plan – Regulation 19 Consultation	-	28/7/16	New Item

Changes to the Home to School Transport Policy	-	25/8/16	New Item
Outcome Based Homecare – Year One Review	-	29/9/16	New Item
Council Manifesto Tracker	25/8/16	29/9/16	Incorrectly listed (6 monthly report)

## 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) and Targowska (Principal Member HR and Legal).

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

ITEM 27	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)
Borough Local Plan – Regulation 19 Consultation	Open -	Requirement for Cabinet endorsement to proceed to statutory public consultation (Regulation 19)	Yes	Lead Member for Planning (Councillor Derek Wilson)	Chris Hilton, Flo Churchill, Chris Berry	Statutory public consultation	Planning & Housing Overview & Scrutiny Panel 14 July 2016	Cabinet 28 Jul 2016	Council 10 August 2016
Adoption of the Statement of Community Involvement (SCI For Planning)	Open -	The document sets how the council's planning department will engage with the community and other stakeholders when producing planning	Yes	Lead Member for Planning (Councillor Derek Wilson)	Chris Hilton	Local Plans Working Group – internal process	Planning & Housing Overview & Scrutiny Panel 14 July 2016	Cabinet 28 Jul 2016	Council 10 August 2016

**N.B. All documents to be used by the decision maker to be listed in the report to Cabinet**

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)
		documents and dealing with planning applications							
28 West Street Opportunity Area Supplementary Planning Document (SPD)	Open -	To seek approval for formal adoption of the SPD	Yes	Lead Member for Planning (Councillor Derek Wilson)	Chris Hilton, Sarah Ball	PROM (tbc June 2016); Public and stakeholder consultation over 6 week period from 3rd March to 14th April 2016 was undertaken on the draft SPD.	Planning & Housing Overview & Scrutiny Panel 14 July 2016	Cabinet 28 Jul 2016	
RBWM Trading Activities Update	Open -	A regular update to Cabinet on the activities of the two trading companies – Two5Nine and RBWM Commercial Services.  This report, initially planned to be presented to Cabinet every four months, will supplement specific business cases (setting out	No	Chairman of Cabinet (Councillor Simon Dudley)	Simon Fletcher	Internal process	Corporate Services Overview and Scrutiny Panel tbc	Cabinet 28 Jul 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)
		new opportunities/proposals) which will be brought forward as required.							
Child Sexual Exploitation - Update on Progress 29	Open -	To provide an update on progress against the council's child sexual exploitation action plan	No	Lead Member for Children's Services (Councillor Natasha Airey)	Hilary Hall	Internal process	Children's Services Overview and Scrutiny Panel 19 Jul 2016	Cabinet 28 Jul 2016	
Tender for a Residential / Nursing Care Contract	Open -	Seeking permission to tender for a long term contract of up to 10 years for a provider to deliver care in two care homes in RBWM.	Yes	Lead Member for Adult Services and Health (Councillor David Coppinger)	Hilary Hall	Internal process	Adult Services and Health Overview and Scrutiny Panel 21 Jul 2016	Cabinet 28 Jul 2016	
Parking Strategy	Fully exempt - 1	Strategic paper setting out the principles, priorities and approach to parking / parking enforcement across the Royal Borough.	Yes	Lead Member for Environmental Services (Councillor Carwyn Cox), Lead Member for Highways and Transport (Councillor Phillip Bicknell)	Simon Fletcher	Internal and external consultation	Highways, Transport and Environment Overview and Scrutiny Panel 18 Jul 2016	Cabinet 28 Jul 2016	

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<b>ITEM</b>	<b>Private Meeting - contains exempt/confidential information? See categories below</b>	<b>Short Description</b>	<b>Key Decision, Council or other?</b>	<b>REPORTING MEMBER (to whom representations should be made)</b>	<b>REPORTING OFFICER / DIRECTOR (to whom representations should be made)</b>	<b>Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.</b>	<b>Date of Overview and Scrutiny Panel</b>	<b>Date and name of meeting</b>	<b>Date of Council decision (if required)</b>
Expansion of Secondary Sector Provision	Fully exempt - 3	Report giving update on capital costs of secondary expansion programme.	Yes	Lead Member for Children's Services (Councillor Natasha Airey)	Kevin McDaniel	Internal process	Children's Services Overview and Scrutiny Panel 19 Jul 2016	Cabinet 28 Jul 2016	
LED Street Lighting Contract Award.	Fully exempt - 3	To provide an update on the outcome of the Procurement process and seek approval for the award of contracts.	Yes	Lead Member for Environmental Services (Councillor Carwyn Cox)	Dave Thompson	Internal process	Highways, Transport and Environment Overview and Scrutiny Panel 18 Jul 2016	Cabinet 28 Jul 2016	
Grant of 30 year lease for Riverside Gardens, Maidenhead	Fully exempt - 3		No	Lead Member for Culture & Communities (Councillor Samantha Rayner) & Lead Member for Economic Development and Property (Councillor Jack Rankin)	Kevin Mist	Internal process	Corporate Services tbc; Culture and Communities tbc	Cabinet 28 Jul 2016	
Financial Update	Open -	To receive the latest financial update	No	Lead Member for Finance (Councillor MJ Saunders)	Richard Bunn	Internal process	Corporate Services Overview and Scrutiny Panel tbc	Cabinet 28 Jul 2016	
School Participatory Budget Scheme – Summer 2016 Voting Round	Open-	This report details the results of the voting for schemes taking part in the Schools Participatory	No	Lead Member for Culture and Communities (Councillor S Rayner)	Andrew Scott	Schools vote	Corporate Services Overview and Scrutiny Panel via email	Cabinet Participatory Budget sub	

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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)
		Budget (PB) scheme for the Summer Term (April – June 2016).						Committee 14 July 2016	
31 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)	Karen Shepherd	Governing bodies of relevant schools	n/a	Cabinet Local Authority Governors Appointments Subcommittee 28 Jul 2016	
Berkshire Community Equipment Service	Fully exempt - 3	Contract award for the provision of a community equipment service	Yes	Lead Member for Adult Services and Health (Councillor David Coppinger)	Nick Davies	Internal process	Adult Services and Health Overview and Scrutiny Panel tbc	Cabinet 25 Aug 2016	
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 S Rayner)	Mark Taylor	Public & Parish consultation in Bray & Sunningdale Wards	Culture and Communities Overview and Scrutiny Panel 16 Aug 2016	Cabinet 25 Aug 2016	

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32 Land at Ray Mill Road East – Appointment of a Development Partner	Fully exempt - 3	To seek approval to appoint a Development Partner to bring forward the site for residential development following a tender exercise.	Yes	Lead Member for Finance (Councillor MJ Saunders), Lead Member for Culture and Communities (Councillor S Rayner)	Chris Hilton, Shephard	Statutory notice of intension of disposal for residential development published in the Maidenhead Advertiser for 2 consecutive weeks during February 2016. Comments received considered and noted.	Corporate Services Overview and Scrutiny Panel 23 Aug 2016 Planning & Housing Overview & Scrutiny Panel 18 Aug 2016	Cabinet 25 Aug 2016	
Integrated Performance Monitoring Report Q1	Part exempt - 1,2,3,4,5,6,7	Report detailing performance of the Council against the corporate scorecard for quarter 1 2016/17	Yes	Deputy Lead Member for Policy (Councillor Ross McWilliams)	David Scott	Internal process	Corporate Services Overview and Scrutiny Panel 23 Aug 2016 Culture and Communities Overview and Scrutiny Panel 16 Aug 2016	Cabinet 25 Aug 2016	
Ascot Primary School Places	Open -	The report sets out the responses to the consultation	No	Lead Member for Children's Services	Kevin McDaniel	Website, public meetings and	Children's Services Overview and	Cabinet 25 Aug 2016	

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		about the options for primary school place growth in Ascot		(Councillor Natasha Airey)		governing body discussions.	Scrutiny Panel tbc		
Financial Update	Open -	Latest financial update	No	Lead Member for Finance (Councillor MJ Saunders)	Richard Bunn	Internal process	Corporate Services Overview and Scrutiny Panel 23 Aug 2016	Cabinet 25 Aug 2016	
Changes to the Home to School Transport Policy	Open -	Report on proposals to change the borough's home to school transport policy, following public consultation in June/July 2016.	No	Lead Member for Children's Services (Councillor Natasha Airey)	Kevin McDaniel	Public consultation June & July 2016	Children's Services Overview and Scrutiny Panel tbc	Cabinet 25 Aug 2016	
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 S Rayner)	Andrew Scott	Public vote	Corporate Services Overview and Scrutiny Panel via email	Cabinet Participatory Budget Sub Committee 17 Aug 2016	
Member Participatory Budgets	Open -	To receive details of how Members propose to spend their PB allocation	Yes	Lead Member for Culture and Communities (Councillor S Rayner)	Andrew Scott	Internal process	Corporate Services Overview and Scrutiny Panel via email	Cabinet Participatory Budget Sub Committee	

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								e 17 Aug 2016	
Council Manifesto Tracker	Open -	An outline of performance against the Council's manifesto Commitments	Yes	Chairman of Cabinet (Councillor Simon Dudley)	David Scott	Internal process	Corporate Services Overview and Scrutiny Panel tbc	Cabinet 29 Sep 2016	
34 Delivery of Children's Services	Part exempt - 3	To consider and, if appropriate, approve the Inter-Authority and Member's Agreement	Yes	Lead Member for Children's Services (Councillor Natasha Airey), Lead Member for Adult Services and Health (Councillor David Coppinger), Lead Member for Culture and Communities (Councillor Samantha Rayner)	Hilary Hall	Internal process	Children's Services Overview and Scrutiny Panel 22 Sep 2016 Adult Services and Health Overview and Scrutiny Panel 20 Sep 2016 Corporate Services Overview and Scrutiny Panel tbc	Cabinet 29 Sep 2016	
Financial Update	Open -	To receive the latest financial update	No	Lead Member for Finance (Councillor MJ Saunders)	Richard Bunn	Internal process	Corporate Services Overview and Scrutiny Panel tbc	Cabinet 29 Sep 2016	

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35 Streetworks Permit Scheme	Open -	Cabinet received a report on 31 March 2016 regarding a Streetworks Permit scheme and resolved '...to receive a further report in September 2016 to consider the outcome of the consultation...'. This report responds to the Cabinet resolution.	Yes	Lead Member for Highways and Transport (Councillor Phillip Bicknell)	Ben Smith	Statutory consultation with stakeholders	Highways, Transport and Environment Overview and Scrutiny Panel 19 Sep 2016	Cabinet 29 Sep 2016	
Budget 2017-18 - Initial Savings Proposals	Part exempt - 3	Bringing forward initial proposals for the 2017-18 budget	Yes	Lead Member for Finance (Councillor MJ Saunders)	Russell O'Keefe	Internal process	Corporate Services Overview and Scrutiny Panel tbc Adult Services and Health Overview and Scrutiny Panel 20 Sep 2016 Children's Services Overview and Scrutiny Panel 22 Sep 2016 Crime & Disorder Overview & Scrutiny Panel 15 Sep 2016	Cabinet 29 Sep 2016	

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36							Culture and Communities Overview and Scrutiny Panel tbc Highways, Transport and Environment Overview and Scrutiny Panel tbc Planning & Housing Overview & Scrutiny Panel tbc		
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 Finance (Councillor MJ Saunders), Lead Member for Children's Services (Councillor Natasha Airey)	Shephard, Russell O'Keefe	Internal process	Corporate Services Overview and Scrutiny Panel tbc	Cabinet 29 Sep 2016	
Outcome Based Homecare – Year One Review	Open -	An update report about the progress of the Outcome Based Commissioning Homecare Service after Year One of the contract	No	Lead Member for Adult Services and Health (Councillor David Coppinger)	Hilary Hall	Internal process	Adult Services and Health Overview and Scrutiny Panel 20 Sep 2016	Cabinet 29 Sep 2016	

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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)	Karen Shepherd	Consultation with relevant schools/academies	n/a	Cabinet Local Authority Governor's Appointments Subcommittee 29 Sep 2016	
Council Trusts - others 37	Open -	An update on the list of charitable trusts in which the Council is involved.	Yes	Principal Member for Neighbourhood Planning, Ascot & The Sunnings & Communications (Councillor Christine Bateson)	Karen Shepherd	All trustees	Corporate Services Overview and Scrutiny Panel 25 Oct 2016	Cabinet 27 Oct 2016	
Council Trusts - Cabinet as Trustees	Open -	An update on the list of charitable trusts in which the Council is involved. This report focusses on those bodies for which Cabinet is the Trustee	Yes	Principal Member for Neighbourhood Planning, Ascot & The Sunnings & Communications (Councillor Christine Bateson)	Karen Shepherd	All trustees	Corporate Services Overview and Scrutiny Panel 25 Oct 2016	Cabinet 27 Oct 2016	
Financial update	Open -	To receive the latest financial update	No	Lead Member for Finance (Councillor MJ Saunders)	Richard Bunn	Internal process	Corporate Services Overview and Scrutiny Panel 25 Oct 2016	Cabinet 27 Oct 2016	

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Pocket Parks	Open -	To update Cabinet on the progress of the pocket parks project	No	Lead Member for Culture and Communities (Councillor Samantha Rayner)	Mist	Internal process	Culture and Communities Overview and Scrutiny Panel 19 Oct 2016	Cabinet 27 Oct 2016	
Dynamic Purchasing System Pilot Scheme Findings and Recommendations	Open -	Findings and recommendations of the DPS pilot scheme for home to school transport and residential care	No	Lead Member for Finance (Councillor MJ Saunders)	Richard Bunn, Russell O'Keefe	Internal process	Corporate Services Overview and Scrutiny Panel 25 Oct 2016 Children's Services Overview and Scrutiny Panel 20 Oct 2016	Cabinet 27 Oct 2016	
38									
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)	Andrew Scott	Internal process	Corporate Services Overview and Scrutiny Panel via email	Cabinet Participatory Budget Sub Committee 20 Oct 2016	
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)	Andrew Scott	Public vote	Corporate Services Overview and Scrutiny Panel via email	Cabinet Participatory Budget Sub Committee 20 Oct 2016	

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### DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

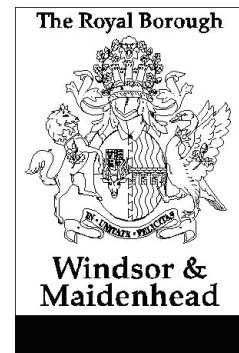
1	Information relating to any individual.
2	Information which is likely to reveal the identity of an individual.
3	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4	Information relating to any consultations or negotiations, 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.

N.B. All documents to be used by the decision maker to be listed in the report to Cabinet

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Report for: *ACTION*



Contains Confidential or Exempt Information	NO - Part I
Title	Wraysbury Railway Bridge – Installation of a Footpath.
Responsible Officer(s)	Simon Fletcher, Strategic Director of Operations and Customer Services
Contact officer, job title and phone number	Ben Smith – Head of Highways and Transport 01628 796147
Member reporting	CLlr P Bicknell , Lead Member for Highways & Transport
For Consideration By	Cabinet
Date to be Considered	30 June 2016
Implementation Date if Not Called In	Immediately
Affected Wards	Horton and Wraysbury

## REPORT SUMMARY

1. This report responds to the Council resolution on 23<sup>rd</sup> February 2016, following a petition with over 1,000 signatures from local residents requesting funding to install a footpath over Wraysbury Railway Bridge.
2. It sets out the recommended design option to install a footpath over the railway bridge and the detailed cost estimate and proposes that the approved capital programme (2016/17) be increased by £135,000 to deliver this project.

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. Reduced road safety risk and improved accessibility	November 2016

## 1. DETAILS OF RECOMMENDATIONS

### RECOMMENDATION: That Cabinet:

- i. Approves the scheme set out in Appendix A to install a new footway over the bridge at Wraysbury Station be approved for implementation;
- ii. Approves an increase to the capital programme (2016/17) of £135,000 to deliver this project.

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

2.1 Council welcomed the petition from Wraysbury residents and recognised the need for safe pedestrian access to Wraysbury Station. It requested the Lead Member for Highways and Transport report back to Cabinet with a fully costed proposal for the implementation of a footpath at Wraysbury Station.

2.2 This report proposes the implementation of a new footway over the bridge which:

- will provide a continuous footpath for pedestrians from the station to the village centre;
- positively responds to concerns and enhances road safety;
- will reduce the accessibility concerns around Wraysbury station.

2.3 Delivery options are set out below with Option 2 recommended as this is likely to provide the most cost effective fixed construction price and incorporates all the concerns raised in the petition discussed at council on the 23<sup>rd</sup> February 2016.

2.4 Below are the options available:

Option	Comments
1) Do nothing	This option maintains the current position but doesn't respond to concerns set out in the petition.
2) Implement scheme with the existing term contractors  <b>This is the recommended option</b>	Following the review of the petition at council, it was requested that officers sought a fixed cost for this element of work provisionally estimated through the highways term contract rates at £85,000. Detailed designs have now been carried out and the existing term contractor has quoted £135,000.  This has been benched marked with two other local contractors and is considered to be cost effective.
3) Implement scheme once the new highway works contract is awarded in 2016/17.	The new highway works term contract is currently being developed and procured. This is expected to be in place by the end of this financial year 2016/17.  Potentially the new rates could be more advantageous; however this scheme is unlikely to be complete before April 2017.
4) Implement scheme through	The Borough has carried out a price comparison with two other contractors and it was found that the current

Option	Comments
another contractor	contractor was more cost effective on this occasion.

### 3 KEY IMPLICATIONS

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
Increase in pedestrian using for this route	<20%	20-29%	30-39%	>40%	30 <sup>th</sup> June 2017

- 3.1 This outcome will be measured in June 2017 and compared to a baseline pedestrian survey to be undertaken in June 2016 subject to approval.

### 4. FINANCIAL DETAILS

#### Financial impact on the budget

- 4.1 Revenue funding - there are no initial revenue costs. The new footway will be added to the highway asset list for inspection and future maintenance.
- 4.2 The capital cost of this project is £135k.
- 4.3 This cost includes a new footway; replacement / relocated traffic signals; professional fees and all associated costs. A fixed price has been secured which transfers risk to the contractor and offers greater certainty of cost. Officers will continue to work the contractor seeking to reduce the fixed, if possible, in advance of commissioning works.

	2016/17	2017/18
	Capital £'000	Capital £'000
Addition	£135	£0
Reduction	£0	£0

- 4.5 There are currently two planning consents in the Horton and Wraysbury area which have attracted developer contributions and could be used to help fund this scheme subject to approval (see below table), which total £12,550.

Planning application number	Amount
11/02490 – Station road, Wraysbury – 2x detached dwellings	£8,930
97/75692 – Coppermill Road, Wraysbury – redevelopment.	£3620
<b>Total</b>	<b>£12,550</b>

## 5. LEGAL IMPLICATIONS

- 5.1 The recommended improvements will be delivered in accordance with the legislation and guidance issued by the department of transport DfT. Any physical changes to the load layout would be subject to a road safety audit process.

## 6. VALUE FOR MONEY

- 6.1 If the recommended actions are endorsed this would result in delivering improvements in response to the petition and therefore offering value for money for residents by allocation funding in response to the petition.
- 6.2 The estimated cost is based on a fixed price which transfers risk; offers greater certainty of cost and has been benchmarked.

## 7. SUSTAINABILITY IMPACT APPRAISAL

- 7.1 Accessibility enhancement, including walking and cycling which will deliver a positive impact on sustainability.

## 8. RISK MANAGEMENT

Risks	Uncontrolled Risk	Controls	Controlled Risk
Budget estimate may be insufficient to deliver the project once under construction	Medium	A detailed design for this scheme has now been completed which has highlighted unknowns to give a more accurate price.	Low
Scheme design and implementation may increase or create alternative road safety issues	Medium	A road safety audit will be carried out at each stage of the project.	Low

## 9. LINKS TO STRATEGIC OBJECTIVES

- 9.1 The recommended option would be in line with all the four council's strategic priorities: Residents First, Value for Money, Delivering together and equipping ourselves for the future.

## 10. EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION

- 10.1 The scheme development and delivery will ensure that equalities; human rights and community cohesion objectives are fully respected and understood.

## 11. STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS

- 11.1 None.

## **12. PROPERTY AND ASSETS**

12.1 The new section of footway will be included as part of the borough highway assets and will be included for future inspection and maintenance.

## **13. ANY OTHER IMPLICATIONS**

13.1 None

## **14. CONSULTATION**

14.1 This scheme has been developed following a petition with over 1,000 signatures from local residents.

14.2 The scheme has been subject to consultation with the ward members; Wraysbury parish council and Horton parish council.

14.3 The report will be considered by highways, transport and environment overview and scrutiny members, any comments will be reported back to Cabinet.

## **15. TIMETABLE FOR IMPLEMENTATION**

15.1 To show the stages and deadlines for implementing the recommendations

Date	Details
June 2016	Funding approval
Contractor mobilisation	September 2016
Works commence	October 2016
Works Complete	November 2016

## **16. APPENDICES**

Appendix A – Scheme Design

Appendix B – Background paper prepared by Petitioners.

## **17. BACKGROUND INFORMATION**

- Report and minutes from council on the 23<sup>rd</sup> February 2016  
<http://rbwm.moderngov.co.uk/documents/b18716/Petition%20for%20Debate%20-%20Wraysbury%20Railway%20Station%20Bridge%2023rd-Feb-2016%2019.00%20Council.pdf?T=9>
- Petitioner's documentation.

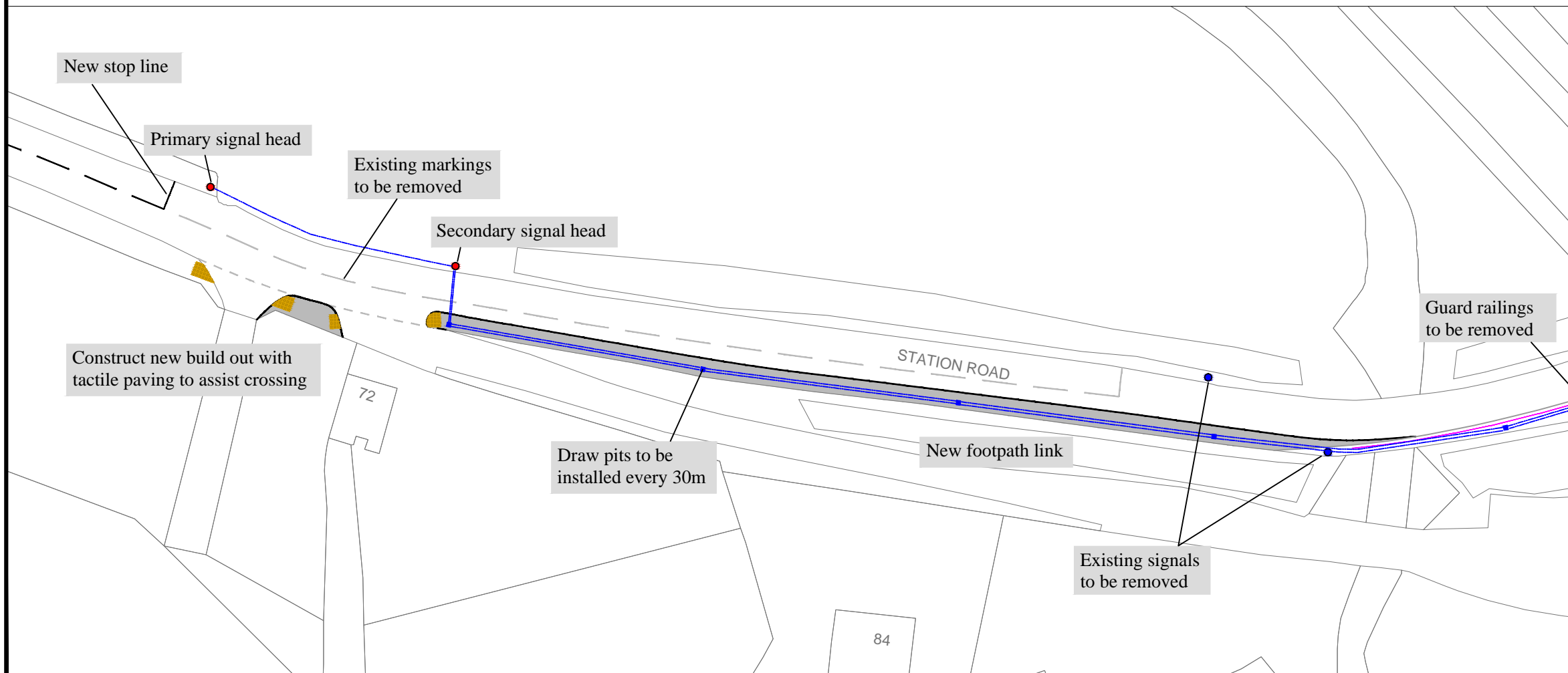
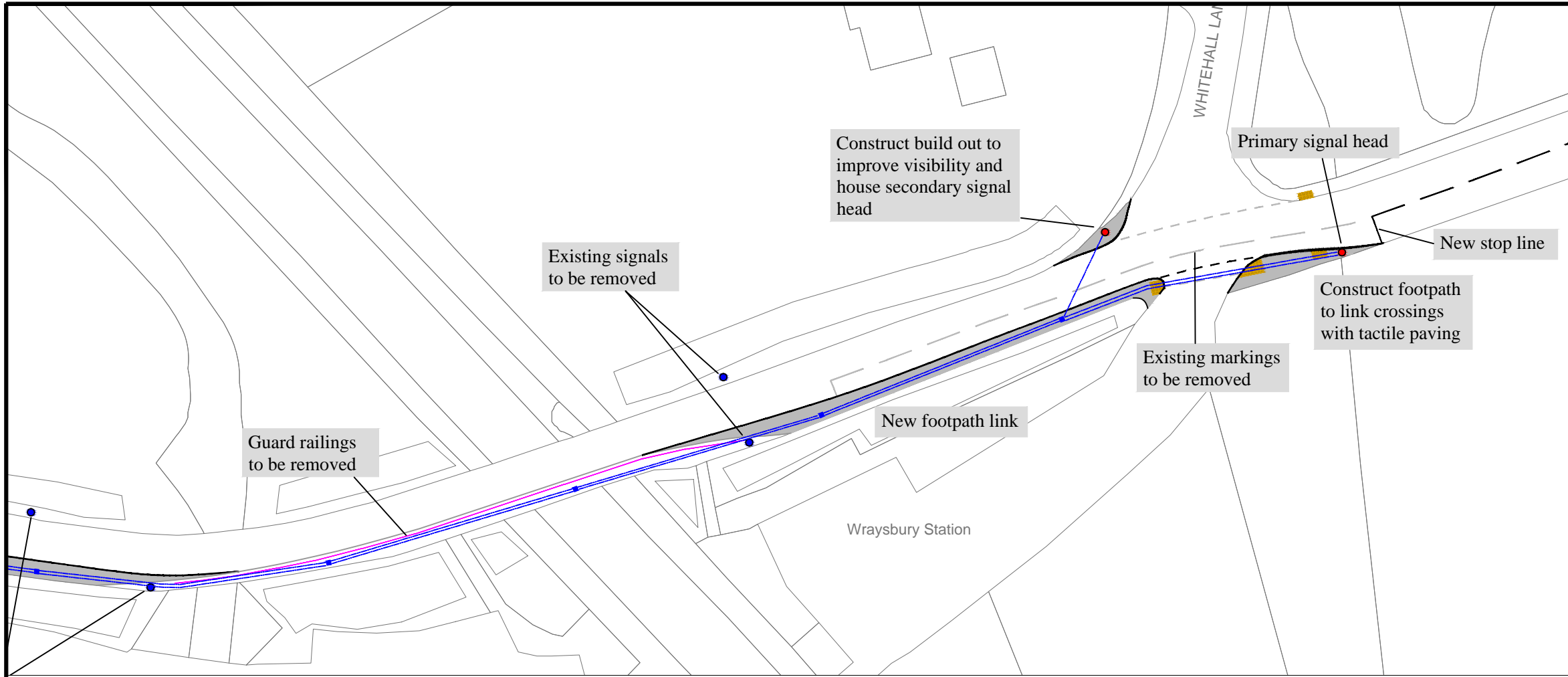
## 18. CONSULTATION (MANDATORY)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
Internal				
Cllr P Bicknell	Lead Member for Highways & Transport	30/05/16	31/05/16	Report approved – clarity over fixed price provided
Simon Fletcher	Strategic Director Operations and Customer Services	30/05/16	01/06/16	Amends throughout report
Mark Lampard	Finance Partner	30/05/16	02/06/16	Section 4 amended
Michael Llewelyn	Cabinet Policy Officer	30/05/16	01/06/16	Minor amends throughout report
Ben Smith	Head of Highways and transport	23/05/16	27/05/16	Minor amends throughout report
Shared Legal Solutions	Legal Services	23/05/16	01/06/16	Report approved with no amendments

