

NOTICE
OF
MEETING

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CORPORATE SERVICES OVERVIEW AND SCRUTINY PANEL

will meet on

TUESDAY, 23RD JANUARY, 2018

at

6.30 PM

in the

COUNCIL CHAMBER - TOWN HALL, MAIDENHEAD,

TO: MEMBERS OF THE CORPORATE SERVICES OVERVIEW AND SCRUTINY PANEL

COUNCILLORS COLIN RAYNER (CHAIRMAN), DAVID BURBAGE (VICE-CHAIRMAN), DR LILLY EVANS, MOHAMMED ILYAS, EILEEN QUICK, LYNNE JONES AND GERRY CLARK

SUBSTITUTE MEMBERS

COUNCILLORS JOHN LENTON, JOHN STORY, SIMON WERNER, PAUL BRIMACOMBE, JUDITH DIMENT, RICHARD KELLAWAY AND CARWYN COX

Karen Shepherd Service Lead Democratic Services
Issued: 15/01/2018

Members of the Press and Public are welcome to attend Part I of this meeting.

The agenda is available on the Council's web site at www.rbwm.gov.uk or contact the Panel Administrator

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AGENDA

PART I

<u>ITEM</u>	<u>SUBJECT</u>	<u>WARD</u>	<u>PAGE NO</u>
1.	<u>APOLOGIES</u> To receive any apologies of absence.		
2.	<u>DECLARATIONS OF INTEREST</u> To receive any declarations of interest.		5 - 6
3.	<u>MINUTES</u> To approve the Part I minutes of the meeting held on 5 December 2017, 22 November 2017 and 16 November 2017.		7 - 20
4.	<u>STREET DWELLING AND ANTI-SOCIAL BEHAVIOUR</u> To receive a verbal update.		Verbal Report
5.	<u>UNIVERSAL CREDIT</u> To consider the briefing note.		21 - 26
6.	<u>YORK HOUSE UPDATE</u> To comment on the report.		27 - 30
7.	<u>YORK ROAD, MAIDENHEAD - SITE PROPOSAL</u> To comment on the Cabinet Regeneration Sub Committee report.		31 - 58
8.	<u>BROADWAY CAR PARK</u> To comment on the Cabinet Regeneration Sub Committee report.		59 - 68
9.	<u>LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC</u> To consider passing the following resolution:- "That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act"		

PRIVATE MEETING PART II

<u>ITEM</u>	<u>SUBJECT</u>	<u>WARD</u>	<u>PAGE NO</u>
10.	<u>YORK ROAD, MAIDENHEAD - SITE PROPOSAL</u> To comment on the Part II appendices. <i>(Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972)</i>		69 - 140
11.	<u>BROADWAY CAR PARK</u> To comment on the Cabinet Regeneration Sub Committee report. <i>(Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972)</i>		141 - 194

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MEMBERS' GUIDE TO DECLARING INTERESTS IN MEETINGS

Disclosure at Meetings

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

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

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

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

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

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

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

Prejudicial Interests

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

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

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

Personal interests

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

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

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Agenda Item 3

CORPORATE SERVICES OVERVIEW AND SCRUTINY PANEL

TUESDAY, 5 DECEMBER 2017

PRESENT: Councillors Colin Rayner (Chairman), David Burbage (Vice-Chairman), Richard Kellaway and Lynne Jones

Also in attendance: Councillor MJ Saunders

Officers: Russell O'Keefe, Barbara Richardson, Rob Stubbs and David Cook.

APOLOGIES

Apologies for absence were received by Cllr L Evans, Cllr Ilyas, Cllr Quick and Lead Member Cllr Rankin. Cllr Kellaway attended as a substitute.

DECLARATIONS OF INTEREST

There were no declarations of interest received.

FINANCIAL UPDATE

The Panel considered the latest financial update report due to be presented to Cabinet.

The Head of Finance provided an overview of the Cabinet report and informed that the current year financial performance forecast levels of reserves at year end was just under £7.8m. A number of significant variances continued to be reported, in particular the ongoing material increase in the volume of vulnerable young people needing care arrangements. Children's Services therefore projected an overspend by year end of £1.5m. However there were also a variety of underspends to offset the pressures.

Cllr Jones asked what the authorities current level of borrowing was and the Panel were informed that it was £57 million.

The Chairman asked what the level of interest was on our debt and was informed that there was a range detailed in the Treasury Management report but on average it was about 5%.

Cllr Kellaway mentioned that with regards to the DSG a £900k savings plan had been put forward but the report was showing a net deficit of over £483k.

The Chairman asked if there were any pressures not in the report and was informed that if there were future pressures they were usually from demand lead services.

Resolved unanimously: that the Corporate Services O&S Panel considered the Cabinet report and unanimously approved the recommendations. Following comments previously made to Cabinet the Panel requested an update on York House be presented to their next meeting where the Panel would decide if a Task and Finish Group was required.

COUNCIL TAX BASE 2018-19

The Panel considered the Cabinet report seeking approval of the council tax base for 2018/19. The Lead Member explained that this was an annual report.

The Chairman asked if the Council still gave a grant to some parish councils and the Lead Member explained that this would be included in the Budget Report due to go to Cabinet and Council in February. Some parish councils were using their precept to decrease the need for subsidies whilst others were reducing their precept and thus there may be a need for a top up.

Cllr L Evans had emailed a question that was read out by the clerk, *Cllr L Evans requested that the name of the 'Sunninghill' be changed to its full name of 'Sunninghill and Ascot' within the report.*

Cllr L Evans also questioned the table on age.29 as the numbers in the second and 6th column there was a large differences between parishes. The numbers presented are absolute figures and thus make it difficult to compare like with like. Residents in Sunningdale, Sunninghill and Ascot appear to have had a disproportionately high Change in Valuation (Column 2: 106.55 and 56.46). Of all other parishes only three have changes near 20 mark while 7 have their changes between 4.78 and 1.67. In absolute terms the change in Sunningdale is 122.68 which is more than all other parishes added together safe three (Old Windsor, White Waltham and Wraysbury).

The Lead Member replied that the level of precept was for the parish council and that the question would be more appropriately be asked to each individual parish.

The Head of Finance reported that column 2 related to valuation changes such as new properties in the parish.

Resolved unanimously: that the Corporate Services O&S Panel considered the Cabinet report and unanimously approved the recommendations.

TREASURY MANAGEMENT REPORT 2016/17

The Panel reviewed the report due to be considered by Cabinet regarding the Royal Borough's treasury management arrangements during 2016/17. Cabinet were required to review and note the report.

The Lead Member explained that the report set out how the council managed cash balances flowing in and out of the council. Members were informed that the Council followed its prudent approach in not investing into high risk ventures.

Cllr Burbage mentioned that as there had only been just over £2 million invested the financial risks to the authority were negligible. The Lead Member explained that the Financial Update report showed the fluctuation in our cash balances and how they needed to be optimised as our loans increased.

The Chairman asked about the expected returns from the regeneration projects and the Lead Member informed that these would come into fruition in the medium to long term.

The Chairman also asked if there were safeguards in place with regards to who could authorise transactions. The Panel were informed that there was a list of authorised officers with safeguards in place.

Resolved unanimously: that the Corporate Services O&S Panel considered the Cabinet report and unanimously approved the recommendations.

(Cllr Saunders left the meeting)

PROPERTY COMPANY

The Panel considered the Cabinet Regeneration Sub Committee report that provided an update on the RBWM Property Company Ltd.

Barbara Richardson, property company Managing Director, informed that this was an important update that would be provided on a regular basis as the momentum built up with both the town centre and golf club joint ventures.

The report updated Members on the business plans, key performance indicators, governance, new appointments, properties and development programmes.

Cllr Jones asked if the portfolio of properties would be borough wide and if we would be purchasing on the open market or just using our sites. The Corporate Director informed that we were currently focusing on our own sites as the Council had a number of land assets that could be utilised. Other assets may be considered in the future.

Cllr Burbage asked for clarification on the development programme and was informed that this was the four joint venture sites and the selection process for the Maidenhead Gold Club site. Other smaller sites currently under evaluation had not been included.

Cllr Burbage also mentioned that the report did not give a complete picture of the plans for the next 1 to 5 years. Members were informed that this level of detail would be included in the revised business plan.

Cllr Kellaway asked if the property managing director was also the managing director for the joint venture and was informed that there was a contractual joint venture with Countryside.

The Chairman asked who was responsible for the upkeep of properties transferred to the property company and who would be letting them. The Panel were informed that as a Council asset the Council was responsible for any redevelopment costs and that they were looking to use Housing Solutions to rent and manage the properties.

The Chairman asked what the major risks for the company were and was informed that these would be a major decrease in house prices affecting the housing market or oversupply of rental properties. If the company went into liquidation the council would take control.

The chairman asked if there were any strategies to prevent fraud and was informed that this was managed by the Council's finance teams.

Cllr Kellaway asked if the Brocket was due to be developed into residential properties and was informed that there had been no decision yet and that the final decision would be made by the Council.

Cllr Burbage asked for clarification on the issue regarding the Environment Agency and Ray Mill Road East. The Panel were informed that the Environment Agency had changed the flood zone evaluation so instead of 70% of the site being open to development this had been reduced to 40%. The decision would be challenged and it was hoped that the decision would be reversed.

Resolved unanimously: that the Corporate Services O&S Panel considered the Cabinet Regeneration Sub Committee report and unanimously approved the recommendations.

The meeting, which began at 6pm, finished at 7pm

CHAIRMAN.....

DATE.....

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CORPORATE SERVICES OVERVIEW AND SCRUTINY PANEL

WEDNESDAY, 22 NOVEMBER 2017

PRESENT: Councillors Colin Rayner (Chairman), Dr Lilly Evans, Mohammed Ilyas, Eileen Quick, Lynne Jones and Gerry Clark.

Also in attendance: Councillor MJ Saunders

Officers: Alison Alexander, Andy Jeffs, Rob Stubbs, Russell O'Keefe and David Cook.

APOLOGIES

Apologies for absence were received by Cllr Burbage.

DECLARATIONS OF INTEREST

There were no declarations of interest received.

BUDGET PREPARATION 2018/19

The Panel received a presentation on preparations for the 2018/19 budget. It was explained that the report was being brought three months earlier than normal to allow for full scrutiny with this panel reviewing the full report. Other scrutiny panels would review those elements pertinent to their remit.

The report contained Initial recommendations on overall spending, capital investment and council tax levels for 2018-19 and was the start of a decision making process which would result in the February 2018 Cabinet and Council report that would agree the final budget including council tax levels.

It was noted that figures in the proposed budget may change as the local government settlement become clear and feedback from the early release of the budget had been analysed.

The presentation informed that the main objectives of the budget were:

- Having a borough where everyone could enjoy living and working, nurturing their futures and their family.
- Invest circa £350m by 2025 in education, transport, leisure and other infrastructure to fully support the emerging Borough Local Plan and the regeneration programmes.
- Protect and enhance services and meet the growing needs for adult and children's social care.
- Manage the council's finances with the ability to fund investment and obligations from regeneration receipts.
- Deliver sustainable and effective partnerships.
- Commitment to increase the council's spending on wages by circa 2.5% to cover award, reward and promotion.
- Manage responsible and competitive levels of council tax, adult social care levy, fees and charges.
- Fulfil all pension obligations to council employees.

The Panel were informed that it was proposed to have and given examples of:

- Additional Services Spend : £3.7m.

- The proposed fees and charges that had been benchmarked.
- A list of saving opportunities and income generation totalling £4.1 million.
- Pension contributions to meet the authorities obligations.
- Capital investments totalling £54 million.

The Panel were informed that there was an indicative need to raise council tax by 1.95% and an Adult Social Care levy of 3%. This would result a total increase of £74.74 to date for a band D property.

Cllr Jones asked for clarification on the 3% Adult Social Care levy and was informed that 3% was the maximum up to 2020.

Cllr Jones mentioned that with regards to the list of saving proposals it would be useful to know which ones had already been realised and which ones were estimated what could be achieved. She recommended that the final report should show which saving proposals had already been implemented opposed to those that were yet to start.

The Lead Member for Finance informed that officers had already proposed the budget they required for their service and to provide saving proposals. There were plans to deliver all the savings for 2018/19. Although there were no guarantees everything was already in place or planned to start.

Cllr Clark asked for clarification on the additional pension contributions and was informed that the Berkshire Pension Fund set its strategy to meet pension obligations but funding levels had not reached 100% as there had been a decrease in investment returns and therefore there was an increased pension deficit that required attention.

Cllr Quick questioned if the 3% Adult Social Care levy was split between increased demand for both adult and children services. The Panel were informed that the Government required that the increased levy is shown to be spent on adult social care and thus it was to be used to continue the planned investment in that area that was started the previous years.

The Chairman asked why coach parking in Windsor had not increased whilst it was proposed to increase car parking levies. The Panel were informed that it was felt that the levels were appropriate and that benchmarking had been undertaken.

The Chairman also questioned the capital bid suggestions made by parish councils and councillors and recommended that those bids that had not been successful that the proposers be informed why. The Panel were informed that the Lead Member could explain why items had not been included. The Chairman also recommended that there needed to be justification why so many accepted bids were in urban areas, especially town centres.

Cllr L Evans questioned the scheme for the installation of a roundabout at the junction in the Sunnings area at the junction of the A329 London Road and Silwood Road. She was informed that the scheme had been amended because the costs of the original scheme had rocketed. The amended scheme would still meet the original objectives. If the scheme was approved as part of the capital programme then there would be a list of consultees.

