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NOTICE OF MEETING

CABINET

will meet on

THURSDAY, 31ST JANUARY, 2019

At 7.30 pm

in the

COUNCIL CHAMBER - TOWN HALL, MAIDENHEAD

TO: MEMBERS OF CABINET

COUNCILLORS SIMON DUDLEY, CHAIRMAN OF CABINET, MAIDENHEAD
REGENERATION AND MAIDENHEAD (CHAIRMAN)
DAVID COPPINGER, PLANNING & HEALTH INCL. SUSTAINABILITY (DEPUTY
CHAIRMAN)
PHILLIP BICKNELL, HIGHWAYS, TRANSPORT AND WINDSOR
NATASHA AIREY, CHILDREN'S SERVICES
SAMANTHA RAYNER, CULTURE & COMMUNITIES (INCL. CUSTOMER AND
BUSINESS SERVICES)
MJ SAUNDERS, FINANCE AND ECONOMIC DEVELOPMENT
LISA TARGOWSKA, HR, LEGAL AND IT
STUART CARROLL, ADULT SOCIAL CARE AND PUBLIC HEALTH
MICHAEL AIREY, ENVIRONMENTAL SERVICES (INCLUDING PARKING,
FLOODING, HOUSING AND PERFORMANCE MANAGEMENT)

PRINCIPAL MEMBERS ALSO ATTENDING: COUNCILLORS CHRISTINE
BATESON (NEIGHBOURHOOD PLANNING AND ASCOT & THE SUNNINGS)
AND DAVID HILTON (ASCOT REGENERATION)

DEPUTY LEAD MEMBERS: Malcolm Alexander (Streetcare and Windsor & Eton), Marius
Gilmore (Business Development and Partnerships), John Bowden (Aviation and Heathrow
Airport), Phillip Love (Maidenhead Regeneration and Maidenhead) and Derek Wilson
(Maidenhead Waterways Champion)

Karen Shepherd – Service Lead Governance - Issued: Wednesday, 23 January 2019

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 **David Cook** 01628 796560

Accessibility - Members of the public wishing to attend this meeting are requested to notify the clerk in advance of any accessibility issues. **Fire Alarm** - In the event of the fire alarm sounding or other emergency, please leave the building quickly and calmly by the nearest exit. Do not stop to collect personal belongings and do not use the lifts. Do not re-enter the building until told to do so by a member of staff. **Recording of Meetings** –In line with the council's commitment to transparency the public part of the meeting will be audio recorded, and may also be filmed and broadcast through the online application Periscope. If filmed, the footage will be available through the council's main Twitter feed @RBWM or via the Periscope website. The audio recording will also be made available on the RBWM website, after the meeting. Filming, recording and photography of public Council meetings may be undertaken by any person attending the meeting. By entering the meeting room you are acknowledging that you may be audio or video recorded and that this recording will be in the public domain. If you have any questions regarding the council's policy, please speak to the Democratic Services or Legal representative at the meeting

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Royal Borough
of Windsor &
Maidenhead

AGENDA

PART I

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viii. Additional Highway Investment 2018/19	261 - 274
Lead Member Planning and Health (including Sustainability)	
ix. Traveller Local Plan - Issues and Options: Extension of consultation period	275 - 280

7. LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

To consider passing the following resolution:-

"That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place on items 8-9 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act"

PART II

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
8.	<u>MINUTES</u> To consider the Part II minutes of the meeting of Cabinet held on 13 December 2018. <i>(Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972)</i>	281 - 284
9.	<u>CABINET MEMBERS' REPORTS</u> Leader of the Council and Chairman of Cabinet, Maidenhead Regeneration and Maidenhead	
	i. <u>RBWM PROPERTY COMPANY - INVESTMENT REPORT</u> <i>(Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972)</i> Children's Services	285 - 300
	ii. <u>TENDER APPROVAL - WASTE COLLECTION FOR SCHOOLS</u> <i>(Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972)</i> Details of representations received on reports listed above for discussion in the Private Meeting: None received	301 - 302

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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

CABINET

THURSDAY, 13 DECEMBER 2018

PRESENT: Councillors Simon Dudley (Chairman), David Coppinger (Vice-Chairman), Phillip Bicknell, Natasha Airey, Samantha Rayner, Lisa Targowska and Stuart Carroll

Also in attendance: Councillors Christine Bateson, David Hilton and Derek Wilson.

Officers: Louisa Dean, Russell O'Keefe, Andy Jeffs, Kevin McDaniel, Hillary Hall, Nikki Craig and David Cook.

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors M Airey and Saunders.

DECLARATIONS OF INTEREST

Councillor S Rayner declared a Disclosable Pecuniary Interest in item 6i, Traveller Local Plan - Issues and Options. She left the room for the duration of the discussion and voting on the item.

MINUTES

RESOLVED UNANIMOUSLY: That the Part I minutes of the meeting held on 22 November 2018 were approved as a true and correct record subject to Cllr D Wilson being recorded as being in attendance.

APPOINTMENTS

None

FORWARD PLAN

Cabinet considered the contents of the Forward Plan for the next four months and noted the changes made since the last meeting including the addition of the following reports and amendments:

- Award of contract for processing of dry mixed recycling. Moved from January 2019 Cabinet to February 2019 Cabinet.
- RBWM Q2 Property Company Report. January 2019 Cabinet.
- Property Company Investment Reports. January 2019 Cabinet.
- Growth, Employment and Infrastructure. January 2019 Cabinet.

CABINET MEMBERS' REPORTS

A) TRAVELLER LOCAL PLAN - ISSUES & OPTIONS

(Councillor S Rayner declared a Disclosable Pecuniary Interest as her husband's family business owned land on some of the sites under consideration. She left the room for the duration of the discussion and voting on the item.)

The Lead Member for Planning and Health, Including Sustainability introduced the report that updated Cabinet on progress with the single issue Traveller Local Plan, which would set out

how the accommodation needs of Gypsy and Traveller groups would be met up to 2033 and sought approval to publish an Issues and Options paper in January 2019 for consultation.

The Panel were informed that as set out in the local development scheme, the Issues and Options paper was the first stage of the Traveller Local Plan. It would progress through two stages of consultation prior to publication, examination and then adoption. The consultation would start in the new year but because of the local elections adoption would not be until autumn 2019.

The report showed that there was an un-met requirement within the Royal Borough and that there would be consultation with the public and parish councils. This was not a decision on adoption but a view on methodology.

Cabinet were informed that there were a number of areas for consideration:

- Who do we mean by travellers?
- The context and history.
- Vision and Objectives for each traveller group.
- Options for provision.
- Questions that need consideration.

As set out in the local development scheme, the Issues and Options paper was the first stage of the Traveller Local Plan with the purpose of getting everyone's views.

The Deputy Lead Member Maidenhead Waterways Champion informed that the Planning and Housing O&S Panel had questioned why this was not included in the BLP but they were satisfied that the Inspector was happy for it to progress in this way.

The Principal Member for Neighbourhood Planning requested that with reference to the southern part of the borough mostly Ascot that this also includes Sunningdale.

Resolved unanimously: that Cabinet notes the report and:

(i) Approves the publication of the Traveller Local Plan Issues & Options paper for public consultation, along with necessary evidence base studies.

(ii) Gives the Head of Planning delegated authority to approve minor changes to the Issues & Options paper, in consultation with the Lead Member for Planning and Health, prior to its publication.

B) SCHOOLS CAPITAL PROGRAMME 2019-20

The Lead Member for Children's Services introduced the report regarding the proposed schools capital programme for maintenance work for 2019-20.

Cabinet were informed that the recommendations formed part of the 2019-20 budget build but school maintenance schemes needed to be planned and tendered earlier ready for work in the summer 2019. The list of schemes would be amended accordingly, once grant funding was announced in April 2019.

Resolved unanimously: that Cabinet notes the report and approves:

i) The Children's Services 2019-20 capital bids - to be included in the overall 2019-20 capital programme, subject to any changes that may be required to the Condition list of schemes following the grant allocation announcement and final approval at Council.

ii) The listed schemes being put out to tender.

iii) Variations to the list of condition schemes to be delegated to the Lead Member and Director of Children Services following the Schools Condition Allocation grant confirmation by the Education and Skills Funding Agency.

C) COUNCIL TAX BASE 2019-20

The Chairman introduced the report regarding the statutory requirement to set the Council's tax base for Council Tax for 2019-20.

The Chairman informed that there had been an increase in the council tax base of 735 dwellings at band D equivalent. It was noted that this did not equate to the total number of new dwellings but the equivalent amount if all were band D rated, this was a national used measure.

Cabinet Members questioned how many properties were actually built and noted that the 735 dwellings could be half that number if they were all at band H. The Lead Member for Planning informed that planning resource produced reports detailing the number and mix of new builds within the Royal Borough and that this would be made available to Cabinet.

The Lead Member for Children's Services mentioned that it was worth noting that this authority provided an exception for care leavers having to pay council tax.

Resolved unanimously: that Cabinet notes the report and:

i) Approves the Council Tax base for the whole of the Borough area, for the year 2019-20 at 68,352.82 as detailed in this report and appendices. In 2018-19 the tax base was 67,617.93, an increase of 734.89 in 2019-20.

D) SCHOOL ADMISSION ARRANGEMENTS AND CO-ORDINATED ADMISSIONS SCHEME 2020/21

The Lead Member for Children's Services introduced the report regarding the local authority's duty to determine the admission arrangements for community and voluntary controlled schools for the academic year 2020/21 by 28 February 2019.

Cabinet were informed that the Royal Borough as the admissions authority for all community and voluntary controlled schools in the borough, under The School Admissions Code 2014, was required to determine the admission arrangements on an annual basis. There had been no changes to arrangements approved last year.

Resolved unanimously: that Cabinet notes the report and:

i) Approves, and thereby determines, the RBWM Admission Arrangements for 2020/21 set out at Appendix 1.

ii) Approves, and thereby determines, the RBWM Co-ordinated Admissions scheme for 2020/21 set out at Appendix 2.

E) FINANCIAL UPDATE

The Chairman introduced the latest financial statement for 2018-19, that confirms a projected overspend on service budgets of £3,194,000. The Council had General Fund Reserves of £8,265,000.

Cabinet were informed that there had been two good news stories from the Local Government Settlement:

Negative Revenue Support Grant. This was due to cost the Royal Borough about £2,000,000 but following Local Government Association intervention and the Royal Borough lobbying of the Prime Minister the Government had confirmed that there would be no RSG applied to local authorities.

Business Rates Pilot. About £3,000,000 had been received this year and this success would be continued into 2019/20 that could also generate addition income.

The pressures around vulnerable children and the loss of car parking income due to increased used of the advantage card continued to be offset by mitigating actions and additional income as previously reported.

Cabinet were informed that there were additional recommendations for consideration. The capital budget of £489,000 for the Maidenhead Waterways project. Appendix G provided a breakdown of expenditure and showed that the Royal Borough had provided over £8 million with an additional £2 million coming from S106 income.

Section 5.12 of the report detailed the capital budget of £489,000 for the Waterways weir that was required as all the submitted tenders were above the consultants estimated amount.

The Chairman asked when the work was due to start and was informed that this would be March 2019 and last for about 18 weeks. The Chairman said that this was a complex project that was unique in its nature and that additional measures had been undertaken following earlier fallings by others.

The Maidenhead Waterways Champion reported that it was disappointing that all the tenders were above the expected amount but the proposed work was important for the waterways project and would also support regeneration work.

The final recommendation was regarding a capital budget of £40,000 for access works to Ray Mill Island. The bridge was already open and well used. The Lead Member for Culture and Communities reported that the bridge linked Taplow with Maidenhead and that the additional funding was to make improvements to the park entrance road, bridge and retaining wall.

The Deputy Lead Member for Ascot Regeneration asked for clarification on the Dedicated Schools Grant (DSG) pressure and if this was a pressure for the council. Cabinet were informed the pressure was a national issue regarding support for those with special educational needs. The Government had indicated that the risk would sit with local authorities as it sat on their balance sheets but this was not clear as they had also issues a consultation that suggested that there would be no transfer of funds from local authorities. The director did not recommend the council commit any funds at this stage. It was noted that the Schools Forum were looking at resolving the deficit and £460,000 had been voluntarily given by schools.

Resolved unanimously: that Cabinet:

i) Notes the Council's projected outturn position for 2018-19 and notes work undertaken to identify mitigations to deal with pressures.

ii) Approves a capital budget of £489,000 for the Maidenhead Waterways project. (see para 5.12 and Appendix G).

iii) Approves a capital budget of £40,000 for access works to Ray Mill Island which have been brought forward to 2018-19 (see para 5.13).

LETTING OF OFFICE ACCOMMODATION

Consideration of this confidential report was undertaken in Part II, however Cabinet approved the publication of the resolution in Part I.

Resolved that: Cabinet notes the report and:

- i) Delegates authority to the Acting Managing Director and Leader of the Council to enter into lease agreements for York House.**
- ii) Approved publication of the resolution in Part I.**

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 they involve the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act.

The meeting, which began at 7.30 pm, finished at 8.25 pm

CHAIRMAN.....

DATE.....

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Agenda Item 5

CABINET

FORWARD PLAN - CHANGES MADE SINCE LAST PUBLISHED:

ITEM	ORIGINAL CABINET DATE	NEW CABINET DATE	REASON FOR CHANGE
Award of contract for Processing of dry mixed recycling, Waste & Recycling Collections and Associated Services Contract	31/01/2019	28/02/19	To allow further work
Article 4 – Removal of permitted development rights to change from Office to Residential use	31/01/2019	28/02/19	To allow further work
RBWM Property Company Ltd – Annual Report & Audited Accounts 2017-2018	n/a	28/02/19	New item
RBWM Property Company Ltd – Business Plan 2019-2024	n/a	28/03/19	New item

FORWARD PLAN OF CABINET DECISIONS

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

The Council is comprised of all the elected Members

All enquiries, including representations, about any of the items listed below should be made in the first instance to Democratic Services, Town Hall, St Ives Road, Maidenhead. Tel (01628) 796560. Email: democratic.services@rbwm.gov.uk

*NB Item may be deferred for further work – Items are placed on the Forward Plan for the earliest expected decision date. As an item progresses through the decision making cycle there may be instances where more work is required and thus the decision date may change

FORWARD PLAN

16	ITEM	Private Meeting - contains exempt/confidential information? See categories below.	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
	Budget 2019/20	Open -	Report which sets financial context within next year's budget is being set. The report includes a recommendation to Council of a Council Tax, it recommends a capital programme for the coming year	Yes	Lead Member for Finance and Economic Development (Councillor MJ Saunders)	Rob Stubbs	internal process	Corporate Services 5 Feb, Culture & Communities 31 Jan, Highways Transport and Environment 4 Feb, Children's 29 Jan, Planning & Housing 29 Jan and Adult Services 30 Jan	Cabinet 7 Feb 2019	

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

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
		and also confirms Financial Strategy and Treasury Management Policy.					2019.		
Treasury Management Report	Open -	To approve the treasury management report.	Yes	Lead Member for Finance and Economic Development (Councillor MJ Saunders)	Rob Stubbs	Internal	Corporate Services Overview and Scrutiny Panel 5 Feb 2019	Cabinet 7 Feb 2019	
Council Funding for Local Organisations	Fully exempt - 3	To consider the award of grants to voluntary organisations	Yes	Lead Member for Culture and Communities (including Resident and Business Services) (Councillor Samantha Rayner)	David Scott	Grants Panel 7/1/19	Corporate Services Overview and Scrutiny Panel 5 Feb 2019	Cabinet 7 Feb 2019	
Financial Update	Open -	Latest financial update.	No	Lead Member for Finance and Economic Development (Councillor MJ Saunders)	Rob Stubbs	Internal Process	Corporate Services Overview and Scrutiny Panel 18 Feb 2019	Cabinet 28 Feb 2019	

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

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
Award of contract for Processing of dry mixed recycling, Waste & Recycling Collections and Associated Services Contract	Fully exempt - 3	Award of contracts for processing of dry mixed recycling in the Royal Borough and a new Waste and Recycling Collections and Associated Services Contract	Yes	Lead Member for Environmental Services (including parking, flooding, housing and performance management). (Councillor Michael Airey)	Hilary Hall	Internal process	Highways, Transport and Environment Overview and Scrutiny Panel TBC	Cabinet 28 Feb 2019	
RBWM Property Company Ltd – Annual Report & Audited Accounts 2017-2018	Open -	The RBWM Property Company Annual Report and Audited Accounts	No	Leader of the Council, Lead Member for Regeneration & Property (Councillor Dudley)	Russell O’Keefe	Internal process	Corporate Services Overview and Scrutiny Panel 18 Feb 2019	Cabinet 28 Feb 2019	
Article 4 – Removal of permitted development rights to change from Office to Residential use.	Open -	Change of use directive.	Yes	Lead Member for Planning and Health (including Sustainability) (Councillor David Coppinger)	Andy Jeffs	Internal process	Planning & Housing Overview & Scrutiny Panel TBC	Cabinet 28 Feb 2019	
Financial Update	Open -	Latest financial update.	Yes	Lead Member for Finance and Economic Development (Councillor MJ Saunders)	Rob Stubbs	Internal process	Corporate Services Overview and Scrutiny Panel TBC	Cabinet 28 Mar 2019	

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

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
RBWM Property Company Ltd – Business Plan 2019-2024	Fully exempt - 3	Annual update to the Business Plan.	Yes	Leader of the Council, Lead Member for Regeneration & Property (Councillor Dudley)	Russell O'Keefe	Internal process	Corporate Services Overview and Scrutiny Panel TBC	Cabinet 28 Mar 2019	
19 Financial Update	Open -	Latest financial update.	No	Lead Member for Finance and Economic Development (Councillor MJ Saunders)	Rob Stubbs	Internal process	Corporate Services Overview and Scrutiny Panel TBC	Cabinet 25 Apr 2019	
Financial Update	Open -	Latest financial update.	No	Lead Member for Finance and Economic Development (Councillor MJ Saunders)	Rob Stubbs	Internal process	Corporate Services Overview and Scrutiny Panel TBC	Cabinet May 2019	

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

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
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DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

1	Information relating to any individual.
2	Information which is likely to reveal the identity of an individual.
3	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6 20	<p>Information which reveals that the authority proposes</p> <p>(a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or</p> <p>(b) to make an order or direction under any enactment.</p>
7	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

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

Report Title:	Residents' Survey 2018/19
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Councillor M Airey, Lead Member for Environmental Services (including parking, flooding, housing and performance management)
Meeting and Date:	31 January 2019
Responsible Officer(s):	Hilary Hall, Deputy Director Strategy and Commissioning
Wards affected:	All

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REPORT SUMMARY

1. This report outlines the detailed results from the council's externally commissioned 2018/19 survey of residents, using Local Government Association best practice, see Appendix A.
2. The council's results compare favourably against comparable national benchmarking across all the key indicators, see figure 1. High levels of residents' satisfaction are also evident, particularly in the council's parks and open spaces (87%) and refuse collection service (88%).
3. Areas of continued focus highlighted in the detailed results report are recommended to be used in the council's strategic planning and decision making processes.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) **Endorses the detailed survey results report (appendix A) and;**
- ii) **Delegates authority to relevant Directors / Heads of Service, in conjunction with Lead Members, to use the results in evidenced based decision making to deliver the council's strategic priorities.**