### REPORT HISTORY

Decision type:	Urgency item?
	No

Full name of report author	Job title	Full contact no:
Vikki Roberts	Senior Engineer	01628 796145



Drg No.		Rev.	
PN-1924-01			
Rev	Date	Amendments	By
<b>Operations Directorate</b>			
Highways, Engineering & Transport Town Hall, St. Ives Road, Maidenhead, Berks, SL6 1RF.			
Tel: 01628 683800 Fax: 01628 796774 <a href="http://www.rbwm.gov.uk">http://www.rbwm.gov.uk</a>			
Project: <b>Station Road, Wraysbury</b>			
Title: <b>New Footpath Link</b>			
Drg No.		Rev	
PN-1924-01		-	
Date	Scale	Size	
29.07.15	NTS	A3	
Drawn By	CAD By	Checked By	Signed Off By
RSG	RSG	-	
Drawing Path. Y:/PROJECTS - PN/PN-1924...			
<small>Reproduced from the Ordnance Survey Mapping with the permission of the Controller of her Majesty's Stationary Office Crown Copyright © Unauthorised reproduction infringes Crown Copyright and may lead to prosecution or civil proceedings, Royal Borough of Windsor and Maidenhead - Licence Number 100018817</small>			

## Appendix B: New footpath link - Station Road, Wraysbury (Train Station Bridge)

### Background

Wraysbury Station Bridge is unsafe - that is the consensus of opinion of the Wraysbury residents. Over 2000 signatures have been gained in support of council funding to make the Wraysbury station bridge safer for pedestrians and cyclists alike.

This area of Wraysbury has the highest speeding offences in the village and is subject to regular police enforcement by way of deployment of Police speed detection vans in Coppermill Road. Vehicles speed up going over the bridge when they see a green light unaware that pedestrians may be walking on the other side of the bridge.

This is the only stretch of the central village area that does not have an accessible footpath. The absence of a footpath on either side of the road over the bridge means that it does not lend itself to the Highway Code, Rules for Pedestrians.

During the 2014 floods – this was the only access to Wraysbury Village for the emergency services vehicles as Sunnymeads and Hythe End were both under water.

This particular road safety initiative was previously discussed at least 20 years ago, sadly with no successful outcome.

During 2015 we chaired four site meetings with representatives from NetWork Rail, South West Trains and the RBWM. Also in attendance was Councillor Margaret Lenton, Chairperson of Wraysbury Parish Council and Borough Councillor John Lenton.

At the first site meeting we explained residents' concerns regarding a number of issues including the platform being low making it difficult for passengers to get onto and off trains, inadequate lighting, overhanging bushes on the bridge making it more difficult for pedestrians jumping out the way of passing vehicles and of the dangers faced by both vehicular and pedestrian traffic crossing the bridge due to the current positioning of the traffic signals and lack of footpath.

We then took those present on a walk through to illustrate the danger and difficulty faced by all that crossed the bridge. All parties agreed afterwards that they did not feel safe walking over the bridge - in fact some had to take refuge in the overhanging bushes at the side of road when a bus passed between them and stationary vehicles at the traffic lights stop line.

At our final site meeting, South West Trains accepted responsibility for the overhanging vegetation, arranged an immediate cut back and have programmed it into their schedule for routine maintenance.

The RBWM representative stated that the Borough had carried out a feasibility study which established the traffic lights could be repositioned on both sides of the bridge and a footpath incorporated. Currently the rail companies are improving safety at the station by raising the platform making it easier for passengers to get on and off their trains, putting in lighting and other maintenance work. The work is due to be completed in February.



### Current situation

- No safe disabled access from Coppermill Road to Wraysbury Village - stairs are not an option
- No safe disabled access to cross to the train station for either side of Wraysbury/Horton - stairs are not an option
- Unsafe for parents crossing with babies/children using buggies - stairs are not an option
- Difficult for elderly people and residents to access Wraysbury village from Coppermill Road/Horton
- Unsafe for cyclists and joggers - sharing a narrow road with large vehicles

### Increase of traffic

- Two sports based businesses (Wraysbury Dive Centre and RK Leisure) situated near the train station are bringing extra traffic to the village, both by train and by car
- There is an increase in population of Wraysbury Village
- There is the likelihood of an increase of traffic using this part of Wraysbury with the possibility of an expansion to Wraysbury Primary School
- The recently formed walking group in the village is very active and organisers encourage walkers to bring their children and dogs on scheduled walks. The bridge is a nightmare for them when crossing into Coppermill Road or vice versa.
- Heathrow expansion could bring extra traffic as a cut through
- Old Mill Place housing development brought expansion with no safety measures to the road
- The number of passengers using the railway station has increased from 36,571 in 2004/5 to a staggering 112,204 during 2014/15 (please see stats below). Passengers on return trips have to walk on at least one side of the bridge.

Wraysbury Total Passenger Numbers\*

2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14**	2014/15**
36,576	▲ 47,813	▲ 55,919	▲ 71,915	▲ 91,458	▼ 91,328	▲ 100,318	▲ 104,946	▲ 110,238	▼ 106,028	▲ 112,004

\*Source - Wikipedia and Office of Rail and Road statistics

\*\* Estimates

### Proposal

- To move the traffic lights back on both sides allowing for a safe pathway for residents of Wraysbury and Horton to access the train station and Wraysbury Village.
- To replicate the Sunnymeads bridge system at the other end of the village (this bridge/station does not have the same pedestrian numbers as Wraysbury).

### Next Steps

- Approval of approximately £100,000 for this work to be completed at the earliest convenience.

- The feasibility study completed by the RBWM was at our request during the four site meetings, is attached (hard copy only).
- If any member of this committee would like to attend the venue and walk the walk that we took the representatives that attended the four site meetings, we would be delighted to accompany you.

### Conclusion

- Our campaign is to reduce the risk to the vulnerable pedestrians (i.e. people with disabilities, pushchairs, luggage etc) from being injured or killed on this busy bridge with no footpath or protection from the traffic.
- The proposal has been accepted by Wraysbury Parish Council and RBWM Council
- The petition has been supported with signatures from both Wraysbury and Horton Parish Councillors.

### Attachments

- Photographs of the site
- Feasibility study available hard copy only

Henry Perez  
07956 606695  
[Henry1perez@hotmail.com](mailto:Henry1perez@hotmail.com)

Graham Cribbin  
07723 026903  
[Cribbin.67@gmail.com](mailto:Cribbin.67@gmail.com)

*From a Wraysbury Resident: "To put a policeman on the street it removes the fear of crime....  
To put a footpath on the road it removes the fear of danger"*

Photographs of the site



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Report for: ACTION



<b>Contains Confidential or Exempt Information</b>	NO – Part 1
<b>Title</b>	Holyport College – Safe Routes to School (Petition)
<b>Responsible Officer(s)</b>	Simon Fletcher - Strategic Director of Operations
<b>Contact officer, job title and phone number</b>	Ben Smith - Head of Highways & Transport (01628) 796147
<b>Member reporting</b>	Councillor P Bicknell , Lead Member for Highways & Transport
<b>For Consideration By</b>	Cabinet
<b>Date to be Considered</b>	30 June 2016
<b>Implementation Date if Not Called In</b>	June 2016
<b>Affected Wards</b>	Bray

## REPORT SUMMARY

1. This report responds to the petition presented to Council on 15<sup>th</sup> December 2015, requesting that RBWM create a safe route to school for children that live within a mile of Holyport College. The report presents a review into possible routes and a recommended way forward.
2. Due to the difficulty in identifying continuous routes that are likely to be acceptable; deliverable and affordable from all areas to Holyport College, a phased approach is recommended, whereby the route along the Ascot Road (linking Holyport Green with the school) be subject to consultation on the scheme detail and be delivered (subject to the favourable consultation results). Links to other areas could be progressed at a later stage if issues can be overcome.
3. The financial implications of the recommended way forward are estimated at £140k. Developer funding of approximately £85k could be released subject to Holyport College and the Royal Borough agreeing to vary the original S.106 agreement

<b>If recommendations are adopted, how will residents benefit?</b>	
Benefits to residents and reasons why they will benefit	Dates by which residents can expect to notice a difference
1. Pupils living within one mile of Holyport College would be able to walk or cycle to the college unaccompanied.	Following completion of any scheme.

## **1. DETAILS OF RECOMMENDATIONS**

### **RECOMMENDATION: That:**

- i. The new footway link along Ascot Road (between Holyport Green and Holyport College) forms the basis of consultation on the recommended scheme detail with residents, Members; Bray Parish Council and Holyport College**
- ii. Subject to the outcome of the consultation, the new footway link be delivered at the earliest opportunity**
- iii. The approved capital programme 2016/17 be increased by £140,000 to deliver this project (Note: a contribution secured from Holyport College of £83,000 is available to part fund the scheme)**

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

- 2.1 An e-petition containing 552 signatories, accompanied by a paper petition containing over 500 signatures, was submitted to the council on 1 November 2015. The petition reads... *'We the undersigned petition The Royal Borough of Windsor and Maidenhead to create a safe route to school for children that live within a mile of Holyport College'*
- 2.2 The petition was debated at Council on 15<sup>th</sup> December where it was resolved that:
  - i) The council notes the petition, and recognises the need to create and maintain safe routes to school
  - ii) The council notes that approximately £80,000 of highways developer contribution funding awaits a suitable scheme
  - iii) The council recommends that a report be brought to Cabinet in spring 2016 with potential options to utilise the funding and address the issues raised by the petition, including a full consultation process.
- 2.3 There are a number of positive reasons for considering the implementation of Safer Routes to school initiatives, including encouraging walking and cycling, which have both health and independence benefits for pupils as well as reduced congestion on routes around schools.
- 2.4 Due to the rural location of Holyport College, the number of residential properties within one mile of the college would mean that there is likely to be a limited number of pupils who would benefit from the introduction of any new routes.

- 2.5 Options for safe routes from Holyport village to Holyport College have been investigated – including a route following the A330 Ascot Road and others avoiding the A330 Ascot Road as far as possible. Options for routes from Forest Green Road, Sturt Green, Paley Street and Touchen End have also been investigated. These options are detailed in Appendix B.
- 2.6 Each route has been considered with respect to deliverability; affordability and the likely levels of use. On this basis it is recommended that a phased approach be adopted with the route along the A330 Ascot Road developed for consultation on the scheme detail and implemented (subject to the outcome of the consultation).
- 2.7 The demand for the other routes is likely to be lower and may be considered at a future date dependant upon potential demand and deliverability.

<b>Option</b>	<b>Comments</b>
Conclude that it would not be feasible or cost-effective to introduce safe routes to Holyport College.	This would not respond positively to the petition but is a realistic assessment of the situation on roads in the immediate vicinity of the College.
Develop the safe walking routes on a phased basis; prioritise the route along the A330 Ascot Road for consultation on the detailed scheme design and implementation	This option is recommended as it positively responds to the petition and is likely to attract the greatest demand, thereby delivering the most benefit
Develop, consult and implement alternative safe walking routes to Holyport College	The recommended way forward offers a positive response to the petition which is deliverable and is likely to encourage greater use than other routes

### 3. KEY IMPLICATIONS

<b>Defined Outcomes</b>	<b>Unmet</b>	<b>Met</b>	<b>Exceeded</b>	<b>Significantly Exceeded</b>	<b>Date they should be delivered by</b>
Weekly increase in pupils walking to Holyport College	No increase in numbers	10%	11 – 20%	More than 20%	January 2017
New footway installed	1 <sup>st</sup> January 2017 onwards	31 <sup>st</sup> December 2016	30 <sup>th</sup> November 2016	31 <sup>st</sup> October 2016	31 <sup>st</sup> December 2016

*Note: baseline to be established through School Travel Plan survey*

## 4. FINANCIAL DETAILS

### Financial impact on the budget

- 4.1 The LTP Feasibility Studies budget for 2016-17 is available to fund the detailed consultation into the A330 route.

There is no capital funding approved to implement the recommended scheme (post implementation)

- 4.2 The legal agreement with Holyport College provides for a contribution of £83,245 towards a junction improvement scheme at the A330 Ascot Road/B3024 Forest Green Road once it can be demonstrated that there has been a 20% increase in traffic on the A330 Ascot Road.

However, the College have indicated that they would be prepared to vary the agreement in order to release the funding sooner rather than later and in order to fund other agreed improvements, including the new footway along the A330.

The estimated cost of implementing the recommended new section of footway is £140,000.

£83,000 could be funded from the contribution from Holyport College with the residual funding of £57,000 funded corporately.

	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
	Revenue £'000	Revenue £'000	Revenue £'000
Addition	£0	£0	£0
Reduction	£0	£0	£0

	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
	Capital £'000	Capital £'000	Capital £'000
Addition	£140	£0	£0
Reduction	£0	£0	£0

## 5. LEGAL IMPLICATIONS

- 5.1 The recommended improvements will be delivered in accordance with legislation and applicable guidance issued by the Department for Transport (DfT).
- 5.2 Any physical changes to the road layout would be subject to a road safety audit process.
- 5.3 The Council is empowered to create footpaths under the provisions of Part III of the *Highways Act 1980*. This Part enables the creation of footpaths either by agreement or compulsorily, where an authority is satisfied that it is necessary:



- having regard to the extent to which the path or way would add to the convenience or enjoyment of a substantial section of the public/persons resident in the area, and
- having regard to the effect which the creation of the path would have on the rights of persons interested in the land.

## 6. VALUE FOR MONEY

- 6.1 If the recommended actions are endorsed this would result in delivering improvements identified in response to the consultation results, thereby offering value for money for residents by allocating funding in response to the main consultation feedback.
- 6.2 Works would be carried out by term contractors appointed under competitive tendering processes, ensuring value for money.
- 6.3 The introduction of additional highways infrastructure in a rural setting would represent an increase in future maintenance costs.

## 7. SUSTAINABILITY IMPACT APPRAISAL

- 7.1 The introduction of safe routes for pupils living within one mile of Holyport College would promote sustainable transport modes and has the potential to reduce the number of car-borne trips.

## 8. RISK MANAGEMENT

<b>Risks</b>	<b>Uncontrolled Risk</b>	<b>Controls</b>	<b>Controlled Risk</b>
It is not possible to identify schemes that meet the criteria of a 'safe' route	High	Schemes will only be put forward once further detailed design work has been completed	Medium
Schemes are not supported by key stakeholders and the local community	Medium	Any schemes will be subject to consultation	Low
Schemes are not effective at encouraging pupils to walk or cycle to Holyport College	High	Any schemes will be subject to further design and consultation in order to develop effective options	Medium

## 9. LINKS TO STRATEGIC OBJECTIVES

9.1 The recommended option would be in line with all the four of the council's strategic priorities: Residents First; Value for Money; Delivering Together and Equipping Ourselves for the Future.

9.2 The strongest links are:

### **Residents First**

- Improve the Environment, Economy and Transport

### **Value for Money**

- Deliver Economic Services

### **Delivering Together**

- Deliver Effective Services

## 10. EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION

None

## 11. STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS

None

## 12. PROPERTY AND ASSETS

12.1 The recommended actions would result in alterations to highway assets. Depending upon the option taken forward, this could involve works both on and off of the public highway.

## 13. ANY OTHER IMPLICATIONS

None

## 14. CONSULTATION

14.1 It is proposed to undertake a consultation with residents; Bray Parish Council; Members and Holyport College.

14.2 This report will be considered by the Highways, Transport and Environment Overview & Scrutiny Panel with comments circulated and published for consideration.

## 15. TIMETABLE FOR IMPLEMENTATION

Date	Details
July - September 2016	Undertake consultation

Date	Details
September – October 2016	Detailed design / commissioning
November – December 2016	Construction

## 16. APPENDICES

- Appendix A – Site Location plan
- Appendix B – Detailed Route Information

## 17. BACKGROUND INFORMATION

- 17.1 Holyport College is located on the A330 Ascot Road, which provides the main route for traffic between Maidenhead, M4 Junction 8/9 and destinations to the south of the Borough. The road immediately outside of the College is below 6.0m wide and carries approximately 15000 vehicles per day, with around 1350 vehicles in the AM peak and 1500 vehicles in the PM peak.
- 17.2 The Council has introduced a number of road safety measures in the area in association with the opening of the College. This includes reducing the speed limit on the road from 50mph to 40mph and a 20mph advisory speed limit at pupil pick-up and drop-off times in the immediate vicinity of the College entrance. There are also school warning signs and ‘dragon’s teeth’ markings to encourage drivers to slow in the vicinity of the College.
- 17.3 The Holyport College Travel Plan acknowledges the limited infrastructure to facilitate walking and cycling in the immediate vicinity of the College. The College therefore uses minibuses to provide a shuttle service for pupils from Holyport, Windsor and Maidenhead. As well as ensuring that day pupils arrive safely and punctually, the minibus service sets out to minimise the traffic impact around the site.
- 17.4 The area around Holyport College is predominantly rural. Many of the roads in the area have very limited footway provision. Where footways are available, they are often narrow and are located immediately adjacent to the road, rather than being separated by a verge. Many of the footways are isolated stretches of footway that would require walkers to cross roads where no crossing provision presently exists.
- 17.5 There is limited land available adjacent to the highway to construct new sections of footways in order to provide continuous links to Holyport College. In some instances the only option would be to acquire land from adjoining properties in order to provide new sections of footway. Also, there are sections of drainage ditch in close proximity to roads which would require piping in order to provide space to construct new footways. The drainage and flooding implications of piping existing drainage ditches would require detailed technical assessments in order to establish the feasibility/viability of such proposals.
- 17.6 Although there are a number of footways and bridleways in the area, it is not possible to identify a fully off-road continuous route similar to the Greenway in Maidenhead that would provide an alternative to using the A330 Holyport Road.

17.7 As with most rural areas, all of the roads around Holyport College are presently unlit. There are therefore likely to be concerns about issues of personal security about pupils walking or cycling to the college unaccompanied by parents. In addition, a number of the routes are relatively secluded, which is also likely to raise issues about personal safety. Therefore, even if a continuous path were to be provided, many parents may question whether such routes could be considered to be 'safe', which is likely to limit the potential use of such routes.

17.8 In conclusion, the initial study into safe routes to Holyport College from Holyport village and other areas has identified a number of as yet unresolved issues with the routes identified. Whilst further work may be able to minimise the number and extent of these issues, fundamental issues of personal security and personal safety are likely to limit the attractiveness of such routes to provide a 'safe' route for pupils walking or cycling to Holyport College.

A detailed review of each route into Holyport College has been undertaken which is set out in Appendix B:

## 18. CONSULTATION (MANDATORY)

<b>Name of consultee</b>	<b>Post held and Department</b>	<b>Date sent</b>	<b>Date received</b>	<b>See comments in paragraph:</b>
<b>Internal</b>				
Cllr Bicknell	Lead Member for Highways and Transport	31/05/16	01/06/16	Report approved
Simon Fletcher	Strategic Director Operations and Customer Services	31/05/16	31/05/16	Narrative amended to reflect consultation applies to recommended scheme detail not concept
Mark Lampard	Finance Partner	31/05/16	02/06/16	Report approved
Michael Llewelyn	Cabinet Policy Officer	31/05/16	01/06/16	Key Implications amended / minor amends
Matthew Tucker	Select Business Services: Legal Solutions	31/05/16	01/06/16	Paragraph 5.3 added
<b>External</b>				
None				

<b>Decision type:</b>	<b>Urgency item?</b>
Non-key decision	No

Full name of report author	Job title	Full contact no:
Ben Smith	Head of Highways and Transport	01628 796147

## **Appendix B - Holyport Village to Holyport College: Detailed Route Information**

### **Section 1: Holyport Village**

*With any routes starting from Holyport Village, there is only a footway on part of the western side of A330 Ascot Road and no paths across the village green. Any new route would therefore need to consider likely origins and numbers of pupils travelling to and from the College in order to determine where a suitable all-weather route should be provided across the village green. Also, it is likely that a suitable safe pedestrian crossing on A330 Ascot Road would be required.*

*It would not be feasible to provide either a pedestrian refuge island or a zebra crossing on Ascot Road and a traffic signal controlled crossing would be the only option to provide a safe crossing point.*

*The introduction of any such facilities on Holyport Village Green would have an urbanising impact on this rural village setting and would have a significant impact upon the character of the area.*

*It is not recommended that this route be progressed at this stage.*

### **Section 2: Route alongside A330 Ascot Road**

#### *Section A*

*A route following the Ascot Road would commence using approximately 100m of the road in front of Pamela Cottages. This is a tarmac surfaced road that is relatively lightly used by vehicles belonging to residents of the adjoining properties*

#### *Section B )*

*Beyond this, there is a path that runs for approximately 370m parallel with Ascot Road, separated from the road by a relatively wide grassed verge. Some re-surfacing of the path would be required in order to bring the path up to the standard required for all-year round mud-free use.*

#### *Section C )*

*In the area around Bourne Bridge, the path is separated from the road by tree screening for about a distance of around 75m. The comments for Section B about widths and surfacing would also apply to this section of path. The main issue on this section of path is likely concerns about personal security as users of the path would not be visible from the road. Also, the footpath bridge over the Bourne would also need to be assessed in order to review whether upgrading/widening would be required.*

#### *Section D*

*Immediately south of Bourne Bridge, the path runs adjacent to the Ascot Road past the properties 'The Bourne' and 'Bourne Cottage' for a length of approximately 175m. Much of this section of footway is extremely narrow, below 1.5m, which is exacerbated by the high brick walls of the adjoining properties. The Ascot Road is also very narrow at this point, with a width of below 6m. Whilst the recently introduced Ascot Road 7.5 tonne weight restriction has significantly reduced the number of large vehicles using this road, there is no separation between the footway and the road which is likely to lead to*

concerns about personal safety of school children using this footway. The narrow width of path would also preclude use of the path by cyclists. There is no potential to widen the path or provide any form of barrier from the road unless the A330 Ascot Road were re-aligned and re-constructed using the verge on the opposite side of the road.

### **Section E**

Beyond 'The Bourne' and 'Bourne Cottage', the footway crosses onto the opposite side of the Ascot Road for the 400m section to the College entrance. Whilst the path is separated from the road by a grassed verge, the provision of two safe crossing points across the A330 Ascot Road would be required in order to provide a safe route for pupils. It would however be difficult to achieve this within existing land constraints for a crossing in the vicinity of the property 'Bourne Cottage'. The preferred option would therefore be to construct a new section of footway on the eastern side of Ascot Road to provide a direct link to the College.

In order to provide a 1.5m width footway along the road, there are a number of issues that would require further detailed investigation, including the drainage/flooding implications of piping the ditch that presently runs along the road, land ownership issues as well as the implications of new path construction on the adjoining hedgerow and line of trees. Further investigation is therefore required in order ensure that this option is feasible and to identify likely costs. The cost estimate of providing a path does not include any costs associated with piping the draining ditch or third party land acquisition.