The chairman allowed questions by the public in attendance and in response to questions regarding car parking charges and the health of town centres the Panel were informed that appropriate benchmarking had been undertaken. Maidenhead charges had been compared to Reading, Bracknell, Slough and Wokingham. It was recommended that Lead Members meet with town centre representatives to discuss parking arrangements during regeneration works.

Cllr Jones questioned the borrowing levels for the future and if income streams would cover the proposals. The Panel were informed that the income levels generated from the Councils assets and regeneration work was set at a conservative level and final income levels should

be above those estimated; nothing was certain but the income was estimated at the lower end. There were capital risks if we did not invest in our infrastructure prior to the Borough local plan and regeneration work.

Resolved unanimously that: the Corporate Services O&S Panel considered the Cabinet report and fully endorsed the recommendations. During their deliberations the following comments / requests were made:

- It was requested that the savings proposals be colour coded to show those that have already been implemented that those that have not yet started.
- It was questioned why Windsor coach car parking charges had not been increased yet car parking charges had. It was recommended that this be reviewed.
- It was recommended that with regards to the Capital programme that Lead Members contact Councillors and Parish Councils explaining why their bids had not been included within the programme.
- It was questioned why there had been no increase in charges under the remit of the Gambling Act 2005.
- It was questioned why sexual venue, betting Shops, Race Course licensing and sex shop licensing charges had only been increased by 3.9%. It was felt that as successful businesses the charges could have been increase especially as some fees and charges had been increased to residents by 50%.
- The Panel asked why the most successful capital bids were only in town centres and Dedworth. Members wanted to know what the methodology in choosing these capital bids over out of town Capital bids was.
- Charges on stafferton way car park were questioned. The Panel wanted them reviewed as it was full to capacity and was used by many residents out of Borough.

The meeting, which began at 6pm, finished at 7.25pm

CHAIRMAN.....

DATE.....

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CORPORATE SERVICES OVERVIEW AND SCRUTINY PANEL

THURSDAY, 16 NOVEMBER 2017

PRESENT: Councillors Colin Rayner (Chairman), Mohammed Ilyas, Eileen Quick, Lynne Jones and Gerry Clark

Also in attendance: Cllr McWilliams.

Officers: David Scott, Russell O'Keefe, Rob Stubbs, Suzanne Martin and David Cook

APOLOGIES

Apologies for absence were received by Cllr L Evans, Cllr Saunders (as Lead Member) and Alison Alexander.

DECLARATIONS OF INTEREST

There were no declarations of interest received.

MINUTES

The Part I minutes of the meeting held on 24 October 2017 were approved as a true and correct record.

GUILDHALL

David Scott informed the Panel that he had been asked to attend the meeting to provide an update on why there was a budget pressure of £60,000 being reported for the Guildhall in the October Finance Update Cabinet report.

The Panel were informed that the budget shortfall was made up of a £50,000 shortfall in projected income from the Guildhall and £10,000 from the Visitor Information Centre. The projected income shortfall come from three main areas; fewer wedding bookings, room availability being limited by corporate meetings and intense competition from other venues who had dedicated marketing budgets.

The Guildhall had an income budget of £205,000 with the main shortfall being fewer than 30 wedding bookings when compared to the previous year. The Guildhall is limited in that it only has two rooms and no dedicated marketing budget. The Guildhall is having to trade off its reputation as a listed building and local hotels suggesting it as a ceremony venue with the reception being held at hotels. There was also limited access and parking.

It was also noted that the income target for this year had been £40,000 higher than the previous year's outturn figure.

Cllr Brimacombe mentioned that the Guildhall had been discussed for a number of years and that he was surprised to hear that an income target that was £40,000 over the previous year's outturn had been set. He also mentioned that a post had been recruited to assist in marketing. The Panel were informed that the downturn in the wedding market had not been anticipated and we did not have the marketing capabilities of the competition.

Cllr Brimacombe suggested that as the Guildhall could not compete with neighbouring competition than we should focus on the Guildhalls unique selling points and uniqueness.

Cllr Quick mentioned that parking near the Guildhall was a problem and suggested that the three spaces outside could be better planned and utilised. With regards to corporate meetings limiting the use of the Guildhall she mentioned that there was an understanding in place that fee paying events would have the priority use if they covered the costs of moving corporate events. It was noted that some corporate events, such as planning meetings had been moved.

(Cllr Burbage and Cllr Ilyas joined the meeting)

The Chairman mentioned that the problems had been identified but there seemed to be no plan to put them right. The Guildhall's biggest asset was its history and we should do joint ventures with local hotels. He recommended that Cabinet should set up a task and finish working group to evaluate how to best utilise the asset.

The Chairman also raised concern that there had been a number of local groups who previously used the Guildhall but could no longer due to increased fees yet on the evenings they would have used it the hall remained empty. The hall's chamber should not be empty especially during holiday seasons such as Christmas. It was also mentioned that the kitchens also needed modernising.

Cllr Brimacombe mentioned that as well as its historical value we also had the mayor who could give certificates celebrating events held at the venue.

The Chairman also mentioned that although the staff did an excellent job it would be beneficial if they had uniforms more fitting to the location and events being held.

The update was noted.

FINANCIAL UPDATE REPORT

The Panel considered the latest Cabinet Financial Update report.

The Head of Finance informed that there was a projected overspend of £185,000 with pressures continuing within Children's Services and with the dedicated schools grant. The Council remained in a strong financial position with combined reserves remaining above the approved level.

The Panel questioned why there was an overspend with AFC and was informed that AFC was not based on costs but for more resilience and improves services. There had been a steady increase in children in care and high cost placements. The Panel mentioned that in the early discussions regarding AFC it had been predicated on savings.

Cllr Jones mentioned that the recommendation asked for revenue funding for a service level agreement with SportsAble but there was no detail on what this was for. The Panel were informed that this would be for additional services that they provided such as promoting better physical and mental wellbeing for the elderly.

Cllr Jones questioned why such activities were not being funded via the Better Care Fund and if we funded them via other means. The Panel were informed that SportsAble did apply for grants from the Council. Cllr Jones requested that funding figures be circulated to the Panel.

The Chairman asked if the service level agreement could be circulated to the Panel.

Cllr Burbage questioned why at the bottom of the table on agenda pack page 24 that the total Place Directorate budget had reduced from £4.1 million to £2.9 million and was informed that this was due to restructures, for example Law and Governance, after the budget had been set.

Cllr Jones questioned the £20,000 capital budget for the Cookham Parish Council to develop its Neighbourhood Plan and if there was Government Funding. The Panel were informed that there was some Government funding and that further analysis on Neighbourhood Plan funding would be provided included the number of plans on target.

Cllr Quick mentioned that the Children's O&S Panel had been made aware of the pressures and asked if the Council had any funding for unaccompanied asylum seekers. The Panel were informed that there was government funding but RBWM did not have many unaccompanied asylum seekers.

The Panel questioned the York House redevelopment and if it was on time and within budget. They recommended that a programme board should be established that oversaw the project and that this should be run by the Council. The Panel were informed that professional project managers were in place and that their work was reviewed by the Property Services Manager.

Resolved unanimously: that the Corporate Services O&S Panel considered the Cabinet report and fully endorsed the recommendations subject to the Panel reviewing the service level agreement with SportsAble and the Panel being satisfied that the requested amount is sufficient to meet the objectives.

The Chairman asked the director of Finance if there were any financial issue that could affect our current Council budgets apart from Children Services, he replied that he was not aware of any outside what was reported within the report.

The Panel were very concerned about the project management of the York House redevelopment project and requested that a Programme Management Board be established to oversee the project with any emerging issues of over spend on the current approved budgets being brought to Panel.

ELECTORAL REVIEW PROCESS

The Electoral Services Manager informed the Panel that a briefing note had been produced, at the Panels request, regarding the key stages of the electoral (boundary) review.

The Panel received an update on the Council's decision to request that the local Government Boundary Commission for England undertake a review of the borough. It was explained that the process must adhere to strict timelines and that evidence provided during the consultation would help for the final recommendations.

The Panel were informed that the review would consist of two stages:

Stage one reviewed the future size of the Council from 2019 onwards detailing the number of councillors needed for the authority to carry out its duties. An Electoral Review Working Group was established for this purpose and they concluded that the size of the Council should be 43.

The second stage of the process was to look at ward patterns that would accommodate the proposed 43 Members. The closing stage of the consultation was 4 December 2017.

The Boundary Commission would take the two months between December 2017 to February 2018 to evaluate the submissions and put together a draft recommendation, the final recommendations would be June 2018.

Cllr Brimacombe asked if the review had been initiated by the Council and that it was not obligatory. It was confirmed that this was the case, however there were two wards that were out of balance and a review trigger would have come later.

Cllr Ilyas mentioned that Cllr Jones and himself had been on the working group and a set criteria had been in place to review ward patterns. The Panel were informed that the Boundary Commission said that proposed wards had to be based within 10% of the population average based on projected figures five years after 2018. The figure of 2,764 was being used.

The Panel questioned the estimated figures used as there may be more or less housing development taking place and they were informed that planning policy had been consulted to get the population estimates.

The Chairman asked what figures the proposed 43 councillors had been based upon and was informed that the 2017 electorate and projections to 2023 were used.

Cllr Brimacombe mentioned that if we were to reduce councillor number down to 43 we had to be mindful of their workload, those with executive functions and those who worked and thus make sure an undue burden was not placed a small number.

Cllr Clark asked that with the proposed developments and cross rail where we able to adjust the proposed figures. The Panel were informed that the final recommended number of councillor could change and the example of West Berkshire's review was used where the final recommendation had been changed.

The Chairman asked how the review working group had been selected and was informed that it had been based on a recent task and finish group with the Leader and Opposition Leader suggesting the membership.

(Cllr McWilliams joined the meeting)

Cllr Brimacombe asked how the population growth had been predicted especially with the uncertainty of the Borough Local Plan. The Panel were informed that the BLP had been taken into consideration, the Boundary Commission had asked for the population to be projected by an indicative 6%. The Council felt this projection should have been higher.

The Chairman mentioned that the Prime Minister had talked about the need to additional affordable housing and asked how this was going to be achieved. The Panel were informed that the PM had mentioned an additional 5000 units across the country and thus we could absorb any number allocated.

The Chairman also mentioned that when the Royal Borough came into existence it had been agreed that there would be an equal number of councillors across the three main urban hubs and asked if this would remain. The Panel were informed that the review would look at the borough as a whole and numbers would be allocated equally on population projections.

The Panel noted the update.

COUNCIL PERFORMANCE MANAGEMENT FRAMEWORK QUARTERS 1 AND 2

The Panel considered the latest performance report due to be presented to Cabinet. The Principal Member highlighted that 16 indicators were on target; 8 were just short and 1 was off target. Relevant KPIS would be considered by the appropriate Overview and Scrutiny Panel with this Panel receiving the full Cabinet report.

Cllr Burbage questioned why the full set of KPIs had not been presented to the Panel. The Principal Member confirmed that the operational KPIs should have been included in the paperwork for the Corporate O&S Panel; he would ensure they were included for future meetings.

Cllr Jones questioned if the target for the number of days of roadworks on highways saved per year was still viable as the commentary said that the operation of the Permit Scheme would impact the target being achieved.

Cllr Jones also questioned why some targets were reporting as Amber yet would not be met by year end and thus should be reported as Red. The Principle Member replied that there were a number of different methodologies to performance management and that we had chosen to adopt a reporting method that had a percentage of tolerance built into our targets.

Cllr Brimacombe questioned the affordable housing target and was informed that the previous year we had delivered 3 units this year it was currently 17 against a target of 12. This was still a low figure and the borough were working with developers. Moving forward there would also be an increase in development on land owned by the Council and thus we would be in a better position to provide affordable housing.

Cllr Brimacombe mentioned that the authority had not yet had a discussion on the type of affordable mix and was informed that the affordable housing strategy was used to support our planning policies and that there was a 30% target on development sites.

The Chairman mentioned that there seemed to be a majority of targets that had a downward projector and requested that at future meetings the Lead Member should attend for targets not meeting expectations.

Cllr Burbage mentioned that on the RBWM Transparency Page there had been no KPIs added since April. The Panel were informed that a new performance management system had been introduced and that the page would be updated.

Resolve unanimously: that the Corporate Services O&S Panel considered the Cabinet report and fully endorsed the recommendations subject to:

- **That operational KPI's are made available to the Panel and on the Council's website.**
- **That the Panel's concern over a large number falling performance be noted and that Lead Members and Managing Director provide progress reports of key activities and outcomes, in line with appendix 2, to be made available to the Panel.**
- **That the Lead Member attends this Panel when a targets performance has decreased over two quarters and explain any remedial action being taken.**
- **That an operational KPI be introduced showing the number of affordable housing units being applied for planning permission within the Royal Borough every 6 months.**

The Chairman requested clarification if there were any vulnerable residents at risk due to the large number of falling performance figures especially vulnerable children and adults. The Panel were informed that there were no issues arising from the report.

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 the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act.

The Part II minutes of the meeting held on 24 October 2018 were approved as a true and correct record.

The meeting, which began at 6.30pm, finished at 8.30pm

CHAIRMAN.....

DATE.....