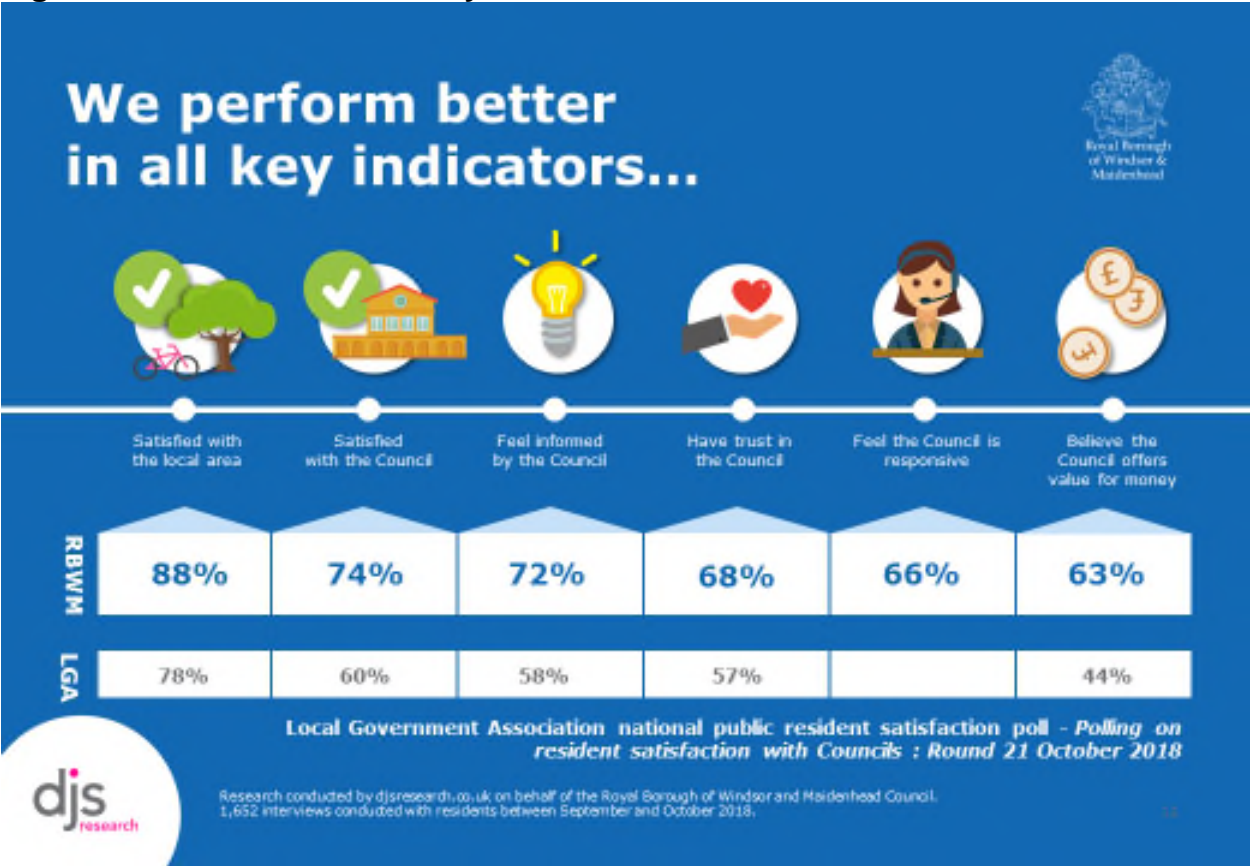
2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 Cabinet resolved at its meeting on 23 November 2017 to commission an external provider to conduct a residents’ satisfaction survey. A tender process resulted in DJS Research being appointed to conduct this on the council’s behalf using telephone methodology and in line with the Local Government Association’s guidelines on residents’ surveys.
- 2.2 Fieldwork was undertaken by the provider between August and October 2018; headline results were provided to the council in November and a detailed results report including detailed analysis was provided in December 2018, see Appendix A. This report also includes detail on the aims and methodology, including the full survey script.

Headline results

- 2.3 The report shows that in each of the questions with comparable national data from the LGA, the Royal Borough’s results exceed the latest national polling, see figure 1.

Figure 1: Headline results – key indicators



- 2.4 No national data is provided against council responsiveness by DJS research, because the only available data from the LGA includes ‘don’t know’ responses for this measure, whereas in each of the other cases ‘don’t know’ responses have been excluded to provide a robust, like for like comparison with the council’s figures. The national data from the same survey (21 October 2018) for this measure showed 3% ‘don’t know’ and 56% felt their council was somewhat / very responsive, compared to 66% in the Royal Borough, excluding ‘don’t know’ responses.

2.5 Other benchmarking from comparable unitary authorities, who used the same survey methodology and sourced from the LGA, has been included in the report, see Appendix A. In each case, this local benchmarking indicates the Royal Borough of Windsor and Maidenhead is performing better in each area.

Localised questions

2.6 In addition to the LGA comparator questions, localised questions about key service areas were also asked, such as on parks and open spaces, refuse collection, roads maintenance and customer service. Detailed analysis on these is also included in the report, see appendix A, which shows very high levels of satisfaction with parks and refuse collection in particular (84% and 88% respectively).

Next steps

2.7 As part of the council’s approach to performance management and its focus on encouraging a strong performance culture, the detailed analysis of the residents’ survey results will be used in the council’s strategic planning and decision making process.

Options

Table 1: Options arising from this report

Option	Comments
Use the results of the detailed residents’ survey results to inform decision making within the council and ensure continued progress towards delivering the council’s six strategic objectives. This is the recommended option	Analysing the council’s strengths and areas of continued focus and using this information in evidenced based decision making will ensure the council uses its resources most effectively to meet residents’ needs and priorities.
Do nothing. This is not the recommended option.	Failure to consider the results in decision making would lead to less informed and robust decisions, making it difficult to seek continuous improvement against the council’s strategic priorities and to meet residents’ needs.

3. KEY IMPLICATIONS

3.1 The key implications of the report are set out in table 2:

Table 2: Key Implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Residents are satisfied with the way the council runs things	<60%	61% - 65%	66 – 70%	>71%	31 March 2020

4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1 There are no financial implications arising from the recommendations.

5. LEGAL IMPLICATIONS

5.1 There are no legal implications arising from the recommendations.

6. RISK MANAGEMENT

6.1 The risks and their controls are set out in table 3.

Table 3: Impact of risk and mitigation

Risks	Uncontrolled risk	Controls	Controlled risk
The council does not make use of its business intelligence and resources to make evidence based decisions.	HIGH	The council uses analysis from the survey to inform its decisions and strategic plans.	LOW

7. POTENTIAL IMPACTS

7.1 There are no Equality Impact Assessments or Privacy Impact Assessments required for this report arising from the recommendations.

7.2 No personal data was processed by the council; the survey was conducted by an external provider.

8. CONSULTATION

8.1 The report will be considered by the Corporate Services Overview and Scrutiny Panel on 5 February 2019. As this meeting is after the Cabinet meeting, comments will be reported to the Lead Member and Deputy Director Strategy and Commissioning.

9. TIMETABLE FOR IMPLEMENTATION

9.1 Implementation date if not called in: Immediately. The full implementation stages are set out in table 4.

Table 4: Implementation timetable

Date	Details
16 January 2019	Strategic planning workshop for corporate leadership team incorporating the results alongside other background documents.
1 April 2019	Refreshed council strategies and performance framework in place reflecting up to date management information.

10. APPENDICES

10.1 This report is supported by one appendix:

- Appendix A Detailed Residents' Survey Results Report

11. BACKGROUND DOCUMENTS

11.1 This report is supported by one background documents:

- Minutes from Cabinet meeting, 23 November 2017:
<https://rbwm.moderngov.co.uk/ieListDocuments.aspx?CId=132&MId=6776>

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Date returned
Cllr M Airey	Lead Member for Environmental Services (including parking, flooding, housing and performance management)	24/12/18	3/1/19
Russell O'Keefe	Acting Managing Director	24/12/18	28/12/18
Rob Stubbs	Section 151 Officer	24/12/18	
Elaine Browne	Interim Head of Law and Governance	24/12/18	27/12/18
Nikki Craig	Head of HR and Corporate Projects	24/12/18	
Louisa Dean	Communications	24/12/18	24/12/18
Andy Jeffs	Executive Director	24/12/18	
Kevin McDaniel	Director of Children's Services	24/12/18	24/12/18
Angela Morris	Director of Adult Social Services	24/12/18	27/12/18
Hilary Hall	Deputy Director of Commissioning and Strategy	20/12/18	21/12/18

REPORT HISTORY

Decision type: Non-key decision	Urgency item? No	To Follow item? N/A
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Royal Borough
of Windsor &
Maidenhead



Residents Survey Debrief

November 2018

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- 1 Executive summary
 - 2 Detailed findings
 - 3 Key Driver Analysis
- Appendix
- Research aims and methodology
- Survey questionnaire

Executive summary

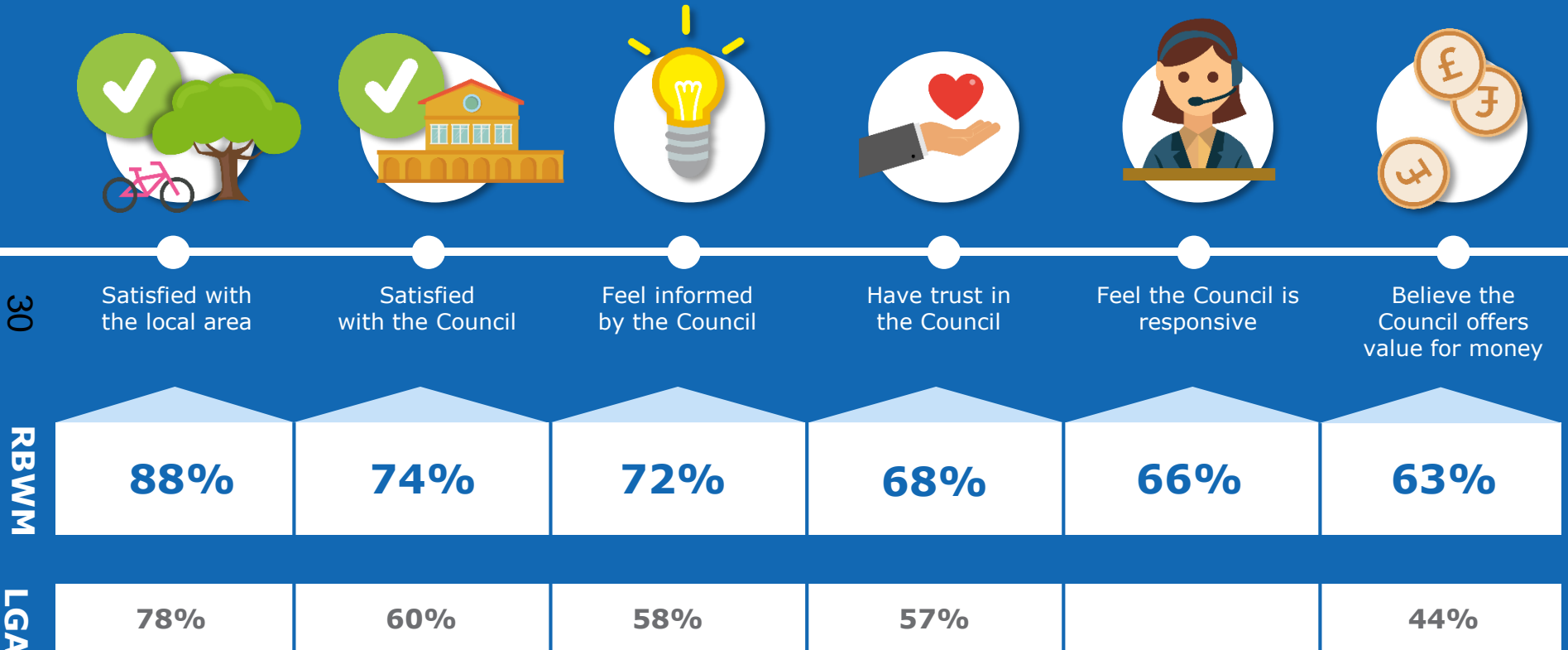
In this section we explore some of the key top-level results from the research and offer strategic recommendations.

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Executive summary

We perform better in all key indicators...



Local Government Association national public resident satisfaction poll - *Polling on resident satisfaction with Councils : Round 21 October 2018*



Key insights (I): views on the Council



All of the results below compare favourably with the findings of Round 21 (October 2018) of the LGA's *Polling on resident satisfaction with councils* which is a regular LGA national public poll on residents satisfaction with local councils that is conducted every four months.

Three quarters of residents are satisfied with the way that the Council runs things

31 Satisfaction is lower amongst residents of Maidenhead

Two thirds agree that the Council provide value for money

- This is a key driver of overall satisfaction and improvements here will have a strong and positive impact on overall satisfaction with the Council

Nearly one half of residents are Council advocates

- However one in five will speak negatively of the Council and this is even more the case amongst residents of Maidenhead

Two thirds feel that the Council acts on the concerns of residents

- However this opinion diminishes over time with those who have lived in the Borough for 11 years or more the least likely to feel this way

Whilst over two thirds of residents trust the Council, a notable proportion have a degree of doubt

- As with the strength of belief that the Council acts on the concerns of residents, trust in the Council also diminishes over time

Almost three quarters agree that the Council keeps them informed

Key insights (II): living in the Borough



Residents are looking for an area that is safe, has decent facilities and is clean and well maintained. Whilst these are all aspects that they appreciate in their local area, each is also seen as in need of improvement

When asked to describe **what makes an area a good place to live** residents focus on safety, facilities and clean and well maintained streets.

- Safety, policing and low crime
- 32 Facilities, amenities and services
- Clean, litter free and well kept streets
- Public transport services
- Schools and education
- Parks and green spaces
- Shops
- A sense of community
- Roads and road maintenance

When asked to describe **what they like about their local area** residents speak of the aesthetic beauty of their surroundings.

- Parks and green spaces
- The picturesque setting
- Easy access to town
- Facilities, amenities and services
- Public transport services
- A sense of community
- Shops
- Safety, policing and low crime
- Clean, litter free and well kept streets

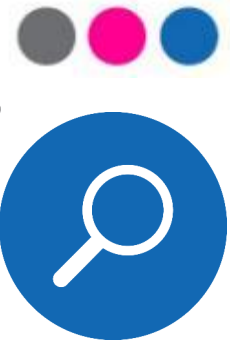
Key insights (III): Borough improvements



Residents noted aspects of their local area in need of improvement which are listed below in descending order of importance, along with additional comments worth noting

Priorities for improvement	Additional points to note
<ul style="list-style-type: none">Roads and road maintenance	This is by far the issue that (according to residents) is most in need of improvement
33 <ul style="list-style-type: none">Safety, policing and low crime	This is the most important aspect (according to residents) in making an area a good place to live
<ul style="list-style-type: none">Parking	When asked what is important in making an area a good place to live parking was not spontaneously mentioned
<ul style="list-style-type: none">Clean, litter free and well kept streets	Third most important aspect (according to residents of the Borough) in making an area a good place to live
<ul style="list-style-type: none">Shops	Residents in Maidenhead were more likely to mention shops than those living in either Windsor or Ascot and the South
<ul style="list-style-type: none">Public transport services	Fourth most important aspect (according to residents of the Borough) in making an area a good place to live
<ul style="list-style-type: none">Facilities, amenities and services	Second most important aspect (according to residents of the Borough) in making an area a good place to live
<ul style="list-style-type: none">Town centre	Residents in Maidenhead were more likely to mention the town centre than those living in either Windsor or Ascot and the South

Key insights (IV): Borough improvements



The concerns raised by residents in the survey have been recognised by the Council and prioritised in the 2017-2021 Council Plan.





Key insights (V): public services

Residents are happy with refuse collection and parks and open spaces

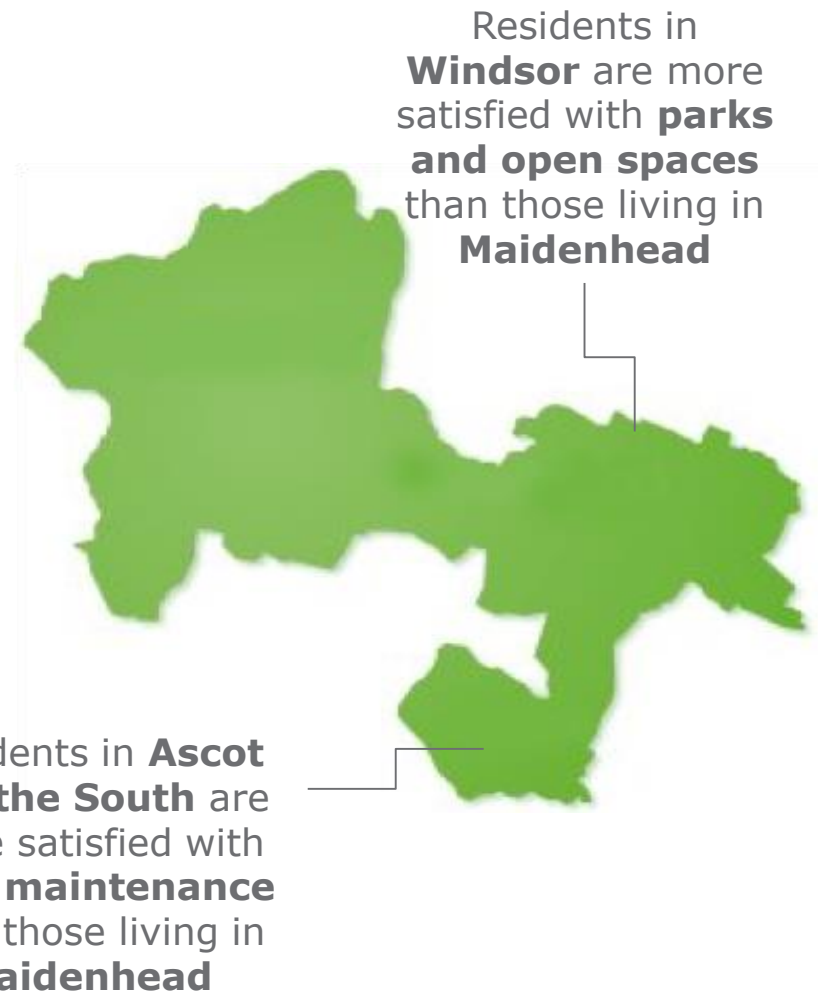
However satisfaction with road maintenance is comparatively low

- Overall 50% are **very satisfied** with refuse collection
- Overall 42% are **very satisfied** with parks and open spaces
- Overall 9% are **very satisfied** with road maintenance

35



Satisfaction with services differs across the Borough...