In summary, it is recommended that this section of route forms the basis of detailed consultation and implementation (subject to the consultation outcome).

### **Section 3: Route away from A330 Holyport Road**

In terms of off-road routes using footways and bridleways, it has not proved possible to identify a wholly off-road route to Holyport College that would avoid use of the Ascot Road.

Bartletts Lane is an unlit byway that provides a 450m length link between Moneyrow Green and Ascot Road. It is used by vehicles associated with properties at either end of the route, but is not a through route for vehicles and is therefore relatively lightly used by vehicular traffic. The eastern third of the route has a tarmacked surface, although this is of relatively poor quality. The central section is relatively narrow and is bordered by hedgerows and trees, whilst the remaining section is an unmade road which provides access to properties and fields adjoining the track. Re-surfacing of the path would be required in order to bring the path up to the standard required for all-year round mud-free use by pupils from the College. The area is very quiet and secluded which is likely to pose potential personal security considerations.

Whilst access to the eastern end of Bartletts Lane from Holyport village can be achieved using the existing footway along Moneyrow Green, the western end of the route does not provide a direct link to Holyport College. Instead, it adjoins the A330 Ascot Road in the vicinity of Bourne Bridge and the issues identified previously about use of this section of Ascot Road would also apply with this option.

*There is also a footpath that provides a link between Forest Green Road at Gad Bridge and A330 Ascot Road. It is a typical rural footpath, and would need widening and re-surfacing to make it an acceptable standard for year-round use by school children. Given the very secluded nature of the route, this is also likely to lead to personal security concerns. The overall route is also relatively circuitous compared with the other two options considered. In addition, there would be difficulties in achieving an acceptable link to this path from Moneyrow Green along Forest Green Road. The path joins the Ascot Road approximately 300m from the College entrance and the issues about provision of a new path along this section of Ascot Road would also apply here.*

*Further options for new sections of path for cyclists and walkers which would involve establishing new routes across private land in the area have not been pursued as these are unlikely to be feasible in short to medium term timescales.*

*It is not recommended that this route be progressed at this stage.*

#### **Section 4: Sturt Green**

*Sturt Green is a cul-de-sac that is fronted by a number of residential properties. It would be feasible to introduce a footway along one side of the road. Traffic levels on Sturt Green are relatively low and it could be considered that walking in the road could be considered acceptable in this location.*

*Beyond the junction with Ascot Road, a 12m section of new path would be required in order to link into the existing section of footway that runs along the western side of Ascot Road, opposite the College. A new crossing would be required in the vicinity of the College entrance in order to provide a safe crossing of Ascot Road. This cost of providing a signal controlled crossing would be in the order of £60,000.*

*It is not recommended that this route be progressed at this stage.*

#### **Section 5: Forest Green Road**

*The B3034 Forest Green Road is relatively narrow with no footways adjoining the road. Due to the relatively narrow highway verge and adjoining highway drainage ditches, it would not be feasible to provide a footway along the road unless land were acquired from adjoining properties.*

*It is not recommended that this route be progressed at this stage.*

#### **Section 6: Paley Street and Touchen End**

*There is no continuous footway on one side of the A330 Ascot Road south of Holyport College. In order to minimise the need for pupils to cross the Ascot Road, a route from Paley Street would involve a new crossing in the vicinity of the school entrance, widening approximately 350m of the existing footway on the western side of Ascot Road, followed by provision of a section of around 600m of new footway to link to Paley Street.*

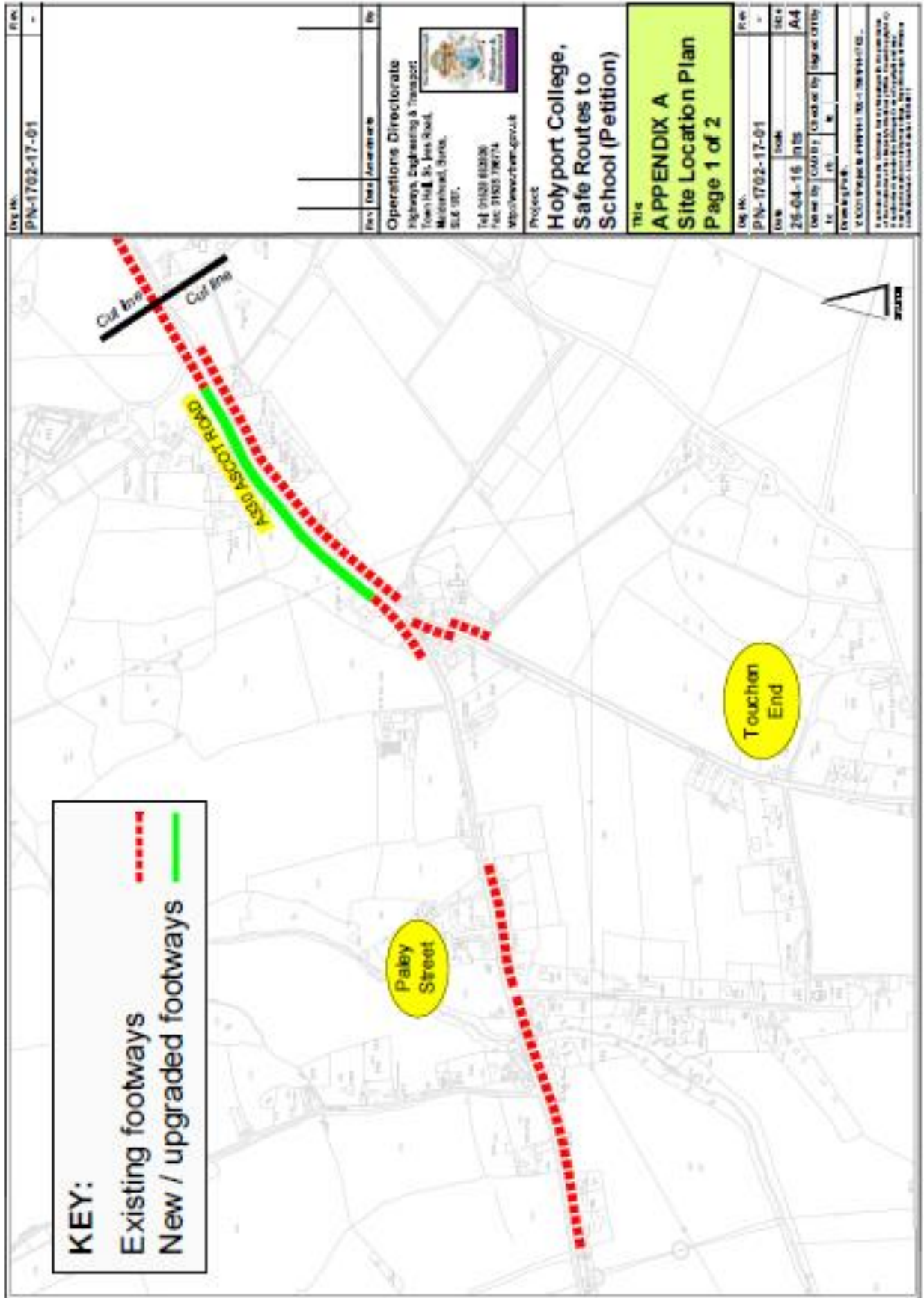
*Whilst there is a footway on the south side of Paley Street along much of the road, due to the narrow width of the road and narrow highway verges, it would not be possible to provide a new 380m section of footway along the easternmost section of Paley Street*

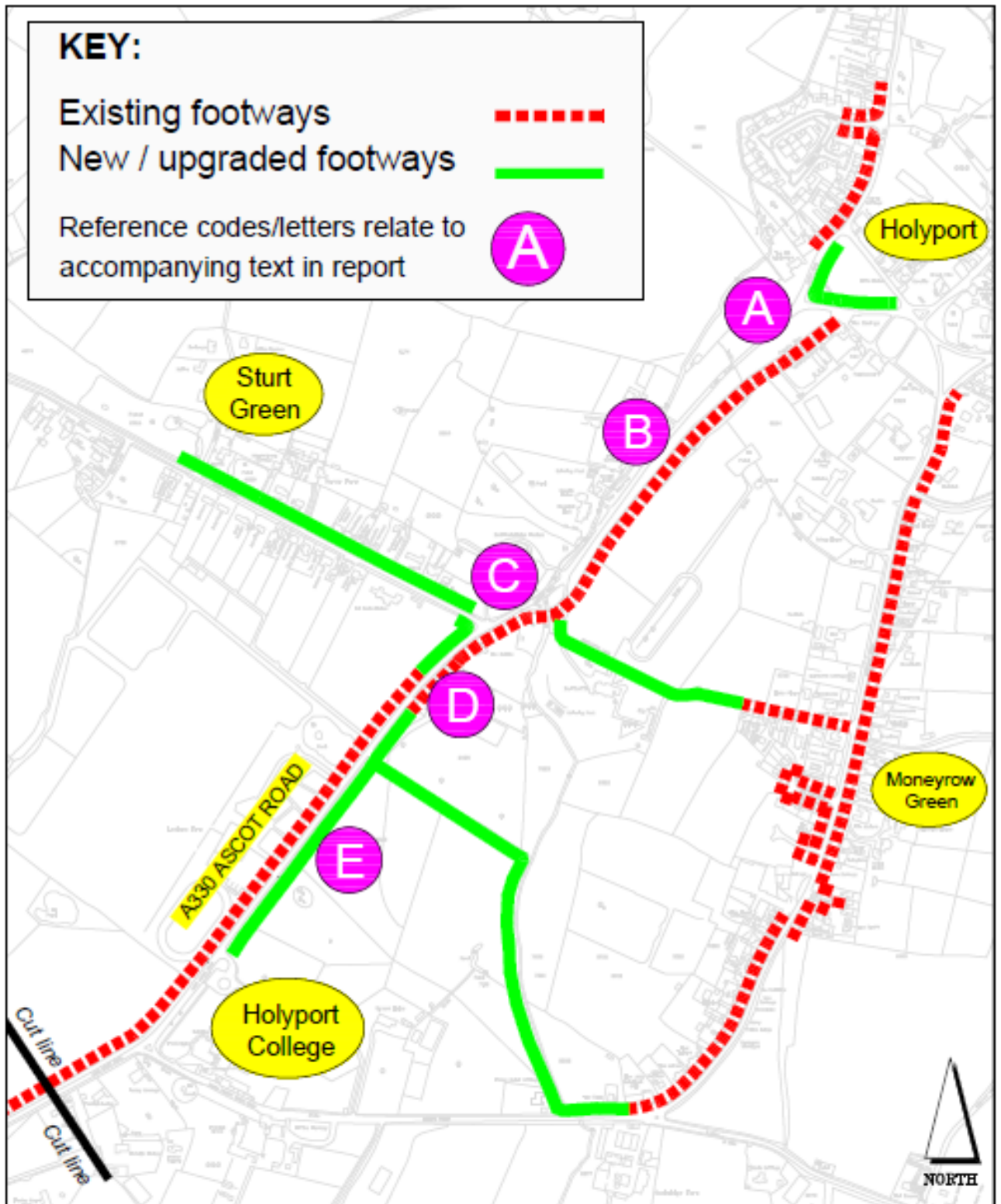


*to link to any new footway on Ascot Road unless land were acquired from adjoining properties.*

*In order to provide access to properties in Touchen End on the eastern side of Ascot Road, a further signal controlled crossing would be required. The location of any crossing would need to be carefully considered in order to take account of land ownership, power supply and visibility issues along the road.*

*It is not recommended that this route be progressed at this stage.*

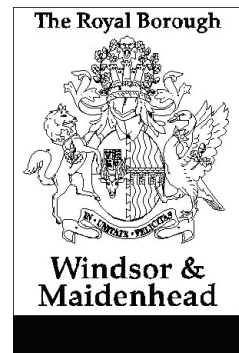




<b>Holyport College, Safe Routes to School (Petition)</b>	Drg No. <b>PN-1702-17-02</b>	Rev -	<b>Operations Directorate</b> Highways, Engineering & Transport Town Hall, St. Ives Road, Maidenhead, Berks, SL6 1RF.
	Date <b>26-04-16</b>	Scale <b>nts</b>	
<b>APPENDIX A Site Location Plan Page 2 of 2</b>	Drawn By to:	CAD By rb	Checked By to:
	Signed Off By to:		
Drawing Path: Y:\0010CAD\Projects-PN\PN-1700-1799\PN-1702			
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Tel: 01628 683800 Fax: 01628 796774 <a href="http://www.rbwm.gov.uk">http://www.rbwm.gov.uk</a>			
Rev	Date	Amendments	



Report for: ACTION



<b>Contains Confidential or Exempt Information</b>	NO - Part I
<b>Title</b>	<b>Highways and Transport Capital Works: 2016-17 Programme</b>
<b>Responsible Officer(s)</b>	Simon Fletcher - Strategic Director of Operations & Customer Services
<b>Contact officer, job title and phone number</b>	Ben Smith, Head of Highways & Transport 01628 796147
<b>Member reporting</b>	Cllr Bicknell, Lead Member for Highways & Transport
<b>For Consideration By</b>	Cabinet
<b>Date to be Considered</b>	30 June 2016
<b>Implementation Date if Not Called In</b>	Immediate
<b>Affected Wards</b>	All

## REPORT SUMMARY

1. The approved capital budget for 2016/17 includes a financial commitment of £9.67m to deliver highways and transport works.

This report seeks approval to the detailed schemes which make up the individual works programmes amounting to £3.01m, set out in Appendix A.

The remaining budget is allocated to approved individual projects.

2. This report recommends the Director of Operations & Customer Services is authorised to implement the capital works programme set out in Appendix A to this report and that he, in consultation with the Lead Member for Highways and Transport, be authorised to agree minor amendments to the approved schemes within approved budgets, and implement reserve or substitute schemes should this become necessary. It also recommends that Cabinet authorise a waiver to Contract Rules to permit the use of existing contractors to progress these works until a replacement highways contract is awarded.
3. In addition, an indicative programme for 2017-18 and 2018-19 is included in Appendix B. These programmes will enable longer-term planning which seeks to offer transparency and confidence to residents; increase the pace of delivery and secure financial benefits.

<b>If recommendations are adopted, how will residents benefit?</b>	
Benefits to residents and reasons why they will benefit	Dates by which residents can expect to notice a difference
1. Delivery of the recommended works programme will improve highway and transport infrastructure offering direct benefits to residents, business and visitors, including improved footways, cycle ways and road safety.	Throughout 2016/17 - concluding 31 March 2017

## **1. DETAILS OF RECOMMENDATIONS**

### **RECOMMENDATION: That Cabinet**

- i. Delegate authority to the Director of Operations & Customer Services to implement the programme of work set out in Appendix A;**
- ii. Delegate authority to the Director of Operations & Customer Services in consultation with the Lead Member for Highways & Transport to agree minor amendments to the approved schemes within approved budgets, and implement reserve or substitute schemes should this become necessary;**
- iii. authorise a waiver to Contract Rules to permit the use of existing contractors to progress these works until a replacement highways contract is awarded.**
- iv. Approve the indicative programmes for 2017-18 and 2018-19 as set out in Appendix B.**

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

2.1 The Local Transport Plan (LTP) offers high-level transport policy for the Royal Borough setting out how we will improve transport between 2012 and 2026, the plan aims to:

- improve access to local services and facilities
- improve road safety and personal security
- support economic growth
- improve quality of life and minimise the negative impacts of transport
- tackle climate change
- Improve air quality
- improve bus journeys and times
- improve the quality of our road net works

The recommended works programmes have been developed to support these policy aims whilst seeking to:

- Respond to the outcomes of the resident survey
- Respond to reports and requests by Parish Councils
- Achieve performance targets for Maintenance of Principal Roads and delivery of Highways schemes embedded in the Annual Plan

- Respond to resident and Member requests
- Deliver manifesto commitments

The draft programmes have been circulated to all Ward Members for comment - a summary of responses will be reported to Cabinet Members before 30<sup>th</sup> June 2016.

2.2 On 23<sup>rd</sup> February 2016, Council approved the budget for 2016/17, which includes investment of approximately £9.67m in highways and transport infrastructure.

2.3 This report seeks approval of work programmes (2016 - 2017) and indicative programmes for 2017/18 and 2018/19 for the following activities:

- Road Resurfacing
- Traffic Management Schemes
- Road Markings - Safety Programme
- Bridge Maintenance
- Replacement Street Lighting
- Footway Resurfacing
- New Footways
- Safe Routes to School
- Local Safety Schemes
- Cycle Schemes
- School Cycle / Scooter Parking
- Verge Protection
- Improving Air Quality & Reducing Congestion

2.4 One-off schemes (for example: Traffic signal review at Imperial Road/Clewer Hill Road) and minor schemes (for example: Reducing street clutter) that comprise the remainder of the overall programme are already approved and therefore not included in this report.

2.5 Delivery of the recommended works programme (attached as Appendix A) will directly benefit residents, business and visitors by maintaining and improving highway and transport infrastructure, which in turn improves facilities for pedestrians, cyclists and motorists.

2.6 Indicative works programmes for 2016/17 and 2017/18 are included for consideration. These programmes will enable longer-term planning which seeks to offer transparency and confidence to residents; increase the pace of delivery and secure financial benefits.

Option	Comments
1. Approve the programmes recommended in Appendix A	This is the <b>RECOMMENDED</b> option. This will enable timely delivery and directly benefit residents, business and visitors by maintaining and improving highway and transport infrastructure, which in turn improves facilities for pedestrians, cyclists and motorists. The recommended programmes respond to resident and Member requests.
2. Develop and approve an	This is not recommended as the programme is considered to offer benefits to residents, business and visitors in a

alternative programme	cost effective and timely manner. The current programme has been well thought out and delivers our promises.
3. Do not approve any programme for implementation	This is not recommended as benefits to residents, business and visitors would be delayed or undelivered. The costs to repair the roads at a later date may cost increase costs.

### 3. KEY IMPLICATIONS

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
Delivery of 250 highways and transport schemes	Below 85%	85-90%	91-95%	Greater than 96%	31 March 2017

Note: performance out-turn for 2015/16 = 93% reported delivery on the capital programme.

### 4. FINANCIAL DETAILS

#### Financial impact on the budget

- 4.1 The Highways & Transport Works Programme forms a major part of the Council's capital programme. Department of Transport grant funding of £2.2m has been received to assist in funding the overall investment of £9.67m. The balance is funded corporately.
- 4.2 A summary of the approved budget for programmes included in this report is set out below

Cost Centre	Work Programme	2016-17 Budget
CD02	LTP Traffic Management	£100,000
CD07	Road Markings Safety Programme	£85,000
CD11	Roads resurfacing	£50,000
CD12	Roads resurfacing - Transport Asset & Safety	£1,600,000
CD13	Bridge Assessments	£50,000
CD14	Bridge Parapet Improvement Works	£150,000
CD15	Bridge Strengthening Scheme	£250,000
CD17	Replacement Street Lighting	£180,000
CD20	Footways Reconditioning	£104,000
CD21	Footways - Construction of New Footways	£50,000
CD22	Safer Routes to Schools	£50,000
CD23	Local Safety Schemes	£125,000
CD27	Cycling	£70,000
CD28	School cycle/scooter parking	£50,000
CD33	Verge Protection Measures	£50,000



CD35	Reducing Congestion & Improving Air Quality	£50,000
	<b>TOTAL</b>	<b>£3,014,000</b>
Note: detailed appendices are split by geographic area not budget		

4.3 There are no direct revenue implications as an outcome of this report. However, planned capital investment over a longer-term period will impact positively on revenue expenditure.

## 5. LEGAL IMPLICATIONS

5.1 The Council has a duty under the Highways Act 1980 to maintain the roads in good order. This duty covers all roads which the Council is obliged to maintain, including public rights of way.

5.2 The Council also has a duty under the Countryside and Rights of Way Act 2000 to prepare a rights of way improvement plan, identifying potential improvements to the network.

5.3 The Council is also under a duty to promote road safety under the Road Traffic Act 1988, and a duty to monitor air quality under the Environment Act 1995.

5.4 Additionally, the recommended programme effectively manages risk which seeks reduce the likelihood of insurance claims.

## 6. VALUE FOR MONEY

6.1 Planned repairs and improvements to the road network tend towards lower whole-life costs and reduce the need for ad hoc repairs. Improved road conditions reduce the potential for insurance claims and road safety improvements reduce the risk of accidents.

6.2 A new Highways term contract is currently being procured as part of the Delivering Differently programme which encompasses the delivery elements of the proposed highway works programmes.

6.3 The new contract is programmed to become operational in October/November 2016.

6.4 The nature of certain types of work (in particular resurfacing) relies on the weather and for best performance it is best laid in the spring or early summer months; if laid in the autumn and winter there is an increased risk of failure due to rain or frost.

6.5 In addition to this, there are some key projects that would be best carried out over the summer months as traffic is less, keeping road disruption to a minimum.

6.6 Therefore, it is recommended that existing contractors are appointed to undertake the recommended works programmes. This will ensure timely and high quality delivery to residents.

6.7 Current rates have been benchmarked with neighbouring authorities to ensure that they are competitive and offer value for money.

## 7. SUSTAINABILITY IMPACT APPRAISAL

- 7.1 All contractors are obliged to recycle / reuse materials arising from the works to reduce the impact on the environment.

## 8. RISK MANAGEMENT

Risks	Uncontrolled Risk	Controls	Controlled Risk
Funds are allocated to work that cannot be completed.	Funds would not be used effectively.	The proposed programme has been subject to rigorous inspection and prioritisation and indicative programmes for future years included	Work on the programme is completed by the end of the financial year.
Funding is insufficient to deliver the approved programme	Overspend or reduced scheme delivery	Budget estimates prepared; contractor rates confirmed' fixed prices secured where possible and robust financial governance in place	Reduced risk of overspend or reduced scheme delivery
Delays in delivering works programme	Delivery of schemes and benefits to residents delayed	Achievable programme recommended with indicative programme for future years should individual schemes be undeliverable. Recommended that existing contractors be reappointed to ensure timely delivery with minimised disruption	Reduced risk of programme delay
Inclement weather delays programme delivery	Delivery of schemes and benefits to residents delayed	Recommended that existing contractors be reappointed to undertake weather sensitive elements during the summer / autumn 2016	Reduced risk of programme delay

## 9. LINKS TO STRATEGIC OBJECTIVES

- 9.1 **Our Strategic Objectives are:**

### Residents First

- Support Children and Young People
- Encourage Healthy People and Lifestyles
- Improve the Environment, Economy and Transport
- Work for safer and stronger communities

### **Value for Money**

- Deliver Economic Services
- Improve the use of technology
- Increase non-Council Tax Revenue
- Invest in the future
- Mending roads now will save money in the future

### **Delivering Together**

- Enhanced Customer Services
- Deliver Effective Services
- Strengthen Partnerships

### **Equipping Ourselves for the Future**

- Equipping Ours, and our contractors, Workforce
- Developing Our systems and Structures
- Changing Our Culture

## **10. EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION**

10.1 High level EQIAs are carried out for each budget line in the LTP capital programme and more detailed assessments are then completed as appropriate for any specific projects with a negative result.

## **11. STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS**

11.1 None

## **12. PROPERTY AND ASSETS**

12.1 No significant negative impact. Improved road conditions tend to reduce the need for ad hoc repairs.

## **13. ANY OTHER IMPLICATIONS**

13.1 None

## **14. CONSULTATION**

14.1 The recommended programme is based on feedback from Ward Councillors, residents, Parish Councils and the travelling public, as well as technical assessments.

14.2 The recommended works programmes have been circulated to all Members for comment prior to consideration. A summary of responses will be reported to Cabinet Members for consideration.

14.3 This report will be considered by the Highways, Transport and Environment Overview & Scrutiny Panel in advance of Cabinet. Comments will be published for consideration.

## **15. TIMETABLE FOR IMPLEMENTATION**

<b>Date</b>	<b>Details</b>
June 2016 –	75 Consultation and implementation of schemes detailed in

Date	Details
March 2017	Appendix A.

## 16. APPENDICES

**Appendix A – Highway work programmes 2016-17**

**Appendix B – Indicative Highway work programme 2017-19**

## 17. BACKGROUND INFORMATION

- Council 23/02/16 - Budget 2016/17 - [Link](#)
- Cabinet 26/05/16 - Flood Risk Management Monitoring Report - [Link](#)

17.1 A summary description of each individual work programme is set out below:

### ***Road Resurfacing (CD11 & CD12 £1,650,000)***

17.2 The highway network is assessed each year for structural condition and skid resistance through machine-driven assessments. The results from these surveys are used to formulate a priority list of schemes for each road class based on a condition rating. In addition, all requests by Ward Members, Parish and Town Councils, residents and Streetcare inspectors are considered, to determine local priorities.

17.3 The 2016-17 programme has been developed taking account technical and local factors. Members are asked to note that requests received to date have been prioritised and are included either in the main resurfacing programme, in the patching programme or included in the indicative programme for 2017-18.

### ***Traffic Management Schemes (CD02 £100,000)***

17.4 This is an on-going programme that considers the development of measures to improve traffic conditions. It supports schemes identified as local concerns through petitions, priorities identified through ward members and from local residents.

17.5 Schemes to be considered include the speed reducing features; one way schemes and junction improvements.

### ***Road Markings - Safety Programme and Major Roads / Junctions (CD07 £85,000)***

17.6 This programme supplements the basic road safety maintenance budget for road markings and lining across the Borough. It includes the replacement and upgrading of coloured safety surfaces; anti-skid surfaces and pedestrian crossings.

### ***Bridge Maintenance Proposals (CD13 £50,000, CD14 £150,000 & CD15 £250,000)***

17.7 This programme focuses on major detailed assessment of bridges and key structures, works are identified, prioritised and carried out. Joint assessments of Network Rail bridges are also carried out as part of this programme.