Agenda Item 5

Subject:	Universal Credit
Reason for briefing note:	Introduction of Universal Credit (Full Service)
Responsible officer(s):	Louise Freeth, Head of Revenues and Benefits
Senior leader sponsor:	Andy Jeffs, Executive Director
Date:	15 January 2018

www.rbwm.gov.uk



SUMMARY:

1. Universal Credit (Full Service) continues to roll out nationally. The purpose of this briefing note is to update Cabinet on several changes, to Universal Credit, announced in the Autumn Budget. The changes mean that the majority of Royal Borough residents will not now be impacted by the roll-out in February 2018 but in May 2018.
2. Other changes announced will mean that the transition to Universal Credit for customers will be much easier financially.
3. The overall timeline for **all** working age customers to transfer across to this new benefit remains unchanged. This means that the gradual take-on of new working age claims is set to continue until at least July 2019 at which point the remaining customers will be considered for managed migration. Details on this are still not yet confirmed but it is suggested that this will again be by JC+ area and concluded by March 2022.

1. BACKGROUND

- 1.1 Universal Credit (UC) remains the Government's flagship welfare reform. It replaces 6 of the main benefits, currently available to help those on a low income, with a single household payment and can be claimed whether in or out of work.
- 1.2 The primary aim of UC is to ensure that customers realise their full employment potential, whether this is commencing a new job or increasing existing hours/rates of pay.
- 1.3 However, concerns have been raised regarding the impact of moving onto UC for customers which led to several changes being announced in the Autumn Budget on the 23 November 2017.
- 1.4 Some of the changes will require amendments to legislation and full details are not yet available for all of those announced.

2. SUMMARY OF CHANGES

2.1 Delayed roll-out.

A decision has been made to slow down the roll-out of UC (Full Service). This now means that the majority of customers, within the Royal Borough, will not be impacted until May 2018 rather than February 2018.

Revised figures have not been provided by the Department for Work and Pensions (DWP), in respect of anticipated UC customers, but it is estimated that these will be in the region of 500 based on the previous figure of 665 for the full year 2018/19.

2.2 Alternative Payment Arrangements to Landlords – December 2017.

DWP plan to issue new guidance to UC staff to allow customers to have their housing costs paid directly to their private sector landlord, from the start of the UC claim if the Housing Benefit (HB) was previously paid directly to the landlord. This is currently only available to social sector tenants. Local Authorities will be expected to provide this information to the UC teams via amended data exchange forms.

2.3 UC re-profiling – due to the changes announced above, there will be a further pause in UC which means that:

- From 1st January 2018 – May 2018 single customers who need to make a new claim for help in the Royal Borough will be able to claim the original benefits i.e. Housing Benefit, Income Support, Jobseekers Allowance, Employment Support Allowance and Tax Credits rather than having to claim Universal Credit
- Customers with more than 2 children, who need help, will still be able to claim their old benefits, rather than Universal Credit, up until January 2019. This date has been extended from October 2018.

2.4 Free Helpline – December 2017.

All DWP UC helplines are now free. New numbers have been publicised and anyone calling the old, chargeable numbers, will hear a message informing them of the changes and the new number to call. By the end of 2017, all numbers will be switched over to the free numbers.

2.5 Increased Advances – January 2018.

Currently, customers are only able to ask for an Advance of up to 50% of their estimated entitlement, while awaiting their first full payment. This must be repaid over a period of up to 6 months and deductions are made directly from their UC payment in order to recover this. The proposal is to increase the advance from 50% to 100% of their estimated entitlement and to extend the repayment period to up to 12 months. Requests for advances will also be able to be made on line rather than in person or by telephone.

2.6 Abolishing waiting days – February 2018.

The initial 7 day waiting period for new UC customers will be abolished reducing the time taken to for customers to wait to receive their first full payment. It is estimated that this will assist an estimated 750,000 customers who will be better off by £160 on average.

2.7 Support with Housing Costs - April 2018.

Customers transferring to UC, who previously received Housing Benefit (HB), will receive an extra 2 weeks support with their housing costs via HB in addition to their UC award. This will be unrecoverable, automatic and received early on in the assessment period. The payment will be made by Local Authorities. It is estimated that 2.3 million claimants will benefit from this.

2.8 Temporary Accommodation Housing Support – April 2018.

Any new UC customers will have their housing costs met through HB, rather than UC. This should assist councils who have seen significant issues with funding shortfalls.

2.9 **Budgeting help.**

In addition to requesting local authorities to provide budgeting support for UC customers, the DWP are exploring with CAB the scope for greater collaborative work, at a national level. There is currently no date provided for this proposal nor any further detail about the shape this may take.

For the Council

- 2.10 UC does already exist within the Royal Borough. However this form of UC is referred to as being Universal Credit (Live Service). It limits entitlement to the new benefit to single people only and has been available in the Royal Borough's area since September 2015. There are currently 399 people in receipt of UC in the area. Not all of these would previously have been claiming Housing Benefit as they could be living with parents or be owner occupiers.
- 2.11 UC (Full Service) opens up entitlement to couples and those with children, therefore numbers will increase. It is rolled out, not by local authority area, but by Jobcentre Plus (JC+) area. The Royal Borough is therefore affected by 5 JC+ areas which see the new service offered from May 2018 (exact date to be confirmed) in Maidenhead JC+.
- 2.12 Based on the previous forecast, provided by the DWP, that approximately 665 new UC customers will make claims under the Full Service if the original go-live date of February were adhered to, we estimate that approximately 500 new UC claims will be made between May 2018 and 31 March 2019.
- 2.13 We do not yet know any details regarding the effect on funding, either in respect of the main Administration Grant provided by the DWP for processing Housing Benefit or any new burdens associated with UC.

3. PROPOSAL FOR MANAGING THE CHANGE

- 3.1 The DWP has recognised that local authorities are best placed to support customers through the transition to Universal Credit and have therefore requested that they agree to sign up to provide two new services: Personal Budgeting Support (PBS) and Assisted Digital Service (ADS).
- 3.2 The Royal Borough has agreed to do this for the current year, 2017/18 and, in exchange received £6,074 in recognition of this.
- 3.3 The funding details for the year 2018/19, in respect of Universal Credit, are not yet known.
- 3.4 In addition, in order to retain the new funding associated with Universal Credit, council's have to provide the DWP with quarterly MI confirming the volumes of customers they have assisted with PBS or ADS. Where volumes are not as forecast, funding will be lowered, therefore this cannot be relied upon.
- 3.5 In outlining what the DWP expect council's to provide, they are very clear where the appropriate cut off points exist. They have outlined what shape PBS and ADS provision should take within authorities.
- 3.6 Local Authority PBS provision should consist of supporting customers to know:
- How to apply for Alternative Payments Arrangements, including Advance Payments
 - How to work out monthly income and outgoings

- How to complete and maintain a budget plan
- How to get a bank account
- How to set up a direct debit
- How to recognise priority bills
- How to cut back on essentials
- Where to get more help and support

3.7 Local Authority ADS provision should consist of:

- Supporting customers to access/navigate and understand the information required to complete an on-line claim
- Use an online account securely
- Manage their email account
- Navigate and update “to dos” and journals
- Upload documents including CV’s, medical evidence etc
- Notify changes in circumstances and use the online enquiry facility
- Support digital inclusion and identify need to access more intensive Digital Up-skilling to use the internet

3.8 For both services, where more in-depth advice is required, above and beyond that which RBWM staff have the knowledge to provide, it is clear that they should signpost customers to other appropriate organisations, such as CAB.

3.9 However, many of the customers who require this initial assistance will approach RBWM Revenues and Benefits staff in the first instance. This could be simply because they are confused about the new regime that they need to claim CTR, apply for Discretionary Housing Payments or discuss Council Tax arrears. The DWP pilots which examined how best to provide assistance to these customers recognised that a hand off to an external agency meant that customers were lost as they frequently did not follow through with appointments. It is therefore best to ensure that we can provide an appropriate service for them at the first point of contact rather than referring them elsewhere unless absolutely necessary.

3.10 Although estimates suggest 500 new claims being made to UC from May 2018 – March 2019, the DWP funding model assumes that not all of them will require assistance. They believe that 6% of them may require ADS and 7.5% PBS. Even if taken separately, this would mean that there would only be an additional 68 customers seeking assistance as a result of making a UC claim in 2018/19. This equates to less than 2 per week. In reality, some of these 68 customers will require both forms of assistance therefore the actual numbers of new customers will be less.

3.11 Furthermore, experience nationally suggests that the DWP have in fact overstated these figures.

3.12 The council will continue to work closely with the CAB during both the roll-out and on-going in ensuring residents are provided with the support they need.

4. RISKS

4.1 The Royal Borough is supportive of this welfare reform but recognises the concerns associated with the roll-out of the UC (Full Service) particularly for vulnerable residents requiring immediate financial assistance. In addition to the risk to customers, there is also a risk for the Royal Borough if it does not support those customers. While there is a

recognised risk to the Housing Benefit budget, the longer term effects of failing to address customer's issues could put pressure on other budgets within the Royal Borough's including housing/homelessness, the Local Welfare Provision Fund, collection rates for Council Tax, Discretionary Housing Payments and S17 payments for Children.

4.2 A joined up approach to service provision is therefore essential, with each party recognising their role in this.

5. NEXT STEPS

5.1 Engagement with the DWP continues, although this has slowed in light of the delay to the roll-out. The planned events for partners and Registered Social Landlords set for November were postponed and will be rescheduled closer to May 2018.

5.2 Further details are awaited from the DWP regarding the exact go-live date in May 2018. Once received, the implementation plan for support can be finalised.

5.3 Meanwhile, work continues to pinpoint existing provision within the Royal Borough. There are existing services which could be utilised to assist customers and avoid duplication. Examples of this include:

- Volunteer support in the library. A volunteer has already attended UC training at the JC+ and provides customers with assistance making UC claims on line for 1 day per week.
- The GROW team provides an employment service for residents aged over 25 as well as the STRIVE initiative for new businesses and CLASS Community Based Learning and Skills.
- Other, external, partners are also able to assist in the provision of assistance for customers impacted by UC such as CAB, Radian and Housing Solutions who provide specific tenancy support and sustainment services. Housing providers recognise the risk to their revenue UC provides and are therefore, nationally, expanding services.

5.4 Training will be provided to staff across the Revenues and Benefits team as well as the Library and Resident Services team in order to better assist vulnerable customers. This will be via the service hubs in Maidenhead, Windsor, Ascot and throughout the community libraries where required. In addition, the website will be updated to ensure customers have access to information 24/7.

5.5 A briefing session, to which all members will be invited, will be arranged for the New Year in order to raise awareness of how UC may affect residents in the Royal Borough.

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Agenda Item 6

Report Title:	York House Update
Contains Confidential or Exempt Information?	No
Member reporting:	Councillor Jack Rankin Cabinet Member for Economic Development and Property
Meeting and Date:	Corporate Overview and Scrutiny Committee – 23 January 2018
Responsible Officer(s):	Russell O’Keefe – Executive Director
Wards affected:	All

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REPORT SUMMARY

1. The original York House building comprised approximately 19,000 square foot of office accommodation for staff combined with customer access and has been the Council’s main office base in Windsor.
2. The Council carried out feasibility and appraisal work to assess the options for the future of York House.
3. The work demonstrated the best option would be to refurbish and add a further storey to the existing two storey building.
4. The redeveloped York House will provide a modern, accessible, multifunctional customer service hub for Windsor resident that provides the full range of face to face customer services and 28,000 square foot of improved office accommodation.
5. The report provides a progress update on the redevelopment of York House.

1. RECOMMENDATION: That Corporate Overview and Scrutiny Committee notes and comments on the report.

2. BACKGROUND INFORMATION, REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

Background

- 2.1 The original York House building comprised approximately 19,000 square foot of office accommodation for staff combined with customer access and has been the Council’s main office base in Windsor.
- 2.2 The Council carried out feasibility and appraisal work to assess the options for the future of York House. The work looked at a range of options including redevelopment and refurbishment. The work demonstrated the best option would be to refurbish and add a further storey to the existing two storey building.

- 2.3 The Council’s new refurbished office will have a capital value of circa £17,500,000 and a rental value of circa £1,000,000 per annum if let on the market.
- 2.4 The project to refurbish York House allows the Council to:
 - Create a modern, accessible, multifunctional customer service hub for Windsor resident that provides the full range of face to face customer services in line with the Council’s agreed model for resident services.
 - Continue to have a significant customer facing office base in Windsor.
 - Ensure the site can continue to provide public parking to support the town centre outside of office hours.
 - Provide 28,000 square foot of improved office accommodation for Windsor based council staff and partners.
 - Significantly improve the visual appearance of the building in this important area of the town.
- 2.5 In April 2017 a planning application was approved for the refurbishment.
- 2.6 Alongside work on the Council’s building, discussions and work was carried out with TVP over the potential to include a Police Station at the side/rear of the existing office. While developing initial concept designs, the Council confirmed that TVP’s indicative building would be likely to cause significant concerns for councillors, council officers and local residents due to the heritage environment and the 24/7 nature of police operations. It was therefore considered unlikely that TVP’s planning application would be supported. On this basis TVP and the Council jointly agreed that TVP should not progress with the submission of a formal planning application for the York House site.