Key insights (VI): location plays an important role

Residents living in **Maidenhead** are less satisfied with the key indicators

Perceptions of most of the key indicators are worse amongst residents of Maidenhead who are:

- Less satisfied with living in the local area
- ³⁶ Less satisfied with the way the Council runs things
- Less likely to agree that the Council provides value for money
- Less likely to speak positively about the Council
- Less likely to agree that the Council acts on the concerns of residents





Key insights (VII): drivers of satisfaction

A driver of satisfaction is determined by “Key Driver Analysis” or KDA. KDA identifies which of the residents’ opinions regarding the Council have the greatest influence on their overall satisfaction levels*

Positive changes in perceptions of value for money and how residents speak about the Council are most likely to lead to a Borough wide improvement in satisfaction

There are also actions that will have a greater impact in specific areas:

- Whilst trust and value for money are influencing satisfaction in all three areas, trust has a greater impact in Ascot and the South and in Maidenhead than in Windsor
- Refuse collection, communication, parking and improving sense of community are more important to residents in Ascot and the South
- Clean streets are more important to those living in Windsor



* For more information on key driver analysis, please refer to page 49

Detailed findings

Here we provide the results of each question asked during the survey.

38



Detailed findings

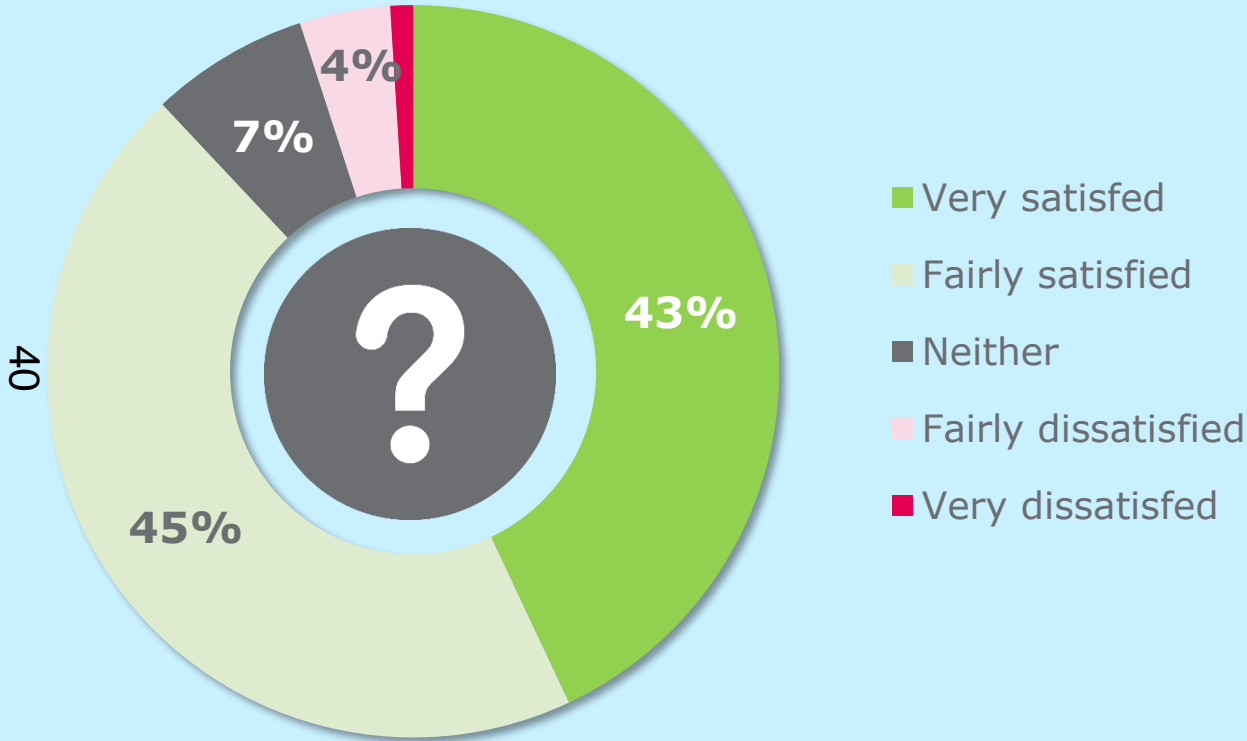
LGA core questions

In this section we provide data gathered for questions taken from the 'Are you being served?' question set.

39



The majority of residents are satisfied with their local area as a place to live



Source: Q01. Overall, how satisfied or dissatisfied are you with your local area as a place to live?
Weighted base: All respondents excluding 'Don't know': 1,651.

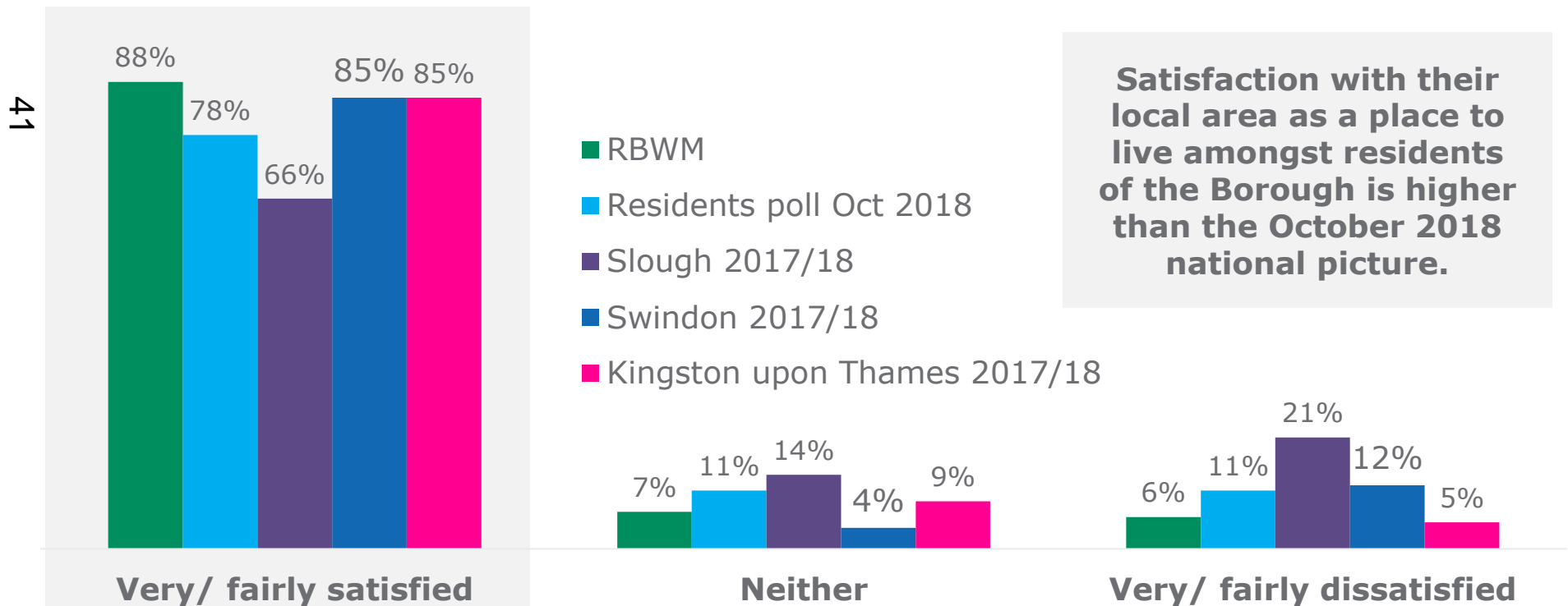




Contextual data

The results have been compared with:

- Data gathered during round 21 (October 2018) of the LGA's **Polling on resident satisfaction with Councils** public poll which is a regular LGA national survey conducted by the LGA on residents satisfaction with local councils
- 2017/18 pre-release data for three Councils provided in the LGA's **Are you being served** telephone survey



Source: Q01. Overall, how satisfied or dissatisfied are you with your local area as a place to live? Weighted base: All respondents excluding 'Don't know': 1,651.

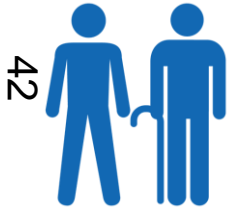
Additional sources: LGA Polling on resident satisfaction with councils survey, October 2018: LGA Are you being served? Pre release data 2017/18.



Differences by sub-group



Residents of Ascot and the South or Windsor are more likely to be **very satisfied** with the area as a place to live than those living in Maidenhead (54% and 47% vs. 38%).



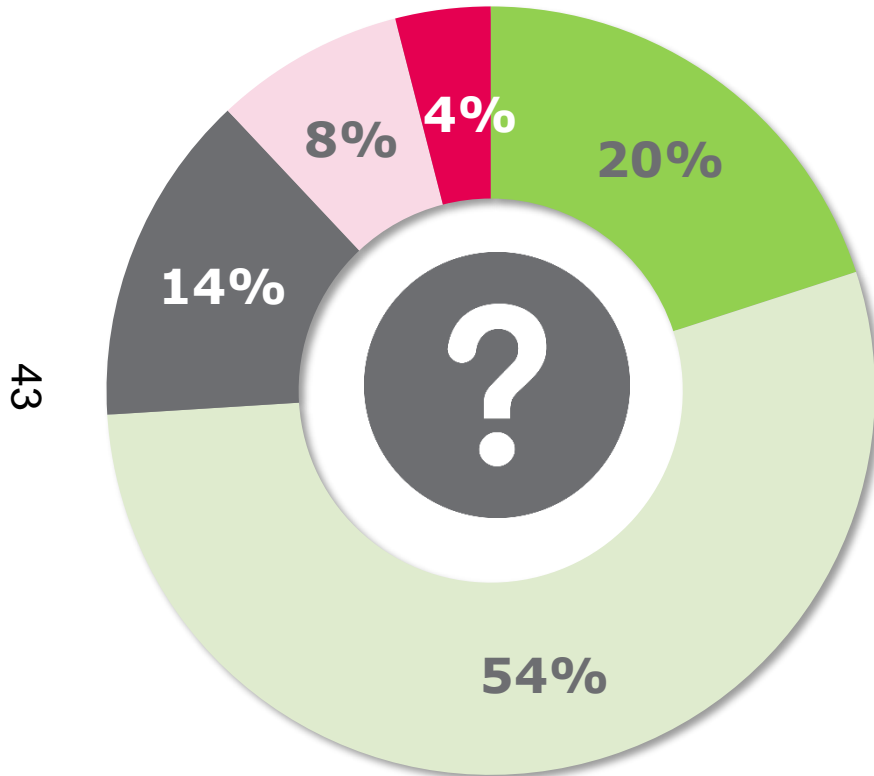
Residents aged 65+ are more likely to be **very satisfied** than residents aged 18-44 (47% vs. 40%).



Those living in areas of low deprivation are more likely to be **very satisfied** than those in areas of high deprivation (45% vs. 31%).



Three quarters are satisfied with the way the Council runs things



- Very satisfied
- Fairly satisfied
- Neither
- Fairly dissatisfied
- Very dissatisfied



- RBWM
- Residents poll Oct 2018
- Slough 2017/18
- Swindon 2017/18
- Kingston upon Thames 2017/18

Source: Q02. Overall, how satisfied or dissatisfied are you with the way the Council runs things? Weighted base: All respondents excluding 'Don't know': 1,638. Source: 18 LGA resident survey. Base: All respondents 3,006.

Additional sources: LGA Polling on resident satisfaction with councils survey, October 2018: LGA Are you being served? Pre release data 2017/18.



Differences by sub-group



Residents of Ascot and the South and Windsor are more likely to be **very satisfied** with the way that Council runs things than those living in Maidenhead (24% and 25% vs. 16%).



Residents from a BME background are more likely to be **very satisfied** than White British residents (26% vs. 18%).



Economically inactive residents are more likely to be **very satisfied** than those economically active (24% vs. 18%).



Those whose day to day lives are limited a lot by a health condition or illness are more likely to be **very satisfied** than those who have no such condition (32% vs. 20%).



Residents who have lived in the Borough for less than 5 years are more likely to be **very satisfied** than those who have lived in the Borough for 6 to 10 years or for 11 years or more (28% vs. 18% and 19%).



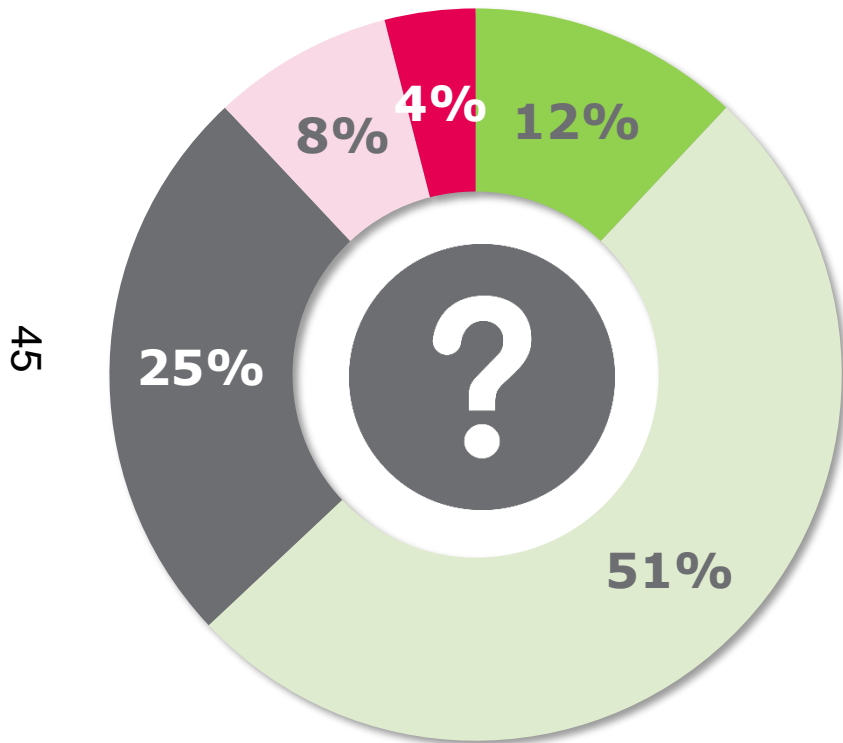
Residents aged 65+ are more likely to be **very satisfied** than residents aged 45-64 (25% vs. 18%).



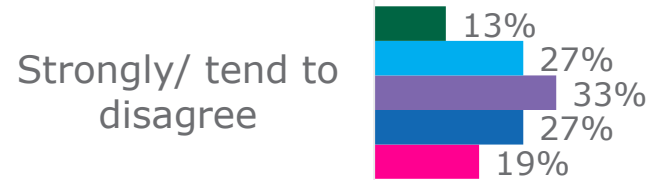
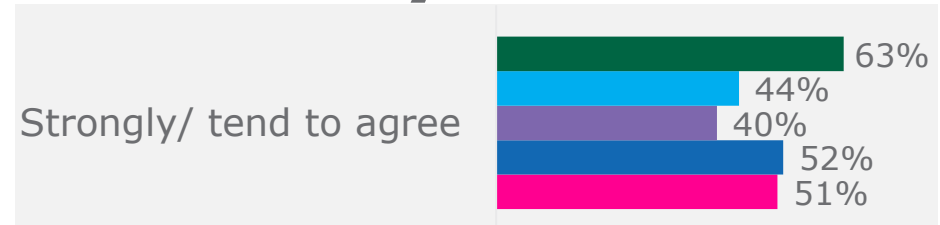
Residents who have not contacted the Council in the last 6 months are more likely to be (NET) satisfied (52% of those who had not contacted the Council were either very or fairly satisfied vs. 37% of those who had been in contact).



Nearly two thirds agree that the Council provides value for money



- Strongly agree
- Tend to agree
- Neither
- Tend to disagree
- Strongly disagree



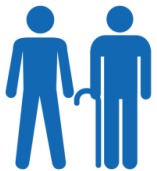
- RBWM
- Residents poll Oct 2018
- Slough 2017/18
- Swindon 2017/18
- Kingston upon Thames 2017/18



Differences by sub-group



Residents of Windsor are more likely to **strongly agree** that the Council provides value for money than those living in Maidenhead (15% vs. 10%).



Residents aged 65+ are more likely to **strongly agree** than residents aged 18-44 or 45-64 (21% vs. 10% or 9%).

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Residents from a BME background are more likely to **strongly agree** than White British residents (18% vs. 11%).



Economically inactive residents are more likely to **strongly agree** than those economically active (18% vs. 9%).



Nearly one half are advocates of the Council

9%

I speak positively of the Council without being asked

37%

I speak positively of the Council if I am asked about it

47

36%

I have no views one way or another

12%

I speak negatively about the Council if I am asked about it

6%

I speak negatively about the Council without being asked





Differences by sub-group

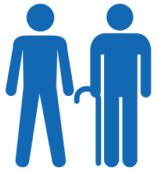


Residents of Ascot and the South and Windsor are more likely to **speak positively** about the Council than those living in Maidenhead (55% and 52% vs. 41%).



Residents who have lived in the Borough for 1 to 5 years or 6 to 10 years are more likely to **speak positively** than those who have lived in the Borough for 11 years or more (56% and 60% vs. 43%).