- 17.8 With over 200 bridges, it is essential to address ongoing repairs on an annual basis or it is likely that the severity of repairs (and hence costs) will escalate significantly over time.
- 17.9 In accordance with national requirements substandard parapets at high risk sites are improved in priority order.

***Footway Reconditioning / Construction of New Footways (CD20 £100,000 & CD21 £50,000)***

- 17.10 A programme of repairs and refurbishments has been proposed based on feedback from Members, Residents and Streetcare inspections.
- 17.11 The New Footways programme involves the construction of sections of footpath to create a footpath where grassed areas are becoming worn, un-surfaced pedestrian routes / shortcuts or extending existing footpaths to complete a link. This programme also provides disabled crossing points.

***Safer Routes to Schools (CD22 £50,000)***

- 17.12 These proposals have been prioritised to support schools to actively implement their School Travel Plans which encourage walking, cycling and the use of public transport for school journeys, thus improving safety and reducing congestion at the busiest periods.

***Local Safety Schemes (CD23 £125,000)***

- 17.13 These proposals are focused on reducing the likelihood of road accidents where sites have a pre-existing poor accident record which could be improved by engineering measures including speed related initiatives.

***Cycling (CD27 £70,000)***

- 17.14 This programme seeks to meet demand for cycling infrastructure improvements from the Cycle Forum, Neighbourhood Planning Groups and members of the public.
- 17.15 A draft Cycling Strategy has been prepared which will guide future investment and promotes appropriate schemes. Schemes will be identified and agreed with the Cycle Forum, and support the manifesto commitment to develop and maintain cycle routes. These schemes include new or improved cycle links connecting key local destinations such as residential areas, employment sites, schools, shops, libraries and parks.

***School Cycle / Scooter Parking (CD28 £50,000)***

- 17.16 The Local Transport Plan includes policies to work with partner organisations to provide cycle parking at key destinations such as schools.
- 17.17 The School Cycle / Scooter Parking Capital Programme delivers schemes that will provide secure storage for bikes and scooters at local school. Priorities are agreed in consultation with Schools.

***Verge Protection (CD33 £50,000)***

17.18 This programme builds on the previously delivered manifesto commitment to crack down on grass verge parking. The programme is targeted at sites where engineering measures would discourage vehicles from stopping on and damaging soft verges, or where this is not possible by reinforcing or hardening the verges and provide purpose-built parking

**Air Quality / Reducing Congestion (CD35 £50,000)**

17.19 This programme seeks to deliver schemes which deliver a reduction in congestion (for example: local road widening schemes) or target areas of poor air quality (for example; improved traffic signal timings)

**18. CONSULTATION (MANDATORY)**

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
<b>Internal</b>				
Cllr Bicknell	Lead Member for Highways & Transport	30/05/16	31/05/16	Minor amends to appendices and clarifications of text
Simon Fletcher	Strategic Director Operations and Customer Services	30/05/16	01/06/16	Amends to narrative throughout report
Mark Lampard	Finance Partner	30/05/16	01/06/16	Amends to narrative to ensure consistency of finances
Sean O'Connor	Shared Legal Services	30/05/16		Comments awaited
Ben Smith	Head of Highways & Transport	23/05/16	27/05/16	Text amended throughout report / indicative programmes added
Michael Llewelyn	Cabinet Policy officer	30/05/16	01/06/16	Performance out-turn added to section 3.

**REPORT HISTORY**

<b>Decision type:</b>	<b>Urgency item?</b>
Key decision	No

Full name of report author	Job title	Full contact no:
Ben Smith	Head of Highways & Transport	01628 796147

2016/17 - Ascot and Sunnings - Ascot and Cheapside, Sunningdale, Sunninghill and South Ascot

Cost centre	Cost centre description	Scheme description	Cost estimate	Ward	Parish
CD12	Roads resurfacing - Transport Asset & Safety	High Street - j/w Winkfield Road	£29,800	Ascot and Cheapside	Sunninghill and Ascot
CD12	Roads resurfacing - Transport Asset & Safety	High Street - adj racecourse	£40,880	Ascot and Cheapside	Sunninghill and Ascot
CD12	Roads resurfacing - Transport Asset & Safety	Buckhurst Road - Cheapside Rd to Boro Bdy	£7,845	Ascot and Cheapside	Sunninghill and Ascot
CD21	Footways - Construction of New Footways	Cheapside Road j/w Buckhurst Road New Footway Link	£8,000	Ascot and Cheapside	Sunninghill and Ascot
CD33	Verge Protection Measures	Hilltop Close	£2,000	Ascot and Cheapside	Sunninghill and Ascot
CD12	Roads resurfacing - Transport Asset & Safety	Greenways Drive - full length	£33,180	Sunningdale	Sunningdale
CD20	Footways Reconditioning	Charters Way - Full length - Slurry Seal	£2,700	Sunningdale	Sunningdale
CD20	Footways Reconditioning	Charters Road - opposite Charters Way - Slurry Seal	£650	Sunningdale	Sunningdale
CD12	Roads resurfacing - Transport Asset & Safety	Kings Road - spur j/w Tenby Drive	£6,955	Sunninghill and South Ascot	Sunninghill and Ascot
CD33	Verge Protection Measures	Highclere	£2,000	Sunninghill and South Ascot	Sunninghill and Ascot
CD81	Traffic Management & Parking Sunninghill	Sunninghill	£100,000	Sunninghill and South Ascot	Sunninghill and Ascot

previously approved.

2016/17 - Maidenhead - Belmont, Boyn Hill, Furze Platt, Maidenhead Riverside, Oldfield, Pinkneys Green

Cost centre	Cost centre description	Scheme description	Cost estimate	Ward
CD02	LTP Traffic Management	Courthouse Road / St Marks Crescent RESERVE SCHEME	£90,000	Belmont
CD12	Roads resurfacing - Transport Asset & Safety	Archer Close - full length	£8,950	Belmont
CD33	Verge Protection Measures	Grassy Lane	£1,500	Belmont
CD12	Roads resurfacing - Transport Asset & Safety	Boyn Hill Avenue - Boyn Hill Road to Bishops Court	£45,125	Boyn Hill
CD12	Roads resurfacing - Transport Asset & Safety	Wootton Way - j/w Haddon Way	£9,050	Boyn Hill
CD12	Roads resurfacing - Transport Asset & Safety	Redriff Close - full length	£10,475	Boyn Hill
CD12	Roads resurfacing - Transport Asset & Safety	Altwood Close - The Garth to Merles Meet	£16,800	Boyn Hill
CD12	Roads resurfacing - Transport Asset & Safety	Altwood Road - Norden Fm to Altwood Close	£26,890	Boyn Hill
CD20	Footways Reconditioning	Altwood Close - sections - T/u slabs and bitmac	£8,000	Boyn Hill
CD33	Verge Protection Measures	East/West Road	£1,500	Boyn Hill
CD80	Grenfell Road - Off Street Parking	Grenfell Road	£300,000	Boyn Hill
CD12	Roads resurfacing - Transport Asset & Safety	Cookham Road - Harrow Lane r/about to 196	£32,650	Furze Platt
CD12	Roads resurfacing - Transport Asset & Safety	Wellhouse Road - full length	£7,195	Furze Platt
CD20	Footways Reconditioning	Sandringham Gdns - Full length - Slurry Seal	£13,000	Furze Platt
CD33	Verge Protection Measures	Furze Platt Road outside school Phase 3	£2,000	Furze Platt
CD33	Verge Protection Measures	Furze Road	£1,000	Furze Platt
CD33	Verge Protection Measures	Laggan Road Phase 2	£3,000	Furze Platt
CD33	Verge Protection Measures	Woodstock Close	£2,000	Furze Platt
CD02	LTP Traffic Management	B4447 Cookham Road (St Lukes School) 2no. Zebra crossings RESERVE SCHEME	£67,000	Maidenhead Riverside
CD12	Roads resurfacing - Transport Asset & Safety	Lock Mead - full length	£11,115	Maidenhead Riverside
CD13	Bridge Assessments	B815 Raymead Road North - Assessment of a reinforced concrete slab bridge	£7,000	Maidenhead Riverside
CD33	Verge Protection Measures	Ray Drive	£1,500	Maidenhead Riverside
CD02	LTP Traffic Management	Stafferton Way / A308 junction - pedestrian improvements	£5,000	Oldfield
CD12	Roads resurfacing - Transport Asset & Safety	Oldfield Road (half width) - Carcassonne to new surface	£5,715	Oldfield
CD12	Roads resurfacing - Transport Asset & Safety	Bray Road - sections between Hibbert Rd and Stafferton Way r/about	£16,675	Oldfield
CD12	Roads resurfacing - Transport Asset & Safety	Stafferton Way - access to Lidl car park to Howarth Rd	£26,235	Oldfield
CD12	Roads resurfacing - Transport Asset & Safety	York Road - canal to No 37	RESERVE	Oldfield
CD14	Bridge Parapet Improvement Works	Hines Meadow Safety Barrier - Replacement of safety barrier over Hines Meadow Subway	£20,000	Oldfield
CD14	Bridge Parapet Improvement Works	Bridge Street Subway - Replacement of safety barrier over Bridge Street Subway	£25,000	Oldfield
CD23	Local Safety Schemes	Frascati Way approach to Castle Hill roundabout	£10,000	Oldfield
CD28	School cycle/scooter parking	Desborough Boys School	£20,000	Oldfield
CD33	Verge Protection Measures	Shoppenhangers Road near Ludlow Road	£2,000	Oldfield
CD33	Verge Protection Measures	Suffolk Road	£3,500	Oldfield
CD33	Verge Protection Measures	Nordens Road	£1,500	Oldfield
CD33	Verge Protection Measures	Courtlands Phase 2	£1,000	Oldfield
CD12	Roads resurfacing - Transport Asset & Safety	Pinkneys Drive - Henley Road to Moorlands Drive	£80,760	Pinkneys Green
CD12	Roads resurfacing - Transport Asset & Safety	Courthouse Road - hospital access to St Marks Road	£27,120	Pinkneys Green

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previously approved.



Maidenhead Rural - Bray, Hurley and Walthams, Bisham and Cookham.

Cost centre	Cost centre description	Scheme description	Cost estimate	Ward	Parish
CD02	LTP Traffic Management	Cannondown railway arch safety signage	£1,000	Bisham and Cookham	Cookham
CD07	Road Markings Safety Programme	Maidenhead Road cats eyes	£4,000	Bisham and Cookham	Cookham
CD12	Roads resurfacing - Transport Asset & Safety	Marlow Road-hill bends to A404 r/about	£37,045	Bisham and Cookham	Bisham
CD12	Roads resurfacing - Transport Asset & Safety	Choke Lane - sections between Winter Hill Rd and Long Lane	RESERVE	Bisham and Cookham	Bisham
CD12	Roads resurfacing- Transport Asset & Safety	Lightlands Lane-Maidenhead Rd to Barnfield Close	RESERVE	Bisham and Cookham	Bisham
CD12	Roads resurfacing - Transport Asset & Safety	Winter Hill Road - Choke Lane to Grubwood Lane inc Hockett Lane (part)	RESERVE	Bisham and Cookham	Bisham
CD27	Cycling	Cycle parking - Cookham village centre, Cookham Rise village centre RESERVE SCHEME	£2,500	Bisham and Cookham	Cookham
CD28	School cycle/scooter parking	Cookham Rise First School	£5,000	Bisham and Cookham	Cookham
CD43	Flood Prevention	Bisham and Cookham local scheme feasibility in partnership with Environment Agency	£25,000	Bisham and Cookham	Bisham,Cookham
CD12	Roads resurfacing - Transport Asset & Safety	Stroud Farm Road - Trenchard Rd to Reeve Rd	£11,775	Bray	Bray
CD12	Roads resurfacing - Transport Asset & Safety	The Bingham's -full length inc spur	£29,660	Bray	Bray
CD12	Roads resurfacing - Transport Asset & Safety	Old Mill Lane - Brayfield Ave to Monkey Island	£25,600	Bray	Bray
CD12	Roads resurfacing - Transport Asset & Safety	Orchard Close - full length inc Walker Road j/w Harvest Hill Rd	£7,565	Bray	Bray
CD12	Roads resurfacing - Transport Asset & Safety	Aysgarth Park - Holyport Rd to Eskdale Gdns	£15,130	Bray	Bray
CD13	Bridge Assessments	B426 Paley Street - Assessment of a reinforced concrete slab bridge	£6,000	Bray	Bray
CD13	Bridge Assessments	B787 Braywick New Cut- Assessment of a pre-stressed reinforced concrete beam structure	£10,000	Bray	Bray
CD20	Footways Reconditioning	Ascot Road - Forest Grn Rd to Paley Street - Slurry Seal	£7,100	Bray	Bray
CD21	Footways - Construction of New Footways	Fifield Road Coningsby Lane to Manor Green New footway Link	£12,500	Bray	Bray
CD23	Local Safety Schemes	Drift Road / Fifield Lane	£15,000	Bray	Bray
CD33	Verge Protection Measures	Windsor Road - Holyport Road to Priors Way	£2,000	Bray	Bray
CD33	Verge Protection Measures	Braywick Road service road - outside petrol station	£1,000	Bray	Bray
CD43	Flood Prevention	Fifield/Oakley Green Area Flood Study - works arising from catchment walkovers	£50,000	Bray	Bray
CD02	LTP Traffic Management	Woodlands Park Road / Woodlands Park Avenue mini-roundabout	£40,000	Hurley and Walthams	Cox Green
CD12	Roads resurfacing - Transport Asset & Safety	Warren Row Road - j/w A4	£13,760	Hurley and Walthams	White Waltham
CD12	Roads resurfacing - Transport Asset & Safety	Choseley Road - j/w Warren Row Rd for 200 m	£16,310	Hurley and Walthams	White Waltham
CD12	Roads resurfacing - Transport Asset & Safety	Knowl Hill Common - spur to FP55	£19,230	Hurley and Walthams	White Waltham
CD12	Roads resurfacing - Transport Asset & Safety	Westley Mill - sections between Howe Lane and Boro Bdy	£8,855	Hurley and Walthams	White Waltham
CD14	Bridge Parapet Improvement Works	Knowl Hill Footbridge Safety Barrier - Replacement of existing damaged safety barrier	£25,000	Hurley and Walthams	Hurley
CD20	Footways Reconditioning	Waltham Road - Church View towards village - Slurry Seal	£1,750	Hurley and Walthams	Hurley
CD27	Cycling	Hurley to Bisham - formalisation of cyclists route along Temple Lane RESERVE SCHEME	£20,000	Hurley and Walthams	Hurley
CD33	Verge Protection Measures	Cockpole Green	£3,000	Hurley and Walthams	Hurley
CD43	Flood Prevention	Walthams Area Flood Study - works arising from catchment walkovers	£50,000	Hurley and Walthams	Waltham St Lawrence
CD73	Replacement Highway Drain - Waltham Rd	Replacement highway drain Waltham Road and Church Hill	£100,000	Hurley and Walthams	White Waltham

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previously approved.

2016/17 - Windsor - Clewer North, Castle Without, Clewer South, Clewer East, Park, Eton Wick, Eton and Castle.

Cost centre	Cost centre description	Scheme description	Cost estimate	Ward	Parish
CD02	LTP Traffic Management	Frances Road traffic calming	£12,000	Castle Without	Non-parish
CD12	Roads resurfacing - Transport Asset & Safety	Frances Road - full length	£73,800	Castle Without	Non-parish
CD12	Roads resurfacing - Transport Asset & Safety	Thames Street - Thames Ave to station	£50,840	Castle Without	Non-parish
CD12	Roads resurfacing - Transport Asset & Safety	Alexandra Road - Grove Rd to Frances Road	£25,200	Castle Without	Non-parish
CD12	Roads resurfacing - Transport Asset & Safety	Kings Road (half width) - Elizabeth Gdns to Frances Rd	£34,980	Castle Without	Non-parish
CD12	Roads resurfacing - Transport Asset & Safety	Lammas Court - full length	£8,500	Castle Without	Non-parish
CD12	Roads resurfacing - Transport Asset & Safety	Goswell Hill - rear of stores	£8,300	Castle Without	Non-parish
CD12	Roads resurfacing - Transport Asset & Safety	Queens Road - full length	£32,140	Castle Without	Non-parish
CD20	Footways Reconditioning	Trinity Place - sections - Clarence Rd to Claremont Rd - Slurry Seal	£3,800	Castle Without	Non-parish
CD23	Local Safety Schemes	Victoria Street / William Street - zebra crossing enhancements	£5,000	Castle Without	Non-parish
CD23	Local Safety Schemes	Central Windsor - 20mph speed limit	£30,000	Castle Without	Non-parish
CD23	Local Safety Schemes	Clarence Road / Alma Road - upgrade signals with pedestrian facilities <i>(Remaining budget to be additional £64k of S106 funding subject to approval)</i>	£25,000	Castle Without	Non-parish
CD31	Thames Street Paving Improvements	Footway improvements	£50,000	Castle Without	Non-parish
CD35	Reducing Congestion & Improving Air Quality	Barry Avenue Crossing, Windsor Upgrade signals MOVA	£40,000	Castle Without	Non-parish
CD35	Reducing Congestion & Improving Air Quality	Arthur Road/Vansittart Road, Windsor Upgrade signals MOVA RESERVE SCHEME(Contribution to overall cost of £80k)	£50,000	Castle Without	Non-parish
CD15	Bridge Strengthening Scheme	B830 Imperial Road Footbridge -structural repairs.	£170,000	Clewer East	Non-parish
CD33	Verge Protection Measures	Bulkeley Avenue Phase 3	£1,500	Clewer East	Non-parish
CD83	Traffic Signal Review Imperial/Clewer Hill Rd		£300,000	Clewer East / Park	Non-parish
CD12	Roads resurfacing - Transport Asset & Safety	Dedworth Road - r/about inc Wolf Lane to j/w Urbis	£25,400	Clewer North	Non-parish
CD12	Roads resurfacing - Transport Asset & Safety	Clarence Road - Parsonage Lane to A332	£16,600	Clewer North	Non-parish
CD12	Roads resurfacing - Transport Asset & Safety	Hanover Way - Hanover Close to No 15/17	£7,325	Clewer North	Non-parish
CD20	Footways Reconditioning	Ruddlesway - adj The Parade development - bitmac overlay	£4,000	Clewer North	Non-parish
CD20	Footways Reconditioning	Rectory Close - Central Island - T/u slabs and soil/seed	£4,200	Clewer North	Non-parish
CD23	Local Safety Schemes	Royal Windsor Way northbound, junction with on-slip from A308	£20,000	Clewer North	Non-parish
CD28	School cycle/scooter parking	Homer First School	£5,000	Clewer North	Non-parish
CD12	Roads resurfacing - Transport Asset & Safety	Clewer Hill Road - Sheepcote Rd to Highfield Rd	£68,050	Clewer South	Non-parish
CD12	Roads resurfacing - Transport Asset & Safety	Keeler Close - full length	£14,075	Clewer South	Non-parish
CD33	Verge Protection Measures	Keepers Farm Close	£1,000	Clewer South	Non-parish
CD13	Bridge Assessments	B825 Elizabeth Bridge - Assessment of a large 3 span reinforced concrete arch structure	£16,000	Eton and Castle	Eton Town Council
CD15	Bridge Strengthening Scheme	Victoria Bridge - Waterproofing system & Bridge Repairs	£80,000	Eton and Castle	Datchet
CD20	Footways Reconditioning	Atherton Court - Across garage forecourts - Bitmac overlay	£1,000	Eton and Castle	Eton Town Council
CD20	Footways Reconditioning	King Edward VII Ave - Sections - Slurry Seal	£4,700	Eton and Castle	Eton Town Council
CD23	Local Safety Schemes	B470 Datchet Road / Farm Yard	£5,000	Eton and Castle	Non-parish
CD27	Cycling	Cycling parking - Windsor & Eton Central station, Eton Wick village hall/library. Bell Lane shops Eton Wick	£5,000	Eton and Castle, Eton Wick	Eton Town Council
CD33	Verge Protection Measures	Somerville Road	£2,500	Eton and Castle	Eton Town Council
CD12	Roads resurfacing - Transport Asset & Safety	Eton Wick Road - Boro Bdy to 61/63	£41,650	Eton Wick	Eton Town Council
CD12	Roads resurfacing - Transport Asset & Safety	Common Road - The Walk to Sheepcote Road	£5,695	Eton Wick	Eton Town Council
CD33	Verge Protection Measures	Eton Wick Road - Service Road	£3,000	Eton Wick	Eton Town Council
CD33	Verge Protection Measures	Boveney New Road	£1,500	Eton Wick	Eton Town Council
CD12	Roads resurfacing - Transport Asset & Safety	Bolton crescent, Windsor	£50,000	Park	Non-parish
CD12	Roads resurfacing - Transport Asset & Safety	St Leonards Road - j/w Bolton Road	£17,070	Park	Non-parish
CD27	Cycling	NCN422 Ascot to Windsor Cycle Route planning application & environmental impact assesment	£25,000	Park	Non-parish

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previously approved.

2016/17 - Rural Windsor - Old Windsor, Datchet, Wraysbury and Horton.

Cost centre	Cost centre description	Scheme description	Cost estimate	Ward	Parish
CD15	Bridge Strengthening Scheme	Victoria Bridge - Waterproofing system & Bridge Repairs	£80,000	Datchet	Datchet
CD20	Footways Reconditioning	Slough Road - Sections Castle Ave to Queens Road - Lift kerbs and bitmac	£6,000	Datchet	Datchet
CD21	Footways - Construction of New Footways	Montagu Road - junction Elm Croft New Footway Link	£6,000	Datchet	Datchet
CD33	Verge Protection Measures	London Road, Datchet	£1,500	Datchet	Datchet
CD33	Verge Protection Measures	Montrose Way	£2,500	Datchet	Datchet
CD12	Roads resurfacing - Transport Asset & Safety	Feathers Lane - B376 to Hythe End Road	£5,760	Horton and Wraysbury	Horton
CD22	Safer Routes to Schools	Wraysbury Primary	£44,000	Horton and Wraysbury	Wraysbury
CD27	Cycling	Wraysbury to Hythe End Cycle Route (part funded from Safer Routes To Schools budget)	£40,000	Horton and Wraysbury	Wraysbury
CD12	Roads resurfacing - Transport Asset & Safety	Datchet Road - farm shop bend to A308 r/about	£25,145	Old Windsor	Old Windsor
CD12	Roads resurfacing - Transport Asset & Safety	Warrington Spur - full length	£10,200	Old Windsor	Old Windsor
CD12	Roads resurfacing - Transport Asset & Safety	Harwood Gardens - full length	£29,085	Old Windsor	Old Windsor
CD12	Roads resurfacing - Transport Asset & Safety	Crimp Hill - sections between Cemetery and Boro Bdy	£23,500	Old Windsor	Old Windsor
CD20	Footways Reconditioning	Crimp Hill - Bear Rails Pk to St Peters School - Slurry Seal	£2,900	Old Windsor	Old Windsor
CD20	Footways Reconditioning	Straight Road - j/w Priest Hill - Bitmac overlay/kerbing	£2,700	Old Windsor	Old Windsor
CD27	Cycling	Upgrade cycle contra-flow between St Luke's Road and Albany Road. Old Windsor RESERVE SCHEME	£15,000	Old Windsor	Old Windsor
CD28	Cycling	Cycle parking Old Windsor - St Luke's Road and Straight Road shops RESERVE SCHEME	£2,500	Old Windsor	Old Windsor
CD33	Verge Protection Measures	Straight Road	£1,000	Old Windsor	Old Windsor

2016/17 - BOROUGHWIDE

Cost centre	Cost centre description	Scheme description	Cost estimate	Wards
CD01	LTP feasibility studies, investigation and scheme development	Schemes/junctions feasibility, allocated as potential schemes arise, for implementation in 2017-18	£30,000	Boroughwide
CD02	LTP Traffic Management	Minor schemes in response to issues raised during the year.	£30,000	Boroughwide
CD07	Road Markings Safety Programme	Lining upgrade and refurbishment	£20,000	Boroughwide
CD07	Road Markings Safety Programme	School markings upgrade and refurbishment	£10,000	Boroughwide
CD07	Road Markings Safety Programme	Traffic Management upgrades to tie in with surfacing programme	£10,000	Boroughwide
CD07	Road Markings Safety Programme	Safety surface upgrade and refurbishment	£20,000	Boroughwide
CD07	Road Markings Safety Programme	Roundabout and junction lining schemes	£15,000	Boroughwide
CD07	Road Markings Safety Programme	Traffic signal stop lines	£5,000	Boroughwide
CD07	Road Markings Safety Programme	Zebra crossing marking replacement	£5,000	Boroughwide
CD11	Roads resurfacing	Minor Works	£50,000	Boroughwide
CD13	Bridge Assessments	Various Bridges - Superficial assessments	£11,000	Boroughwide
CD14	Bridge Parapet Improvement Works	Painting of Parapets - Various	£30,000	Boroughwide
CD14	Bridge Parapet Improvement Works	Parapet Repairs - Various Structures	£50,000	Boroughwide
CD17	Replacement Street Lighting	Accident replacement, planned renewals, lantern replacement, structural failing columns	£180,000	Boroughwide
CD18	Highway Drainage Schemes	Minor highway drainage schemes - to be identified	£50,000	Boroughwide
CD18	Highway Drainage Schemes	Reactive works programme - ditch clearance, jetting, drain clearance	£25,000	Boroughwide
CD18	Highway Drainage Schemes	Highway drainage Improvements - to be identified	£75,000	Boroughwide
CD21	Footways - Construction of New Footways	Footway improvement schemes	£8,500	Boroughwide
CD21	Footways - Construction of New Footways	Disability Improvements	£15,000	Boroughwide
CD24	Rights of Way	See Milestones Statement - Rights Of Way Panel 10 March 2016	£40,000	Boroughwide
CD25	Public Rights of Way - Bridge Repairs	See Milestones Statement - Rights Of Way Panel 10 March 2016	£20,000	Boroughwide
CD33	Verge Protection Measures	Minor sites	£5,000	Boroughwide
CD34	Winter Service Community Facilities		£100,000	Boroughwide
CD36	Reducing Street Clutter	Removal of clutter and sites identified in year	£13,200	Boroughwide
CD39	Decriminalised Parking Enforcement Review	Boroughwide	£40,000	Boroughwide
CD74	Footway Assessments	Borough wide Assessments	£15,000	Boroughwide
CD75	Bus Stop Accessibility	Accessibility improvements	£75,000	Boroughwide
CD76	Bus Stop Waiting Areas	Improvements to waiting areas - shelters, kerbs etc	£50,000	Boroughwide
CD77	Real-time Bus Information Improvements	Manifesto commitment to deliver 45 real time information panels	£189,000	Boroughwide
CD82	ITS Maintenance & Renewal	Intelligent Traffic Systems eg traffic signal controls, variable message signage etc	£50,000	Boroughwide

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previously approved.