Progress update

- 2.7 The contractor Wilmot Dixon commenced enabling works for the redevelopment of York House during July 2017. The following has since been completed:
 - Demolition of the extension w/c 21/08/17
 - Scaffold above the removed extension w/c 29/08/17
 - Removed roof and walls to 1st floor w/c 07/09/17
 - Removal of the ground & 1st floor w/c 21/09/17
 - Steel procured as of November 2017
 - Demolition of existing building completed prior to the Christmas break.
 - Steel delivered to site w/c 8th January 2018.
- 2.8 The table below summarises the key next steps in the redevelopment programme.

Work programme	Timescales
Steel frame – 26 wks	16/10/17 – 27/04/18
Building envelope – 44 wks	08/01/18 – 12/11/18
Roofing – 15 wks	26/02/18 – 08/06/18
Fit Out Grd Floor – 17.5 wks	18/05/18 – 19/09/18

Fit Out 1 st Floor – 18 wks	05/06/18 – 08/10/18
Fit Out 2 nd Floor – 19 wks	18/06/18 – 26/10/18
Stairs - 11wks	05/06/18 - 20/08/18
Lift Works – 21 wks	18/05/18 – 11/10/18
External Works – 26.8 wks	31/5/18 – 04/12/18
Handover and snagging	5/12/18- 21/12/18

Option	Comments
1. To note and comment on the report. Recommended	This allows Corporate Overview and Scrutiny Committee to consider the report.
2. To not note and comment on report. Not recommended	This would not allow Corporate Overview and Scrutiny Committee to consider the report.

3. KEY IMPLICATIONS

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
York House redevelopment completed	Not completed	December 2018	November 2018	N/A	December 2018

4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1 No additional budget is required for the project.

CAPITAL	2018/19	2019/20	2020/21
Addition	£0	£0	£0
Reduction	£0	£0	£0
Net impact	£0	£0	£0

5. LEGAL IMPLICATIONS

5.1 The Council has a duty to efficiently manage its assets.

6. RISK MANAGEMENT

Risks	Uncontrolled Risk	Controls	Controlled Risk
Project is not completed successfully	Medium	Effective project and contract management	Low

7. POTENTIAL IMPACTS

7.1 None.

8. CONSULTATION

8.1 Consultation was carried out as part of the planning process.

9. TIMETABLE FOR IMPLEMENTATION

9.1 The timescale for final handover has been slightly adjusted from end of November to December 2018.

Date	Details
December 2018	Contractor hands over completed office building

10. APPENDICES

10.1 None.

11. BACKGROUND DOCUMENTS

11.1 N/A

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
Cllr Jack Rankin	Lead Member for Economic Development and Property	12/1/18	
Alison Alexander	Managing Director	12/1/18	12/1/18
Russell O'Keefe	Executive Director	12/1/18	
Andy Jeffs	Executive Director	12/1/18	
Rob Stubbs	Section 151 Officer	12/1/18	
Terry Baldwin	Head of HR	12/1/18	
Mary Kilner	Head of Law and Governance	12/1/18	
Louisa Dean	Communications and Marketing Manager	12/1/18	

Report Title:	York Road, Maidenhead – Site Proposal
Contains Confidential or Exempt Information?	YES – Appendix A, A5, A6, B and C - Part II - Not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.’
Member reporting:	Councillor Rankin, Cabinet Member for Economic Development and Property. Councillor David Evans, Cabinet Member for Maidenhead Regeneration and Maidenhead
Meeting and Date:	Cabinet Regeneration Sub-committee 25 th January 2018.
Responsible Officer(s):	Russell O’Keefe – Executive Director
Wards affected:	Oldfield

REPORT SUMMARY

- 1 In March 2017 Countryside Properties (UK) Limited was appointed as the Council’s development partner for the Royal Borough Development Partnership.
- 2 In line with the initial Business Plan agreed for the partnership, Countryside Properties (UK) Limited has formally brought forward a site proposal for York Road.
- 3 The report sets out the proposal for formal consideration.

1 DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet Regeneration Sub- Committee notes the report and:

- i) Approve the emerging site proposal for York Road.
- ii) Approve the appropriation of the site in the red line plan at Appendix A1.
- iii) Delegate authority to the Executive Director and the Cabinet Members for Economic Development and Property and Maidenhead Regeneration and Maidenhead to enter into a development agreement with Countryside Properties (UK) Limited.
- iv) Asks Council to approve these recommendations.

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

2.1 In March 2017 Council appointed Countryside Properties (UK) Limited as its preferred development partner for the Royal Borough Development Partnership through a contractual joint venture. The overarching framework agreement for the partnership was signed in September 2017.

2.2 The following four sites are initially included in the partnership:

- York Road,

- West Street,
- St Clouds, and,
- Reform Road.

- 2.3 In July 2017 Cabinet Regeneration Sub-committee agreed the initial business plan for the partnership. Within the development programme the York Road site was scheduled to be brought forward first.
- 2.4 Following extensive work and discussions, consultation and pre-application planning discussions Countryside Properties (UK) Limited has now put forward a detailed site proposal for York Road. This can be found at Appendix A.
- 2.5 Under the terms of the framework agreement if the Council agrees the site proposal and signs a development agreement the land can then be drawn down by Countryside Properties (UK) Limited and work to actively develop the site would commence. The timetable is set out in section 9.

Site Proposal

- 2.6 The principles of the York Road masterplan are to;
- Use vacant or underutilised land owned or controlled by the Council to deliver new housing, and leisure and civic spaces that will facilitate the rejuvenation of Maidenhead town centre
 - Provide a minimum of 30% affordable housing in line with housing policy
 - Integrate the site with surrounding streets
 - Respect the civic setting and the creation of a key civic space
 - Maximise the blue ribbon through enhancing the existing York Stream, creating an active waterfront and views of the water
 - Celebrating community facilities by providing access to key community facilities from a central location
 - Provide a range of typologies that respond to their context
 - Extend the key routes through the site.
- 2.7 The site proposal is based on a total of 261 new homes, 183 for private sale, and 78 for affordable. The 30% affordable housing provision which will be included in the development agreement will include a full range and mix of tenure in order to create a sustainable and all-inclusive scheme, see Table 1.

Table 1 – Affordable Tenure Mix

Tenure	No of Homes	% of Mix
Affordable Rent	20	26%
Shared Ownership	36	46%
Rent to Buy	14	18%
Social Rent	8	10%
Totals	78	100%

- 2.8 The Council has also agreed a priority approach for private sale properties for local residents or those with a local connection to the Borough with Countryside Properties (UK) Limited. There will be an exclusive sales period of 6 weeks where units will be launched for sale and only available to individuals and/or families that have a local

connection. This will be determined as those that either work, or live in the borough or have immediate family living in the borough.

2.9 Parking provision is based on a ratio of 0.5 spaces per dwelling, with a combination of podium and basement parking for residential use. Blue badge spaces in and around the Town Hall area will be retained as part of the redevelopment. In addition a new car club will be created with 3 years free membership to residents.

2.10 There will be over 13,000 square feet of new eating, drinking and cultural space that will create a vibrant area in the centre of the town.

2.11 This proposal is based on the delivery over three phases of development, with a potential start on site in September 2018, subject to planning.

2.12 The key benefits of the proposal are:

- New homes included much needed affordable housing in the town centre.
- Creation of new restaurant and bars in the town centre.
- Relocation of the Heritage Centre.
- Refurbishment of the Desborough Suite.
- Redevelopment & improvements of public realm directly in front of the Town Hall.
- Delivery of a high quality scheme that will set the standard for the town centre regeneration.
- A significant capital receipt for the Council.

Development Agreement

2.13 The development agreement is a copy of all key terms and conditions of the originally signed and executed framework agreement, with amendments that relate to site specific conditions and variation requests by the Council.

2.14 The development agreement, along with the execution of a 250 year lease, will enable the project to progress. The development agreement is clear on what development cost and overheads Countryside Properties (UK) Limited is able to apply to the project, and therefore how the residual land value is derived.

2.15 The residual land value cannot drop below that which is currently being proposed, unless this does so, due to variations requested by the Council, which have a knock on effect to the land value. This might include areas such as affordable housing, parking provision, s.106 costs. However, most of these areas should be finally agreed as part of the planning process, and therefore should be established prior to start on site. Once the land value is set at this stage, any changes to the scheme, other than by variation by the Council, would be at the risk of Countryside Properties (UK) Limited. The land value at this point would be guaranteed.

2.16 The council have an overage arrangement with Countryside Properties (UK) Limited, which allows for a share in any upside in sales values. Should sale values drop, the Council would not receive any overage, but would still receive its minimum residual land value.

Appropriation of Land known as York Road, Maidenhead

2.17 The appropriation of the land known as York Road, Maidenhead is recommended for the reasons set out below:

- A planning application is due to be submitted on the site in March 2018 for the redevelopment of the site for residential and mixed use.
- The land with red line as indicated at (Appendix A1) of the site proposal is to be taken forward under three separate phases of development. Vacant possession of the land is required for all three phases to be proceed. Should this not be possible, then the site would come forward in separate phases, with a revised timetable.
- The development of the site will have positive effects on the economic, social and cultural well-being of the town centre, supporting the overall regeneration of the area.
- The site is designated in the local plan for redevelopment for residential use, including commercial and community use.
- No formal objections have been received to date as part of the public consultation process which took place in September 2017.
- Local neighbours have been consulted and provided with indications of the proposed site.

2.18 The appropriation of land is a requirement of the framework agreement if a site is to be developed, and sits firmly in the control of the Council. This report therefore seeks to deal with the appropriation as part of the approval to execute the development agreement for this site.

Table 2: Options

Option	Comments
1. To agree the site proposal so that a development agreement can be signed and work can progress. Recommended	This allows the site to be developed and the benefits to be realised.
2. To not agree the site proposal. Not recommended	This would mean that the development of the site would not move forward.

3 KEY IMPLICATIONS

3.1 York Road is the first of four sites that are being brought forward as part of the joint venture with Countryside Properties (UK) Limited. This site forms part of the major regeneration and redevelopment of the town centre. It brings forward social, economic, and environmental sustainable development, which incorporate both private and affordable housing.

3.2 Since the initial tender bid for this site, the Council have made several requested changes which have reduced the land receipt payable to the Council. Following consultation and listening to the views of residents and local stakeholders the Council has invested in improved:

- Affordable housing provision through affordable rent and social rent.
- Parking through increasing the parking provision.

- Cultural facilities through the relocation of the Heritage Centre and improvements to the Desborough Suite.
- Public realm for the town.

3.3 The development agreement has been established as a core document from the initial framework agreement, the only changes that have been made to this document are site specific, to take into consideration the variations that have been requested by the Council, and any abnormal conditions on the site that were not known, and could not be known at the tender stage.

Table 3: Key implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
30% Affordable Housing	Target not met	Target delivered	N/A	N/A	March 2023
Relocation of Heritage Centre	Relocation not achieved	Successful relocation	N/A	N/A	March 2023
Refurbishment of Desborough Suite	Not completed	Completed successfully	Completed successfully under budget	N/A	October 2020
Improvements to public realm outside Town Hall.	Not completed	Completed successfully	Completed successfully under budget	N/A	October 2020

4 FINANCIAL DETAILS / VALUE FOR MONEY

4.1 This information is included in Appendix C in the part 2 element of the report.

5 LEGAL IMPLICATIONS

5.1 In operating the partnership, the Council in order to comply with s123 of the Local Government Act 1972 to achieve best consideration on the disposal of land, has commissioned commission external advice. They have provided a s123 Valuation Report which can be found at Appendix B. .

5.2 Appropriate of Land - The Council is authorised by virtue of Section 122 of the Local Government Act 1972, and section 227 & section 237 of the Town & Country Planning Act 1990 and section 203 of The Housing & Planning Act 2016 to appropriate land within its ownership for any purpose for which it is authorised. Any costs associated with the appropriation of the land will be met by the budget for the redevelopment of the site.

6 RISK MANAGEMENT

6.1 Identified below is some key risks associated with the redevelopment of this site. Due to our contractual structure, many of these key risks have been mitigated by the council

as they will sit with the Council's joint venture partner Countryside Properties (UK) Limited.

Table 4: Impact of risk and mitigation

Risks	Uncontrolled Risk	Controls	Controlled Risk
Planning not achieved	Medium	Site allocated in draft local plan and supporting documentation and evidence being produced.	Low - Planning will be determined by tall building strategy, and a policy compliant scheme.
Site abnormal risks	Low	Initial site investigation have not shown any major issues at this stage.	Low - Further site investigation to take place before start on site.
Vacant possession of all phases	Medium	Negotiations are in place to obtain vacant possession.	Low - CPO process could be activated if required but unlikely to be needed
Defective title	Low	Currently working through all title issues to resolve.	Low - managed through legal process.
Inclement weather causes delay	Medium	Construction management plan	Medium - managed through construction programme.
Increase in labour costs	Medium	Countryside have a secure supply chain.	Low - Sub-contractor framework agreements are in place with Countryside. Risk sits with Countryside
Increase in material costs	Medium	Prediction in increase in build costs are assumed in the current model.	Low - Residual Land Value is set at pre-construction stage, so risk will sit with Countryside
Drop in sales values	Low	Predictions for a rise in sales values remain	Low - Overall risk sits with JV Partner, but

Risks	Uncontrolled Risk	Controls	Controlled Risk
		strong, with the arrival of Cross rail in late 2019.	would affect any overage payable to the Council.