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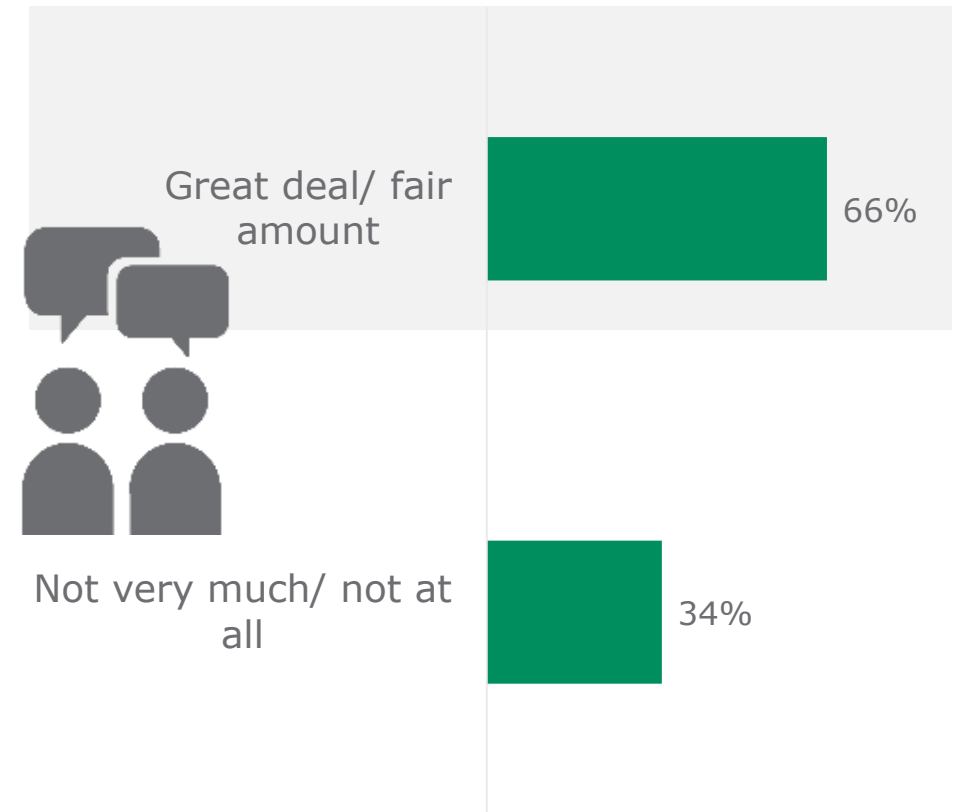
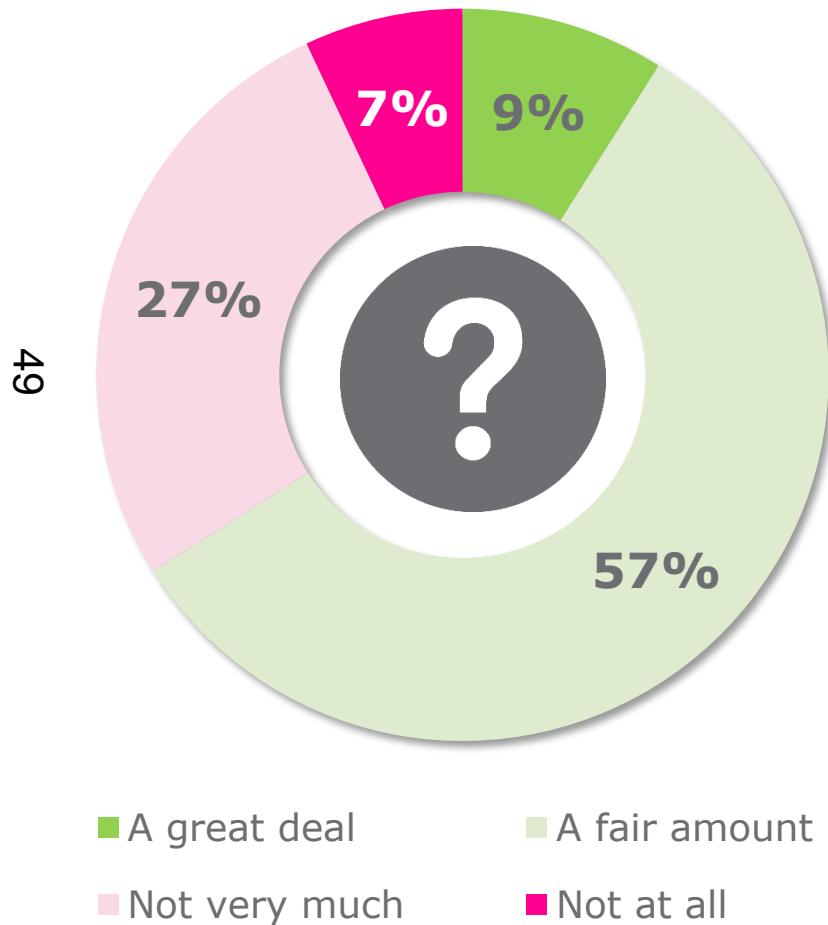
Residents aged 18 to 44 are more likely to **speak positively** than residents aged 45-64 (51% vs. 42%).



Residents from a BME background are more likely to **speak positively** than White British residents (58% vs. 44%).



Two thirds feel that the Council acts on the concerns of local residents



■ RBWM



Differences by sub-group

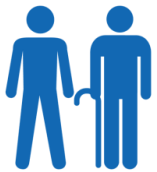


Residents of Ascot and the South and Windsor are more likely to feel that the Council acts **a great deal** on behalf of residents than those living in Maidenhead (12% and 14% vs. 5%).



Residents who have lived in the Borough for less than a year, 1 to 5 years or 6 to 10 years are more likely to feel that the Council acts **a great deal** on behalf of residents than those who have lived in the Borough for 11 years or more (26%, 16% and 14% vs. 7%).

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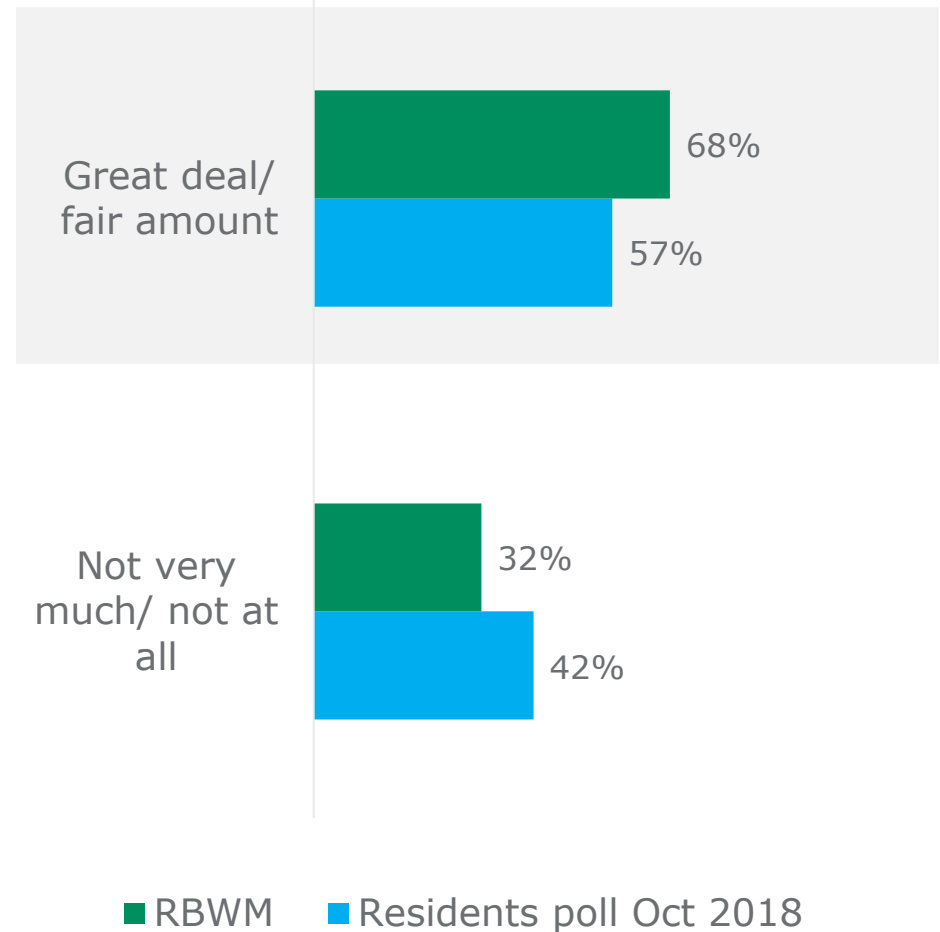
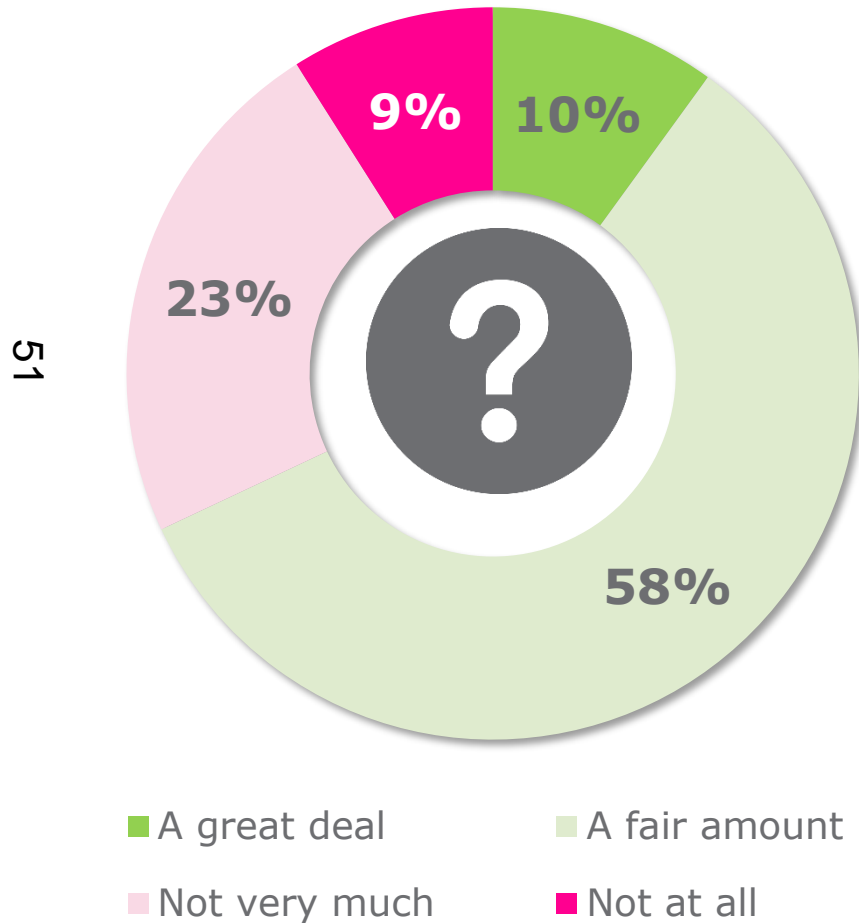
Residents aged 18 to 44 or 65+ are more likely to feel that the Council acts **a great deal** on behalf of residents than residents aged 45-64 (11% and 11% vs. 6%).



Residents from a BME background are more likely to feel that the Council acts **a great deal** on behalf of residents than White British residents (12% vs. 7%).



One third of residents feel a level of distrust towards the Council



Source: Q06. How much do you trust the Council? Weighted base: All respondents excluding 'Don't know': 1,567.
Additional source: LGA Polling on resident satisfaction with councils survey, October 2018.



Differences by sub-group



Residents who have lived in the Borough for less than a year, 1 to 5 years or 6 to 10 years are more likely to place a **great deal** of trust in the Council than those who have lived in the Borough for 11 years or more (28%, 16% and 14% vs. 8%).



Economically inactive residents are more likely to place a **great deal** of trust in the Council than those economically active (14% vs. 8%).



Residents aged 18 to 44 or 65+ are more likely to place a **great deal** of trust in the Council than residents aged 45-64 (14% and 12% vs. 5%).



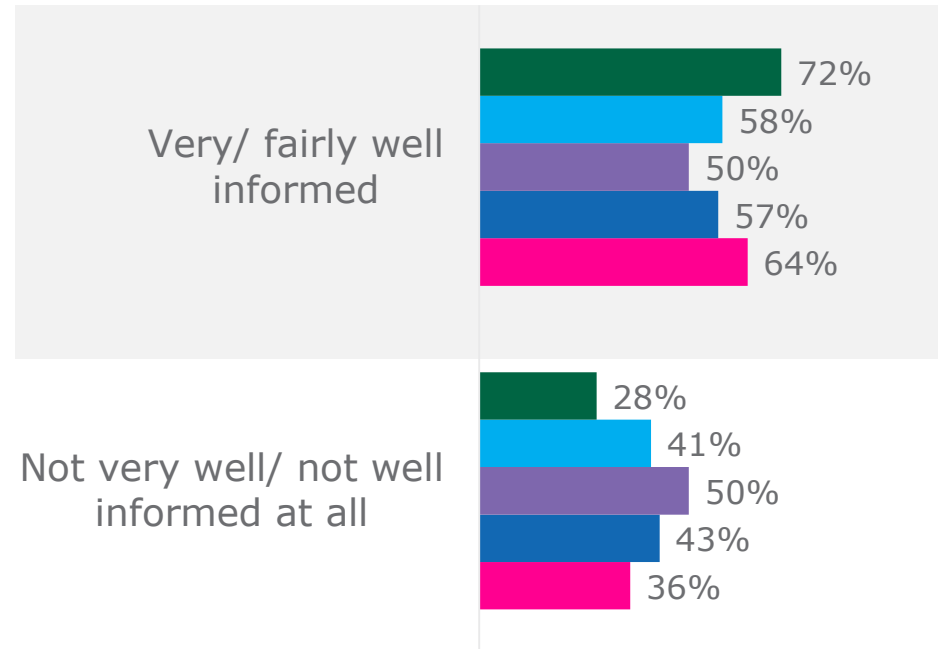
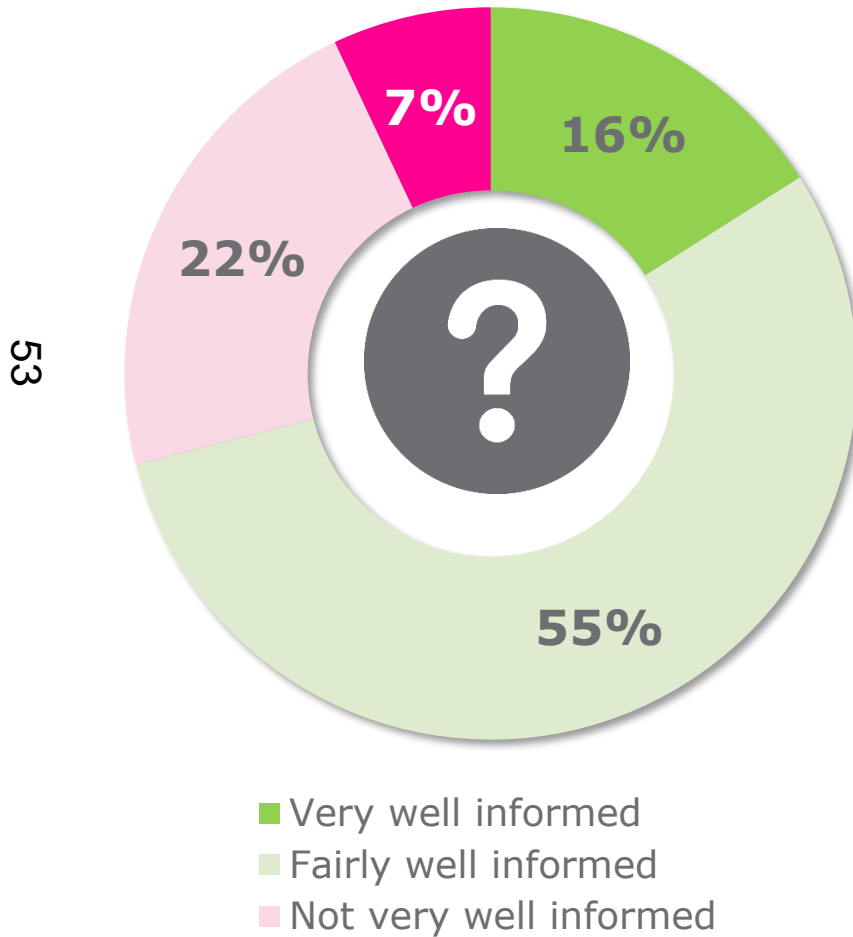
Those living in areas of high deprivation are more likely to place a **great deal** of trust in the Council than those in areas of low deprivation (13% vs. 7%).



Residents from a BME background are more likely to place a **great deal** of trust in the Council than White British residents (19% vs. 8%).



Almost three quarters feel that the Council keeps them informed



- RBWM
- Residents poll Oct 2018
- Slough 2017/18
- Swindon 2017/18
- Kingston upon Thames 2017/18

Source: Q07. Overall, how well informed do you think the Council keeps residents about the services and benefits it provides? Weighted base: All respondents excluding 'Don't know': 1,590.

Additional sources: LGA Polling on resident satisfaction with councils survey, October 2018; LGA Are you being served? Pre release data 2017/18.



Differences by sub-group



Residents of Windsor are more likely to believe that the Council keeps residents **very well informed** than those living in Maidenhead (19% vs. 14%) .



Residents who have lived in the Borough for less than a year are more likely to believe that the Council keeps residents **very well informed** than those who have lived in the Borough for 1 to 5 years, 6 to 10 years or 11 years plus (46% vs. 24%, 17% and 14%).

54



Residents from a BME background are more likely to believe that the Council keeps residents **very well informed** than White British residents (23% vs. 14%).



Economically inactive residents are more likely to believe that the Council keeps residents **very well informed** than those economically active (20% vs. 14%).

Living in the local area

The following section offers data for questions asked to establish:

What residents believe makes an area a good place to live; what they like about their local area and what needs improving in the vicinity.

55





What do residents want?

When asked what is important in making an area a good place to live 4% did not have an opinion, of those who did emphasis was placed on safety and local facilities.

1	Safety/ policing/ low crime	36%
2	Facilities/ amenities/ services	31%
3	Clean/ well kept streets/ no litter	27%
4	Public transport services	23%
5	Schools/ education	23%
6	Parks/ green spaces	23%
7	Shops	17%
8	Sense of community	16%
9	Roads/ road maintenance	13%

Other 19%

When asked what they liked most about their local area 6% did not have an opinion, for those who did the beauty of the area was key.

1	Parks/ green spaces	43%
2	Peaceful/ quiet/ picturesque	23%
3	Close to/ easy access to town	22%
4	Facilities/ amenities/ services	22%
5	Public transport services	20%
6	Sense of community	20%
7	Shops	17%
8	Safety/ policing/ low crime	16%
9	Clean/ well kept streets/ no litter	14%

Other 19%

Source: Q08. Thinking generally and not just about your local area, please can you tell me up to three things that you think are important in making an area a good place to live? Open response. Weighted base: All respondents excluding 'Don't know': 1,570. Source: Q09. Please can you tell me up to three things that you like the most about your local area? Open response. Weighted base: All respondents excluding 'Don't know': 1,544.

Q08 example comments



Safety/policing/ low crime

57

"Feeling safe in the community."
Maidenhead

"Safety and security with a police presence."
Windsor

"A degree of security, I mean low crime."
Ascot and the South

Facilities/ amenities/services

"Good council services including education."
Maidenhead

"Good social and shopping amenities."
Windsor

"Decent facilities like a GP, dentist or hospital."
Ascot and the South

Clean/well kept streets/no litter

"A clean environment, neat and tidy with no litter and well-presented buildings."
Maidenhead

"Keeping on top of the litter and keeping pavements clean."
Windsor

"Clean- The refuse collection is very important."
Ascot and the South



Q9 example comments



"There are many diverse parks which are nice and safe."
Windsor

"I like the fact that we have so many open spaces."
Ascot and the South

"Parks, there are a lot close to where I live."
Maidenhead

58

"I can walk to the shops, the post office and the doctors." **Windsor**

"It is a short walking distance to the shops and station."
Ascot and the South

"I like being close to the town centre."
Maidenhead



"It's pretty quiet and peaceful, not at all rowdy and so I feel fairly safe."
Windsor

"It is a clean, picturesque and nice place to live."
Ascot and the South

"It is really peaceful – not congested or noisy."
Maidenhead

"It is close to the countryside with good access to the shops and local services."
Windsor

"The sense of community and great access to leisure facilities."
Ascot and the South

"There are lots of great facilities including transport, shops, gyms and parks."
Maidenhead

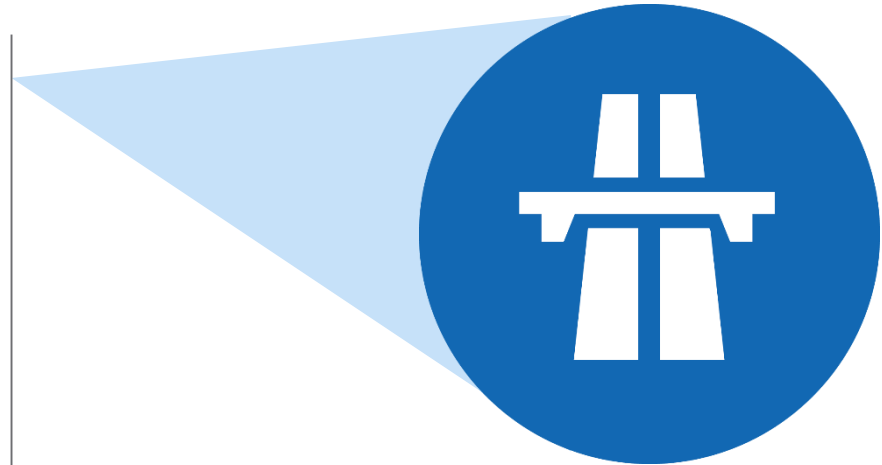




What needs to be improved?