INDICATIVE HIGHWAYS & TRANSPORT CAPITAL PROGRAMME 2017-2019

Cost Centre	Programme Title	Approved Budget 2016-17	Indicative Budget 2017-18	Indicative Budget 2018-19	Draft schemes 2017-18	Draft schemes 2018-19
CD01	LTP Feasibility Studies/Investigation	£30,000	£30,000	£30,000	Schemes/junctions feasibility for implementation 2017-18, 2018-19	
CD02	LTP Traffic Management	£100,000	£100,000	£100,000	Schemes to be identified from issues raised throughout 2016-17	Schemes to be identified from issues raised throughout 2017-18
CD07	Road Marking Safety Programme	85000	85000	85000	Lining upgrade and refurbishment Safety surface upgrade and refurbishment School markings upgrade e.g upgrading and replacement of existing zig-zag signing and lining Traffic signal stop line Zebra crossing marking replacement Traffic Management upgrades to tie in with surfacing programme Safety surface upgrade and refurbishment Roundabout and junction lining schemes	
CD11	Roads Resurfacing	£50,000	£50,000	£50,000	See Appendix B area lists 2017-19	
CD12	Roads Resurfacing-Transport Asset & Safety	£1,600,000	£1,600,000	£1,600,000		
CD13	Bridge Assessments	£50,000	£50,000	£50,000	See Appendix B area lists 2017-19. Further schemes to be developed and prioritised.	
CD14	Bridge Parapet Improvement Works	£150,000	£150,000	£150,000		
CD15	Bridge Strengthening Scheme	£250,000	£250,000	£250,000		
CD16	Traffic Signal Review	£300,000	£300,000	£300,000	Continue to review and reduce unnecessary traffic lights - schemes to be identified subject to feasibility & consultation	
CD17	Replacement Street Lighting	£180,000	£180,000	£180,000	Accident replacement/maintenance Planned renewals Lantern replacement Structural failing columns	
CD18	Highway Drainage Schemes	£150,000	£150,000	£150,000	Major, minor and reactive drainage works to be identified	
CD20	Footway Reconditioning	£104,000	£104,000	£104,000	See Appendix B area lists 2016-18. Further sites to be assessed and prioritised.	
CD21	Footway Construction -New Footways	£50,000	£100,000	£100,000	Further priorities to be developed in response to issues raised by residents and ward members	
CD22	Safer Routes to School	£50,000	£100,000	£100,000	Schemes to be identified from school travel plans and requests	
CD23	Local Safety Schemes	£125,000	£125,000	£125,000	Schemes to be identified from accident records and road safety concerns	
CD24	Rights of Way	£40,000	£40,000	£40,000	Identified in PROW annual Milestones Statement	
CD25	Public Rights of Way - Bridge Repairs	£20,000	£20,000	£20,000	Identified in PROW annual Milestones Statement	
CD27	Cycling capital programme	£70,000	£75,000	£75,000	Priorities to be identified from borough-wide Cycling Strategy and discussion with Cycle Forum	
CD28	School Cycle/Scooter Parking	£50,000	£25,000	£25,000	Further schemes in response to school requests	
CD29	Windsor to Ascot Cycle Route	£50,000	£150,000	£150,000	Funding secured from the LEP. Phased implementation subject to detailed design and consultation.	
CD32	Verge Parking Measures	£0	£50,000	£50,000	See Appendix B area lists 2017-19. Further schemes to be identified and prioritised.	
CD33	Verge Protection Measures	£50,000	£50,000	£50,000		
CD34	Winter Service Community Facilities	£100,000	£100,000	£100,000		
CD35	Reducing Congestion & Improving Air Quality	£50,000	£50,000	£50,000	Upgrade signals with SCOOT and MOVA technology to reduce delays and increase capacity	
CD36	Reducing Street Clutter	£40,000	£40,000	£40,000	Continue to reduce clutter alongside capital schemes and in targeted areas	
CD37	Car Park Improvements	£45,000	£45,000	£45,000	Reactive work throughout the borough as and when needed	
CD39	Decriminalised Parking Enforcement Review	£40,000	£75,000	£75,000		
CD43	Flood Prevention	£150,000	£150,000	£150,000	Priorities to be identified from Area Studies and in partnership with Environment Agency	

CD74	Footway Assessments	£15,000	£15,000	£15,000	
CD75	Bus Stop Accessibility	£75,000	£30,000	£30,000	Annual programmes to upgrade bus stops
CD76	Bus Stop Waiting Areas	£50,000	£50,000	£50,000	Annual programmes to upgrade bus stops
CD77	Real-time Bus Information Improvements	£189,000	£50,000	£20,000	
CD82	ITS Maintenance & Renewal	£50,000	£50,000	£50,000	Intelligent traffic systems , schemes to be identified and prioritised.

## INDICATIVE HIGHWAYS & TRANSPORT CAPITAL PROGRAMME 2017-19 - ASCOT AND THE SUNNINGS

### ASCOT & CHEAPSIDE

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12) - SITES TO BE ASSESSED	KENNEL CLOSE		SUNNINGHILL & ASCOT	
	ANCASTER DRIVE		SUNNINGHILL & ASCOT	
	WATERSPLASH LANE		SUNNINGHILL & ASCOT	
	CHEAPSIDE ROAD		SUNNINGHILL & ASCOT	
	LONDON ROAD A329 W'field Rd- Sun'hill R		SUNNINGHILL & ASCOT	
	KINGS RIDE		SUNNINGHILL & ASCOT	
	Winkfield Road	High Street to New Mile Road	SUNNINGHILL & ASCOT	
	Windsor Road	London Road to Burleigh Road	SUNNINGHILL & ASCOT	
INDICATIVE FOOTWAY PROGRAMME 2017-19 (CD20)	Coronation Road	Fence line outside St Marys School	SUNNINGHILL & ASCOT	
INDICATIVE BRIDGES PROGRAMME 2017-19 (CD13, CD14,CD15)	B196 Blacknest Bridge	Bridge strengthening - Brickwork repair and strengthening of weak footways	SUNNINGHILL & ASCOT	£25,000

### SUNNINGDALE

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Chanctonbury Drive	Class D road	Sunningdale	
	Coworth Road	Class D road	Sunningdale	
	BEECH HILL ROAD		Sunningdale	
	Chobham Road	south of railway	Sunningdale	
INDICATIVE FOOTWAY PROGRAMME 2017-19 (CD20)	Dry Arch Road		Sunningdale	
	Park Crescent		Sunningdale	
	London Road A30		Sunningdale	
INDICATIVE VERGE PARKING/PROTECTION 2017-19 (CD32/CD33)	Coworth Close	Verge reinforcement/overrides	Sunningdale	
INDICATIVE BRIDGES PROGRAMME 2017-19 (CD13, CD14,CD15)	B422 Dale Road (Charters Road)	Assessment of small span brick arch structure	Sunningdale	£4,500

### SUNNINGHILL & SOUTH ASCOT

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Elizabeth Gardens	Class D road	Sunninghill & Ascot	
	Kingswick Close	Class D road	Sunninghill & Ascot	
	Llanvair Close - Llanvair Drive to No21	Class D road	Sunninghill & Ascot	
	FRANCIS CHICHESTER CLOSE		Sunninghill & Ascot	
	CARROLL CRESCENT		Sunninghill & Ascot	
	BROCKENHURST ROAD		Sunninghill & Ascot	
	Kings Road/Rise Road	Sections	Sunninghill & Ascot	
INDICATIVE FOOTWAY PROGRAMME 2017-19 (CD20)	Cromwell Road		Sunninghill & Ascot	
	Coronation Road		Sunninghill & Ascot	

#### Notes:

INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Note - this is a working list, subject to change, which has been generated through technical assessments, Member and resident requests. Some sites have been assessed in detail, others are to be assessed. Upon completion of this exercise for the full list, treatment types and individual costs will be allocated
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**INDICATIVE HIGHWAYS & TRANSPORT CAPITAL PROGRAMME 2017-19 - MAIDENHEAD**

**BELMONT**

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12) - SITES TO BE ASSESSED	Belmont Park Avenue	Class D road		
	Belmont Road - Belmont Park Avenue to College Avenue	Class D road		
	Cordwallis Road	Class D road		
	Gordon Road	Class D road		
	Langton Close	Class D road		
	Penyston Road	Class D road		
	Portlock Road	Class D road		
	Spencers Road	Class D road		
	Linden Avenue - Camden Road to Courthouse Rd	Class D road		
	Courthouse Road - Penyston Road to A4	Class D road		
INDICATIVE FOOTWAY PROGRAMME 2017-19 (CD20)	College Avenue			
	Castle Hill			

**BOYN HILL**

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12) - SITES TO BE ASSESSED	Boyn Hill Avenue - Boyn Hill Road to Grenfell Road	Class D road		
	Ilchester Close	Class D road		
	Kennedy Close	Class D road		
	Lingholm Close	Class D road		
	North Road	Class D road		
	Wentworth Crescent	Class D road		
	Kings Drive	Section		
	Boyn Hill Road	Rutland Road to Croxley Rise		
	Woodfield Drive	Class D road		
	STAMFORD ROAD			
INDICATIVE FOOTWAY PROGRAMME 2017-19 (CD20)	Castle Hill			
	Altwood Close	sections		

**COX GREEN**

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12) - SITES TO BE ASSESSED	Highfield Lane - Wessex Way to Cox Green Lane	Class D road	Cox Green	
	Loosen Drive	Class D road	Cox Green	
	Lowbrook Drive - Loosen Drive to Woodlands Pk Rd	Class D road	Cox Green	
	Shoppenhangers Road	j/w A404 slip	Cox Green	
INDICATIVE VERGE PARKING/PROTECTION 2017-19 (CD32/CD33)	Pheasants Croft	Verge protection	Cox Green	



**FURZE PLATT**

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12) - SITES TO BE ASSESSED	Linden Avenue - Camden Road to Courthouse Rd	Class D road		
	Briar Dene	Class D road		
	Camden Road	Class D road		
	Cannon Court Road - The Chase to Switchback Rd Sth	Class D road		
	Cannon Court Road - Switchback Rd E to The Chase			
	Hemsdale	Class D road		
	Hungerford Drive - Burcot Gardens to end	Class D road		
	Malvern Road	Class D road		
	Switchback Road South - Gardner Rd to Fawley Close	Class D road		
	Sylvester Road	Class D road		
	Oaken Grove	Class D road		
	ST PETERS ROAD			
	MOSSY VALE			
INDICATIVE FOOTWAY PROGRAMME 2017-19 (CD20)	Oaken Grove			
	F/w Briar Dene to Ostler Gate			
	Gwendale			
INDICATIVE VERGE PARKING/PROTECTION 2017-19 (CD32/CD33)	Furze Road	Verge remedials		

**MAIDENHEAD RIVERSIDE**

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12) - SITES TO BE ASSESSED	Boulters Lane	Class D road		
	Grovesnor Drive	Class D road		
	Sheephouse Rd	Class D road		
	FW MAIDENHEAD COURT PARK TO OAKHURST			
	SHEEPHOUSE ROAD			
	RAY MILL ROAD EAST			
INDICATIVE BRIDGES PROGRAMME 2017-19 (CD13, CD14,CD15)	B1227 Ray Mill Road West	Bridge Assessment		£8,000
INDICATIVE VERGE PARKING/PROTECTION 2017-19 (CD32/CD33)	Ray Park Road	Verge Protection		

**OLDFIELD**

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12) - SITES TO BE ASSESSED	Cotswold Close	Class D road		
	Langdale Close	Class D road		
	Braywick Road/Stafferton Way roundabout	Section		
INDICATIVE VERGE PARKING/PROTECTION 2017-19 (CD32/CD33)	Langdale Close	Verge Protection		

**PINKNEYS GREEN**

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12) - SITES TO BE ASSESSED	Farm Road - From Pinkneys Road for 127 metres	Class D road		
	Halifax Way	Class D road		
	Headington Road - Farm Road to Compton Drive	Class D road		
	St Margarets Road	Class D road		
	Courthouse Road - Penyston Road to A4	Class D road		
	Pinkneys Drive	Lee Lane to Lime Walk		
	Oaken Grove	Class D road		
	MARLOW ROAD			
INDICATIVE VERGE PARKING/PROTECTION 2017-19 (CD32/CD33)	Farm Road / Highway Avenue	Verge Protection		

Notes:

INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Note - this is a working list, subject to change, which has been generated through technical assessments, Member and resident requests. Some sites have been assessed in detail, others are to be assessed. Upon completion of this exercise for the full list, treatment types and individual costs will be allocated
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**INDICATIVE HIGHWAYS & TRANSPORT CAPITAL PROGRAMME 2016-18 - MAIDENHEAD RURAL**

**BISHAM & COOKHAM**

Programme Title	Scheme	Details	Parish	2017-19 Estimate	
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Church Road, Cookham Dean - Spring Lane to Bigfrith Lane	Class C Road	Cookham		
	Bass Mead	Class D Road	Cookham		
	New Road	Class D Road	Cookham		
	BRADENHAM LANE		BISHAM		
	TEMPLE LANE		BISHAM		
	Bisham under the Wood - Byway BISH/10		BISHAM		
	STONE HOUSE LANE		Cookham		
	SUTTON ROAD		Cookham		
	TERRYS LANE		Cookham		
	WINTER HILL ROAD (reserve 2016-17)	Choke Ln to Grubwood Lane inc Hockett Lane (part)	BISHAM		
	HOCKETT LANE		BISHAM		
	MALDERS LANE		Cookham		
	Whyteladyes Lane	Sections	Cookham		
	Dean Lane	Kings Lane to Warners Hill	Cookham		
	INDICATIVE FOOTWAY PROGRAMME 2017-19 (CD20)	Southwood Road		Cookham	
		Pearce Drive		Cookham	
Long Lane			Cookham		
High Street, Cookham			Cookham		
Southwood Gardens			Cookham		
Sutton Road			Cookham		

**BRAY**

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Lynden Close	Class D Road	Bray	
	The Rushes	Class D Road	Bray	
	Westbrook - inc. Tithe Barn Drive Nos 103-117	Class D Road	Bray	
	MONKEY ISLAND LANE		Bray	
	STOMPITS ROAD	Stroud Farm Rd to Lynden Close	Bray	
INDICATIVE FOOTWAY PROGRAMME 2017-19 (CD20)	The Bingham		Bray	

**HURLEY & WALTHAMS**

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12) - SITES TO BE ASSESSED	Bath Road - Burchetts Green R/about to Westacott	Class A Road	Hurley	
	Woodlands Park Rd - Cannon Lane to Woodlands Pk Ave	Class C Road	White Waltham	
	Baileys Lane	Class D Road	Waltham St Lawrence	
	SHEPHERDS LANE		HURLEY	
	BOTTLE LANE		SHOTTESBROOK	
	BROOK LANE		WALTHAM ST LAWRENCE	
	BAILEYS LANE		WALTHAM ST LAWRENCE	
	SCHOOL ROAD		WALTHAM ST LAWRENCE	
	WESTLEY MILL		White Waltham	
	CORONATION ROAD		HURLEY	
	HURST LANE		SHOTTESBROOK/WHITE WALTHAM	
	BROADMOOR ROAD		SHOTTESBROOK	
	BEENHAMS HEATH		WALTHAM ST LAWRENCE	
	SHURLOCK ROAD, SHURLOCK ROW		WALTHAM ST LAWRENCE	
	THE STRAIGHT MILE		WALTHAM ST LAWRENCE	
	BATH ROAD - KNOWL HILL		HURLEY	
	BOTTLE LANE		HURLEY	
	High Street, Hurley	Sections	HURLEY	
	HENLEY ROAD, HURLEY		HURLEY	

Notes:

INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Note - this is a working list, subject to change, which has been generated through technical assessments, Member and resident requests. Some sites have been assessed in detail, others are to be assessed. Upon completion of this exercise for the full list, treatment types and individual costs will be allocated
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**INDICATIVE HIGHWAYS & TRANSPORT CAPITAL PROGRAMME 2017-19 - WINDSOR & ETON**

**CASTLE WITHOUT**

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12) - SITES TO BE ASSESSED	Osborne Road - Frances Road to Kings Road Jnct	Class A Road		
	Beaumont Road	Class D Road		
	Helena Road	Class D Road		
	THAMES AVENUE			
	CLARENCE ROAD			
	Alma Road	Sections		
	Vansittart Rd	Sections		
INDICATIVE FOOTWAY PROGRAMME 2017-19 (CD20)	Helena Road			
	Arthur Road	northside		

**CLEWER EAST**

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Cranbourne Avenue	Class D Road		
	Kenton Lane	Class D Road		
	Springfield Road - No97 to Alma Road	Class D Road		
	Dedworth Road	Section		
	Ellison Close	Class D Road		
INDICATIVE FOOTWAY PROGRAMME 2017-19 (CD20)	Clewer Avenue			
	Springfield Close			
	York Ave			
INDICATIVE VERGE PARKING/PROTECTION 2017-19 (CD32/CD33)	Dyson Close	Verge protection		

**CLEWER NORTH**

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Ruddlesway	Class D Road		
	Shirley Avenue	Class D Road		
	Maidenhead Road	Section		
	Smiths Lane	Dedworth Road to Mansell Close		
	Hanover Way	Section		
INDICATIVE FOOTWAY PROGRAMME 2017-19 (CD20)	Hanover Close			
	Clewer Park			
	Haslemere Road			
	Orchard ave			

**CLEWER SOUTH**

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Park Corner	Class D Road		
	Camm Avenue			
	Wolf Lane - Fosters Ave to Washington Drive	Class D Road		
INDICATIVE FOOTWAY PROGRAMME 2017-19 (CD20)	Priors Road			
	Poolmans Road			
INDICATIVE VERGE PARKING/PROTECTION 2017-19 (CD32/CD33)	Burnham Close	Verge protection		

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**ETON & CASTLE**

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Eton High Street	Sections	Eton	
	King Edward VII Ave	Sections		
INDICATIVE BRIDGES PROGRAMME 2017-19 (CD13, CD14,CD15)	B825 Elizabeth Bridge	Bridge Assessments	Eton	£16,000
	B866 Cuckoo Weir	Bridge Assessments	Eton	£14,000
	B867 Thames Flood Arches	Bridge Assessments		£15,000
	B871 Chalvey Ditch East	Bridge Assessments	Eton	£10,000
	B825 Elizabeth Bridge	Bridge strengthening - Concrete repair and pump installation	Eton	£60,000
	B897 Beggars (Slough Road)	Assessment of a pre-stressed reinforced concrete beam structure	Eton	£10,000
	B870 Intersection Bridge	Expansion joint repair	Eton	£10,000

**ETON WICK**

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Alma Road	Class D Road	Eton	
	Eton Wick Rd	Sections	Eton	
	Eton Wick Road (Service Road)	Class D Road	Eton	
	Haywards Mead	Class D Road	Eton	
	Inkerman Road	Class D Road	Eton	
	Princes Close	Class D Road	Eton	
INDICATIVE FOOTWAY PROGRAMME 2017-19 (CD20)	Eton Wick Road		Eton	
INDICATIVE BRIDGES PROGRAMME 2017-19 (CD13, CD14,CD15)	B866 Cuckoo Weir	Bridge Assessments	Eton	£14,000
	B867 Thames Flood Arches	Bridge Assessments	Eton	£15,000
	B871 Chalvey Ditch East	Bridge Assessments	Eton	£10,000
	B825 Elizabeth Bridge	Bridge strengthening - Concrete repair and pump installation	Eton	£60,000
	B870 Intersection Bridge	Expansion joint repair	Eton	£10,000
INDICATIVE VERGE PARKING/PROTECTION 2017-19 (CD32/CD33)	Somerville Road	Verge protection	Eton	

**PARK**

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Ellison Close	Class D Road		
	Bolton Crescent	Class D Road		
	Perrycroft	Class D Road		
	Rycroft	Class D Road		
	Rydings	Class D Road		
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12) - SITES TO BE ASSESSED	BOLTON ROAD			
INDICATIVE FOOTWAY PROGRAMME 2017-19 (CD20)	Bryer Place			
	Stroud Close			
	Chesnut Drive			

Notes:

INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Note - this is a working list, subject to change, which has been generated through technical assessments, Member and resident requests. Some sites have been assessed in detail, others are to be assessed. Upon completion of this exercise for the full list, treatment types and individual costs will be allocated
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## INDICATIVE HIGHWAYS & TRANSPORT CAPITAL PROGRAMME 2017-19 - WINDSOR RURAL

### DATCHET

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Ditton Road	Class B Road	Datchet	
	Horton Road - London Rd to Green Lane	Class B Road	Datchet	
	Penn Road	Class D Road	Datchet	
	Eton Road	Sections	Datchet	
INDICATIVE VERGE PARKING/PROTECTION 2017-19 (CD32/CD33)	Horton Rd	Override/verge protection	Datchet	
	Southlea Road		Datchet	

### HORTON & WRAYSBURY

Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Park Lane, Horton	Class D Road	Horton	
	Horton Road	Sections	Horton	
INDICATIVE BRIDGES PROGRAMME 2017-19 (CD13, CD14,CD15)	B884 Hythe End		Wraysbury	10000
INDICATIVE FOOTWAY PROGRAMME 2017-19 (CD20)	Coppermill Road	No 119 to 229	Horton	

### OLD WINDSOR

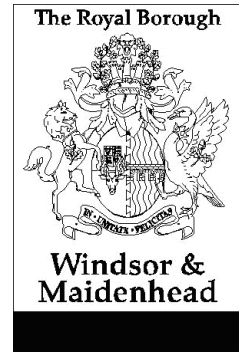
Programme Title	Scheme	Details	Parish	2017-19 Estimate
INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Harwood Gardens	Class D Road	Old Windsor	
	St Andrews Close	Class D Road	Old Windsor	
	ST ANDREWS CLOSE		Old Windsor	
	BURFIELD ROAD	Sections	Old Windsor	
	Crimp Hill	approach to St Lukes Road	Old Windsor	

Notes:

INDICATIVE ROAD RESURFACING 2017-19 (CD11/CD12)	Note - this is a working list, subject to change, which has been generated through technical assessments, Member and resident requests. Some sites have been assessed in detail, others are to be assessed. Upon completion of this exercise for the full list, treatment types and individual costs will be allocated
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Report for: <b>ACTION</b>
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<b>Contains Confidential or Exempt Information</b>	NO – Part I except for <b>Appendices 1 and 2 – Part II - Not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.</b>
<b>Title</b>	Key Worker Housing in the Royal Borough
<b>Responsible Officer(s)</b>	Alison Alexander, Managing Director/Strategic Director Adult, Children and Health Services
<b>Contact officer, job title and phone number</b>	Hilary Hall, Head of Commissioning Adults, Children and Health, 01628 683893
<b>Member reporting</b>	Cllr Simon Dudley, Leader of the Council and Lead Member for Housing
<b>For Consideration By</b>	Cabinet
<b>Date to be Considered</b>	30 June 2016
<b>Implementation Date if Not Called In</b>	12 July 2016
<b>Affected Wards</b>	All

## REPORT SUMMARY

1. This report sets out proposals for providing more housing opportunities for key professional groups: teachers, social workers and clinical health staff, who take up employment in the Royal Borough. The proposals are set in the context of the local manifesto commitment and the government focus on home ownership.
2. The Royal Borough's key worker private rental property portfolio will be managed through the Council's trading company, RBWM Property Company Limited, with the purpose of optimising the property portfolio. Refurbishment of the portfolio will be funded through existing Section 106 monies allocated for affordable housing and then transferred to the Company for rental.
3. Work will continue with housing association partners to develop innovative schemes for key workers, releasing the agreed £500k of investment into the existing Do it Yourself Shared Ownership scheme and developing partnership agreements with the Homes and Communities Agency to release investment to support key worker housing.

## 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 will receive quality services through the successful recruitment of staff in difficult to recruit professions.	1 April 2017

## 1. DETAILS OF RECOMMENDATIONS

### RECOMMENDATION: That Cabinet:

- i) **Approve the revised definition of key worker, see point 1.5, and further consultation with partners, including local schools.**
- ii) **Delegate authority to the Managing Director/Strategic Director Adult, Children and Health Services, the Leader of the Council and the Lead Member for Finance to transfer the properties designated for affordable housing to RBWM Property Company Limited, following refurbishment, see point 2.10.**
- iii) **Approve the plans from RBWM Property Company Limited for delivering key worker housing by 31 March 2017, see point 2.10.**
- iv) **Note that the £500k agreed for investment in existing Do It Yourself Shared Ownership schemes will be invested with Housing Solutions Limited to focus on key worker housing, see point 2.14.**
- v) **Approve one-off funding of £10K to Housing Solutions Limited to deliver a new shared ownership scheme specifically for key workers, see point 2.15.**
- vi) **Authorise officers to work with housing associations and the Homes and Communities Agency to deliver a variety of shared ownership schemes in the Royal Borough, with a particular focus on key workers.**

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

### Strategic context

- 2.1. The administration is committed to providing high quality education and social care services to the residents. It is recognised, however, that securing sufficient levels of high quality staff is adversely impacted by the cost of housing in the Borough. Consequently, in its 2015 manifesto, the administration made a number of commitments in relation to housing for key workers, specifically in relation to teacher recruitment and ex-Forces personnel. That commitment has subsequently been broadened to encompass children's and adults' social workers in recognition of the ongoing difficulties experienced in recruiting to these posts and the consequent reliance on expensive agency staff. Following Cabinet consideration in April, the Clinical Commissioning Groups have also highlighted the difficulties with recruiting nurses and trainee doctors associated with lack of affordable housing.
- 2.2. Nationally, there is a focus on housing and the Housing and Planning Bill was an early piece of legislation in this Parliament to support more people to secure home ownership. As a consequence of the developing policies, the Homes and Communities Agency funding streams are evolving to become more focused on home ownership. A key funding stream in relation to key worker housing will be the Affordable Homes Programme which to date has provided grants to Registered Providers but which will, from 2016 to 2020, only fund shared ownership schemes apart from specialist rental schemes for the elderly. It will be a £1.2bn programme aimed at funding 38,000 homes.