7 POTENTIAL IMPACTS

- 7.1 The development of the site will deliver a range of positive benefits to the Borough as well as a major return for the Council for its land value.
- 7.2 The project will be managed and overseen by the Council wholly owned subsidiary RBWM Property Company Ltd.
- 7.3 Due regard has been given to the Council's Equalities Duties in particular with respect to general duties arising under the Equalities Act 2010, section 49. The community and commercial space in this development will provide access to all members of the community. The residential properties will be constructed to Part M building regulations, and will include 6% of its parking for blue badge holders.

8 CONSULTATION

- 8.1 Public consultation has taken place in September 2017, with regards to the initial site proposal, and further public consultation has been set for 19th and 20th January 2018. Consultation has also been undertaken with local stakeholders, the members of PRoM, and other developers working in the town centre.
- 8.2 Engagement and consultation is in place, and continues with those organisations that will be affected and/or displaced by the redevelopment of York Road, to make sure that where possible relocation or appropriate compensation can be agreed in order to obtain vacant possession of the site proposal area as indicated in the red line plan at Appendix B.

9 TIMETABLE FOR IMPLEMENTATION

Table 5: Implementation timetable

Date	Details
March 2018	Submit planning application
June 2018	Planning consent granted
September 2018	Start on site – phase I
October 2020	1 st sales completions
October 2020	Start on site – phase II
March 2023	Start on site – Phase III
November 2024	Last sales completion

10 APPENDICES

Appendix A – Site Proposal – Part 2

Appendix A1 - Red Line Plan

Appendix A2 – Site Plans: Phasing

Appendix A3 – Accommodation Schedule

Appendix A4 – Scheme Designs

Appendix A5 – Financial Movement Summary – Part 2

Appendix A6 – Financial Model – Part 2

Appendix A7 – Planning Programme

Appendix A8 – Construction Programme

Appendix B – S123 Report – Part 2

Appendix C – Financial Information – Part 2

11 BACKGROUND DOCUMENTS

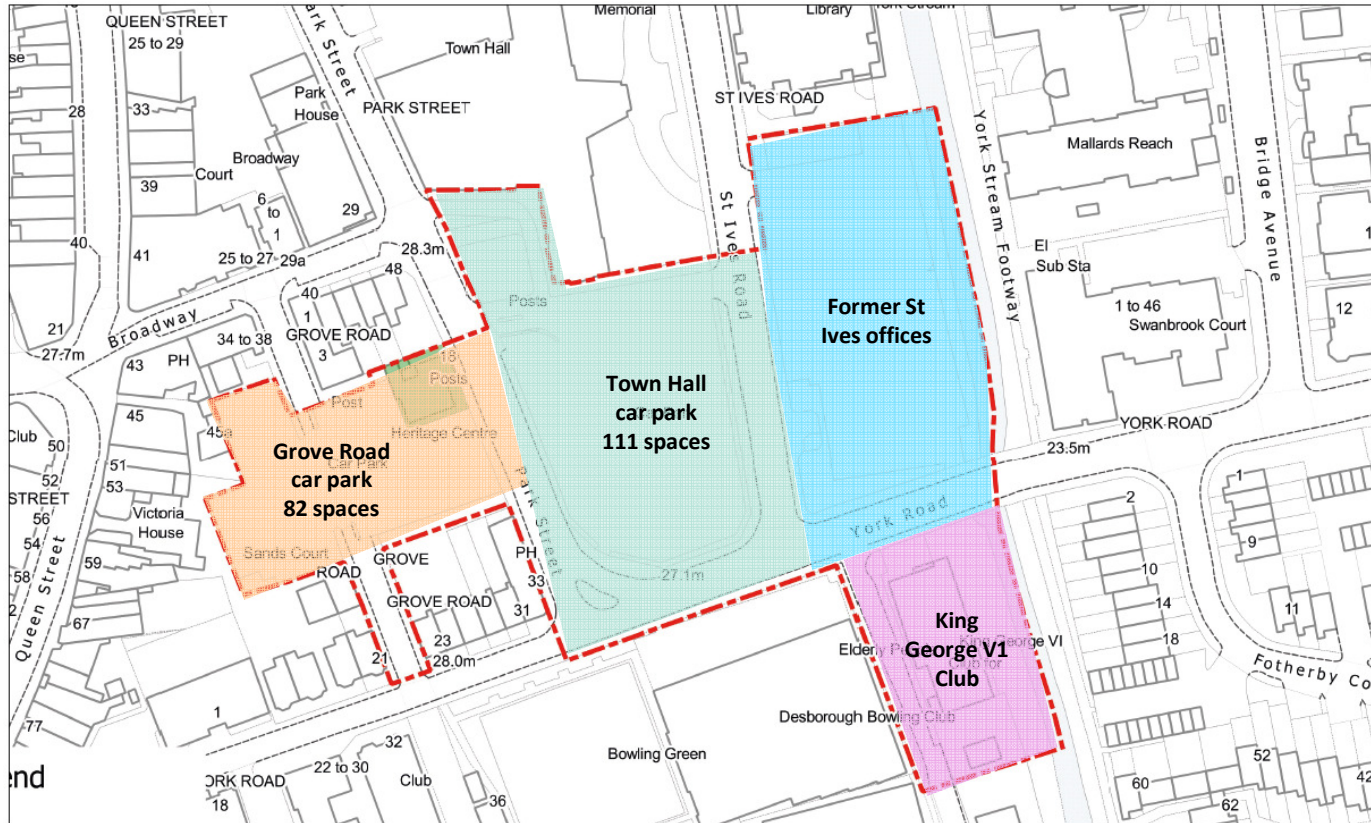
Not applicable.

12 CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
Cllr Jack Rankin	Cabinet Member for Economic Development and Property.	12.01.18	13.01.18
Cllr David Evans	Cabinet Member for Maidenhead Regeneration and Maidenhead	12.01.18	13.01.18
Alison Alexander	Managing Director	11.01.18	12.01.18
Andy Jeffs	Executive Director	11.01.18	
Rob Stubbs	Section 151 Officer	11.01.18	
Terry Baldwin	Head of HR	11.01.18	12.01.18
Mary Kilner	Head of Law and Governance	11.01.18	12.01.18
Louisa Dean	Communications and Marketing Manager	11.01.18	
	Other e.g. external		

York Road

39

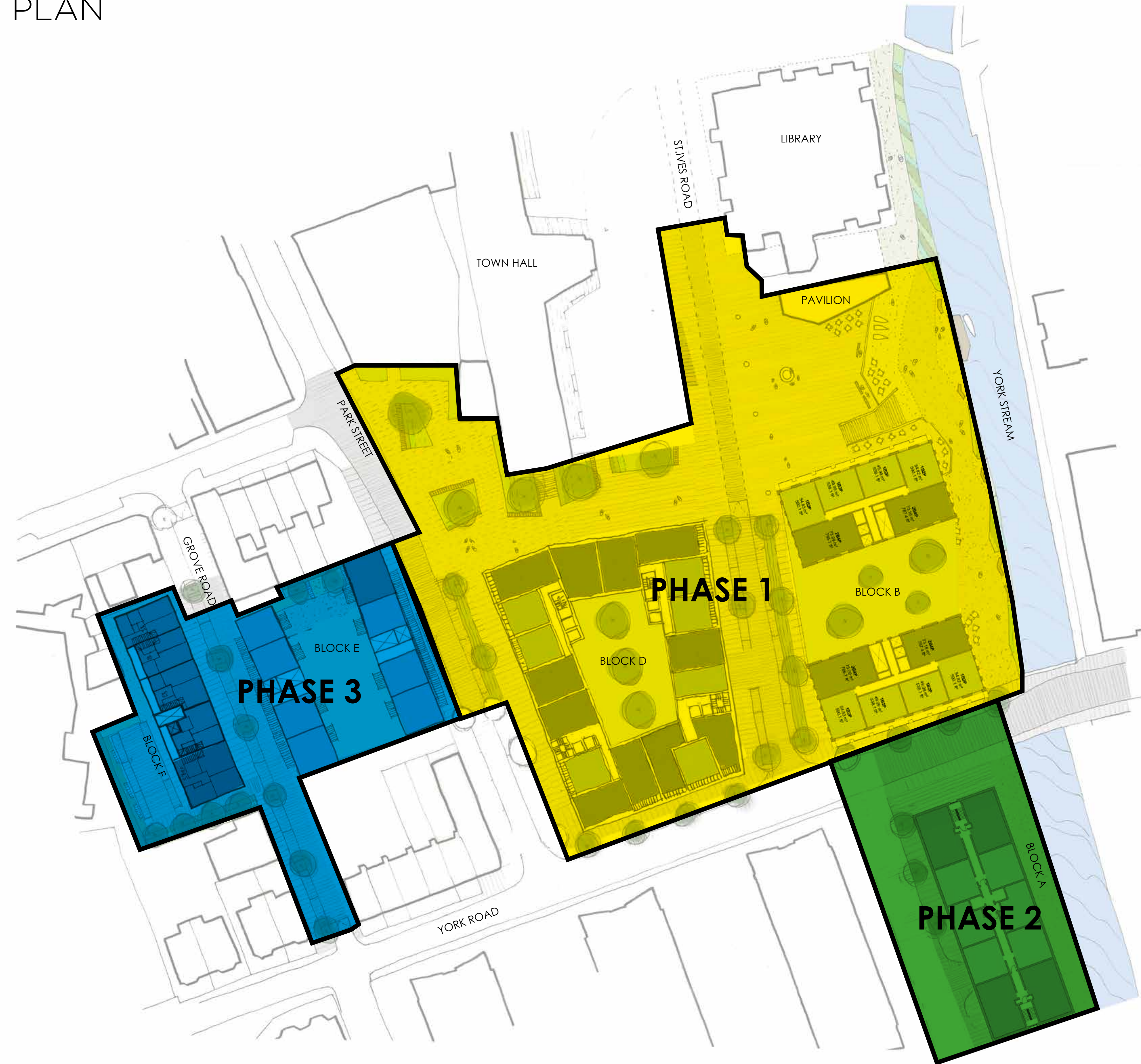


York Road Opportunity Area

YORK ROAD, MAIDENHEAD

SITE WIDE PHASING PLAN

SCALE: 1:500@A1 / 1:1000@A3



KEY

- PHASE 1
- PHASE 2
- PHASE 3



**CONRAN+
PARTNERS**

Countryside, Maidenhead
9021

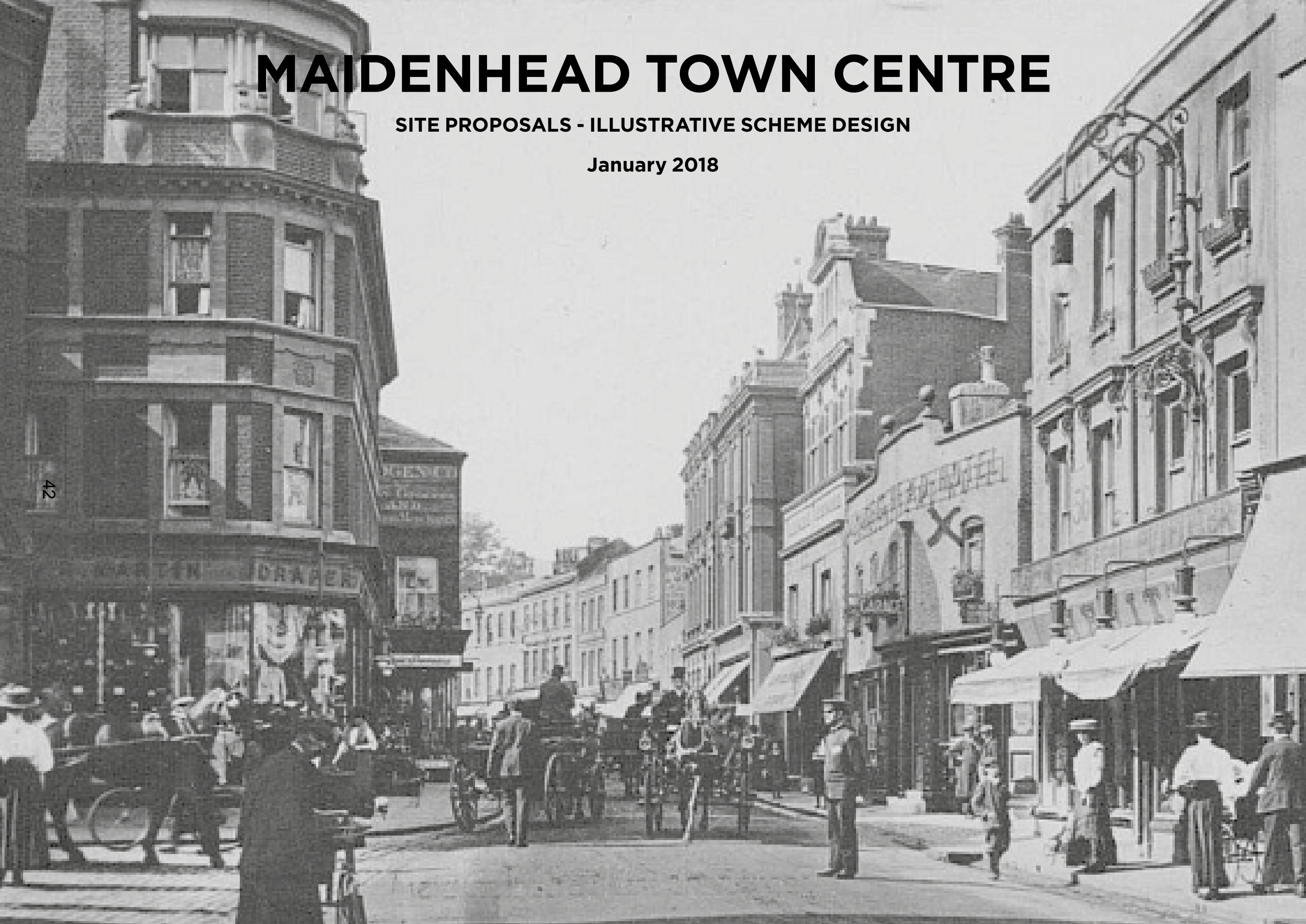
York Road Summary Accommodation Schedule
2017.10.30