According to those who could make a suggestion, roads and road maintenance is the aspect most in need of improvement.

1	Roads/ road maintenance	43%
2	Safety/ policing/ low crime	15%
3	Parking	15%
4	Clean/ well kept streets/ no litter	12%
5	Shops	12%
6	Public transport services	12%
7	Facilities/ amenities/ services	11%
8	Town centre	10%
Other		34%



Differences by sub-group



Residents of Maidenhead are more likely than those living in either Ascot and the South or Windsor to believe that the local shops (17% vs. 9% and 6%) and the town centre need to be improved (18% vs. 1% and 1%).

Q10 example comments



"The roads are really bad, especially for bike riders and they need improving."
Windsor

"The roads from Ascot to Windsor are uneven and full of potholes that need filling."
Ascot & the South

"Roads and pavement maintenance. There are potholes and weeds growing in the gutters and in the pavements."
Ascot & the South

60

"The roads have potholes and the ramps to slow people down are too high and damage our cars."
Maidenhead

"They've been doing a lot of repairs but a lot of roads need repairing including the footpaths for cyclists."
Maidenhead



"The roads are in poor condition, they need upgrading, resurfacing."
Windsor

Council services

The final section covers data from questions regarding Council services.

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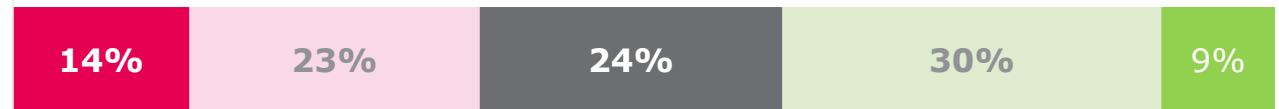


Residents are happy with refuse collection and parks & open spaces

However, satisfaction with **road maintenance** is comparatively low.



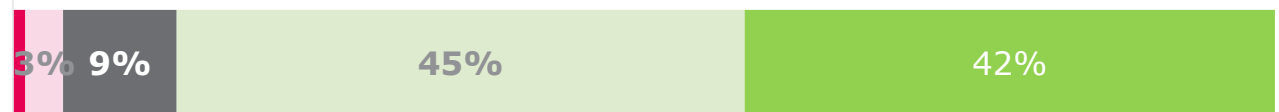
Road maintenance



Refuse collection



Parks and open spaces



■ Very dissatisfied ■ Fairly dissatisfied ■ Neither ■ Fairly satisfied ■ Very satisfied



Road maintenance is perceived as particularly poor by residents who are not happy with how the Council operates

The following groups of residents are more likely to be either very or fairly dissatisfied with **road maintenance**

- Residents dissatisfied with the way that the Council runs things (69% vs. 29% of those satisfied)
- Ascot and the South and Maidenhead compared with Windsor (41% and 40% vs. 7%)
- Lived in the Borough for 11 years or more compared with less than one year, 1 to 5 years or 6 to 10 years (44% vs. 11%, 15% and 20%)
- Those who disagree that the Council provides value for money (61% vs. 29% of those who agree)
- Residents who speak negatively about the Council (59% vs. 27% of those who speak positively)
- Those aged 45-64 or 65+ compared with residents aged 18-44 (47% and 43% vs. 26%)
- Those dissatisfied with the area as a place to live (46% vs. 36% of those satisfied with the local area)





Differences by sub-group

More likely to be very satisfied with **parks and open spaces**:

- Windsor compared with Maidenhead (49% vs. 38%)
- Females compared with males (45% vs. 39%)

64



More likely to be very satisfied with **refuse collection**:

- Residents satisfied with the way that the Council runs things (56% vs. 30% of those dissatisfied)
- Lived in the Borough for less than a year compared with 11 years or more (31% vs. 54%)
- Those aged 65+ compared with 18 – 44 or 45-64 (71% vs. 35% and 54%)
- White British compared with BME (53% vs. 36%)
- Females compared with males (54% vs. 45%)
- Economically inactive compared with economically active (65% vs. 42%)
- Low deprivation compared with high deprivation (55% vs. 44%)





50% of participants have not contacted the Council in the last 6 months

Of those who have, most used the telephone

1	Telephone	45%
2	Email	26%
3	Online via Council website	15%
4	In person	7%
5	My Account	3%
6	Post	2%
7	Social media	1%

More than half of residents do not know of My Account

Aware



40%

Unaware



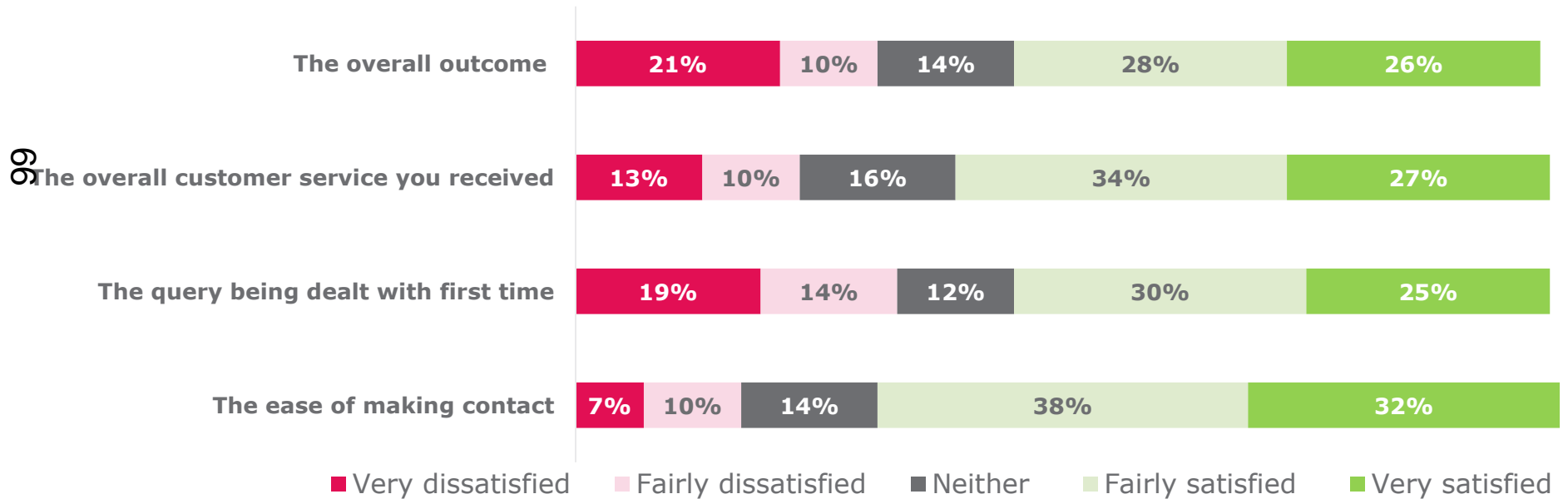
59%

2%
Don't know



Residents find it easy to contact the Council

However one third are not dealt with first time and are dissatisfied with the outcome.



Source: Q15. Still thinking about the most recent time you contacted the Council, how satisfied or dissatisfied were you with the following?
Weighted base: Respondents who have contacted the Council excluding 'Don't know': 810; 799; 799 and 787.

The overall outcome of the contact has the greatest impact on how residents view the Council



The following groups of residents are more likely to be either dissatisfied with **the overall outcome**

- 67 Residents fairly or very dissatisfied with the way that the Council runs things (63% vs. 22% fairly or very satisfied)
- Those who tend to or strongly disagree that the Council provides value for money (60% vs. 23% who tend to or strongly agree)
- Residents who speak negatively about the Council (63% vs. 20% of those who speak positively)

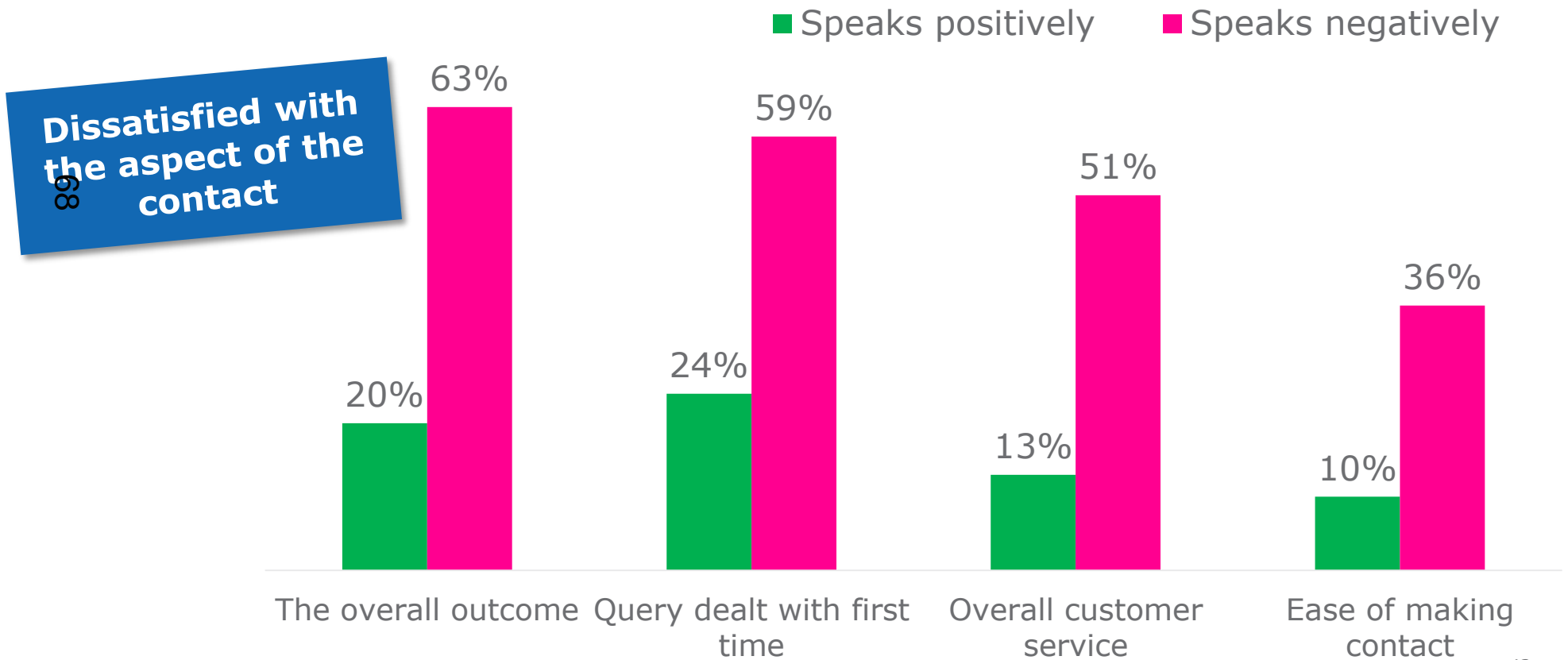
The following groups of residents are more likely to be dissatisfied with **the query being dealt with first time**

- Residents fairly or very dissatisfied with the way that the Council runs things (59% vs. 25% fairly or very satisfied)
- Those who tend to or strongly disagree that the Council provides value for money (58% vs. 25% who tend to or strongly agree)
- Residents who speak negatively about the Council (59% vs. 24% of those who speak positively)



Dissatisfaction with the outcome is more likely to lead to negative comments about the Council

Of those likely to speak negatively about the Council, dissatisfaction is highest with the overall outcome

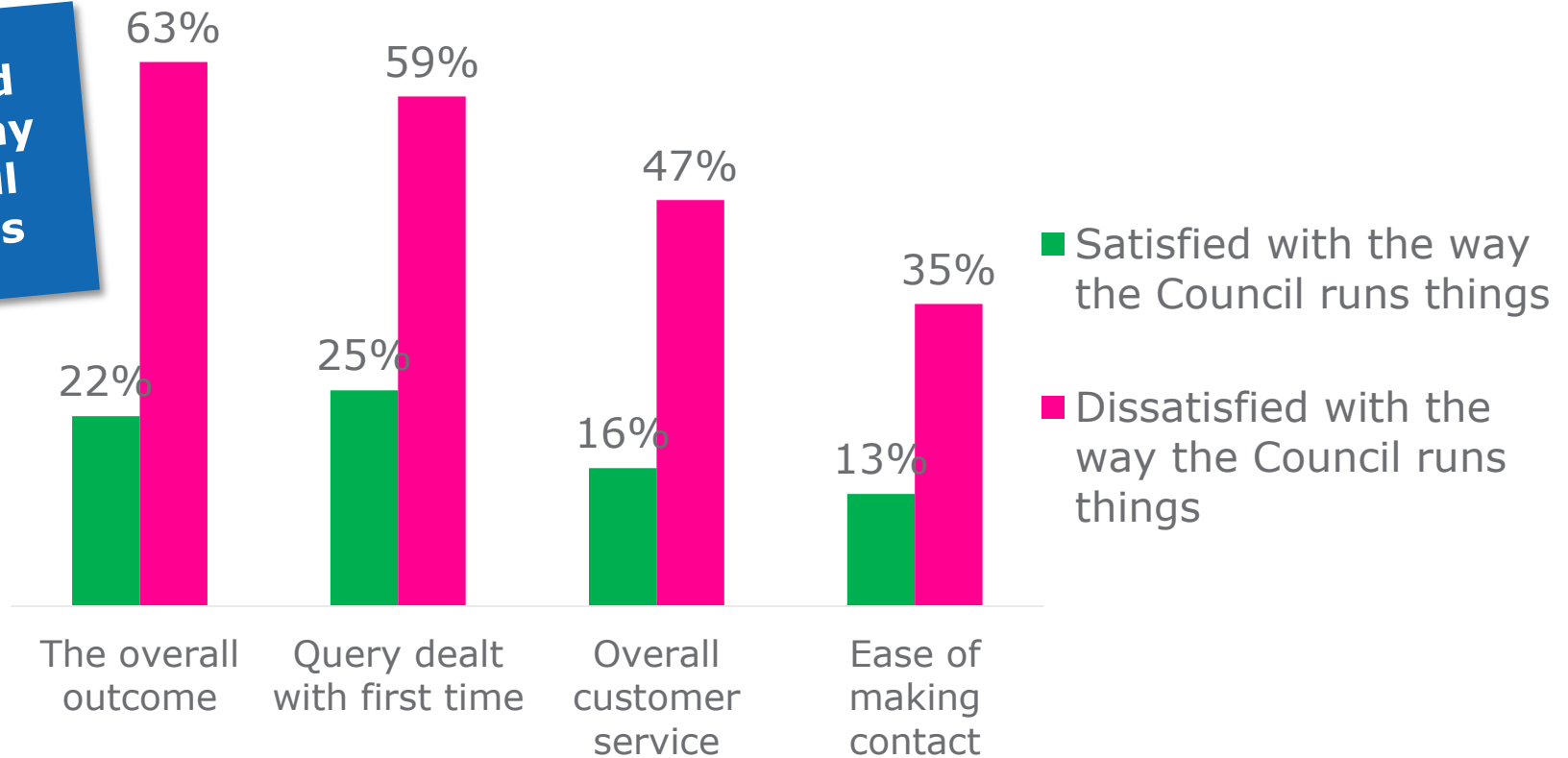




Dissatisfaction with the outcome is more likely to lead to dissatisfaction with the way that the Council runs things

Of those dissatisfied with the way that the Council operates, dissatisfaction is again highest with the overall outcome

Dissatisfied with the way the Council runs things





70% are satisfied with ease of making contact and this has the least impact on opinions of the Council

More likely to be either very or fairly dissatisfied with **overall customer service**

- Residents fairly or very dissatisfied with the way that the Council runs things (47% vs. 16% fairly or very satisfied)
- Those who tend to or strongly disagree that the Council provides value for money (43% vs. 17% who tend to or strongly agree)

70 Residents who speak negatively about the Council (51% vs. 13% of those who speak positively)

More likely to be either very or fairly dissatisfied with **the ease of making contact**

- Residents fairly or very dissatisfied with the way that the Council runs things (35% vs. 13% fairly or very satisfied)
- Those who tend to or strongly disagree that the Council provides value for money (38% vs. 11% who tend to or strongly agree)
- Residents who speak negatively about the Council (36% vs. 10% of those who speak positively)



Online contact leads to greater satisfaction with the ease of making contact and overall customer service.

More likely to be either very or fairly satisfied with **the ease of making contact**

- Residents who contacted the Council online (76% vs. 64% telephone and 63% in person)

More likely to be either very or fairly satisfied with **the overall customer service**

- Residents who contacted the Council online (57% vs. 65% telephone)



Differences by sub-group

More likely to be very satisfied with **the ease of making contact**

- Economically inactive compared with economically active (39% vs. 27%).

~~More~~ More likely to be very satisfied with **the query being dealt with first time**

- Those aged 45-64 or 65+ compared with 18-44 (27% & 31% vs. 20%).
- Economically inactive compared with economically active (31% vs. 22%).