2.3. In April 2016, Cabinet agreed that, following submission of the Borough Local Plan two supporting documents would be produced:

- Supplementary Planning Document detailing the delivery of housing, including affordable, shared ownership and other tenures and types.
- A policy on eligibility and allocation of key worker housing.

**Definition of key worker**

2.4. To qualify as a key worker in the Royal Borough currently, an employee must be working in a permanent full time position within the Borough for at least six months and employed in one of the following sectors: education, health, police, fire, social services, leisure and cultural services, housing and some other key public and voluntary services and public sector agencies.

2.5. This wide definition does not enable sufficient focus on areas where recruitment is extremely difficult. It is, therefore, recommended that the definition of key worker in the Royal Borough is refined to:

**Key worker definition:** Any employee working in a permanent full time position within the Royal Borough of Windsor and Maidenhead and employed in one of ten sectors and roles, with priority given to the education, social care and health sectors.

Education	Qualified teachers/lectures in public schools and sixth form colleges, FE colleges and qualified nursery nurses.
Social care	All children's and adults' qualified social workers, occupational therapists and other clinical staff employed by, or working on behalf of, the local authority,
Health	All clinical staff employed by health commissioners and providers, excluding qualified doctors and dentists.
Ministry of Defence	Regular service personnel, including Military Provost Guard Service in the Navy, Army and Air Force, clinical staff with the exception of doctors and dentists, MoD police officers, uniformed staff in the Defence Fire Service.
Police	Police officers and community support officers, including those working for the British Transport Police.
Prison Service	Prison officers and related grades, operational support grades, nursing staff, industrials and instructional officers.
Probation Service	Probation officers, senior probation officers, probation service officers and other operational staff who work directly with offenders.
Local authority	Local authority planners delivering statutory planning services and qualified environmental health officers.
Firefighters	Uniformed fire and rescue staff below principal level.
Highways Agency	Traffic officer staff of the Highways Agency Traffic Officer Service in the safety critical roles of supervisor, on and off road, traffic officer or Regional Control Centre operator.

- 2.6. The council is keen that the implementation of the key worker scheme will attract high quality teachers to our schools in order to drive improvement and improve educational attainment.

### **Key worker eligibility**

- 2.7. Qualification as a key worker will enable an employee to rent a property through RBWM Property Company Limited, see points 2.8-2.12, for at least the first six months of employment, at around 80% of private rental costs. Staff specifically employed by the Royal Borough are subject to a six month probationary period and therefore, offering rental as an option prior to formal confirmation of permanent employment would not preclude an employee from taking up employment. Subject to successful completion of probation period, key workers would then be eligible to apply for a shared ownership scheme with a housing association, see points 2.11-2.13, or remain in rented accommodation. Further work will be undertaken with partners on the criteria for qualification as a key worker.

### **RBWM Property Company Limited**

- 2.8. The Royal Borough trading company, 'Two5Nine', manages existing residential property rented out by the Council. Recognising the need to increase the breadth of its property activities, particularly in relation to housing, the company has been renamed RBWM Property Company Limited, a company wholly owned by the Royal Borough but operating separately from it.
- 2.9. The company's purpose, as set by the Council, is to create and develop a property portfolio that is available for rent within both the private and affordable rental markets, with the provision of properties at affordable rents for key workers being a key market area.
- 2.10. A number of Royal Borough properties have been identified as suitable for redevelopment as housing. The initial programme of works in Phase 1, 2016-2017, will bring six sites to market as key worker accommodation for around 20 key workers by the end of March 2017, dependant on planning and property/land condition, see table 1. In Phase 2, 2017-2018, there are six sites/properties that have been identified from which a further 40-50 affordable units could be developed, see table 2. Over the next 18 months to two years, it is envisaged that between 50-60 affordable rental units will be created, including the new Ray Mill Road East development, generating around £450-500k in rental income. Details of the sites, together with their current value, potential development and projected rental incomes are at Appendix 1, Part 2.

**Table 1: Property list – Phase 1, 2016-2017**

<b>Site</b>
Ex-caretakers House, 99 Vansittart Rd, Windsor
The House, 16 Ray Mill Road East, Maidenhead
Family Centre, Mill House, 18-20 Ray Mill Road East, Maidenhead
5a Bell Lane, Eton Wick and 18a Hampden Road, Maidenhead
The Brocket, 15 Boyn Hill Avenue, Maidenhead

**Table 2: Property list – Phase 2, 2017-2018**

<b>Site</b>
Development Site, Ray Mill Road East, Maidenhead
St Edmund's House, Ray Mill Road West, Maidenhead
Caretakers House, Riverside School, Cookham Road, Maidenhead

<b>Site</b>
Mokkatam, Altwood Bailey, Maidenhead
Empty house purchase Wraysbury
Private land purchase Wraysbury

- 2.11. In order to provide key worker rental accommodation, the council will:
- Refurbish the properties in tables 1 and 2 using Section 106 monies designated for affordable housing purposes.
  - Once refurbished, transfer the properties into RBWM Property Company Limited for use solely as key worker accommodation. This transfer ensures there is no breach in the State Aid provisions.
  - Direct RBWM Property Company Limited to use its resource to purchase available private land assets from the empty homes list or other sources to make further key worker housing available.

2.12. Arrangements to draw down profits from RBWM Property Company Limited will be proposed within the business case for each property when budgetary approval is sought from full Council in July.

#### **Do It Yourself Shared Ownership Schemes**

2.13. The Royal Borough already works in partnership with housing associations to provide a shared ownership scheme. Priority is given to first time buyers, housing association tenants and key workers as defined in point 2.1. Over the last three years, there have been 40 successful completions under this scheme, 90% of which have been for key workers.

#### **Definition of shared ownership**

Shared ownership is a means of providing homes for people who are unable to afford the cost of buying a property outright on the open market. The buyer purchases a share in the property of between 25-75% of the value and pays an affordable rent, on the percentage not owned, to the partner.

2.14. Whilst key workers are one of the priority categories for the existing scheme, it is not exclusive to key workers. Cabinet approved in March 2015 £500K of Section 106 monies for existing Do It Yourself Shared Ownership Schemes. It is proposed that this resource is released to Housing Solutions Limited for their existing scheme but dedicated to deliver 10 more households into home ownership for key workers as defined in point 2.5. Housing Solutions Limited has confirmed that 10 would be achievable although it is difficult to accurately estimate the volume of provision that will be delivered as the subsidy varies according to the price of the property. In addition, Housing Solutions has proposed including key worker units as part of another redevelopment to add to the overall programme. An indication of likely numbers that could be secured from this will be provided by the middle of June.

2.15. In addition, the Royal Borough has negotiated with a range of housing associations to explore the potential of a Do It Yourself Shared Ownership Scheme that is more accessible to key workers on a lower income. Housing Solutions Limited has offered a joint venture whereby the minimum share in the property would be 10%, rather than the normal 25%. Establishing the scheme would require a one-off, match funded investment of a maximum of £10K from the local authority Section 106 monies to pay for legal and financial advice. This is a

one-off investment to establish the scheme and there will be no further financial requirement from the Royal Borough beyond this.

2.16. There is scope to work further with housing associations on shared ownership schemes to target particular areas, for instance one school in the Borough already has an arrangement with a housing association, primarily based in London, for the provision of affordable housing for their teaching staff. This specific housing association offers general/teacher housing in a number of London Boroughs. All properties are let on an unfurnished basis, allowing individuals to add their own personal taste to their accommodation. Teachers and others employed by the London Boroughs in which the association provides housing are eligible to apply for housing.

2.17. In addition, the Affordable Homes Scheme funding through the Homes and Communities Agency is a further opportunity to submit a bid to expand shared ownership. This is an area for further consultation and discussion with Clinical Commissioning Groups in particular, in relation to nurses and trainee doctors. The work will be completed by the September 2016 submission deadline.

2.18. The options being presented to Cabinet are set out in table 3.

<b>Table 3: Options</b>	<b>Comments</b>
Not pursue proposals for key worker housing provision.	This will fail to meet the manifesto commitments and will not help to mitigate current recruitment issues in key areas. The Royal Borough and schools will continue to overpay, through agency staff, for professions in difficult to recruit professions.
Pursue all the key actions proposed.  <b>Recommended</b>	This will deliver the manifesto commitments and help secure permanent staff in the Royal Borough, reducing reliance on agency staff.

### 3. KEY IMPLICATIONS

3.1 The key implications are in table 4.

**Table 4: Key implications**

<b>Defined Outcomes</b>	<b>Unmet</b>	<b>Met</b>	<b>Exceeded</b>	<b>Significantly Exceeded</b>	<b>Date they should be delivered by</b>
Key worker housing delivered through RBWM Property Company Limited	Less than 18	18-20	21-22  102	More than 22	1 April 2017

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
Key worker housing delivered through Housing Solutions Limited	Less than 18	18-20	21-22	More than 22	1 April 2017

#### 4. FINANCIAL DETAILS

##### Financial impact on the budget

- 4.1 The proposals set out in this report in relation to RBWM Property Company Limited and Housing Solutions Limited will be delivered through the use of Section 106 monies allocated to affordable housing. The detailed changes relating to this are Council decisions because of their value. A paper recommending changes to the capital programme will be presented to full Council in July 2016.
- 4.2 Table 5 shows the potential rental income from the properties identified, excluding Ray Mill Road East Maidenhead and Mokkalam, Altwood Bailey, Maidenhead. Income from these properties will become available in 2018-2019 and beyond.

**Table 5: Financial implications - revenue**

	2015/16	2016/17	2017/18
	Revenue £'000	Revenue £'000	Revenue £'000
Addition	£0	£0	£253
Reduction	£0	£0	£0

- 4.3 An estimate of the budget that will be used for the refurbishment and acquisition of suitable properties, which will then be transferred to RBWM Property Company Limited, has been made, see table 6. There may be transfer costs involved but these are not expected to have a significant impact for the Council. A business case that covers all the financial implications of each property will be presented to Cabinet or Council prior to any work starting with a recommendation to add the appropriate S106 funded budget to the capital programme.

**Table 6: Financial implications - capital**

	2015/16	2016/17	2017/18
	Capital £'000	Capital £'000	Capital £'000
Addition	£0	£2,600	£0
Funding (S106)	£0	(£2,600)	£0

- 4.4 The building and conversion of the properties identified in this paper, excluding St Edmund's House, will create an initial asset base for housing purposes in the region of £21m which would generate a yield of around 3.2% per annum, if rented exclusively within the private market. The use of these assets exclusively for

affordable/key worker accommodation would reduce the yield by around 0.7% per annum, effectively providing a subsidy in the region of £130k per annum once all the properties have been developed and refurbished.

## **5 LEGAL IMPLICATIONS**

- 5.1 Councils can rely on Section 1 power under the Localism Act 2011, General Power of Competence, to establish a wholly owned company. The company will be managing housing for key workers – a clear difference will exist between the operations of the company and that of a housing association. This is in line with the Localism Act. It is only if the company operates under part 2 of the Housing act 1985 is it necessary to re-open a Housing Revenue Account.
- 5.2 Power to dispose of land and other assets to the wholly owned company is governed by Section 123 of Local Government Act 1972 but the power relies on transfer of land at full market value. There is a general consent of disposals at an under value if less than £2m but subject to State Aid considerations. If a wholly owned company is undertaking market rent activities, any transactions between the Royal Borough and the company would need to be on full market terms. Key worker accommodation could be classified as affordable housing and therefore outside of the scope of the State Aid regime.
- 5.4 Current legal advice is not to register as a Registered Provider with the Homes and Communities Agency, particularly because of recent government policy changes relating to the Right to Buy and the rent reduction regime. This advice may change if the potential availability of Homes and Communities Agency grants, currently around £15K per property, and low cost loans, currently 3.5% Bank of England rate, is a key consideration or if local planning policies require a Registered Provider to take the affordable homes element of a new scheme.
- 5.5 A wholly owned company would grant tenancies under the assured tenancy regime of the Housing Act 1988. These will take the form either of periodic, or rolling, tenancies or assured shorthold tenancies which are for a fixed term, usually a minimum of six months.
- 5.6 Secure tenancies under the Housing Act 1985 cannot be granted by a wholly owned company.
- 5.7 External legal advice on property transfers and housing is included at Appendix 2, Part 2.

## **6. VALUE FOR MONEY**

- 6.1 Securing affordable key worker accommodation in the Royal Borough will secure value for money, particularly in relation to the current expenditure on agency staff. Lack of affordable housing means that permanent recruitment to key posts in social care, education and health is difficult, with a consequent over-reliance on agency staff.



## 7. SUSTAINABILITY IMPACT APPRAISAL

7.1 None

## 8. RISK MANAGEMENT

<b>Risks</b>	<b>Uncontrolled Risk</b>	<b>Controls</b>	<b>Controlled Risk</b>
RBWM Property Company Limited fails to deliver sufficient key worker housing.	MEDIUM	<ul style="list-style-type: none"><li>• Tight performance management of activity with RBWM Property Company Limited through shareholder committee.</li><li>• Transfer of sufficient property and funding to enable RBWM Property Company Limited to secure the housing required.</li><li>• Tight performance management by RBWM Property Company Limited of contractors to deliver refurbished units in timescale</li></ul>	LOW
Housing Solutions Limited fails to deliver key worker housing.	MEDIUM	<ul style="list-style-type: none"><li>• Tight performance management of contract.</li></ul>	LOW

## 9. LINKS TO STRATEGIC OBJECTIVES

9.1 The recommendations, if adopted, supports all four of the Council's strategic objectives; putting residents' first, value for money, delivering together and equipping ourselves for the future. Focusing on the need to secure permanent quality staff to deliver services puts residents first and provides sustainability for the future. Collaborating with other organisations to deliver key worker housing will deliver value for money.

## 10. EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION

10.1 An Equality Impact Assessment is currently being developed.

## 11. STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS

11.1 If approved, the recommendations in this report will provide increased options for the workforce to access affordable housing in the Royal Borough.

## 12. PROPERTY AND ASSETS

12.1 Inclusion of affordable housing, including key worker housing, will overall have a negative effect on the likely land receipts from the Royal Borough's assets. This will be modelled and considered separately by Cabinet Regeneration Sub-Committee as part of developing an affordable housing model for the Royal Borough. Key worker housing provision as part of RBWM Property Company Limited will create new revenue streams for the Council.

## 13. ANY OTHER IMPLICATIONS

13.1 None.

## 14. CONSULTATION

14.1 The report will be considered by Planning and Housing Overview and Scrutiny Panel on 28 June 2016.

14.2 Comments from officers involved in this work across the Council have been incorporated into the report.

14.3 Subject to Cabinet approval, further consultation and discussion will take place with the Clinical Commissioning Groups to agree a partnership approach to securing key worker accommodation for nurses and trainee doctors.

## 15. TIMETABLE FOR IMPLEMENTATION

Date	Details
July 2016 – March 2017	Refurbishment of identified properties and transfer of refurbished properties to RBWM Property Company Limited to deliver key worker housing.
September 2016	Housing Solutions Limited's new Do It Yourself Shared Ownership Scheme operational
1 April 2017	20 new key worker housing units delivered by RBWM Property Company Limited, subject to planning approval

## 16. APPENDICES

- Appendix 1 (Part II): Details of properties suitable for refurbishment as key worker housing.
- Appendix 2 (Part II): External legal advice provided in relation to property transfers.

## 17. BACKGROUND INFORMATION

- Cabinet: Shared Ownership Investment Plan, 26 February 2015
- Cabinet: Housing Investment Partnership Plan, 28 April 2016.

## 18. CONSULTATION (MANDATORY)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
<b>Internal</b>				
Cllr Simon Dudley	Lead Member	30/5/16	30/5/16 19/6/16	Throughout
Russell O'Keefe	Strategic Director Corporate and Community Services	29/5/16		
Alison Alexander	Managing Director/ Strategic Director Adults, Children and Health	29/5/16	29/5/16 2/06/16	Throughout
Simon Fletcher	Strategic Director Operations and Customer Services	29/5/16		
Richard Bunn	Interim Head of Finance	29/5/16	1/6/16 2/6/16 20/6/16	Financial
Chris Targowski	Cabinet Policy Manager	29/5/16		
Dave Thompson	MD – RBWM Property Company Limited	29/5/16	30/5/16 2/6/16 20/6/16	Throughout
Terry Baldwin	Head of HR	29/5/16		
Elaine Redding	Deputy Director Health, Early Help and Safeguarding	29/5/16	31/5/16	2.6
Kevin McDaniel	Head of Schools and Educational Services	29/5/16	31/5/16	Throughout
Angela Morris	Deputy Director Health and Adult Social Care	29/5/16		
	Shared Legal	30/5/16	7/6/16	No comments –

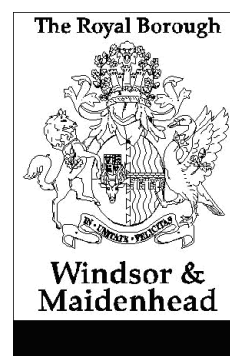
<b>Name of consultee</b>	<b>Post held and Department</b>	<b>Date sent</b>	<b>Date received</b>	<b>See comments in paragraph:</b>
	Solutions			refer to legal advice from Trowers and Hamlin
<b>External</b>				
John Pettit, Chief Executive	Housing Solutions Limited	31/5/16	2/6/16	2.14

#### **REPORT HISTORY**

<b>Decision type:</b>	<b>Urgency item?</b>
Key decision 27 May 2016	No

<b>Full name of report author</b>	<b>Job title</b>	<b>Full contact no:</b>
Hilary Hall	Head of Commissioning Adults, Children and Health	01628 683893

Report for: ACTION



<b>Contains Confidential or Exempt Information</b>	NO - Part I
<b>Title</b>	<b>Appointments to Outside and Associated Bodies</b>
<b>Responsible Officer(s)</b>	Russell O'Keefe - Strategic Director Corporate & Community Services
<b>Contact officer, job title and phone number</b>	David Scott, Head of Governance, Partnerships, Performance and Policy 01628 796748
<b>Member reporting</b>	Councillor Bateson
<b>For Consideration By</b>	Cabinet
<b>Date to be Considered</b>	30 June 2016
<b>Implementation Date if Not Called In</b>	Immediately
<b>Affected Wards</b>	All

## REPORT SUMMARY

This report deals with the appointment of representatives to serve the Council on a number of associated and outside bodies, see Appendix 1, and the annual reports submitted by representatives appointed by the Royal Borough to serve on associated and outside bodies, see Appendix 2.

## 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
Members appointed to associated and outside bodies ensure good governance and promote partnership working within the Royal Borough.	Immediately

## 1. DETAILS OF RECOMMENDATIONS

### RECOMMENDATION: That:

- a) Representatives are appointed to serve on the organisations listed in the schedule, see Appendix 1.
- b) The Democratic Services Manager, in consultation with the Leader of the Council and Leader of the Opposition Group, be authorised to fill any ad hoc vacancies that might arise through the year from nominations received.

c) The annual reports for 2015/16 of associated and outside bodies representatives are noted, Appendix 2.

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

- 2.1 The Council makes a number of appointments to outside bodies. The schedule attached at appendix 1 details the appointments due in June 2016 and indicates the nominations received for each body.
- 2.2 Where organisations have stipulated, or have expressed a preference that the representative appointed be a serving Councillor, this is indicated.

Option	Comments
To appoint representatives to the outside bodies as detailed in Appendix 1.  <b>This is the recommended option.</b>	Members can consider the comments of current representatives in relation to outside bodies. (List detailed in Appendix 2; annual reports available electronically).
Not to appoint representatives to the outside bodies as detailed in Appendix 1.	Members can consider the comments of current representatives in relation to outside bodies. (List detailed in Appendix 2; annual reports available electronically). Not appointing would mean the Council was not represented on a number of outside bodies within the local authority.
To appoint alternative representatives to those listed in Appendix 1.	Members can consider the comments of current representatives in relation to outside bodies. (List detailed in Appendix 2; annual reports available electronically).

## 3. KEY IMPLICATIONS

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
% Council representation on outside and associated bodies that wish to have representatives	Less than 80%.	80-90%.	91-95%.	96-100%	May 2017

## 4. FINANCIAL DETAILS

**Financial impact on the budget**

None.

## **5. LEGAL IMPLICATIONS**

- 5.1 The Council's Constitution stipulates that the Cabinet shall make appointments to external bodies in accordance with paragraph 19 of Schedule 2 of the Local Authorities (Functions & Responsibilities) (England) Regulations 2000 as amended.

## **6. VALUE FOR MONEY**

- 6.1 Members are requested to submit annual reports for each outside or associated body listed in Tables 1, 2 and 3 in Appendix 2 on which they are a representative, to highlight the key activities/achievements/outcomes during the year.

## **7. SUSTAINABILITY IMPACT APPRAISAL**

- 7.1 None.

## **8. RISK MANAGEMENT**

- 8.1 None.

## **9. LINKS TO STRATEGIC OBJECTIVES**

- 9.1 The relevant Strategic Objectives are:

### **Residents First**

- Support Children and Young People
- Encourage Healthy People and Lifestyles
- Improve the Environment, Economy and Transport
- Work for safer and stronger communities

### **Delivering Together**

- Strengthen Partnerships

## **10. EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION**

- 10.1 N/A

## **11. STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS**

- 11.1 None.

## **12. PROPERTY AND ASSETS**

- 12.1 None.

## **13. ANY OTHER IMPLICATIONS**

- 13.1 N/A

## **14. CONSULTATION**

- 14.1 All Group Leaders have been consulted on the proposed nominations.

The Corporate Services Overview and Scrutiny Panel has previously agreed that this report would not need to be considered at a formal meeting of the Panel.

## 15. TIMETABLE FOR IMPLEMENTATION

15.1 Organisations will be notified of appointments following the end of the call-in period.

## 16. APPENDICES

Appendix 1 – Proposed nominations to outside and associated bodies.

Appendix 2 – List of Annual reports received for 2015/16. (available electronically)

## 17. BACKGROUND INFORMATION

The Council's Constitution – Part 7E – Advice to Members (Duties on Outside Bodies.)