BASELINE SCHEME 30.10.2017																								
COMMUNITY		RETAIL		CULTURAL		RESIDENTIAL												TOTALS						
GEA	GIA	GEA	GIA	GEA	GIA	GEA	NIA	1B/2P		2B/3P		2B/4P			3B/5P			GEA	RESIDENTIAL NIA	COMMERCIAL GIA	UNITS	DENSITY (Units/Ha)		
								UNITS	%	UNITS	%	UNITS	MAISON-ETTES	%	UNITS	MAISON-ETTES	%							
0	0	1,126	1,086	371	371	26,714	17,559	106	41%	8	3%	116	12	49%	17	2	7%	32,649	17,559	1,457	261	167		

MAIDENHEAD TOWN CENTRE

SITE PROPOSALS - ILLUSTRATIVE SCHEME DESIGN

January 2018



THE CULTURAL HEART OF MAIDENHEAD - A CULTURAL / FOOD + BEVERAGE OFFER



Enhanced landscaping and seating areas to the Desborough Theatre entrance - a high quality space where people want to spend time



Maidenhead Heritage Centre re-homed to a purpose built 'destination' facility, attractive and accessible to all



A pavilion building which creates interest and activity, busy through the day and into the evening



Maidenhead Town square - suitable for markets, outdoor cinema, an ice-rink and uses which bring a sense of occasion



Restaurants which line the public realm with activity and provide the upmarket dining experience which Maidenhead Town Centre does not currently offer



Activity along the York Stream at the lower level - pop up shops, rowing boats and cycle hire - providing a leisure attraction for families



HOW THE PUBLIC REALM COULD LOOK + FEEL - LANDSCAPE + PUBLIC REALM



Planted and green 'soft' street-scape - with places to sit and gather, and for year-round programme of outdoor activities to occur



Shared surfaces, with cyclists and pedestrians given priority



44



Enhanced landscaping to the Desborough Theatre entrance - providing identity and interest, in a 'pocket park'



Public art which engages people - rooted in Maidenhead's unique character



High quality hard-landscaped square with interesting features and 'street-furniture'



Transition from the civic square level down to the waterfront becomes a feature - where people can sit and enjoy the York Stream





TYPICAL FLOOR PLAN

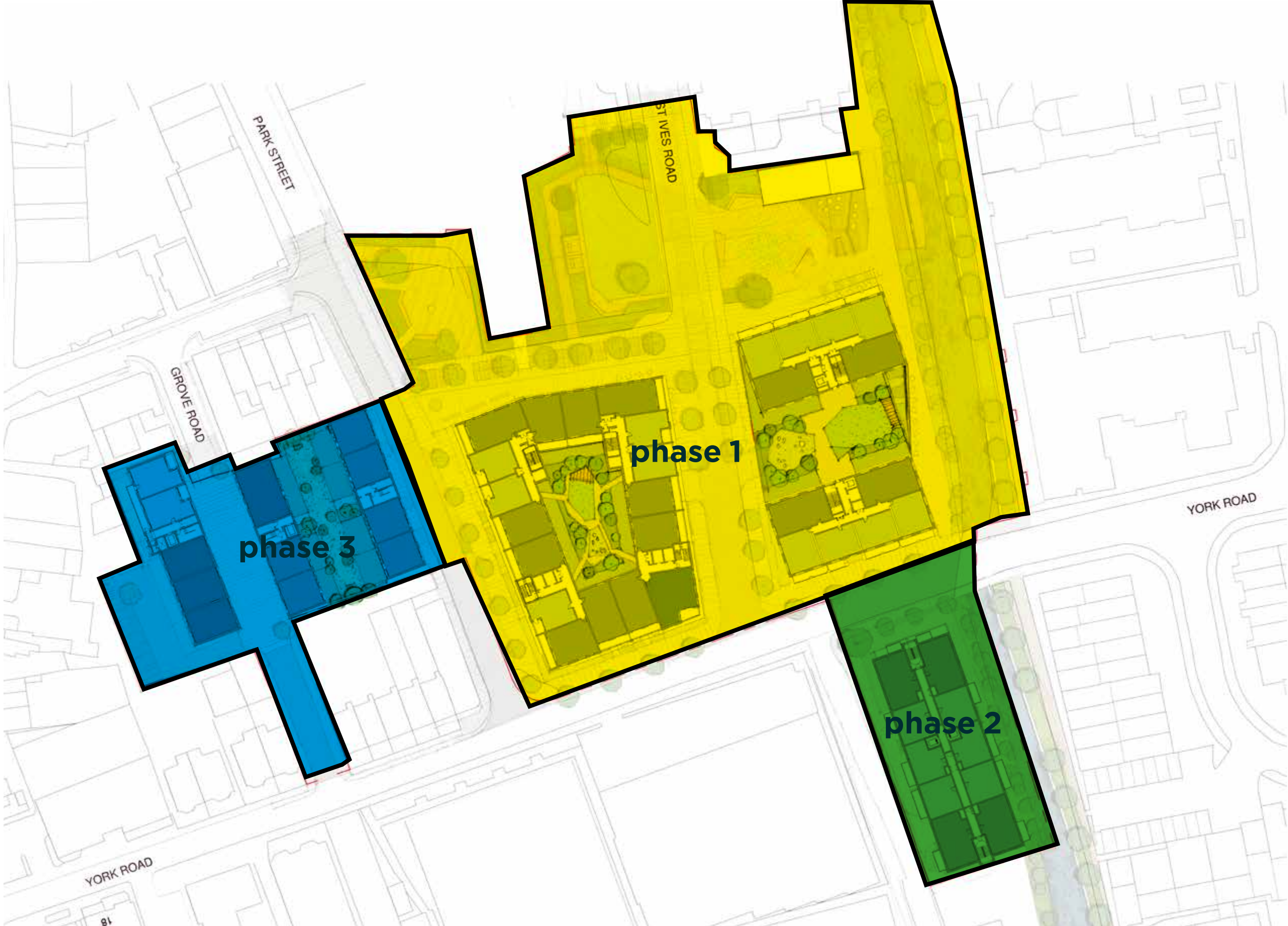
46



Key

- 1 Bed
- 2 Bed
- 3 Bed

PHASING PLAN







- Key**
- phase 1
 - phase 2
 - phase 3

TENURE MIX PLAN

Note: affordable location dependent on final agreed split between SO / RTB / AR



Key

-  affordable rent
-  shared ownership / rent to buy
-  private
-  private / shared ownership mix

GROUND FLOOR PLAN

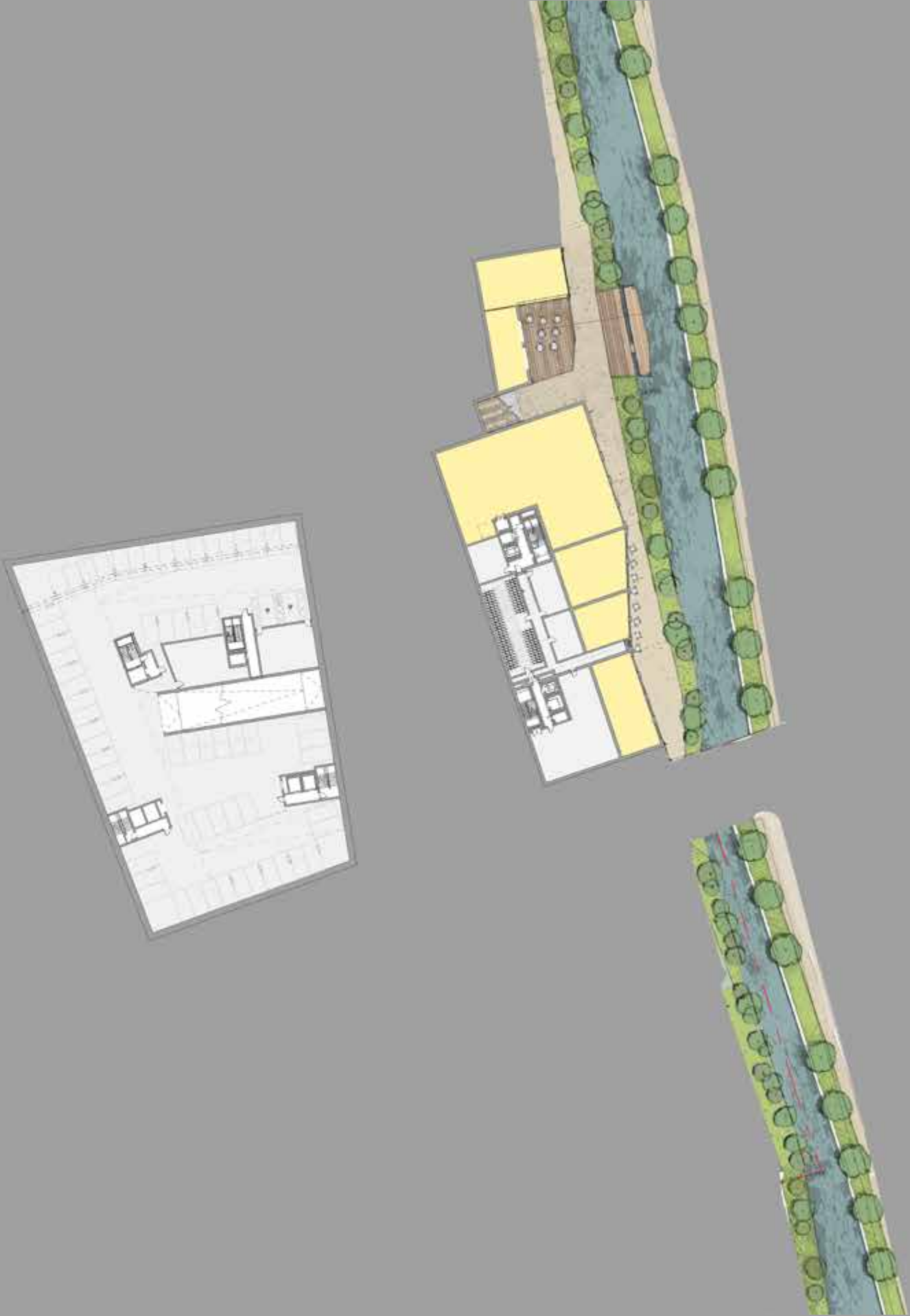
49



- Key**
- commercial
 - 1 Bed
 - 2 Bed
 - 3 Bed

LOWER-GROUND + BASEMENT PLAN

50



- Key**
- commercial
 - 1 Bed
 - 2 Bed
 - 3 Bed

VIEW NORTH ALONG YORK STREAM

Balconies above York Stream allow for views up and down stream, along with natural surveillance and animation

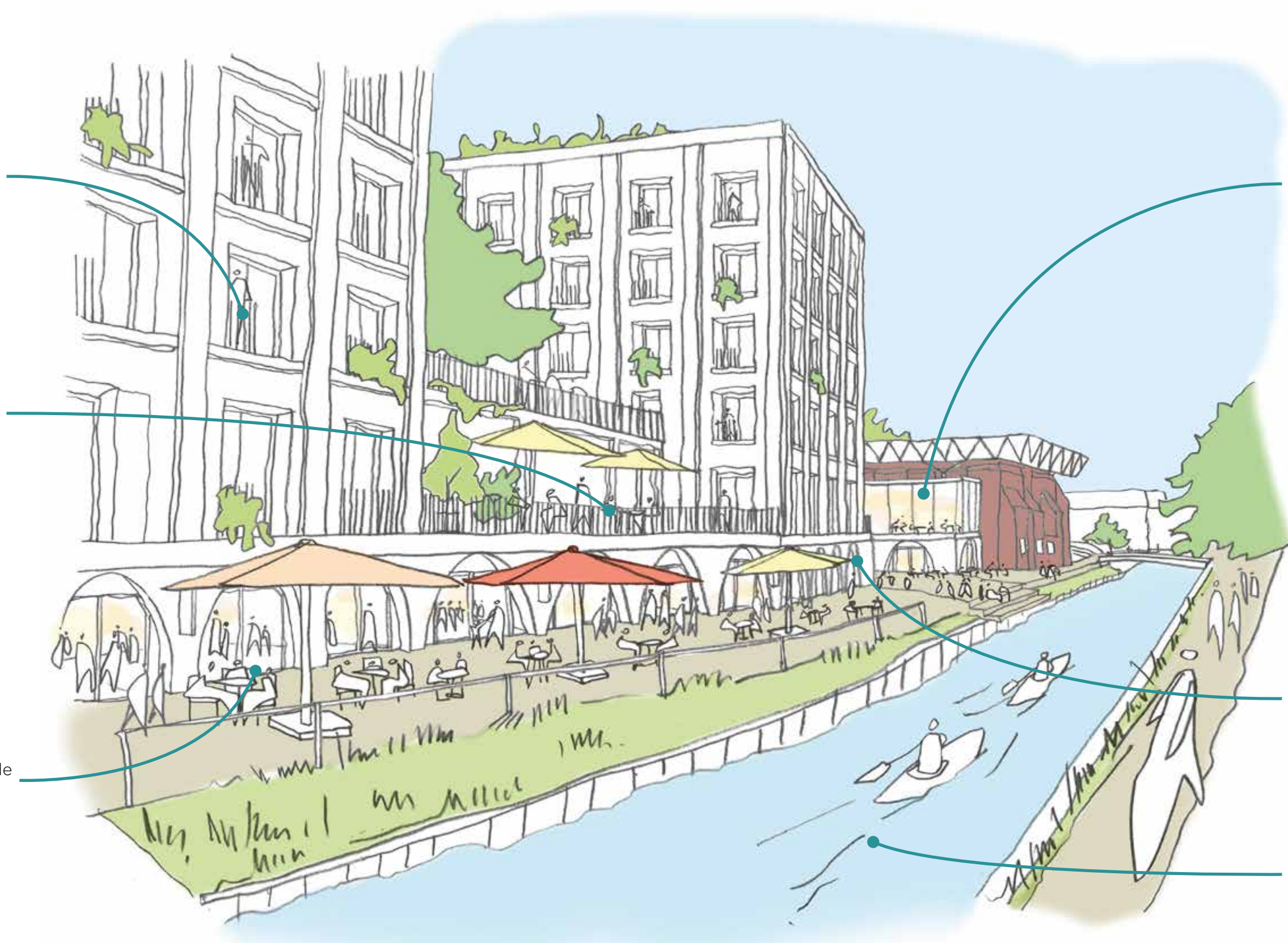
Planted communal green space and a restaurant terrace allows for elevated views of the waterfront and creates activity