More likely to be very satisfied with **overall customer service**

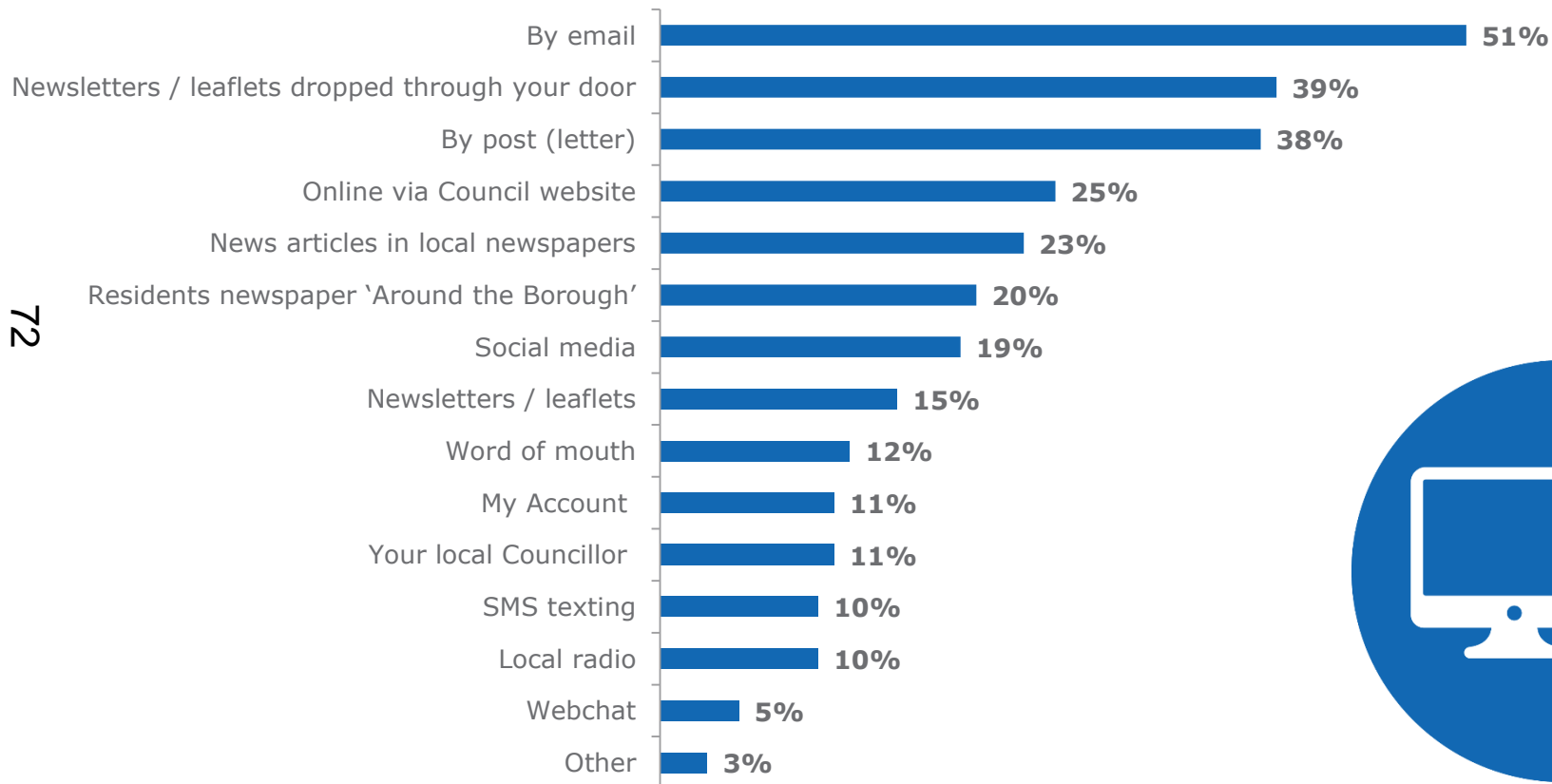
- Those aged 65+ compared with 18-44 (33% vs. 24%).
- Economically inactive compared with economically active (32% vs. 25%).

More likely to be very satisfied with **the overall outcome**

- Those aged 65+ compared with 18-24 (34% vs. 21%).
- Economically inactive compared with economically active (34% vs. 22%).



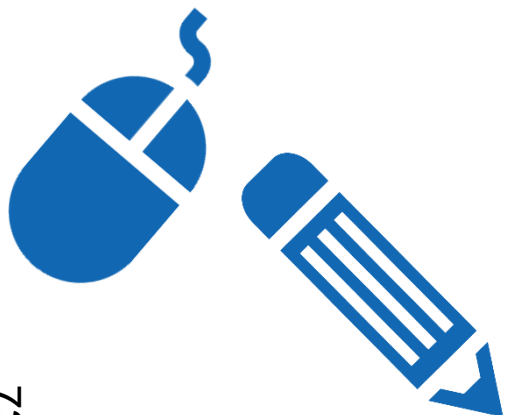
Residents prefer to receive information from the Council by email





Differences by age

Younger residents prefer to receive information digitally whilst older residents would rather receive written updates



73



18-44yrs

45-64yrs

65+

Email	64%	49%	31%
Newsletters / leaflets through the door	27%	45%	51%
Council website	25%	29%	16%
Local newspapers	17%	28%	25%
'Around the Borough'	17%	22%	24%
Social media	25%	19%	7%

Key driver analysis

The following section provides additional analysis of the main drivers of satisfaction with the Council.

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Key drivers of satisfaction

Key Drivers Analysis is used to gain a better understanding of which of the residents' opinions regarding the Royal Borough of Windsor and Maidenhead Council have the greatest influence on their overall satisfaction.

The aim is to identify specific areas of the Council service provision (Key Drivers) which have the greatest impact on overall satisfaction.



The approach

- Each of the questions in the questionnaire is studied and those with the strongest links to overall satisfaction are isolated
- Next, statistical models are used to identify the 'best' set of indicators (Key Drivers) that together influence overall satisfaction the most
- The *relative importance* of each Key Driver is also calculated and this identifies which of the Drivers are the most important and also how much more important each Driver is compared to the others. For example, in this analysis we find that 'trust in the Council' is twice as influential on overall satisfaction as the Council keeping residents informed.



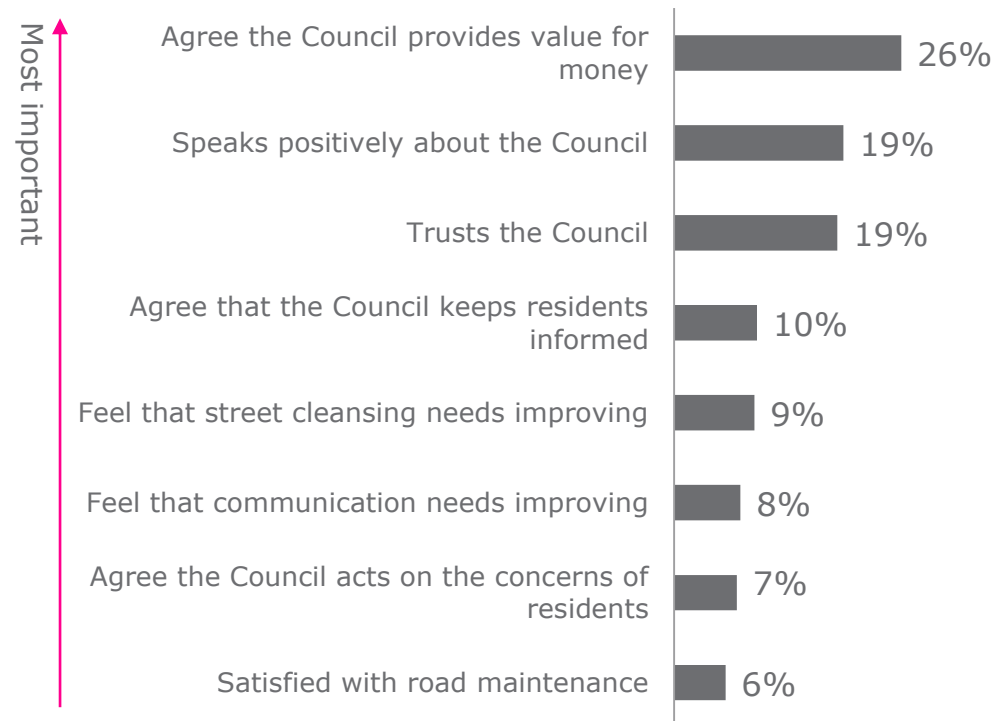
Influential variables

Eight key variables were found to have significant influence on overall satisfaction with the Council. The drivers are listed below in order of importance:

- Level of agreement that the Council provides value for money
- Whether the resident speaks positively about the Council
- Level of trust in the Council
- Agreement that the Council keeps residents informed
- Views on whether street cleaning needs improving
- Agreement that the Council keeps residents informed
- Agreement that the Council acts on the concerns of residents
- Satisfaction with road maintenance

Residents perceptions on value for money is **four times** more influential on overall satisfaction than their views on Road Maintenance. Positive advocacy and trust in the Council are both important drivers and have similar levels of influence over satisfaction with the Council.

Relative importance



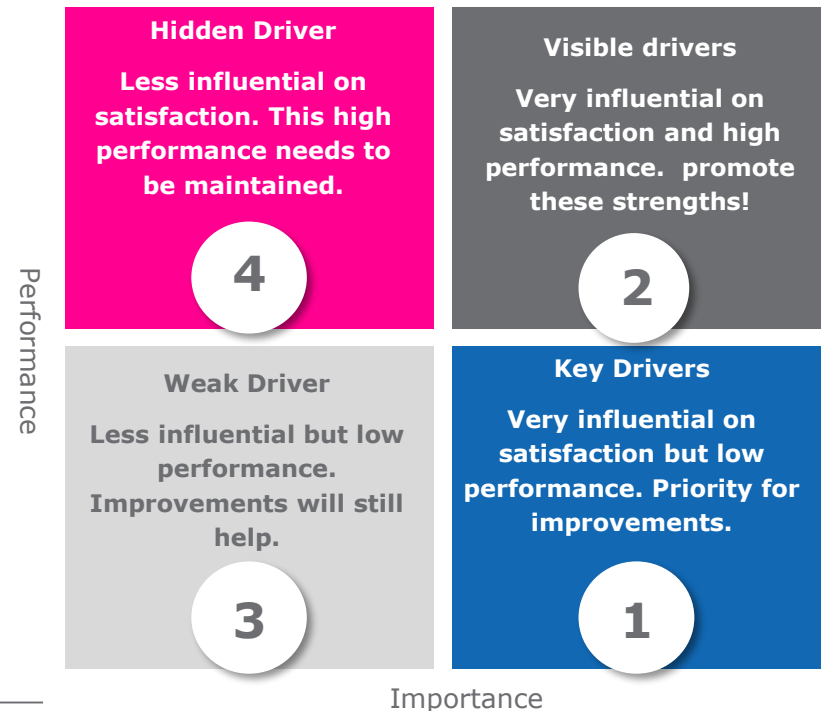


Key drivers of satisfaction

Key driver/importance map

Once the Key Drivers are identified, the relative importance score (how much influence they have on overall satisfaction) is then cross-referenced with their performance scores.

The performance score comes from the residents views expressed in the survey. For example, 68% of people reported that they trust the Council – this is a high performance score however only 38% of residents said they were satisfied with the state of the road maintenance – this is a low performance score.



Priority Drivers

Each of the key drivers can be classified into one of the four groups outlined in the Driver / Importance Map.

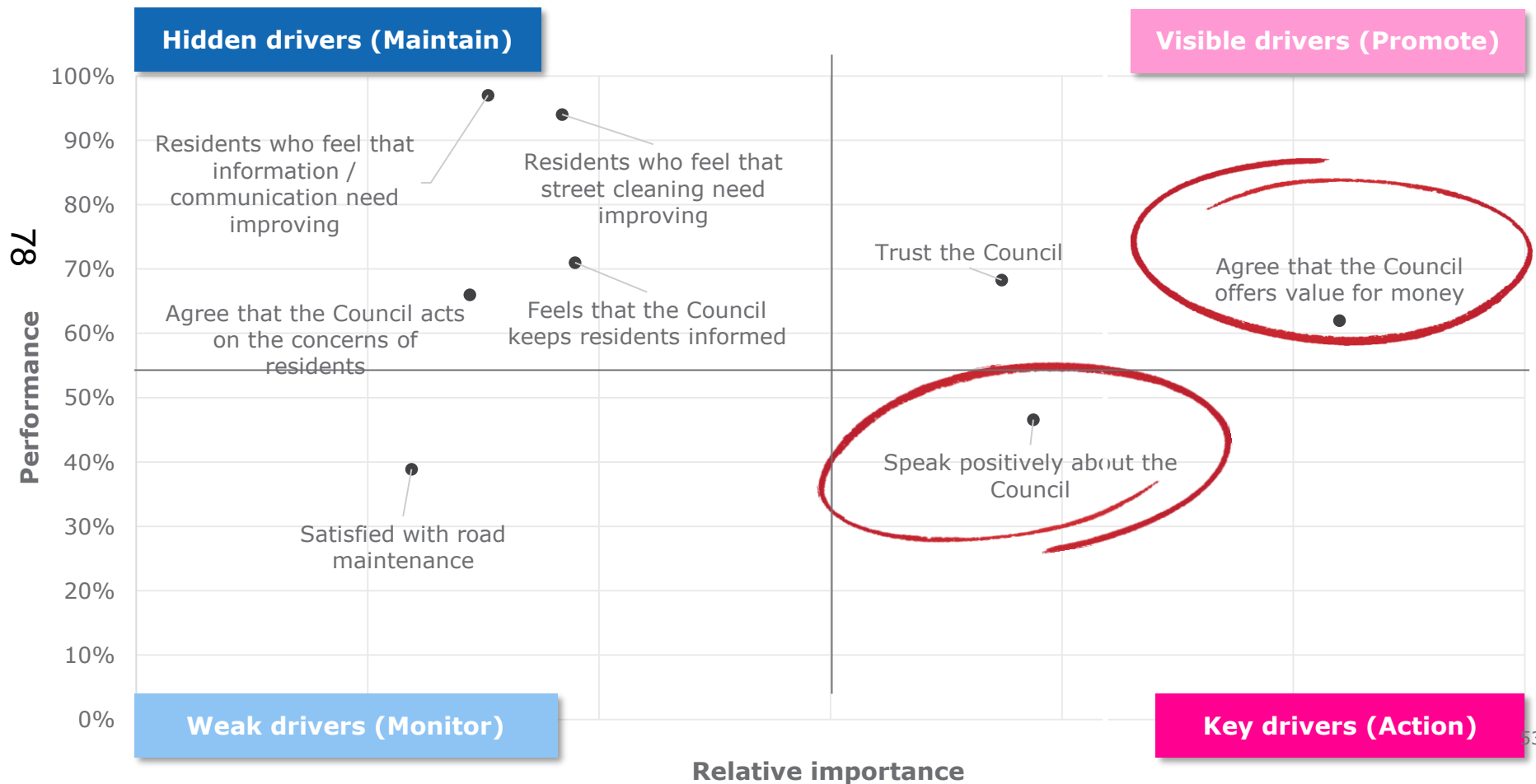
Priority should be given to: a) the most influential drivers and b) drivers which currently have a low performance score as improvements in these areas would see the greatest positive influence on overall satisfaction with the Council.

What does this mean for the Council...?



Positive changes in perceptions of **value for money** and **how residents speak about the Council** will lead to an improved overall satisfaction rating. **'Satisfaction with road maintenance'** has a low performance score and improvements here would directly increase overall satisfaction with the Council.

KDA - All respondents (weighted)





Differences between areas

In addition to running the analysis across the whole sample the drivers within the areas of: Ascot and the South; Windsor and Maidenhead were also reviewed.

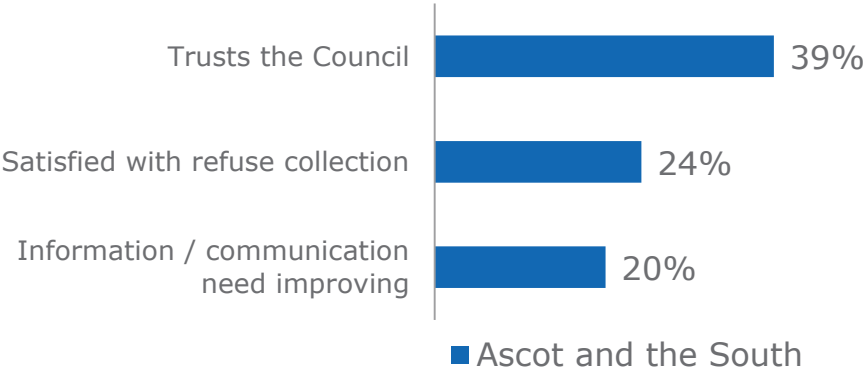
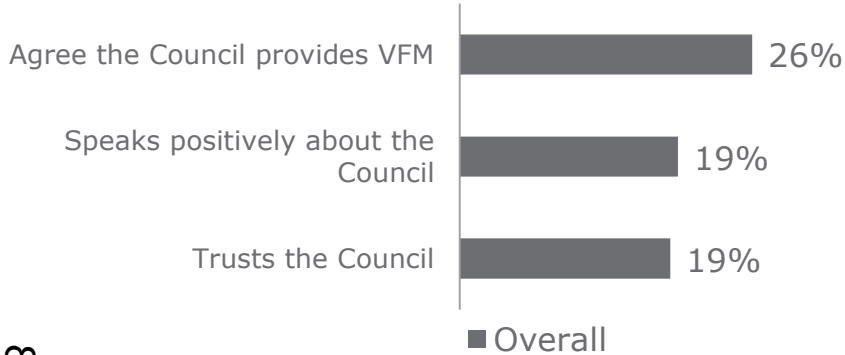
There are commonalities between the areas however there are also drivers that are unique to each area.

The main points to note are outlined:

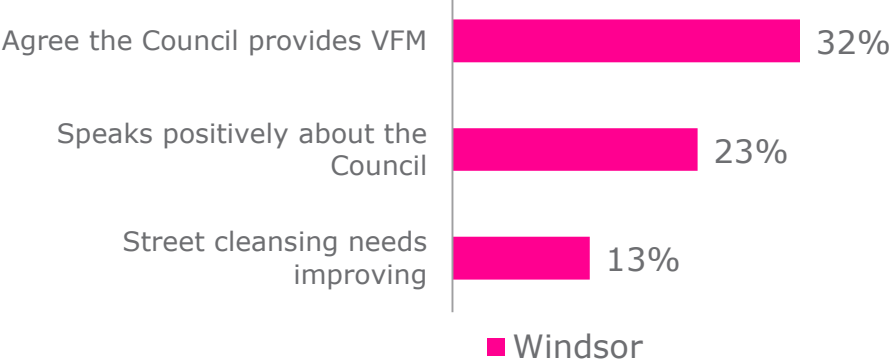
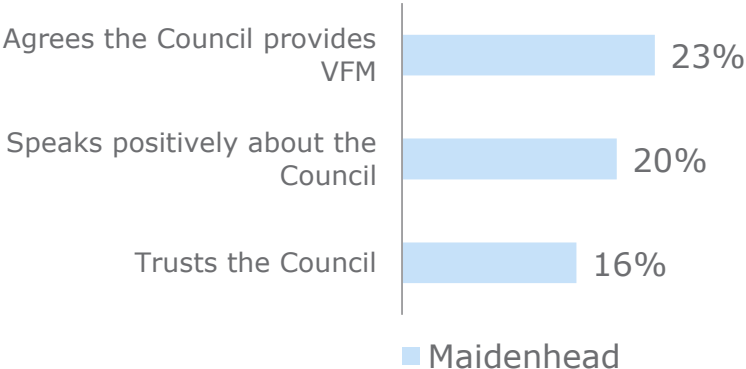
- **Trust** and **value for money** are influencing overall satisfaction in all three areas (although they are not the top ranked drivers in all areas)
- **Satisfaction with refuse collection** is only a factor in **Ascot and the South** where it is the second most important driver
- The **need to improve street cleanliness** is only an issue in **Windsor** where it is the third most important driver
- Both **parking** and the need to **improve the sense of community** appear in **Ascot and the South** only
- Residents in **Windsor** (and only in Windsor) who are **aware of My Account** are more likely to be satisfied with the Council overall and so promoting the page would lead to an improvement in overall satisfaction in this area



Relative importance of the top 3 drivers of satisfaction by area



08



Appendix

Survey questionnaire

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Appendix

Research aims & methodology

This section provides a recap of the aims and objectives of the research, outlines the methodology and finally offers guidance on how the data will be presented in the report.