## 18. CONSULTATION (MANDATORY)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
<b>Internal</b>				
Cllr Bateson	Principal Member	26/5/16	1/6/16	
Chris Targowski	Cabinet Policy Manager	26/5/16		
Russell O'Keefe	Strategic Director Corporate and Community Services	24/5/16	24/5/16	
Alison Alexander	Managing Director/ Strategic Director Adults, Children and Health	25/5/16	25/5/16	Throughout
Richard Bunn	Interim Head of Finance	24/5/16	24/5/16	



## REPORT HISTORY

<b>Decision type:</b>	<b>Urgency item?</b>
Key decision	No

Full name of report author	Job title	Full contact no:
David Cook	Democratic Services	01628 796560

Organisation	Organisation Aims and Meetings	No. of appts required	Current / Former Cllr reps	Other Reps	Notes	Recommended Appointment
<b>1 year appointments</b>						
Windsor UK	Windsor UK will seek to promote and sustain the economic development of Windsor. 2 meetings per year plus sub-groups and Board meetings.	3	Cllr Bicknell, Former Cllr Bathurst, Cllr Rankin			Cllr Alexander
Age Concern Windsor	To promote the well being of all older people in Windsor. 4 times per year at The Spencer Denney Centre.	1	Mr J Evans			Cllr M Airey
Berkshire Healthcare NHS Foundation Trust Council of Governors	To engage with local people and organisations in order to shape and develop healthcare provision in the area. Quarterly Meetings ( Jan/April/July/Oct) Plus Annual Trust Members Meeting (Dec)	1	Cllr N Airey		Must be a Cllr, Cllr Airey no longer the rep.	
Berkshire Local Transport Body	From 2015, funding for major transport schemes will be devolved to Local Transport Bodies (LTBs). The Department for Transport (DfT) sets out within the comprehensive guidance accompanying this process that LTBs will be voluntary partnerships between Local Authorities, Local Enterprise Partnerships and other optional organisations. Quarterly meetings	1 + 1 Deputy	Cllr Hill + Cllr Bicknell		Rep must be a Cllr	Cllr Hill (deputy) + Cllr Bicknell
Frimley Health (Heatherwood & Wexham Park) Hospitals Foundation Trust Congress	Rotates on annual basis with Slough BC.	1	Cllr Hilton		Rep must be a Cllr	Cllr Hilton
Housing Solutions	To provide a quality housing service that reflects the needs and demands of tenants on a non profit-making basis. 9 meetings a year in Crown House.	2	Cllr Hill, Cllr D. Wilson		Rep must be a Cllr	Cllr D. Wilson, Cllr Love
Joint Strategic Planning Committee	At Least 4 Times A Year	2	Cllr Walters + Cllr Wilson		1 voting & 1 observer. Must be Cllr	Cllr Walters + Cllr Wilson voting
Local Authorities Aircraft Noise Council	To deal with problems affecting members arising from the nuisance created by the operation of aircraft. March, June, September and November at Spelthorne Borough Council Offices, Knowle Green, Staines, TW18 1XB from 10.30am on Fridays. Executive Committee Meetings are held in January, April, July & October.	3 + 1 deputy	Cllr Beer, Cllr Lenton, Cllr Lion			Cllr Beer, Cllr Lenton, Cllr Lion
South East Employers	To promote good industrial relations, training & development, information services to 81 local authorities. Six full meetings a year plus a conference.	2 + 2 deputies	Cllr Smith + Cllr Brimacombe		Rep must be a Cllr.	Cllr Smith + Cllr Brimacombe
South East Reserve Forces & Cadets Association	Local civilian body for building, recruitment and general support of the nation's reserve forces. Two county meetings per year in Reading.	1	Cllr Walters			Cllr Walters

Organisation	Organisation Aims and Meetings	No. of appts required	Current / Former Cllr reps	Other Reps	Notes	Recommended Appointment
South Central Health Overview And Scrutiny Group	Currently not in operation but left body active in case a meeting is called.	1	Cllr Mrs Luxton		Rep should be Chairman of Adult Services & Health O&S, or Member of Adult Services & Health O&S if Chair chooses not to act	O&S Chairman when appointed.
Thames Basin Heaths Special Protection Area Strategic Partnership	The Thames Basin Heaths Joint Strategic Partnership (The Partnership) will provide a vehicle for joint working, liaison and exchange of information between the local authorities and other organisations affected by the Thames Basin Heaths SPA and related planning or land management issues. Approx 3 times per year.	1	Cllr Hilton			Cllr Hilton
Rbwm Fairtrade Group	To promote Fairtrade in the Royal Borough of Windsor & Maidenhead for the sole purpose of raising awareness and increasing the sale of fairtrade products. Approximately Every Eight Weeks. The Meetings Alternate Between Windsor And Maidenhead Using Church Halls Or Homes Of Committee Members.	1	Mr Lawless		Rep must be a Cllr.	vacancy
Windsor Old People's Welfare Association	Care of the elderly in Windsor . One meeting per month.	2	S Evans, Cllr Quick			S Evans, Cllr Quick
Windsor & Eton Society	To conserve the heritage of the buildings and the environment of the conservation area situated adjacent to Windsor Castle and other buildings and places of architectural or historic interest within the boundaries of Windsor. Ad hoc - normally at Windsor Constitutional Club.	2	Former Cllr Bathurst, Cllr C Rayner		Rep must be a Cllr. Cllr Rankin wishes to be rep if meeting sin evening currently checking.	Cllr Quick, Cllr Rankin, Cllr C Rayner
<b>2 year appointments</b>						
One Borough	A community led forum having a membership drawn from and representative of the Boroughs diverse communities. The purpose of the Group is to provide a platform and local voice for all the borough's communities to highlight local community issues that are important to them that could be addressed collectively. The Group is due to be reviewed, with the option of the Chairman being drawn from a community group in future.	1 (Chairman)	Cllr Majeed			vacancy
<b>3 year appointments</b>						
Windsor & Maidenhead Victim Support Scheme	To give emotional and practical help to individuals and families who have experienced loss, distress or inconvenience as a result of crime. Aid and advice is also available if there is a subsequent need to attend court proceedings.	2	Mrs Kemp, Mr Chelani		Does not need to be a Cllr	Mrs Kemp, Mr Chelani
<b>4 year appointments</b>						
Sunninghill Parochial Charities	Provision of almshouses and relief for poor in the parish of Sunninghill	1	Cllr Bateson			Cllr Bateson
Twinning Committee	To promote links and exchanges with our twin towns: Bad Godesberg, Goslar, St Cloud, Neuilly, Kortrijk And Frascati.	4	Cllrs Luxton (Mrs), C Rayner, The Mayor			Cllrs Quick, C Rayner, Lenton, The Mayor

Organisation	Organisation Aims and Meetings	No. of appts required	Current / Former Cllr reps	Other Reps	Notes	Recommended Appointment
Vacancies to be Appointed During the Year						
Windsor Municipal Charities	To cater for the welfare and housig of poor people of the Roysl Borough of New Windsor.	1	Former Cllr Bathurst		vacancy due to the resignation of Cllr Bathurst.	Cllr M Airey
Youth and Community Centre - Charters	Tp promote and organise activities for young people and the community.	1	Former Cllr Bathurst		vacancy due to the resignation of Cllr Bathurst.	vacancy
Heathermount, The Learning Centre - Governing Body	Heathermount is an independent residential school, but offering some day places, for pupils aged 5-19 who have severe language and communication difficulties, including autism and Asperger Syndrome.	1	Cllr Bateson		Rep must be Cllr. November appointment.	vacancy

**ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD**

**OUTSIDE BODIES – ANNUAL REPORTS RECEIVED DETAILING ACTIVITY  
DURING 2015/16 (ACTUAL REPORTS AVAILABLE ELECTRONICALLY)**

**TABLE 1 – THOSE BODIES WHICH SET A PRECEPT THAT THE ROYAL BOROUGH COLLECTS**

<b>ORGANISATION</b>	<b>CURRENT REPRESENTATIVES</b>	<b>ANNUAL REPORT RECEIVED</b>
Royal Berkshire Fire Authority	Cllr Mrs Bateson	Yes
	Cllr Bicknell	Yes
	Cllr Lenton	
	Cllr Burbage	Yes
Thames Valley Police and Crime Panel	Cllr Grey	

**TABLE 2 – THOSE BODIES TO WHICH THE ROYAL BOROUGH SUBSCRIBES TO BE A MEMBER**

<b>ORGANISATION</b>	<b>CURRENT REPRESENTATIVES</b>	<b>ANNUAL REPORT RECEIVED</b>
South East Employers	Cllr Smith	Yes
	Cllr Walters	Yes
Tourism South East (Previously Southern Tourist Board)	Cllr Burbage	

**TABLE 3 – THOSE BODIES WHICH RECEIVED A GRANT FROM THE ROYAL BOROUGH OR GOVERNMENT TO OPERATE (does not include bodies already mentioned above)**

<b>ORGANISATION</b>	<b>CURRENT REPRESENTATIVES</b>	<b>ANNUAL REPORT RECEIVED</b>
Age Concern, Windsor		
Bracknell & District CAB	Cllr Dr Evans	
Elizabeth House, Cookham	Mr J Stretton	
Family Friends In Windsor & Maidenhead	Cllr Hollingsworth	yes
Maidenhead Festival	Cllr Stretton	
Maidenhead CAB	Cllr Love	
	Cllr Majeed	
	Cllr D Wilson	
No.22 Youth Counselling Agency, Maidenhead	Cllr Ilyas	
Relate Mid Thames and Buckinghamshire	Cllr Dr Evans	
Twinning Committee	Cllr Luxton	
	Cllr Quick	
	Vacancy	
	Cllr C Rayner	
	Vacancy	
Trustees of the Old Court	Cllr Bicknell	
	Cllr Grey	

ORGANISATION	CURRENT REPRESENTATIVES	ANNUAL REPORT RECEIVED
	Cllr Mrs Quick	
Windsor Festival Society	Cllr S Rayner	yes
Windsor Old People's Welfare Association	Cllr Mrs Quick Cllr Collins	

**TABLE 4 – OTHER APPOINTMENTS (Report requested but not compulsory)**

ORGANISATION	CURRENT REPRESENTATIVES
Age UK, Berkshire	Cllr Coppinger
Age Concern, Wraysbury & Horton	Cllr Lenton
Altwood All Weather Surface Exec Cttee	Cllr Mrs Mills
Berkshire Historic Environment Forum	Cllr Jones
Berkshire College of Agriculture – Board of Governors	Cllr Cox
Berkshire Healthcare NHS Foundation Trust Council of Governors	Vacancy
Berkshire Local Transport Body	Cllr Hill
	Cllr C Rayner
Berkshire Maestros	Cllr Gerry Clark
Carers Partnership Board	Cllr Coppinger
Charles Davis Trust	Mrs Kemp
	Cllr Majeed
	Cllr Love
	Cllr Walters
Charters School Community Recreation Centre Trust	Cllr Mrs Bateson
	Cllr Mrs Yong
	Cllr Dr Evans
Clewer Non Ecclesiastical Charities	Cllr Collins
	Cllr E Wilson
Clewer Youth & Community Centre – Management Committee	Cllr Mrs Airey
	Cllr Bhatti
Campaign For The Protection Of Rural England – Windsor & Maidenhead Branch	Cllr Walters
Court of Imperial College	Cllr Burbage
Cox Green Community Centre – Board of Trustees	Mr Adams
	Mrs Howes
Duke Of Edinburgh Award Scheme Local Committee	Cllr Mrs Luxton
East Berkshire Adoption Panel	Cllr Hollingsworth
Eton Commons Management Committee	Cllr Alexander
Heathermount, The Learning Centre – Governing Body	Cllr Mrs Bateson
Heathrow Airport Consultative Committee	Cllr Lenton
	Cllr Bowden
Heathrow Community Noise Forum	Cllr Hilton
Housing Solutions	Cllr D Wilson
Joint Strategic Planning Committee	Cllr Walters
	Cllr D Wilson
Lady Pococks Non-Ecclesiastical Charity	Cllr Lion
Learning Disability Partnership Board	Vacancy
Local Access Forum (Countryside &	Cllr Majeed

<b>ORGANISATION</b>	<b>CURRENT REPRESENTATIVES</b>
Rights of Way Act)	Cllr Hunt
Local Authorities Aircraft Noise Council	Cllr Beer
	Cllr Lenton
	Cllr Bowden
Local Enterprise Partnership	Cllr Bicknell
Maidenhead Civic Society	Cllr D Wilson
Maidenhead & District Arts Council	Cllr Brimacombe
	Cllr Ms Stretton
Maidenhead & District Scout Council	Mr Adams
Mental Health Partnership Board	Cllr Lion
New Windsor Community Association & Social Club	Cllr Bhatti
North Ascot Community Association	Cllr Dr Evans
Old Windsor Day Centre Management Committee	Mr Hyslop
Older People's Partnership Board	Cllr Love
People To Places	Cllr Coppinger
Poole's & Ring's Charities	Mrs Kemp
	Cllr Love
	Cllr Coppinger
	Cllr Walters
	The Mayor
Porny's Charity	Cllr S Rayner
RBWM Fairtrade Group	
Radian Thames Area Panel	Cllr Bhatti
Secure Accommodation Panel	Cllr Kellaway
South Central Health Overview & Scrutiny Group	Cllr Ilyas
South East Reserve Forces & Cadets Assoc	Cllr Walters
Spoore, Merry & Rixman Foundation	Mrs Kemp
	Cllr Majeed
	Cllr Coppinger
	Cllr Love
	Cllr Walters
St Luke's Community Hall	Mr Baskerville
	Cllr Love
Standing Conference On Archives In Berkshire	Cllr Mills
	Cllr Lion
Strategic Aviation Special Interest Group	Cllr Lenton
	Cllr Bowden
Sunninghill Parochial Charities	Cllr Mrs Bateson
Swan Lifeline	Cllr Collins
SACRE	Cllr Mrs Airey
	Cllr Kellaway
	Cllr Majeed
Thames Basin Heaths Special Protection Area Strategic Partnership	Cllr Hilton
Thames Regional Flood Defence Committee	Cllr Grey
Thames Valley Athletics Centre	Cllr Grey

<b>ORGANISATION</b>	<b>CURRENT REPRESENTATIVES</b>
Management Committee	Cllr S Rayner (deputy)
Thames Valley Athletics Centre Trust	Cllr Grey
The Little Marlow Sewage Treatment Works Liaison Committee	Cllr Clark
White Waltham Airfield Consultative Committee	Cllr Mrs Hunt
	Cllr Bullock
Windsor Municipal Charities	Cllr Bathurst
	Cllr C Rayner
	Cllr Shelim
	Mr Smith
Windsor Royal Free Foundation	Cllr Rankin
	Cllr Shelim
Windsor & Eton District Scout Council – Executive Committee	Cllr E Wilson
Windsor & Eton Society (Incorporating Windsor Heritage)	Cllr Bhatti
	Cllr C Rayner
Windsor & Maidenhead Christian Trust (formerly known as Windsor & Maidenhead Association For Social Work).	Cllr D Wilson
	Cllr Richards
Windsor & Maidenhead Victim Support Scheme	Mr Chelani
	Mrs Kemp
Workers' Educational Association, Thames & Solent	Cllr Brimacombe
Youth & Community Centre Management Committee – Marlow Road (Prev Castle Hill)	Cllr Hunt
	Cllr Hill
	Cllr Mrs Mills
	Cllr Ms Stretton
Youth & Community Centre Management Committee - Charters	Cllr Hilton
	Cllr Mrs Luxton
	Cllr Bathurst
	Enid Cross
Youth & Community Centre Management Committee - Cox Green	Cllr Brimacombe
	Mr I Harvey
	Mrs Howes
Youth & Community Centre Management Committee – Datchet	Cllr Grey
	Cllr Muir
	Mr H Clasper
	Mr Lyons-Davis
Youth & Community Centre Management Committee – Pinkneys Green	Cllr Hollingsworth
	Mrs Hendry
	Mrs Mills
	Cllr Gilmore
Youth & Community Centre Management Committee – Windsor Area (Amalgamation of Manor and Windsor YCC)	Cllr Bhatti
	Cllr Collins
	Cllr N Airey
	Cllr Bicknell



Report for: <b>INFORMATION</b>
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<b>Contains Confidential or Exempt Information</b>	No
<b>Title</b>	<b>Appointment of Trustees to the Windsor Royal Free and Industrial Schools Trust</b>
<b>Responsible Officer(s)</b>	Alison Alexander, Managing Director and Strategic Director Children's Services
<b>Contact officer, job title and phone number</b>	Kevin McDaniel, Head of Schools and Educational Services, 01628 683592
<b>Member reporting</b>	Cllr Natasha Airey Lead Member for Children's Services
<b>For Consideration By</b>	Cabinet
<b>Date to be Considered</b>	30 <sup>th</sup> June 2016
<b>Implementation Date if Not Called In</b>	Immediate
<b>Affected Wards</b>	All

## REPORT SUMMARY

1. Trevelayn Middle School, in Windsor, is converting to an academy. For this to happen, the Royal Borough needs to formalise the ownership of part of the site, so that it can be leased to the new academy's trust by virtue of a standard 125 year academy lease under the Academies Act 2010.
2. The Royal Borough needs to appoint two Councillors as Trustees to the Windsor Royal Free and Industrial Schools Trust to act with the other trustees and those trustees together will register the land with the Land Registry.
3. Once registered, the Trustees will be able to transfer the land to the Royal Borough, who will then be able to create the lease to the academy trust on the date of conversion.

## 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. DETAILS OF RECOMMENDATIONS

### RECOMMENDATION: That Cabinet:

- i. **Appoints two Royal Borough Councillors as follows to the Windsor Royal Free and Industrial Schools Trust:**
  - a. **Cllr Natasha Airey, Cabinet Member for Children’s Services.**
  - b. **Cllr David Evans, Deputy Lead Member, School Improvement.**

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

### Background

- 2.1 Trevelyan Middle School in Windsor is seeking to convert to an academy, joining the Upton Court Education Trust, a multi-academy trust. An academy order was made by the Department for Education on 20<sup>th</sup> January 2016, although both the school and the Royal Borough have been preparing for the school to convert since mid-2015.
- 2.2 When a school converts to an academy, the whole site needs to be transferred to the academy trust, usually on a 125 year lease with a peppercorn rent. In some cases, this is relatively straightforward, but complications often arise.
- 2.3 In the case of Trevelyan Middle School, the site consists of three separate parcels of land as follows:
  - **Land owned by the Royal Borough**, which will be transferred to the academy trust in the normal way.
  - **Crown Estate land**, for which a new lease between the Crown and the academy trust has been agreed, with a regular rent review.
  - **Land vested in the trustees of what was Princess Margaret Royal Free School.**
- 2.4 This last parcel of land has been problematic, because the full details of ownership and the trustees have not been apparent. Some of the relevant paperwork dates back to the 1850s, and the Windsor Royal Free and Industrial Schools Trust itself dates from 25<sup>th</sup> May 1859.
- 2.5 Work by Shared Legal Services and solicitors acting on behalf of the Oxford Diocese has established that the Trust has three representatives from the local authority, alongside four from the Church of England. One of the borough’s representatives will be the Mayor, as an ex officio trustee. The other two need to be appointed and must be elected representatives of the council.
- 2.6 Once the trustees are appointed, they will be registered as owners of the land at the Land Registry, a process which is likely to take up to eight weeks. Once that is done, then the trustees will be able to carry out their sole obligation, which will be to execute a transfer deed transferring the land from the Windsor Royal Free and Industrial Schools Trust to the Royal Borough. The borough will, in turn, then be able to grant a lease to the academy trust in the normal way.

<b>Option</b>	<b>Comments</b>
To appoint two Councillors to the Windsor Royal Free and Industrial Schools Trust. <b>Recommended.</b>	This will allow the academy conversion of Trevelyan Middle School to proceed.
To not appoint two Councillors to the Windsor Royal Free and Industrial Schools Trust. Not recommended.	This will mean that the academy conversion of Trevelyan Middle School cannot proceed and the position of the land will be left in limbo indefinitely.

### 3 KEY IMPLICATIONS

<b>Defined Outcomes</b>	<b>Unmet</b>	<b>Met</b>	<b>Exceeded</b>	<b>Significantly Exceeded</b>	<b>Date they should be delivered by</b>
That Trevelyan Middle School converts to an academy.	N/A	N/A	N/A	N/A	1 <sup>st</sup> November 2016.

### 4. FINANCIAL DETAILS

#### **Financial impact on the budget**

4.1 There are no financial implications arising from this report.

### 5. LEGAL IMPLICATIONS

5.1 The appointment completes the seven trustees positions under the 1859 Trust – four of which are ecclesiastical (whose appointment is being dealt with by the Oxford Diocese) and three members of the Royal Borough’s Council. Currently the land is vested in the 1859 Trust but with no trustees. This means there is no one to operate the trust and fulfil its obligations. In consequence the land is in limbo and cannot be dealt with and no one has title or rights in respect thereof. Failure to appoint and register the land continues that position with a lack of ability to deal with any land issue.

### 6. VALUE FOR MONEY

6.1 There are no value for money implications arising from this report.

### 7. SUSTAINABILITY IMPACT APPRAISAL

7.1 There are no sustainability impacts arising from the recommendations.

## **8. RISK MANAGEMENT**

<b>Risks</b>	<b>Uncontrolled Risk</b>	<b>Controls</b>	<b>Controlled Risk</b>
None identified			

## **9. LINKS TO STRATEGIC OBJECTIVES**

9.1 The recommendations in this report link to Delivering together with our partners, as the borough works with all parties to ensure that Trevelyan Middle School can convert to an academy.

## **10. EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION**

10.1 No Equalities Impact Assessment has been carried out.

## **11. STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS**

11.1 There are no staffing/workforce or accommodation implications.

## **12. PROPERTY AND ASSETS**

12.1 There are no property and assets implications arising from the recommendations in this report.

## **13. ANY OTHER IMPLICATIONS**

13.1 There are no other implications at this stage.

## **14. CONSULTATION**

14.1 No consultation is required or has been carried out.

## **15. TIMETABLE FOR IMPLEMENTATION**

15.1 If Cabinet approves the appointment of two trustees to the Windsor Royal Free and Industrial Schools Trust, then the land will need to be registered with the Land Registry. This could take up to eight weeks. Once that process is complete, the land can be transferred to the Royal Borough, who can then grant a lease to the academy trust. It is expected that this process will be completed in time for Trevelyan Middle School to convert on 1<sup>st</sup> October or 1<sup>st</sup> November 2016. This will depend, however, on swift action by other organisations, as well as by the Royal Borough.

## **16. APPENDICES**

None.

## **17. BACKGROUND INFORMATION**

None.

## 18. CONSULTATION (MANDATORY)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
<b>Internal</b>				
Cllr Dudley	Leader of the Council			
Cllr Airey	Lead Member for Children's Services			
Russell O'Keefe	Strategic Director Corporate and Community Services			
Alison Alexander	Managing Director/ Strategic Director Adults, Children and Health			
Simon Fletcher	Strategic Director Operations and Customer Services			
	Finance Partner			
Michaela Rizou	Cabinet Policy Officer			
Legal				
<b>External</b>				

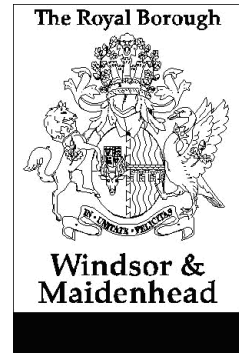
## REPORT HISTORY

<b>Decision type:</b>	<b>Urgency item?</b>
Non-key decision	No

Full name of report author	Job title	Full contact no:
Ben Wright	Education Planning Officer	01628 796572

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Report for: ACTION
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<b>Contains Confidential or Exempt Information</b>	NO - Part I
<b>Title</b>	Properties for Homeless Residents
<b>Responsible Officer(s)</b>	Alison Alexander, Managing Director/Strategic Director Adult, Children and Health Services
<b>Contact officer, job title and phone number</b>	Hilary Hall, Head of Commissioning Adults, Children and Health, 01628 683893
<b>Member reporting</b>	Cllr Simon Dudley, Leader of the Council and Lead Member for Housing
<b>For Consideration By</b>	Cabinet
<b>Date to be Considered</b>	30 June 2016
<b>Implementation Date if Not Called In</b>	12 July 2016
<b>Affected Wards</b>	All

## REPORT SUMMARY

1. This report seeks approval for the use of two Council owned properties by a voluntary organisation to provide services for homeless residents in Maidenhead on a pilot basis. Both properties are currently vacant and are part of the council's commercial property portfolio.
2. The first property will be used to provide day services for homeless residents, including access to washing facilities, clean clothes and food with the potential for limited emergency overnight accommodation. The other property will be used to provide time limited accommodation for a small number of residents as a halfway house before moving into suitable accommodation. Residents in the halfway house will be accessing the standard therapeutic rehabilitation services delivered through the Drug and Alcohol Action Team to enable them to make the transition.
3. This provision will work in partnership with the other services already working with homeless residents in the Borough and which are supported by the Royal Borough through support contracts.

## 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. Reduction in the number of homeless residents in the Royal Borough	1 April 2017

**RECOMMENDATION: That Cabinet:**

- i) Approves the use of two Council-owned properties for a day service and emergency housing for homeless residents.
- ii) Delegates authority to the Managing Director/Strategic Director Adult, Children and Health Services and Strategic Director Corporate and Community Services, in consultation with the Leader of the Council, to apply for all necessary consents and permissions to enable the recommendation i) and to finalise the details of the Service Level Agreement.

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

**Current provision**

- 2.1 The Royal Borough recognises the detrimental impact on individuals and their families of not having a safe, secure home. The homelessness charity, Crisis, maintains that a home is not just a physical space; it also provides roots, identity, security, a sense of belonging and a place of emotional wellbeing. This is the Royal Borough's ambition for all its residents.
- 2.2 The Council meets its duty under homelessness legislation through the Housing Options team, based in Customer Services. The services provides anyone presenting as homeless with an assessment of eligibility, advice on housing options and if appropriate, accommodation. The accommodation available includes:
  - Temporary accommodation
  - Private rented accommodation
  - Supported hostel accommodation
  - Social housing through the Housing Associations
- 2.3 The provision that the Royal Borough currently commissions to support homelessness is set out in table 1.

**Table 1: Current commissioned support for homelessness**

No	Provision	Who can access it	Usage	Cost
1	Temporary accommodation / bed and breakfast	Those who are being assessed to determine whether the Royal Borough has a duty to accommodate them under homelessness legislation.	Currently 20 households are in temporary accommodation.	The cost is Housing Benefit and subsidy loss where it applies.
2	Private rented accommodation	All		Set my private landlord. But those eligible can access an interest free loan from RBWM.
3	Frogmore	Young people living	25 flats.	Contract with



No	Provision	Who can access it	Usage	Cost
	Court, Maidenhead	care, and single homeless people aged 18-25.		RBWM £250K.
4	Wellesley House, Windsor	Families to whom the Royal Borough as a homelessness duty.	17 flats.	Contract with RBWM of £150K.
5	Moorview, Maidenhead	Semi-independent living for those with mental health needs referred by the Community Mental Health Team.	6 flats.	Contract with RBWM of 100K.
6	Social housing – provided by Housing Associations across the Borough	Those to whom the Royal Borough as a homelessness duty or who are on the banding list.	150 - 200 nominations a year.	Housing is provided through central grant or mitigation under Section 106 agreements for some development.

### Future developments

- 2.4 Discussions with a local stakeholder group have led to a proposal to use two Council-owned properties to provide two types of services, in Maidenhead, to homeless RBWM residents:
- Property A: to operate as a Day Centre providing day services for homeless residents in a single site to enable consistent access.
  - Property B: to operate as a halfway house.

Note residents using both services will be able to access the standard therapeutic rehabilitation services delivered through the Drug and Alcohol Action Team to support and enable them to make the transition into accommodation.

### Day services

- 2.5 Day services include providing homeless residents with access to washing facilities, clean clothes and food. At the current time, this provision is provided on a voluntary basis and across a number of sites making it difficult for homeless residents to access. The proposed provision may also provide limited, overnight emergency accommodation for one or two homeless people.

### Residential services

- 2.6 The residential property would provide accommodation for a small number of residents who would live there for a maximum of two years. This provision would be targeted at those who have the potential to move towards a more stable lifestyle.
- 2.7 Both properties will only be available to homeless people who have a proven local connection in line with the current policy.