Retail spaces adjacent to waterfront provide places for people to sit and relax, activating the waterway edge

Pavilion building addresses both civic square on upper level and York Stream on lower level - bringing further activity which the 'back' of the Library lacks

Restaurant and terrace on corner of block B North has views of York Stream and civic square

York Stream used for recreational activities like kayaking/canoeing/paddle boating etc.



VIEW SOUTH PAST THE LIBRARY INTO THE NEW SQUARE

Buildings at the edge of the square are not too high - this allows lots of sunlight into the square

An attractive and active North elevation to block B has civic presence on public square, and defines the 'edge' of the space

Market stalls populate public square on particular days of the week

The ground floor of buildings surrounding the square are lined with restaurants and bars which enliven the space and help to create a 'destination'

Planted pedestrian-only link between block block D and the Town Hall

'Pedestrian Priority' street allows pedestrians and vehicles to move freely and helps give a pedestrian emphasis to the civic square

New planting gives people a nice place to sit, and to gather in



VIEW EAST TOWARDS THE NEW SQUARE

The new square is suitable for a range of flexible activities throughout the year - attracting a diverse range of people

53

New areas of planting give people a place to sit and to gather. Unique pieces of public art are installed, rooted in Maidenhead's unique identity



Calm, simple brick architecture will mean that the development looks good over time

The ground floor of buildings surrounding the square are lined with restaurants and bars which enliven the space and help to create a 'destination'

A new pedestrian street links Park Street and St. Ives Road to the south of the Town Hall, encouraging people towards the York Stream

VIEW NORTH ALONG GROVE ROAD

Articulation to the roof of the buildings along Grove Road lends rhythm - akin to the former setting's terraced townhouses

The height of buildings along this street are low-rise - fitting in with the adjacent context

Natural surveillance is provided by terraces and balconies

Simple surfaces, geometry and repetition makes these buildings feel like houses - they are proposed to be a mix of maisonettes and apartments

Communal, domestic feeling along the street - lots of front doors, and traffic calming measures make this a nice place to walk through



Thank you

55

CONRAN+
PARTNERS

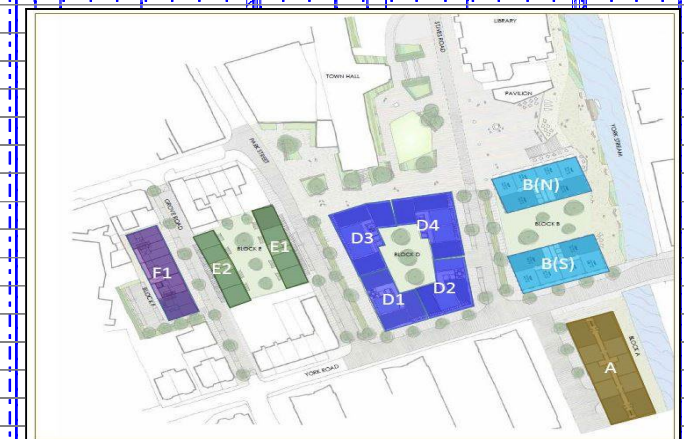
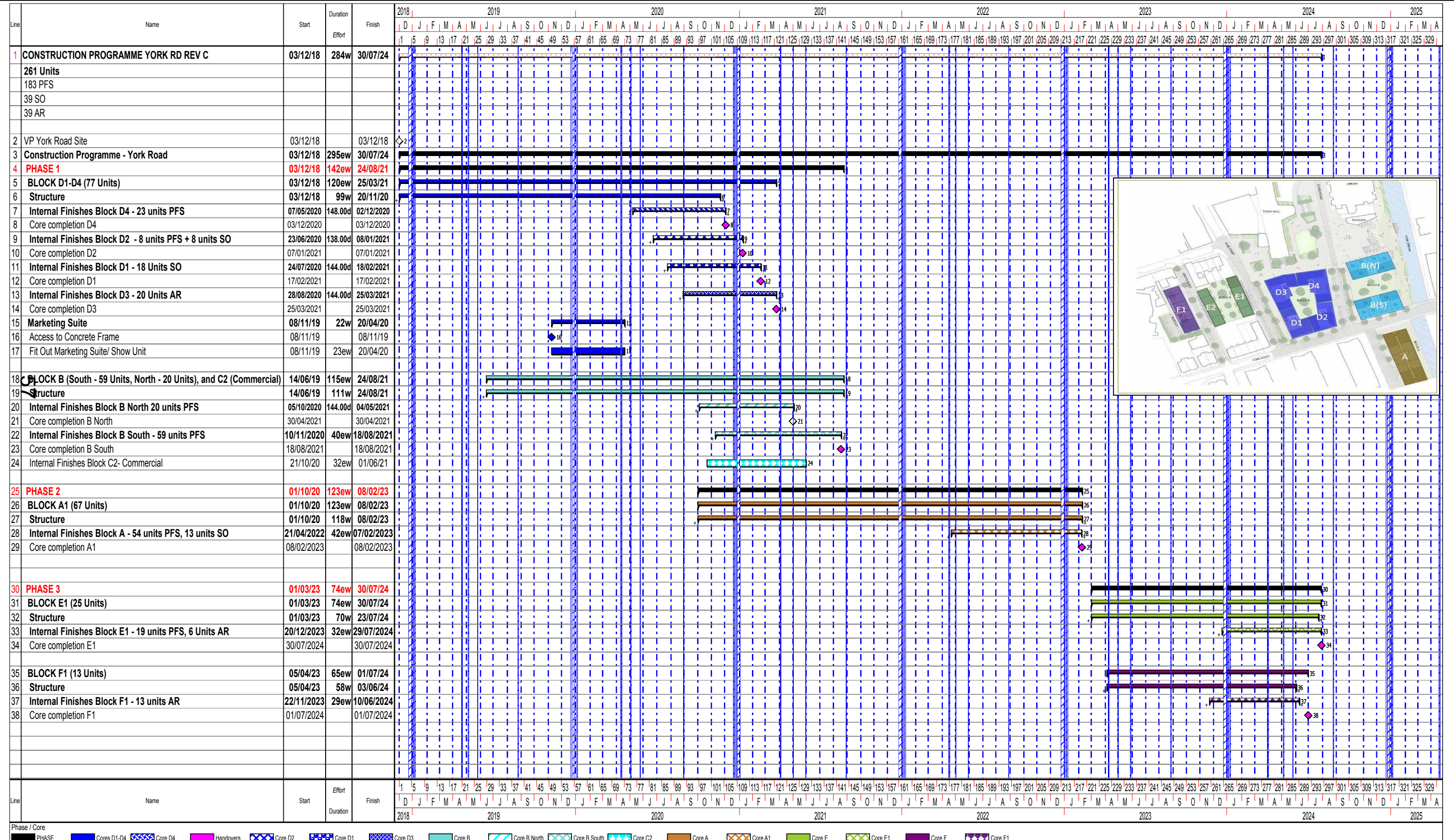


Planning Programme		July	August	September	October	November	December	January	February	March	April	May	Jun	July	
Stage 1 - EIA	Preparation of EIA Screening Request.														
	Submission of EIA Screening Request.														
	Consultation on EIA Screening Request.														
	Receipt of EIA Screening Response.														
Stage 2 - PPA & Design Team meetings	Fortnightly Design Team meetings.														
	Circulate PPA Meeting 1 information to RBWM.														
	PPA Meeting 1 - August 2017.														
	Circulate PPA Meeting 2 information to RBWM.														
	PPA Meeting 2 - September 2017.														
	Circulate PPA Meeting 3 information to RBWM.														
	Circulate PPA Meeting 3 information to RBWM.														
	Circulate PPA Meeting 4 information to RBWM.														
	PPA Meeting 4 - November 2017.														
	Circulate PPA Meeting 5 information to RBWM.														
	PPA Meeting 5 - December 2017.														
	Circulate PPA Meeting 6 information to RBWM.														
	PPA Meeting 6 - January 2017.														
PPA Meeting 7 (Validation Review) - February 2018.															
Stage 3 - Engagement	Public and Stakeholder Exhibition 1.														
	Public and Stakeholder Exhibition 2.														
	Pre-submission meeting with RBWM Councillors.														
Stage 4 - Planning Application Preparation	Design Scheme Freeze.														
	Deadline for issue of final technical reports, assessments and plans.														
	Submission of the planning application to RBWM.														
Stage 5 - Determination	Registration and validation of the planning application.														
	Planning application consultation period.														
	Statutory 21 day consultation period.														
	Monitoring of consultation responses.														
	Publication of Draft Planning Committee report.														
	Review of draft planning conditions and Planning Committee report.														
	Preparation of Deputation to Planning Committee.														
	Planning Committee.														
	S106 meeting with RBWM.														
	Complete S106 Agreement / Decision Notice issued.														
Judicial Review (JR) period.															

Maidenhead



Construction Programme York Rd Rev C



Programme Ref:
MDH-Y/PH1-3/261U/ConstP/005 Rev C

Programme Issue Date:
11/01/2018
Programme Revised:
11/01/2018

Revision Notes
VP changed to 3 December 2018

Prepared By:
MG
Approved By:

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Report Title:	Broadway Car Park
Contains Confidential or Exempt Information?	No
Member reporting:	Councillor David Evans Cabinet Member for Maidenhead Regeneration and Maidenhead
Meeting and Date:	Cabinet Regeneration Sub-committee – 25 January 2018
Responsible Officer(s):	Russell O’Keefe – Executive Director and Barbara Richardson Managing Director RBWM Prop Co.
Wards affected:	All

www.rbwm.gov.uk



REPORT SUMMARY

1. Broadway Car Park (often referred to as Nicholson’s Car Park) is the key town centre car park.
2. The car park is reaching the end of its lifespan and is in need of significant repair and refurbishment. A replacement car park is essential to meet parking demand and the expected growth and regeneration of the town centre.
3. This report summarises the next steps and along with a more detailed Part 2 Report sets out the different investment case options so that a decision can be made to move forward.

1. RECOMMENDATION: That Cabinet Regeneration Sub-committee notes the report and:

- a. Approves Option 3 set out in the Part 2 Report.
- b. Delegate authority to the Executive Director in liaison with the Cabinet Member for Maidenhead Regeneration and Maidenhead to negotiate and implement an agreement for Option 3.
- c. If Option 3 proves through negotiation to not be deliverable to progress Option 2 through a design and build contract.
- d. To recommend to Council an overall capital budget of up to £22,850,000 to deliver the project.

2. BACKGROUND INFORMATION, REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

Background

- 2.1 Broadway Car Park (often referred to as Nicholson’s Car Park) forms part of the Broadway Opportunity Area detailed in the adopted Maidenhead Town Centre Area Action Plan (AAP). The car park is linked to the Nicholson’s shopping centre and is the key town centre car park.