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Aims & objectives

Background to the research

The Royal Borough of Windsor & Maidenhead Council required a residents satisfaction survey to baseline satisfaction following a year of significant transformation & change.

The results will:

- Provide the Council with clear evidence as to what residents want for planning, budgeting and communications purposes
- Inform performance management by tying into Corporate indicators
- Provide the Council with analysis and data to show the factors that most influence positive satisfaction





Methodology

Survey with residents of the Borough:

- **1,652** interviews in total
 - **1,287** telephone
 - **365** face-to-face
- Sampling error of +/-2% at a confidence level of 95%

84 Fieldwork took place in September & October 2018

- Residents randomly selected by DJS Research to take part
- Quotas set to achieve a profile representative of the Borough

Fully compliant with data protection regulations

Sample weighted by:

- Age
- Ethnicity
- Gender
- Area (Ascot and the South, Maidenhead and Windsor)
- Tenure
- Working status

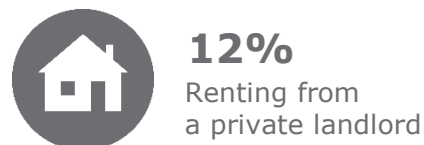
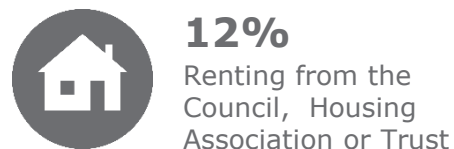
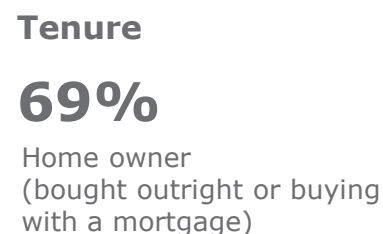
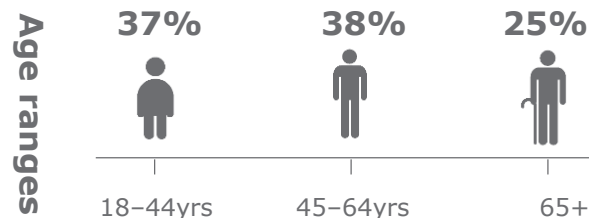
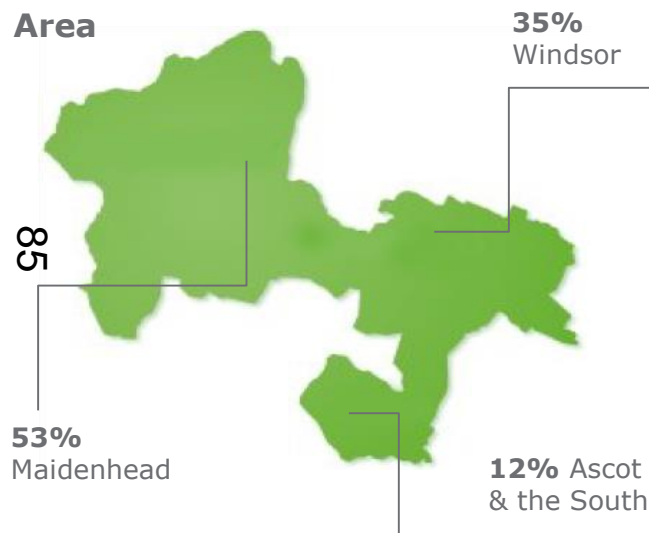
Survey conformed to the LGA 'Are you being served' Residents Satisfaction guidelines

Included core LGA questions as well as open questions and localised questions focusing on some of the Council's priority areas.



Our sample was designed to reflect the profile of residents of the Borough

Unweighted data



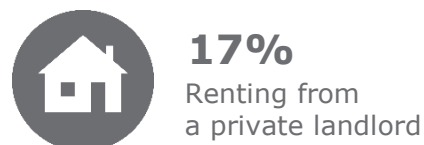
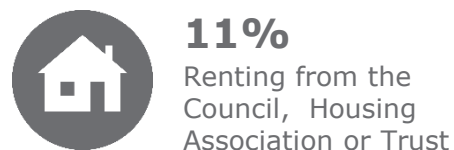
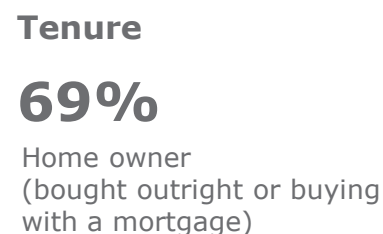
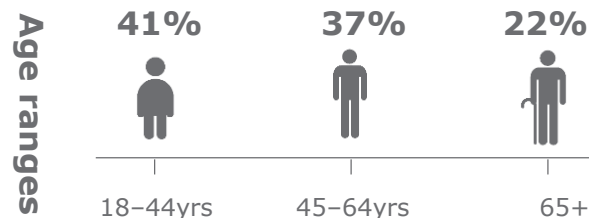
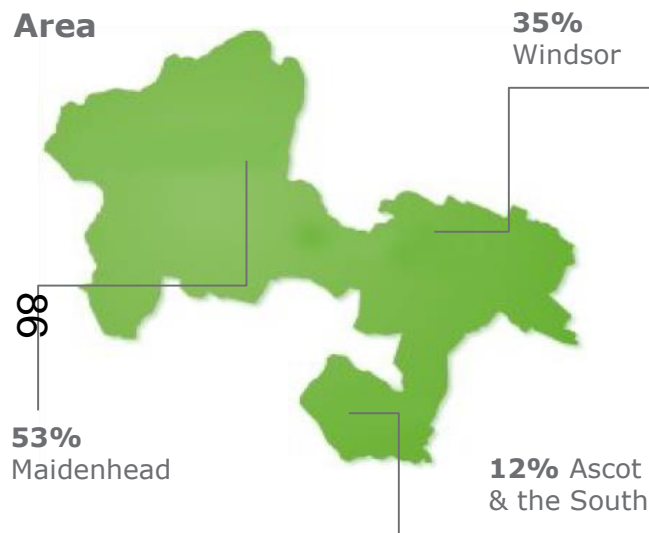
Gender





Our sample was designed to reflect the profile of residents of the Borough

Weighted data



Gender



48%
Male



52%
Female



Notes on the report

Statistical significance

Our sample is subject to a sampling error of +/-2% at a confidence level of 95%.

- To give an example, a finding of 50% on a base size of 1,652 interviews has a sampling error of +/-2% at the 95% confidence level. That is to say that if the survey returns a finding of 50% for a particular question there is a 95% probability that the "true" figure (amongst all residents and not just those interviewed) will lie within +/-2% (i.e. between 48% and 52%) of that finding

When looking at sub-groups within a sample this sampling error increases:

- For example, when looking at male residents (with a base size of 778 interviews in this survey, unweighted) the sampling error increases to +/-3.5%
- The sampling error for data collected from the three separate geographical areas is given below:

	Sampling error
Ascot and the South	+/-7%
Windsor	+/-4%
Maidenhead	+/-3%





Notes on the report

Valid data

In most instances respondents who answered 'don't know' or 'have not used' are excluded from the sample base.

Rounding

Results have been presented rounded to 0 decimal places and so some totals may not be equal to 100%.

∞
∞



Cross tabulations

Responses have been separated into different mutually exclusive sub-groups and the data for each sub-group has been compared to see whether there are significant differences between the results.

- The sub-groups definitions include: area; number of years living in the Borough; age; ethnicity; gender; working status; health condition and indices of deprivation
- Only differences that are significant are included in the report

Weighted data

Weighting has been used to adjust the results of the survey to bring them in line with the profile of the overall population of the Royal Borough of Windsor & Maidenhead.

- All data included in this report has been weighted

Survey script

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Questionnaire: Annual residents survey



Client name:	Royal Borough of Windsor and Maidenhead
Project name:	Annual Residents Survey
Job number:	5183
Methodology:	CATI
Version	V8 30/08/18

Notes on this document

- Instructions in **CAPS** are for computer programming
- Instructions in *italics* are for telephone interviewers
- **Bold** or underlined words are for emphasis within a question
- Different question types have different numbers:
 - Screener questions are labelled S01, S02, S03 etc.
 - Main survey questions are labelled Q01, Q02, Q03 etc.
 - Further demographic / classification questions are labelled C01, C02, C03 etc.
 - Number codes are included on each question for data processing purposes

QUOTAS: TOTAL 1,700 INTERVIEWS

AREA	QUOTA LIMIT	TAKEN FROM WHERE?
Ascot and the South	204	S01/1
Maidenhead	884	S01/2
Windsor	612	S01/3

AGE	QUOTA LIMIT	TAKEN FROM WHERE?
18-44	798	S02/2-4
45-64	549	S02/5-6
65+	353	S02/7-8

ETHNICITY	QUOTA LIMIT	TAKEN FROM WHERE?
White	1338	S03/1
BME	362	S03/2-5, 80

GENDER	QUOTA LIMIT	TAKEN FROM WHERE?
Male	826	S04/1
Female	874	S04/2

WORKING STATUS	QUOTA LIMIT	TAKEN FROM WHERE?
Economically active	1266	S05/1-4
Economically inactive	434	S05/5-9

TENURE	QUOTA LIMIT	TAKEN FROM WHERE?
Home owner (bought outright or buying with a mortgage)	1167	S06/1-2
Renting from the Council, a Housing Association or Trust	225	S06/3
Renting from a private landlord	307	S06/4

Introduction

All respondents:

My name is....., and I am calling from DJ S Research Ltd, an independent research consultancy.

We are currently carrying out a survey on behalf of The Royal Borough of Windsor and Maidenhead Council. The Council would like to hear the views of residents on several issues, including what it is like to live in the Borough.

The interview will last around 10 minutes and be conducted under the Market Research Society Rules guaranteeing anonymity and there would be strictly no sales or other comeback from the call. Would you be willing to spare a few minutes to take part?

IF YES, CONTINUE

All respondents:

CATI – INTERVIEWER READ OUT: All interviews will be recorded for training and quality purposes.



Continue. If not able to continue, make an appointment to call back.

READ OUT

To make sure we interview a wide range of people, I would like start by asking some questions about you.

S01.

All respondents

To start with, please can you confirm that you live in one of the following three areas?

SINGLE CODE

Read out and select one only.

Code	Answer list	Scripting notes	Routing
1	Ascot and the South		
2	Maidenhead		
3	Windsor		
4	Live outside these areas	END SURVEY	Thank and close
85	Don't know	END SURVEY	Thank and close

S02.

All respondents

Please can you tell me your age?

SINGLE CODE

Do not read out. Ask for their age and select the appropriate band. If the respondent does not want to give their exact age then read out the bands provided and select one only.

Code	Answer list	Scripting notes	Routing
1	Under 18	-	Thank and close
2	18-24		
3	25-34		
4	35-44		
5	45-54		
6	55-64		
7	65-74		
8	75+		
9	Prefer not to say		Thank and close

S03.

All respondents

Which of the following broad groups best describes your ethnicity?

SINGLE CODE

Read out and select one only.

Code	Answer list	Scripting notes	Routing
1	White British English/Welsh/Scottish/Northern Irish/British		
2	White other Irish Gypsy or Irish Traveller Any other white background		
3	Mixed / Multiple ethnic groups White and Black Caribbean White and Black African White and Asian Any other Mixed/Multiple background		
4	Asian / Asian British Indian Pakistani Bangladeshi Chinese Any other Asian/Asian British background		
5	Black / African / Caribbean / Black British African Caribbean Any other Black/African/Caribbean/ Black British background		
80	Other – please specify	OPEN	
6	Prefer not to say		Thank and close



S04.

All respondents

Code gender

Do not ask. Record gender

Code	Answer list	Scripting notes	Routing
1	Male	-	
2	Female	-	

S05.

All respondents

Which of the following best describes your employment status?

SINGLE CODE

Read out and select one only.

Code	Answer list	Scripting notes	Routing
1	Full time employee (30 hours plus per week)		
2	Part-time employee (under 30 hours per week)		
3	Self-employed		
4	On a government supported training programme		
5	Full time education		
6	Unemployed		
7	Long term sick / disabled		
8	Retired		
9	Not working or looking for work / looking after the home or family		
80	Other – please specify	OPEN	Thank and close
10	Prefer not to say		Thank and close

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S06.

All respondents

And which of the following best describes your housing situation?

SINGLE CODE

Read out and select one only.

Code	Answer list	Scripting notes	Routing
1	Home owner (owns outright)		
2	Buying with a mortgage		
3	Renting from the Council, a Housing Association or Trust		
4	Renting from a private landlord		
80	Other – please specify	OPEN	
5	Prefer not to say		Thank and close

A: Overall views

Read out: Throughout this survey we ask you to think about 'your local area'. When answering, please consider your local area to be the area within 15 – 20 minutes walking distance from your home.

Q01.

All respondents

Overall, how satisfied or dissatisfied are you with your local area as a place to live?

Read out each answer and tick one.

SINGLE CODE

Code	Answer list	Scripting notes	Routing
5	Very satisfied		
4	Fairly satisfied		
3	Neither satisfied nor dissatisfied		
2	Fairly dissatisfied		
1	Very dissatisfied		
85	Don't know (<i>do not read out</i>)		

Read out: Your local area receives services from The Royal Borough of Windsor and Maidenhead Council who I will refer to as 'the Council' for most of this interview. The Council is responsible for a range of services such as refuse collection, street cleaning, planning, education, social care services and road maintenance.

**Q02.****All respondents**

Overall, how satisfied or dissatisfied are you with the way the Council runs things?

Read out each answer and tick one.

SINGLE CODE

Code	Answer list	Scripting notes	Routing
5	Very satisfied		
4	Fairly satisfied		
3	Neither satisfied nor dissatisfied		
2	Fairly dissatisfied		
1	Very dissatisfied		
85	Don't know (<i>do not read out</i>)		

Read out: In considering the next question, please think about the range of services The Royal Borough of Windsor and Maidenhead Council provides to the community as a whole, as well as the services your household uses. It does not matter if you do not know all of the services the Council provides, as we would like your general opinion.

Q03.**All respondents**

To what extent do you agree or disagree that the Council provides value for money?

Read out each answer and tick one.

SINGLE CODE

Code	Answer list	Scripting notes	Routing
5	Strongly agree		
4	Tend to agree		
3	Neither agree nor disagree		
2	Tend to disagree		
1	Strongly disagree		
85	Don't know (<i>do not read out</i>)		

Q04.**All respondents**

On balance, which of the following statements comes closest to how you feel about the Council?

Read out each answer and tick one.

SINGLE CODE

Code	Answer list	Scripting notes	Routing
5	I speak positively of the Council without being asked		
4	I speak positively of the Council if I am asked about it		
3	I have no views one way or another		
2	I speak negatively about the Council if I am asked about it		
1	I speak negatively about the Council without being asked		
85	Don't know (<i>do not read out</i>)		

Q05.**All respondents**

To what extent do you think the Council acts on the concerns of local residents?

Read out each answer and tick one.

SINGLE CODE

Code	Answer list	Scripting notes	Routing
4	A great deal		
3	A fair amount		
2	Not very much		
1	Not at all		
85	Don't know (<i>do not read out</i>)		

Q06.**All respondents**

How much do you trust the Council?

Read out each answer and tick one.

SINGLE CODE

Code	Answer list	Scripting notes	Routing
4	A great deal		
3	A fair amount		
2	Not very much		
1	Not at all		
85	Don't know (<i>do not read out</i>)		



Q07.

All respondents

Overall, how well informed do you think the Council keeps residents about the services and benefits it provides?

Read out each answer and tick one.

SINGLE CODE

Code	Answer list	Scripting notes	Routing
4	Very well informed		
3	Fairly well informed		
2	Not very well informed		
1	Not well informed at all		
85	Don't know (<i>do not read out</i>)		

B: Views on living in the local area

Read out: I would now like to ask you a few questions on what makes somewhere a good place to live.

Q08.

All respondents

Thinking generally and not just about your local area, please can you tell me up to three things that you think are important in making an area a good place to live?

Enter up to three responses (one or two are acceptable).

OPEN QUESTION. INTERVIEWERS TO ENTER UP TO THREE RESPONSES

Code	Answer list	Scripting notes	Routing
		OPEN	
		OPEN	
		OPEN	
1	There is nothing in particular		
85	Don't know		

Q09.

All respondents

For this next question I would like you to think again about your local area which is the area within 15 – 20 minutes walking distance from your home. Please can you tell me up to three things that you like the most about your local area?

Enter up to three responses (one or two are acceptable).

OPEN QUESTION. INTERVIEWERS TO ENTER UP TO THREE RESPONSES

Code	Answer list	Scripting notes	Routing
		OPEN	
		OPEN	
		OPEN	
1	There is nothing in particular		
85	Don't know		

Q010.

All respondents

Still thinking about your local area, can you tell me up to three things that you think are most in need of improvement?

Enter up to three responses (one or two are acceptable).

OPEN QUESTION. INTERVIEWERS TO ENTER UP TO THREE RESPONSES

Code	Answer list	Scripting notes	Routing
		OPEN	
		OPEN	
		OPEN	
1	Nothing needs improving		
85	Don't know		

Q011.

All respondents

Question removed

C: Views on Council services

Read out: The Royal Borough of Windsor and Maidenhead Council is a key provider of local public services and the next questions are about your views on some of these services.

Q012.

All respondents

Overall, how satisfied or dissatisfied are you with each of the following services provided by the Council?

GRID QUESTION, SINGLE CODE

Read out, single code each service

Code	Statement list	Scripting notes	Routing
1	Parks and open spaces		
2	Refuse collection		
3	Road maintenance		

Code	Answer list	Scripting notes	Routing
5	Very satisfied		
4	Fairly satisfied		
3	Neither satisfied nor dissatisfied		
2	Fairly dissatisfied		
1	Very dissatisfied		
85	Don't know (<i>do not read out</i>)		



87	Haven't used (<i>do not read out</i>)		
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Q013.

All respondents

Question removed

Q014.

All respondents

If you have contacted the Council directly in the last six months, what method did you **mainly** use to make contact? If you have contacted the Council more than once in the last 6 months, please consider the most recent occasion.

Do not read out, single code

SINGLE CODE

Code	Answer list	Scripting notes	Routing
1	Online via Council website		
2	Telephone		
3	In person (visit to a Council office)		
4	Social media (e.g. Facebook, Twitter)		
5	By email		
6	By post (letter)		
7	My Account (on the Council website)		
80	Other – please specify	OPEN	
85	Don't know (<i>do not read out</i>)		Q16
87	Have not contacted the Council in the last six months		Q16

Q015.

Respondents who have contacted the Council in the last 6 months (Q14/1-7, 80)

Still thinking about the most recent time you contacted the Council, how satisfied or dissatisfied were you with the following?