2.8 The proposal is to make available two vacant properties, both requiring planning permission, on a two year pilot basis to a local support organisation, the Brett Foundation, in order to assess the level of need for this provision. The properties are:

- Day Centre property: Unit 5, The Quadrant, Howarth Road, Maidenhead.
- Residential accommodation: Cemetery Lodge, Braywick, Maidenhead.

2.9 The pilot would be managed through a Service Level Agreement which will cover:

- The purpose of the pilot.
- The measures that will be used to determine whether such a provision meets the needs of homeless residents.
- How the Brett Foundation will work with the council and the range of organisations already operating in the Borough, see table 1.
- The requirement to ensure that the provision is safe, meets legal requirements and delivers the outcomes required.
- Maintenance of the building.

2.10 The options being presented to Cabinet are set out in table 2.

<b>Table 2: Options</b>	<b>Comments</b>
To approve the use of two Council-owned properties to be used as a day centre and housing for homeless residents.  <b>Recommended option</b>	This would provide accommodation in one place for day services for homeless residents in Maidenhead and residential accommodation to assist residents with greater independence.
Not to approve the use of property for the purpose of providing a day centre and housing for homeless residents	Provision for homeless residents in Maidenhead will continue on a fragmented basis with the potential for vulnerable people to be missed.

### 3. KEY IMPLICATIONS

3.1 The key implications are in table 3.

**Table 3: Key implications**

<b>Defined Outcomes</b>	<b>Unmet</b>	<b>Met</b>	<b>Exceeded</b>	<b>Significantly Exceeded</b>	<b>Date they should be delivered by</b>
Additional provision for homeless residents in Maidenhead	1/12/16	1/11/16 (subject to conversion)	1/10/16	1/10/16	1/11/16

### 4. FINANCIAL DETAILS

#### **Financial impact on the budget**

4.1 The proposals set out in this report will result in a loss of income on a commercial property of around £50K per annum, including rental and business rates, see table

4. In addition there are one-off costs of £100K to cover conversion costs, including all professional fees and the planning application, which can be met through Section 106 monies, see table 5. Responsibility for the ongoing property and service related costs of the properties will be detailed in the Service Level Agreement.

**Table 4: Financial implications – revenue**

	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>
	Revenue £'000	Revenue £'000	Revenue £'000
Addition	£0	£0	£0
Reduction	£50	£50	£50

**Table 5: Financial implications – capital**

	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>
	Capital £'000	Capital £'000	Capital £'000
Addition	£0	£0	£0
Reduction	£100	£0	£0

## **5. LEGAL IMPLICATIONS**

- 5.1 The Service Level Agreement will document the expected outcomes and deliverables by the Council and the Brett Foundation.
- 5.2 Under the Housing Act 1996, the Council has a duty to its residents to prevent homelessness.
- 5.3 The Council does not maintain a Housing Revenue Account under Part VI of the Local Government and Housing Act 1989 and consequently is not a provider of housing under Part II of the Housing Act 1985. The residential housing would need to be provided by a third party and the Service Level Agreement will also need a co-terminus lease for the provider giving them a right of occupation. This type of accommodation proposed falls under Part VII of the Housing Act 1996 and would not amount to a secure tenancy as defined in the Housing Act 1985.
- 5.3 The council will ensure that the usage of the properties is in line with the existing property restrictions. Changes to restrictions can be under section 237 of the Town and Country Planning Act 1990. Such interests, if any, will be converted into a right of compensation.

## **6. VALUE FOR MONEY**

- 6.1 Whilst the Council will lose potential rental income on the commercial properties as a result of agreeing to this proposal, there will be a potential non-cashable benefit in more prevention work to avoid homelessness in the Royal Borough.

## **7. SUSTAINABILITY IMPACT APPRAISAL**

- 7.1 None.

## 8. RISK MANAGEMENT

<b>Risks</b>	<b>Uncontrolled Risk</b>	<b>Controls</b>	<b>Controlled Risk</b>
Provision of accommodation does not result in a decrease in the number of homeless residents.	HIGH	<ul style="list-style-type: none"> <li>• Detailed and precise service level agreement in place.</li> <li>• Clear assessment undertaken of people accessing services alongside statutory agencies to ensure joined up approach.</li> <li>• Clear eligibility criteria in place, including local connections.</li> </ul>	MEDIUM
Provision is accessed by non-Royal Borough residents.	MEDIUM	<ul style="list-style-type: none"> <li>• Detailed and precise service level agreement in place.</li> <li>• Clear eligibility criteria agreed, including requirement for local connection.</li> </ul>	LOW

## 9. LINKS TO STRATEGIC OBJECTIVES

9.1 The recommendations, if adopted, supports the Council's strategic objectives; putting residents' first, value for money and delivering together. Focusing on the need to reduce the number of homeless residents in the Borough puts residents first and collaborating with other organisations to deliver this ambition will deliver value for money.

## 10. EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION

10.1 An Equality Impact Assessment is currently being developed.

## 11. STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS

11.1 None.

## 12. PROPERTY AND ASSETS

12.1 Moving these two properties into a service level agreement for housing homeless residents will have a negative impact on the potential on-going commercial rental income available to the Royal Borough and payment of Business Rates.

## 13. ANY OTHER IMPLICATIONS

13.1 None

#### 14. CONSULTATION

14.1 The report will be considered by the Planning and Housing Overview and Scrutiny Panel on 28 June 2016.

14.2 Comments from the officers involved in this work across the Council have been incorporated into the report.

14.3 Subject to Cabinet approval, further consultation and discussion will take place with all the organisations involved in supporting homeless residents to ensure a joined-up approach across the Borough.

#### 15. TIMETABLE FOR IMPLEMENTATION

Date	Details
30 June 2016	Cabinet approval
July-October	Planning application and conversion works Triage of homeless residents by statutory and voluntary agencies in partnership.
31 October 2016	Service Level Agreement in place
1 November 2016	Properties operational, subject to planning approval and completion of conversion works.
Quarterly thereafter	Review against outcomes set out in the Service Level Agreement
January to March 2018	Formal review of pilot and proposals for future provision.

#### 16. APPENDICES

- None.

#### 17. BACKGROUND INFORMATION

- None.

#### 18. CONSULTATION (MANDATORY)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
<b>Internal</b>				
Cllr Simon Dudley	Lead Member	18/6/16		
Russell O'Keefe	Strategic Director Corporate and Community Services	12/6/16	17/6/16	

<b>Name of consultee</b>	<b>Post held and Department</b>	<b>Date sent</b>	<b>Date received</b>	<b>See comments in paragraph:</b>
Alison Alexander	Managing Director/ Strategic Director Adults, Children and Health	12/6/16	21/6/16	Throughout
Simon Fletcher	Strategic Director Operations and Customer Services	12/6/16	13/6/16	
Richard Bunn	Interim Head of Finance	12/6/16	13/6/16	
Chris Targowski	Cabinet Policy Manager	12/6/16		
Dave Thompson	MD – RBWM Property Company Limited	12/6/16		
Terry Baldwin	Head of HR	12/6/16		
Sean O'Connor	Shared Legal Solutions	20/6/16	20/06/16	

## **REPORT HISTORY**

<b>Decision type:</b>	<b>Urgency item?</b>
Key decision 9 June 2016	Yes The report is urgent is that the council needs to move at a pace to make the buildings available in order to meet the needs of homeless residents in the Royal Borough.

<b>Full name of report author</b>	<b>Job title</b>	<b>Full contact no:</b>
Hilary Hall	Head of Commissioning Adults, Children and Health	01628 683893

Report for: INFORMATION
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<b>Contains Confidential or Exempt Information</b>	No - Part I
<b>Title</b>	<b>Financial Update</b>
<b>Responsible Officer(s)</b>	Russell O'Keefe, Strategic Director of Corporate and Community Services, 01628 796521
<b>Contact officer, job title and phone number</b>	Richard Bunn, Interim Head of Finance, 01628 796510
<b>Member reporting</b>	Councillor Saunders, Lead Member for Finance
<b>For Consideration By</b>	Cabinet
<b>Date to be Considered</b>	30 June 2016
<b>Implementation Date if Not Called In</b>	Immediate
<b>Affected Wards</b>	All

## REPORT SUMMARY

1. This report is the first update to members on the Council's financial performance in 2016-17. Services are currently projecting a £163k overspend and there are no non-service variances at this time. There is therefore a projected overspend of £163k on the General Fund.
2. The Council remains in a strong financial position with healthy reserves. The Council's Development Fund currently has a balance of £1.2m. Overall our combined General Fund Reserves sit at £6.231m in excess of the £5.27m 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.	30 June 2016
Assurance that budgets are being reviewed regularly.	30 June 2016

## 1. Details of Recommendations

### RECOMMENDED: That Cabinet:

- i) Notes the report and the projected outturn position.
- ii) Approves the addition of £145k Department for Transport (DfT) Pothole action fund budget to the Highways 2016-17 capital programme (see paragraph 4.6).

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

2.1 As this is a monitoring report decisions are normally not necessary but may be required for some budget movements.

## 3. KEY IMPLICATIONS

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered
General Fund Reserves Achieved	Below £5.0m	£5.0m-£5.49m	£5.5m-£6.0m	Above £6.0m	31 May 2017

The General Fund Reserve is £5.023m and the balance on the Development Fund is £1.208m. The combined General Fund and Development Fund reserves now sit at £6.231m. The 2016-17 budget report recommended a reserve level of £5.27m or more to cover known risks for 18 months. For a complete breakdown of the balance on the Development Fund see appendix D.

## 4. FINANCIAL DETAILS

### 4.1. Adults, Children & Health Services Directorate

The Strategic Director of Adult, Children and Health Services reports a projected outturn figure for 2016-17 of £56.983m against a controllable net budget of £56.820m, an overspend of £163k.

Although it is early in the financial year, there are some significant variances to report, mainly related to providing services to vulnerable adults in the borough:

- £200k overspend in respect of one service user, the funding responsibility for whom is in contention. Following a recent High Court judgement on an “Ordinary Residence” case, a prudent view has been taken to assume the Council will be required to meet this cost.
- £196k underspend on care provided to meet the needs of older people, due to lower than expected number of people requiring support.
- £247k overspend on services for people with learning disability. There are a small number of high cost service users in excess of those anticipated when the budget was set.

Alongside the significant variances there are a few minor variances, both favourable and adverse, emerging through delivering services to vulnerable adults - as is consistent with these demand led budgets. Mitigations have been put in place where possible to offset the adverse variances; these include



refraining from filling vacancies in the short term. Currently adult social care employee budgets are forecast to underspend by £68k this year. A budget pressure of £30k has been identified in Health, Early Help and Safeguarding due to a reduction in government grant.

In addition to the above variances, the following specific items and risks have been identified as having a potential impact on the budget position this year. These are not reported in the above variances:

- Home to School Transport – outturn projections will become clearer in September when demands on transport provision from new pupils are confirmed, but if spending continues at the same rate as in 2015-16, the additional budget allocated for 2016-17 will be insufficient to cover costs. Actions being taken to address these pressures include reshaping transport policy and increasing numbers of high needs places in all areas to help provision in local schools and reduce reliance on expensive transport.
- Health, Early Help and Safeguarding has begun to see an increase in the use of agency managers and social workers putting pressure on staffing budgets. On average, agency social workers cost between £26k and £29k more than an equivalent permanent social worker, depending on seniority. Managers can cost between £30k and £55k for the most senior positions more than equivalent permanent staff. At 31 May, there were 25 agency staff across all grades in Early Help and Safeguarding. Some vacant posts are helping to offset these costs but this places pressures on the workforce. Other steps include focusing on the recruitment package, key worker housing proposals and continuation of good sized cases and management oversight.
- The care costs of disabled children and young people and children in care vary disproportionately to changes in the number of residents we are providing services to.
- There are a small number of 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. These most significant such cases are summarised below:
  - Case 1) Ordinary Residence\* - if settled in favour of RBWM there will be a £417k reduction in spend this year.
  - Case 2) Ordinary Residence\* – if settled in favour of RBWM there will be a £134k additional saving this year. An adverse settlement gives rise to £165k additional pressure.
  - Case 3) Ordinary Residence\* – Adverse settlement gives rise to a £97k additional pressure.
  - Case 4) Continuing Healthcare - if settled in favour of RBWM there will be up to a £134k additional saving this year from the above reported position. But it is assumed this will not be found in favour of RBWM.

*\*ORDINARY RESIDENCE – CARE ACT GUIDANCE: The local authority's responsibility for meeting a person's eligible needs under the Care Act is based on the concept of ordinary residence. There is no legal definition of ordinary residence in the Care Act. The term should be given its ordinary and natural meaning. In most cases, establishing the person's ordinary residence is a straightforward matter. There will be circumstances in which ordinary residence is not as clear cut, for example when people spend their time in more than one area, or move between areas. Where uncertainties arise, local authorities should always consider each case*

*on its own merits. The concept of ordinary residence involves questions of both fact and degree. Factors such as time, intention and continuity (each of which may be given different weight according to the context) have to be taken into account. If the Local Authority has ordinary residence responsibility the full cost of care have to be covered.*

#### 4.2. **Corporate & Community Services Directorate.**

The Strategic Director of Corporate and Community Services projects a balanced budget position on the Directorate budget of £5.085m at this early stage of the financial year.

Possible overspends have been identified in the Planning, Development and Regeneration Service but at this time they can be mitigated and are not being reported here.

Budget planning for 2017-18 and beyond has commenced and once approved this should produce savings in 2016-17 too.

#### 4.3. **Operations & Customer Services Directorate**

The Strategic Director of Operations and Customer Services projects a balanced budget position on the directorate 2016-17 approved budget of £20.238m.

Managers have identified pressures in two of the six service areas, none of which cannot be mitigated - action plans are already in place.

In addition, the directorate management team is conducting an exercise to deliver significant n year savings.

We anticipate an underspend position for the full year.

#### 4.4. **Revenue budget movements this month:**

	£000
<b>Approved Budget</b>	<b>81,652</b>
Delivery of Children's Services – from Development Fund	200
Disabled Facilities Grant	(302)
Transport model – from Development Fund	43
Heathrow Expansion – from Development Fund	30
Redundancy	73
Redundancy	92
Desborough improvements	50
Delivering Operations & Customer Services differently	100
NRSWA Parking scheme implementation	120
Sunday Parking	81
<b>Service Expenditure Budget this Month</b>	<b>82,139</b>

#### 4.5. **Capital Programme**

A summary of the capital programme is summarised below and in Appendices B and C.

The approved 2016-17 capital estimate is £41.997m; the projected outturn for the financial year is £41.997m. The capital outturn in 2015-16 was £27.421m.

	<b>Exp</b>	<b>Inc</b>	<b>Net</b>
	£'000	£'000	£'000
<b>Approved Estimate</b>	41,997	(18,273)	23,724
Variances identified	0	0	0
Slippage to 2016-17	0	0	0
<b>Projected Outturn 2016-17</b>	41,997	(18,273)	23,724

#### Overall capital programme status

	<b>Report to June 2016 Cabinet</b>
<b>Number of Schemes in Programme</b>	<b>449</b>
Yet to Start	58%
In Progress	33%
Completed	2%
Ongoing Programmes e.g. Disabled Facilities Grant	7%
Devolved Formula Capital Grant schemes budgets devolved to schools	0%

#### 4.6 Capital Addition - Pothole Action Fund for 2016-17

The Highways and Transport service successfully bid for Capital funds from the Department got Transport (DfT) under their 'Pothole Action Fund for 2016-17 scheme.

The Borough was awarded the maximum capital funding allocation of £145k for 2016-17.

A capital budget of £145k is recommended in this report, funded by the DfT grant.

The budget will be used to improve local roads and deliver better journeys around the Borough for residents and visitors.

#### 5. LEGAL IMPLICATIONS

- 5.1 In producing and reviewing this report the Council is meeting 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 (EQIA) 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 Capital budget summary  
Appendix C Capital variances  
Appendix D Development Fund analysis

## 17. BACKGROUND INFORMATION

17.1 Budget Report to Council February 2016.

## 18. CONSULTATION (MANDATORY)

<b>Name of consultee</b>	<b>Post held and Department</b>	<b>Date sent</b>	<b>Date received</b>	<b>See comments in paragraph:</b>
<b>Internal</b>				
Cllr Saunders	Lead Member for Finance	31-5-2016	31-5-2016	Changes included in final report.
Cllr Rankin	Deputy Lead Member for Finance	31-5-2016		
Corporate Management Team (CMT)	Managing Director and Strategic Directors	31-5-2016	31-5-2016	Changes included in final report.
<b>External None</b>				

## REPORT HISTORY

<b>Decision type:</b>	<b>Urgency item?</b>
For information	No

Full name of report author	Job title	Full contact no:
Richard Bunn	Interim Head of Finance	01628 796510

SUMMARY	2016/17		
	Budget	Approved Estimate	Projected Variance
	£000	£000	£000
Adult, Children's & Health Commissioning	7,839	7,896	0
Schools and Educational Services	2,914	2,914	0
Health, Early Help & Safeguarding	10,411	10,411	30
Health and Adult Social Care	32,408	32,274	133
Human Resources	1,167	1,167	0
A,C&H Management	834	932	0
<b>Total Adult, Children &amp; Health</b>	<b>55,573</b>	<b>55,594</b>	<b>163</b>
Better Care Fund-Expenditure	9,915	10,916	0
Better Care Fund-Income	(8,485)	(9,690)	0
<b>Total Better Care Fund</b>	<b>1,430</b>	<b>1,226</b>	<b>0</b>
Maintained Schools	42,127	43,577	0
Early Years Education and Childcare Provision	7,154	6,168	0
Admissions and Pupil Growth	545	545	0
Support Services for Schools and Early Years	1,714	1,709	0
High Needs and Alternative Provision	13,430	13,621	0
Dedicated Schools Grant	(64,970)	(65,620)	0
<b>Total Schools Budget(DSG)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Adult, Children and Health Services</b>	<b>57,003</b>	<b>56,820</b>	<b>163</b>
Director of Operations & Customer Services	(27)	73	0
Revenues & Benefits	816	687	0
Highways & Transport	163	369	0
Community, Protection & Enforcement Services	12,087	12,189	0
Customer Services	1,740	1,922	0
Technology & Change Delivery	2,718	2,718	0
Library, Arts & Heritage Services	2,280	2,280	0
<b>Total Operations &amp; Customer Services</b>	<b>19,777</b>	<b>20,238</b>	<b>0</b>
Director of Corporate & Community Services	85	85	0
Planning, Development and Regeneration Service	(819)	(770)	0
Corporate Management	433	433	0
Communications	350	350	0
Performance	429	429	0
Democratic Services	1,955	1,990	0
Elections	261	261	0
Legal	104	104	0
Finance	2,353	2,422	0
Building Services	40	40	0
Leisure Services	(319)	(259)	0
<b>Total Corporate &amp; Community Services</b>	<b>4,872</b>	<b>5,085</b>	<b>0</b>
<b>TOTAL EXPENDITURE</b>	<b>81,652</b>	<b>82,143</b>	<b>163</b>

SUMMARY	2016/17		
	Budget	Approved Estimate	Projected Variance
	£000	£000	£000
<b>Total Service Expenditure</b>	<b>81,652</b>	<b>82,143</b>	<b>163</b>
Contribution to / (from) Development Fund	1,133	559	0
Pensions deficit recovery	2,115	2,115	0
Pay reward	500	500	0
Transfer to/(from) Provision for Redundancy		(165)	0
Environment Agency levy	150	150	0
Capital Financing inc Interest Receipts	<u>5,128</u>	<u>5,128</u>	<u>0</u>
<b>NET REQUIREMENTS</b>	<b>90,678</b>	<b>90,430</b>	<b>163</b>
Less - Special Expenses	(981)	(981)	0
Transfer to / (from) balances	<u>0</u>	<u>248</u>	<u>(163)</u>
<b>GROSS COUNCIL TAX REQUIREMENT</b>	<b>89,697</b>	<b>89,697</b>	<b>0</b>
<b>General Fund</b>			
Opening Balance	4,681	4,938	5,186
Transfers to / (from) balances	<u>0</u>	<u>248</u>	<u>(163)</u>
	<u><u>4,681</u></u>	<u><u>5,186</u></u>	<u><u>5,023</u></u>
NOTE Service variances that are negative represent an underspend, positive represents an overspend.			

Memorandum Item	
<b>Current balance on the Development Fund</b>	
	£000
Opening Balance	649
Transfer (to) / from other reserves	
Transfer from General Fund - sweep	
Transfer (to) / from General Fund - other initiatives	<u>559</u>
	<u><u>1,208</u></u>

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 (%)
<b>Community &amp; Corporate Services</b>														
SMILE Leisure	428	(120)	308	428	(120)	308	46	(14)	32	474	0	474	0	0%
Community Facilities	145	0	145	145	0	145	0	0	0	145	0	145	0	0%
Outdoor Facilities	703	(408)	295	945	(473)	472	1,007	(601)	406	1952	0	1,952	0	0%
Property & Development	0	0	0	0	0	0	711	0	711	711	0	711	0	0%
Governance, Policy, Performance_Partnerships	838	0	838	613	0	613	610	0	610	1,223	0	1,223	0	0%
Regeneration & Economic Development	6,397	(185)	6,212	6,397	(185)	6,212	4,850	(1,096)	3,754	11,247	0	11,247	0	0%
<b>Total Community &amp; Corporate Services</b>	<b>8,511</b>	<b>(713)</b>	<b>7,798</b>	<b>8,528</b>	<b>(778)</b>	<b>7,750</b>	<b>7,224</b>	<b>(1,711)</b>	<b>5,513</b>	<b>15,752</b>	<b>0</b>	<b>15,752</b>	<b>0</b>	<b>0</b>
<b>Operations &amp; Customer Services</b>														
Technology & Change Delivery	0	0	0	0	0	0	335	(6)	329	335	0	335	0	0%
Revenues & Benefits	0	0	0	48	0	48	48	0	48	96	0	96	0	0%
Customer Services	0	0	0	0	0	0	249	0	249	249	0	249	0	0%
Highways & Transport	9,694	(3,155)	6,539	10,109	(3,155)	6,954	2,686	(1,402)	1,284	12,795	0	12,795	0	0%
Community,Protection & Enforcement Services	555	(380)	175	615	(380)	235	246	(211)	35	861	0	861	0	0%
Libraries, Arts & Heritage	367	(295)	72	367	(295)	72	270	(148)	122	637	0	637	0	0%
<b>Total Operations &amp; Customer Services</b>	<b>10,616</b>	<b>(3,830)</b>	<b>6,786</b>	<b>11,139</b>	<b>(3,830)</b>	<b>7,309</b>	<b>3,834</b>	<b>(1,767)</b>	<b>2,067</b>	<b>14,973</b>	<b>0</b>	<b>14,973</b>	<b>0</b>	<b>0</b>
<b>Adult, Children &amp; Health</b>														
HR	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
Adult Social Care	41	0	41	41	0	41	217	(185)	32	258	0	258	0	0%
Housing	0	0	0	0	0	0	2,397	(2,017)	380	2,397	0	2,397	0	0%
Non Schools	0	0	0	0	0	0	305	(233)	72	305	0	305	0	0%
Schools – Non Devolved	4,550	(4,190)	360	4,750	(4,190)	560	2,727	(2,727)	0	7,477	0	7,477	0	0%
Schools – Devolved Capital	250	(250)	0	230	(230)	0	605	(605)	0	835	0	835	0	0%
<b>Total Adult, Children &amp; Health</b>	<b>4,841</b>	<b>(4,440)</b>	<b>401</b>	<b>5,021</b>	<b>(4,420)</b>	<b>601</b>	<b>6,251</b>	<b>(5,767)</b>	<b>484</b>	<b>11,272</b>	<b>0</b>	<b>11,272</b>	<b>0</b>	<b>0</b>
<b>Total Committed Schemes</b>	<b>23,968</b>	<b>(8,983)</b>	<b>14,985</b>	<b>24,688</b>	<b>(9,028)</b>	<b>15,660</b>	<b>17,309</b>	<b>(9,245)</b>	<b>8,064</b>	<b>41,997</b>	<b>0</b>	<b>41,997</b>	<b>0</b>	<b>0</b>

<b>Portfolio Total</b>	(£'000)	<b>23,968</b>	(£'000)	<b>41,997</b>	(£'000)	<b>41,997</b>
<b>External Funding</b>						
Government Grants	(7,890)		(12,897)		(12,897)	
Developers' Contributions	(933)		(4,409)		(4,409)	
Other Contributions	(160)		(967)		(967)	
<b>Total External Funding Sources</b>	<b>(8,983)</b>		<b>(18,273)</b>		<b>(18,273)</b>	
<b>Total Corporate Funding</b>		<b>14,985</b>		<b>23,724</b>		<b>23,724</b>



**Capital Monitoring Report - May 2016-17**

At 31 May 2016, the approved estimate stood at £41.997m

	<b>Exp</b>	<b>Inc</b>	<b>Net</b>
	£'000	£'000	£'000
Approved Estimate	41,997	(18,273)	23,724
Variances identified	0	0	0
Slippage to 2016/17	0	0	0
Projected Outturn 2015/16	41,997	(18,273)	23,724

**Overall Projected Expenditure and Slippage**

Projected outturn for the financial year is £41.997m

There are no variances or slippage to report at this stage.

**Overall Programme Status**

The project statistics show the following position:

<b>Scheme progress</b>	<b>No.</b>	<b>%</b>
Yet to Start	261	58%
In Progress	147	33%
Completed	11	2%
Ongoing Programmes e.g.. Disabled Facilities Grant	29	7%
Devolved Formula Capital Grant schemes budgets devolved to schools	1	0%
<b>Total Schemes</b>	<b>449</b>	<b>100%</b>

<b>Corporate Development Fund (AE35) £000</b>		
<b>Balance B/F from 2015/16</b>		<b>649</b>
<b>Transacted amounts in 2016/17</b>		
<b>To/From Capital Fund</b>		0
<b>To/From General Fund</b>		
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	
		559
		<u><b>1,208</b></u>

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