- 2.2 The car park is reaching the end of its lifespan and is in need of significant repair and refurbishment. A replacement car park is essential to meet parking demand and the expected growth and regeneration of the town centre.
- 2.3 Various options have been considered for the car park including selling to (or partnering with) a private sector developer. In October 2016 Cabinet Regeneration Sub-Committee agreed the principle that the Council progresses the option of developing the car park itself, as owner using its own funds potentially with another investor e.g. the Berkshire Pension Fund subject to approval of an investment case by Full Council.
- 2.4 It was also determined previously by the Council that due to the links to the neighbouring site, The Landings, it was fundamental to the regeneration and redevelopment for the town, and that collaboration should be formed in order to accommodate, and deliver a joined up approach to redevelopment of both sites. At that time it was agreed that the Council would sell 225 parking spaces in the new facility to The Landing project. This arrangement has been in place since March 2015 and is still a key consideration to the redevelopment of the new Broadway Car Park.
- 2.5 The car park is currently unsightly and obstructs the High Street and shopping centre from the Station and The Landing. However, due to its central location it has an important role to play as a focal point and facility for the town centre and helping in the future of the Nicholson shopping centre and also to complement and encourage the delivery of the Landing as part of the larger town centre strategy.
- 2.6 Due to this connection and special relationship with The Landings, it was agreed by Cabinet Regeneration Sub-committee in October 2016 that the Council would appoint London & Aberdeen (L&A) a firm of development managers, who had also been engaged by The Landings, to bring forward the options for the new Broadway Car Park, and present an investment case that would enable the Council to commit funds to this capital project.
- 2.7 In July 2017 Cabinet Regeneration Sub-committee agreed a development brief for the project. This is included at appendix A.
- 2.8 In September 2017, Council agreed a capital budget of up to £12,334,600 for the construction of new temporary and permanent parking provision across the Borough. This included budget provision and plans for temporary parking provision for whilst the Broadway Car park is being redeveloped. The demolition of the existing Broadway Car Park will not commence until the temporary parking to support it is in place.
- 2.9 In November 2017 L&A presented a draft investment case to the Council. A full review of this has been carried out to make sure that the Council is getting a project that is financially viable, and can be delivered within budget, to a good quality standard. The review and subsequent discussions over the past 2 months has led to some alternative options to be considered for Broadway Car Park. They are set out in detail in the Part 2 report.

Existing and New Capacity

- 2.10 Broadway Car Park, currently provides 743 spaces, including 100 spaces as part of the adjoining building.
- 2.11 With the growing regeneration and redevelopment of Maidenhead Town Centre, and the forthcoming Crossrail – Elizabeth Line in late 2019 it is envisaged that demand for town centre parking will increase.
- 2.12 The Council also has a growing demand and current waiting list for car parking spaces in the town centre from local businesses, who have expressed a desire to rent spaces for their staff.
- 2.13 The recommended Broadway Car Park option would achieve 1,450 spaces for the town.
- 2.14 The proposed new provision would therefore be able to accommodate some of this business demand, along with increased supply for shoppers and residents use.

Price Benchmarking

- 2.15 L&A have undertaken price benchmarking which can be found in Appendix B. Comparisons have been made with Princes Square, Bracknell, High Street, Bracknell, The Avenue, Bracknell, Holy Brook, Oracle, Reading, The Riverside, Oracle, Reading, Eden Shopping Centre, Wycombe and King Edward Court, Windsor. It should be noted that these do not reflect the current retail offer for shoppers in Maidenhead.
- 2.16 All of these car parks with the exception of Princes Square, Bracknell currently have higher parking charges than Broadway. These range from 15% (High Street, Bracknell) at the lowest end of the scale to 166% higher (Holy Brook, Oracle, Reading) at the top end of the scale.
- 2.17 It would therefore suggest that an increase in parking charges for a new car park with modern facilities would not be unreasonable at 30%, to current day charges. This could be reviewed in light of any increase in retail destination and commuter demand in the future.

Options

- 2.18 The Part 2 Report sets out the following three main options in detail:
- Option1: L&A proposed scheme. This would result in the building of a 1533 space, 10 storey car park with 15,200 square foot of office accommodation on the ground floor.
 - Option 2: Design and build scheme. This would result in the building of a 1650 space, 9 storey car park.
 - Option 3: Set out in the Part 2 report.
- 2.19 The investment case for the three options is set out in Appendix F in the Part 2 report. The three options would all provide key requirements relating to design, access, bay sizes, electric charging and disability and mobility parking. They all meet the development brief agreed by Cabinet Regeneration Sub-committee with one exception, this relates to the provision of new retail space.

2.20 As part of reviewing the options the Council commissioned specialist retail advice from GL Hearn. This can be found at Appendix G in the Part 2 report and has shown that the provision of retail space as part of the proposed scheme would not be commercially viable as it is likely to be very difficult to let. This has therefore been removed.

Assumptions

2.21 To ensure the options can be compared the following assumptions have been applied to both options:

- **Inflation** – 2% per annum, over a 30 year period.
- **NPV Discount Rate** – 6% applied on all options
- **Car Parking Charges** – a 30% increase on today's current charges has been assumed on all three options (please note if the changes proposed in the draft budget 2018/19 are approved this would be a circa 4% increase).

Conclusion

2.22 This is set out in the Part 2 report.

Option	Comments
1. To agree option 3 so that an agreement can be put in place with option 2 as the fall back option. Recommended	This will allow the work to progress on the option that provides the best value for money.
2. To agree another option. Not recommended	This would not provide the best value for money for the Council.

3. KEY IMPLICATIONS

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Project completed	Not completed	December 2020	November 2020	October 2020	December 2020

4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1 A capital budget of £22,850,000 is requested taking into account capital already in the capital programme for the project. The investment case is provided at Appendix F in the Part 2 report.

CAPITAL	2018/19	2019/20	2020/21
Addition	£2,000,000	£12,510,00	£8,340,000
Reduction	£0	£0	£0
Net impact	£0	£0	£0

5. LEGAL IMPLICATIONS

- 5.1 The Council has a duty to efficiently manage its assets and has legal powers to hold and dispose of land under both sections 120 and 123 of the Local Government Act 1972.

6. RISK MANAGEMENT

Risks	Uncontrolled Risk	Controls	Controlled Risk
The project exceeds the cost envelope or planned timescales	High	Effective development management processes	Low

7. POTENTIAL IMPACTS

- 7.1 The recommended option will deliver significant parking for the town centre in addition to other benefits for the town set out in the Part 2 report.

8. CONSULTATION

- 8.1 Consultation has been carried out previously on the Council's parking plans. Further consultation will be carried out on the detailed proposed scheme as part of the planning process.

9. TIMETABLE FOR IMPLEMENTATION

Date	Details
February 2018	Agree contractual arrangements. Appointment of contractors Appointment of professional team
April 2018	Submit planning application
August 2018	Obtain planning
January 2019	Start demolition of existing structure
June 2019	Start of construction – car Park
December 2020	Practical completion of car Park
January 2021	Start construction of other elements
December 2022	Practical completion of other elements

10. APPENDICES

- 10.1 This Part 1 report has two supporting appendices:
- Appendix A – Development brief
 - Appendix B – Price benchmarking

11. BACKGROUND DOCUMENTS

11.1 N/A

12. **CONSULTATION (MANDATORY)**

Name of consultee	Post held	Date sent	Commented & returned
Cllr David Evans	Cabinet Member Maidenhead Regeneration and Maidenhead	12.1.18	12.1.18
Alison Alexander	Managing Director	12.1.18	12.1.18
Andy Jeffs	Executive Director	12.1.18	
Rob Stubbs	Section 151 Officer	12.1.18	
Terry Baldwin	Head of HR	12.1.18	12.1.18
Mary Kilner	Head of Law and Governance	12.1.18	
Louisa Dean	Communications and Marketing Manager	12.1.18	



APPENDIX A - DEVELOPMENT BRIEF

OBJECTIVES

- To secure a minimum of 900 new spaces (but ideally considerably more e.g. 1,300) for shoppers in addition to the 225 spaces that need to be delivered for The Landing on as much of the Site as can be brought into this Project.
- To deliver on its obligation to Ryger under the Conditional Sale Agreement for car parking spaces, and minimise or negate any risk of breach.
- To work with Ryger to continue to encourage the early delivery of The Landing.
- To work constructively with Ellandi LLP/Vixcroft Maidenhead Ltd or any successor to facilitate the Development.
- On the assumption that the Development Manager procures an improved Planning Permission for a larger and improved car park, and subject to formal approvals by the Council, to consider selling further car park spaces to Ryger for The Landing project, dependent on the needs of the Council being met and the viability of Nicholson's Car Park which will have to be assessed as part of the development appraisal process, and ensuring that the Council achieves best value.
- To provide high quality retail units on the ground floor of the present car park, creating a retail frontage to Broadway and integrating this with a new entrance through to the Nicholsons Shopping Centre, creating a high quality pedestrian flow from the Railway Station through The Landing to the car park, Nicholson's Shopping Centre and High Street.
- To make an investment, subject to further formal Council approval as required, to secure any necessary land acquisitions, vacant possession of the Site and planning permission.
- Upon securing planning permission and vacant possession of the Site, subject to further formal Council approval, to make a further investment during 2017, (but with the sum to be invested assessed more accurately in the light of information obtained at the time), estimated currently to be in the region of a further £30m to £38m, which delivers a net return on this investment of at least 4% per annum to the Council.
- To minimise or offset the short and medium term impact on Council revenue caused by demolition and redevelopment of the Nicholson's car park.
- For the Project to be as deliverable and as low risk as is reasonably



possible. Over-complicated use mixes, difficult construction solutions and funding solutions should be avoided if possible. Ideally a scheme should be devised which is not dependent on compulsory purchase, on difficult land assembly negotiations or on obtaining the agreement of third parties to (for example) infringement of rights of light, rights of way etc.

OUTCOMES

- Collaboration agreement with Ellandi LLP/Vixcroft Maidenhead Ltd or any successors to the agreement of the Council
- Feasibility Study and Options Report
- Development Brief, including Investment Case (each to be agreed by the Council)
- Site assembly, to include any land or title acquisitions
- Progress to obtain vacant possession of the Site
- Pre-application discussions with the Council's planning department
- Strategic Programme
- Planning application submissions and related documents, leading to a grant of detailed planning permission
- Outline brief to progress the tenders for Consultants' services
- Detailed design and specification documents to progress the tender for construction work
- Main construction contract
- Temporary parking solution for not less than 500 car spaces during construction
- Practical Completion of the car park
- Project budget and financial model
- Methodology Statement

Benchmark Comparison of Car Park Pricing relative to the current Nicholsons Multi-Storey Car Park, Maidenhead

Parking Duration	Nicholsons, Maidenhead	Princes Square, Bracknell	High Street, Bracknell	The Avenue, Bracknell	Holy Brook, Oracle, Reading	The Riverside, Oracle, Reading	Eden Shopping Centre, Wycombe	King Edward Court, Windsor	Average % Relative to Nicholsons
< 30 mins	£ 0.50	£ 1.00 100%	£ 1.40 180%	£ 1.40 180%	£ 4.00 700%	£ 1.70 240%	£ 1.00 100%	£ 2.70 440%	277%
< 1 hour	£ 1.00	£ 1.00 0%	£ 1.40 40%	£ 1.40 40%	£ 4.00 300%	£ 1.70 70%	£ 1.00 0%	£ 2.70 170%	89%
< 2 hours	£ 2.00	£ 2.00 0%	£ 2.50 25%	£ 2.50 25%	£ 4.00 100%	£ 4.00 100%	£ 1.90 -5%	£ 3.70 85%	47%
< 3 hours	£ 3.00	£ 3.00 0%	£ 3.20 7%	£ 3.20 7%	£ 6.00 100%	£ 6.00 100%	£ 2.50 -17%	£ 4.20 40%	34%
< 4 hours	£ 3.00	£ 3.50 17%	£ 3.80 27%	£ 3.80 27%	£ 8.00 167%	£ 8.00 167%	£ 3.00 0%	£ 5.80 93%	71%
< 5 hours	£ 6.00	£ 4.00 -33%	£ 5.00 -17%	£ 5.00 -17%	£ 10.00 67%	£ 10.00 67%	£ 5.00 -17%	£ 8.40 40%	13%
< 6 hours	£ 9.50	£ 4.50 -53%	£ 5.70 -40%	£ 5.70 -40%	£ 12.00 26%	£ 12.00 26%	£ 8.00 -16%	£ 8.40 -12%	-15%
< 7 hours	£ 9.50	£ 5.00 -47%	£ 6.30 -34%	£ 6.30 -34%	£ 13.00 37%	£ 13.00 37%	£ 10.00 5%	£ 20.00 111%	11%
< 8 hours	£ 9.50	£ 6.00 -37%	£ 7.10 -25%	£ 7.10 -25%	£ 15.00 58%	£ 15.00 58%	£ 10.00 5%	£ 20.00 111%	21%
> 8 hours	£ 9.50	£ 7.00 -26%	£ 8.30 -13%	£ 8.30 -13%	£ 20.00 111%	£ 20.00 111%	£ 20.00 111%	£ 20.00 111%	56%
Average % pricing relative to Nicholsons		-8%	15%	15%	166%	97%	17%	119%	60%

Comparison of Parking Provisions Relative to estimates for the Future Broadway car park scheme, Maidenhead

Parking Provisions	Future Broadway car park scheme	Princes Square, Bracknell	High Street, Bracknell	The Avenue, Bracknell	Holy Brook, Oracle, Reading	The Riverside, Oracle, Reading	Eden Shopping Centre, Wycombe	King Edward Court, Windsor
Total Spaces	1500	534 -64%	970 -35%	1254 -16%	623 -58%	1679 12%	1600 7%	744 -50%
EV charging bays	300	0 -100%	2 -99%	4 -99%	1 -100%	0 -100%		0 -100%
Parent & Child bays	32	0 -100%	12 -63%	0 -100%	25 -22%	0 -100%		
Disabled bays	88	26 -70%	22 -75%	69 -22%	30 -66%	76 -14%		

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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