GRID QUESTION, SINGLE CODE

Read out, single code each service

Code	Statement list	Scripting notes	Routing
1	The ease of making contact		
2	The query being dealt with first time		
3	The overall customer service you received		
4	The overall outcome		

Code	Answer list	Scripting notes	Routing
5	Very satisfied		
4	Fairly satisfied		
3	Neither satisfied nor dissatisfied		
2	Fairly dissatisfied		
1	Very dissatisfied		
85	Don't know (<i>do not read out</i>)		



Q016.

All respondents

Question removed

Q017.

All respondents

How would you prefer to receive information about what is going on at the Council?

Do not read out, select all mentioned

MULTI- CODE. RANDOMISE ORDER

Code	Answer list	Scripting notes	Routing
1	Online via Council website		
2	Social media (e.g. Facebook, Twitter)		
3	By email		
4	By post (letter)		
5	My Account (on the Council website)		
6	Residents newspaper 'Around the Borough'		
7	Word of mouth (through friends and family)		
8	SMS texting		
9	Newsletters / leaflets in libraries, Council offices etc		
10	Local radio (e.g. BBC Berkshire)		
11	News articles in local newspapers		
12	Newsletters / leaflets dropped through your door		
13	Your local Councillor		
14	Webchat		
80	Other – please specify	OPEN	
85	Don't know (<i>do not read out</i>)	EXCLUSIVE	
87	Do not want to receive any information from the Council (<i>do not read out</i>)	EXCLUSIVE	

Read out: Residents are able to access 'My Account' via the Council's website. This allows them to contact the Council about a range of issues such as reporting a missing bin, making a complaint or renewing a bus pass.

Q018.

All respondents

Are you aware of 'My Account'?

Do not read out, tick one.

SINGLE CODE

Code	Answer list	Scripting notes	Routing
1	Yes		
2	No		
85	Don't know		

Q019.

Question removed

D: About you

Read out: These final questions are about you and are being asked to help with our analysis.

Q020.

All respondents

How many years have you spent living in Windsor and Maidenhead? If you have ever moved out for a while then please combine the periods of time that you were living in the Borough.

SINGLE CODE

Do not read out, single code

Code	Answer list	Scripting notes	Routing
1	Less than one year		
2	1 to 2 years		
3	3 to 5 years		
4	6 to 10 years		
5	11 to 20 years		
6	21 years or more		
85	Don't know		

**Q021.****All respondents**

How often do you personally use the internet? When giving me your answer, please think about all of your internet usage whether this is at home, at work or using apps on a mobile phone.

SINGLE CODE, ORDERED.

Read out, single code

Code	Answer list	Scripting notes	Routing
1	Every day		
2	At least once a week		
3	At least once a month		
4	At least a few times a year		
5	At least once a year		
6	Less frequently than once a year		
7	Use the internet, but can't say how often		
8	Used the internet in the past but no longer do so		
9	Never used it		
85	Don't know		

Q022.**All respondents**

Are your day to day activities limited because of a health condition or illness which has lasted, or is expected to last, for at least 12 months?

SINGLE CODE

Read out, tick one.

Code	Answer list	Scripting notes	Routing
1	Yes – limited a lot		
2	Yes – somewhat limited		
3	No		
4	Prefer not to say		

Q023.**All respondents**

How many children aged 17 or under are living in your home?

SINGLE CODE

Do not read out, single code

Code	Answer list	Scripting notes	Routing
1	None		
2	1		
3	2		
4	3		
5	4		
6	5 or more		

Q024.**All respondents**

Including yourself, how many adults aged 18 or over are living in your home?

SINGLE CODE

Do not read out, single code

Code	Answer list	Scripting notes	Routing
1	1		
2	2		
3	3		
4	4		
5	5 or more		

Q025.**All respondents**

Please would you tell me your postcode? This will only be used for our analysis.

OPEN RESPONSE

Code	Answer list	Scripting notes	Routing
87	Prefer not to say		



CLOSING QUESTION

C01.

All respondents

Would it be OK if DJS Research re-contacted you if we have a need to further clarify any of the responses you have given in this survey today?

SINGLE CODE

Code	Answer list	Scripting notes	Routing
1	Yes (VERIFY CONTACT DETAILS)	-	
2	No	-	
85	Don't know (<i>do not read out</i>)	-	

Thank you...

Report prepared by:

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Report Title:	Commissioning of Sexual Health Services
Contains Confidential or Exempt Information?	NO
Member reporting:	Cllr Stuart Carroll, Lead Member for Adult Social Care and Public Health
Meeting and Date:	Cabinet, 31 January 2019
Responsible Officer(s):	Hilary Hall, Deputy Director Strategy and Commissioning and Tessa Lindfield, Strategic Director of Public Health
Wards affected:	All

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REPORT SUMMARY

1. The Royal Borough, as part of its public health duties, is mandated to provide open access sexual and reproductive health services for local residents.
2. Following a sexual health needs assessment, a service specification for an integrated sexual and reproductive health service across the three East Berkshire authorities was developed to improve access to services. This approach will deliver the services in the most cost-effective way, delivering on quality and efficiency across the health economy in the Royal Borough.
3. Following a joint competitive tendering process involving the Royal Borough, Bracknell Forest Council and Slough Borough Council, approval is sought to award the contract to Bidder 1.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) **Approves the award of contract for the provision of an integrated sexual and reproductive health service to Bidder 1 over three years from 1 July 2019, at a total cost of £5,604,851 for three years across the three local authorities in East Berkshire.**
- ii) **Delegates authority to the Deputy Director Strategy and Commissioning, in consultation with the Lead Member for Adult Social Care and Public Health, to finalise the details of the contract award in relation to the Royal Borough.**

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

- 2.1 The Royal Borough, as part of its public health statutory duties, is mandated to provide open access sexual and reproductive health services for local residents. A sexual health needs assessment was carried out in order to ensure that the services to be procured would be responsive to current needs and flexible enough to adapt to changing needs. In order to secure greater cost efficiencies, a joint procurement exercise has been undertaken with Bracknell Forest Council and Slough Borough Council. The procurement was

subject to the "Light Touch Regime"; the opportunity was advertised in OJEU and on the South East Business Portal and Contracts Finder in June 2018.

- 2.2 The deadline for tenders was Monday 2nd August 2018. Six organisations expressed an interest and two tenders were received. Tenders were assessed by the tender evaluation team against an agreed evaluation criteria, which had been approved as part of the procurement plan, with a price:quality weighting of 60:40.
- 2.3 The new service will increase access to online testing, which is expected to reduce the number of residents accessing services outside of Berkshire and thus reduce costs. Increasing use of online testing could increase demand for testing and treatment initially, as residents can easily order tests to be sent to their home address.
- 2.4 Although the new service specification expects the provider to offer a range of contraception choices, it is made clear that repeat provision of routine oral contraception and injections should be carried out within GP practices, rather than through this provider.
- 2.5 The tender was based on a block price for all three authorities, as in the current contract. The cost of the contract is split between the three authorities according to the percentage of attendances made by their residents. Based on current attendances, the Royal Borough's share of activity is 29.7% which would equate to an annual cost of between £551,000 and £557,000 over the next three years which is within the current budget.

Options

Table 1: Options arising from this report

Option	Comments
Award the contract for three years from 1 July 2019 to Bidder 1. This is the recommended option	The costs submitted by the provider represent the best value for money and offer high quality services for local residents which will ensure that the Royal Borough meets its statutory duty to provide open access sexual health services.
Not award the contract Not recommended	Not awarding the contract will leave the Royal Borough open to legal challenge for not meeting its statutory duties.

3. KEY IMPLICATIONS

- 3.1 The key implications are set out in table 2.

Table 2: Key Implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Local residents access	Less than 90%	90-95%	95-100%	N/A	30 June 2022

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
sexual and reproductive health services on line or in the borough.					

4. FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 The tender is based on a block price for all three East Berkshire authorities. Costs are split between the three according to the percentage of attendances made by their residents. The Royal Borough's current rate of activity is 29.7% and based on this rate, the likely cost to the Royal Borough each year for the three years is between £551,000 and £557,000.
- 4.2 As these figures are within the budget of the public health grant, there are no financial implications of approving the new contract.
- 4.3 The tendered price for the block and likely annual cost based on expected activity is set out in table 3.

Table 3: Financial Impact of report's recommendations

REVENUE COSTS	2019/20	2020/21	2021/22
Additional total	£0	£0	£0
Reduction	£0	£0	£0
Total contract value	£1,873,946	£1,855,276	£1,875,629
Net Impact for the Royal Borough*	£557,000	£551,000	£557,000

* based on 29.7% activity

5. LEGAL IMPLICATIONS

- 5.1 Under the Health and Social Care Act 2012 and the Local Authorities (Public Health Functions and Entry to Premises by Local Healthwatch Representatives) Regulation 2013, the council is mandated to provide open access services to local residents for the provision of contraception and treatment of sexually transmitted infections. Awarding the joint contract will enable the council to meet its statutory obligations in the most cost effective way.

6. RISK MANAGEMENT

- 6.1 The potential risks and proposed controls are set out in table 4.

Table 4: Impact of risk and mitigation

Risks	Uncontrolled Risk	Controls	Controlled Risk

Risks	Uncontrolled Risk	Controls	Controlled Risk
More people will wish to access the online services than have attended face to face services.	High	Constant monitoring of the contract and monthly data releases.	Low
Demand for long acting reversible contraception (LARC) will continue to increase	High	The Royal Borough continues to commission GPs to provide LARC.	Low
Out of area costs (residents accessing sexual health services in other local authority areas) will continue to increase.	High	Provision of online testing will enable Royal Borough residents to access sexually transmitted infection testing without going out of area. Continued review of out of area invoices to ensure payment methods are demonstrating value for money.	Low

7. POTENTIAL IMPACTS

- 7.1 There are no staffing implications of the proposed award as Bidder 1 is the existing provider and TUPE will, therefore, not apply.
- 7.2 An Equalities Impact Assessment has been completed and is available on the council's [website](#).
- 7.3 A Privacy Impact Assessment has been completed and is available on the council's [website](#).

8. CONSULTATION

- 8.1 The report will be considered by the Adults Services and Health Overview and Scrutiny Panel on 30 January 2019 and their comments will be reported to Cabinet.

9. TIMETABLE FOR IMPLEMENTATION

- 9.1 Implementation date if not called in: Immediately. The full implementation dates are set out in table 5.

Table 5: Implementation timetable

Date	Details
February to June 2019	Negotiations with provider and set up of new contract.
1 July 2019	Implementation of new contract

10. APPENDICES

10.1 This report has no appendices:

11. BACKGROUND DOCUMENTS

11.1 This report is supported by two background documents:

- Equalities Impact Assessment.
- Privacy Impact Assessment.

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Date returned
Cllr Stuart Carroll	Lead Member for Adult Social Care and Public Health	28/12/18	04/01/19
Russell O'Keefe	Acting Managing Director	28/12/18	28/12/18
Rob Stubbs	Section 151 Officer	28/12/18	01/01/19
Elaine Browne	Interim Head of Law and Governance	28/12/18	28/12/18
Nikki Craig	Head of HR and Corporate Projects	28/12/18	28/12/18
Louisa Dean	Communications	28/12/18	10/01/19
Andy Jeffs	Executive Director	28/12/18	03/01/19
Kevin McDaniel	Director of Children's Services	28/12/18	31/12/18
Angela Morris	Director of Adult Social Services	28/12/18	01/01/19

REPORT HISTORY

Decision type:	Urgency item?	To Follow item?
Key decision: 14 November 2018	No	No
Report Author: Siân Smith, Service Lead Public Health Contracts and Commissioning, 01628 685815		

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Report Title:	Tender Approval - Waste Collection for Schools.
Contains Confidential or Exempt Information?	Part 1 with Part 2 Appendix. Not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.
Member reporting:	Cllr Natasha Airey, Lead Member for Children's Services.
Meeting and Date:	31 January 2019
Responsible Officer(s):	Kevin McDaniel, Director of Children's Services.
Wards affected:	All

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REPORT SUMMARY

1. A new contract for delivering school waste collections has been tendered for a three year period with an option to extend for a further two years and approval is sought to award the contract.
2. The value of the contract will be over £500,000 over the course of 5 years, so it requires cabinet approval.
3. Schools that have signed up to the new contract will pay for all costs, including management fees, via the Local Authority annual traded services buy back scheme. 54 schools have signed up to be part of this contract and are committed for a minimum of 3 years
4. Subject to approval the contract is due to begin on 7 May 2019.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) **Approves the award of the new schools waste contract to Veolia Environmental Services Ltd.**
- ii) **Delegates authority to the Director of Children's Services, in consultation with the Lead Member for Children's Services, to exercise the option to extend the contract for up to an additional two years.**

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

Background

- 2.1 The waste collection contract for schools has been re-tendered, to take effect from 7 May 2019. The existing contract ends on 3 May 2019
- 2.2 In November 2018, three out of four potential tenders were submitted using the London Procurement Partnership (NHS) Framework. They were reviewed and scored against the published evaluation criteria. The three tenders received were from Grundon, Biffa and Veolia.
- 2.3 The tenders were reviewed and analysed by an evaluation panel - comprising Business Development and RBWM procurement officers, school representatives, and waste experts, following best practice procurement procedures.
- 2.4 The tender needs to be awarded by 14 February 2019 so that the new contractor will have sufficient time to carry out mobilisation plans and get set up ready for the start of the new arrangement on 7 May 2019.
- 2.5 Although managed by Achieving for Children staff, this contract will be let by RBWM and the costs will be paid for by schools via the Traded Services buy back scheme.
- 2.6 Schools participating in the contract are committed to the first three years and cannot withdraw.
- 2.7 Veolia Environmental Services Ltd scored highest in both the quality and pricing and confirmed that all requirements of the specification can be met. They are therefore recommended for approval.
- 2.8 Current collection numbers were used in the costing exercise in order for pricing to be provided. Actual costs will vary according to the number and type of collections made during the year, for each school. As part of the procurement exercise, bidders were asked to provide ideas for innovation and cost reductions, including whether a food waste collection could be rolled out to reduce the amount of waste going to landfill. This, and increased recycling would result in future savings if general waste collections reduce. Veolia will collect food waste separately from the start of the contract.
- 2.9 Discussions were held with the RBWM waste team to see if there was potential to include schools into the corporate contract to add overall value. However, it was concluded that at this time this would not be a viable option at this time because the new corporate contract will not start soon enough for the schools.

Table 2: Options arising from this report

Option	Comments
1. Approve and award the new schools waste contract to Veolia Environmental Services Ltd to commence on 7 May 2019.	Highest scoring tender in both cost and quality.
Recommended option	

Option	Comments
2. To reject the recommendation and appoint a more expensive contractor.	This would cost schools more and the quality could be inferior.
Not Recommended	

3. KEY IMPLICATIONS

Table 3: Key Implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
A waste collection contract is available for schools	54 schools	54 schools	54+ schools	60+ schools	7 th May 2019
A Food Waste collection provision is available under the new contract	54 schools	54 schools	N/A		7 th May 2019

4. FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 Based on the Veolia Environmental Services Ltd pricing schedule and the current number of collections, the likely total contract costs will be approximately £600,000 over a 5 year period.
- 4.2 This figure will vary according to whether there are any additional collections for excess weight or requests from schools for special events e.g. school fete days, or reductions in general waste collections. All variations will be paid for by the individual school.
- 4.3 By working together with a group of schools, a reduction in costs has been secured, giving financial benefits to schools. The collection cost of one general waste bin will reduce from the current price.
- 4.4 Schools participating in the contract pay a management fee so there is no direct cost to the council.

5. LEGAL IMPLICATIONS

- 5.1 The Council is enabled by section 111 of the Local Government Act 1972, to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions. The Council therefore has a general power to enter into contracts for the discharge of any of its functions; including entering into the contract for school waste collection.

6. RISK MANAGEMENT

Table 4: Impact of risk and mitigation

Risks	Uncontrolled risk	Controls	Controlled risk
The tender is not approved in time for a new contractor to start.	Medium	Appoint a supplier before March 2019.	Low
No smooth handover from one supplier to the next	Medium	Interview questions during tender process and engagement with supplier.	Low

7. POTENTIAL IMPACTS

7.1 There are no staffing nor sustainability impacts for the Royal Borough arising from this proposal – staffing implications are for the suppliers only. An Equality Impact Assessment is not required.

8. CONSULTATION

8.1 Schools were asked prior to the procurement exercise to indicate their intention for waste arrangements from 2019-20. Fifty four schools confirmed that they wanted to remain part of a centrally arranged contract whilst the other twelve indicated a desire to make their own arrangements. The new contract has been created to be flexible to allow schools to join at a later stage if they wish.

9. TIMETABLE FOR IMPLEMENTATION

9.1 Implementation date if not called in: Immediately

9.2 The full implementation stages are set out in table 5.

Table 5: Implementation timetable

Date	Details
By February 1 2019	Approve the tender outcome
By February 26 2019	Appointment of contractor
26 February – 6 May 2019	Set up period for new contractor
7 May 2019	Start of new waste collections

10. APPENDICES

10.1 This report is supported by 1 appendix:
Appendix 1 – Financial details and scoring matrix – Part II

11. BACKGROUND DOCUMENTS

- 11.1 This report is supported by 1 background document:
Tender documentation pack.

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Date returned
Cllr Airey	Lead Member for Children's Services	13/12/18	19/12/18
Russell O'Keefe	Acting Managing Director	13/12/18	10/01/19
Elaine Browne	Interim Head of Law and Governance	13/12/18	17/12/18
Kevin McDaniel	Director of Children's Services	11/12/18	12/12/18
Lyn Hitchinson	Procurement Manager	13/12/18	13/12/18
Rob Stubbs	Section 151 Officer	13/12/18	
James Norris	Head of Finance RBWM / AfC	19/12/18	20/12/18
Andy Jeffs	Executive Director	13/12/18	
Nikki Craig	Head of HR & Corporate Projects	13/12/18	15/12/18
Louisa Dean	Communications	13/12/18	10/01/19
Angela Morris	Director of Adult Social Services	13/12/18	10/01/19
Hilary Hall	Deputy Directory of Commissioning & Strategy	13/12/18	13/12/18
	Girls' Policy Forum	Mid-Jan 19	

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Report Title:	RBWM Property Company Ltd – Q2 Report 2018-2019
Contains Confidential or Exempt Information?	NO
Member reporting:	Cllr Dudley – Leader of the Council and Maidenhead Regeneration and Maidenhead
Meeting and Date:	Cabinet – 31 January 2019
Responsible Officer(s):	Russell O’Keefe – Executive Director
Wards affected:	All

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REPORT SUMMARY

1. The report provides an operational update on RBWM Property Company Ltd covering:
 - Delivery plans
 - Governance
 - Human resources
 - Health and safety
 - Property Portfolio
 - Development programme update.
2. A delivery plan has been established for 2018/2019 targeting key tasks and milestones. The report gives the Q2 position of the delivery plan.
3. The company is currently projecting a pre-tax profit of £290,000 for 2018/19.

1 DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) **Considers the update report and performance to date.**

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

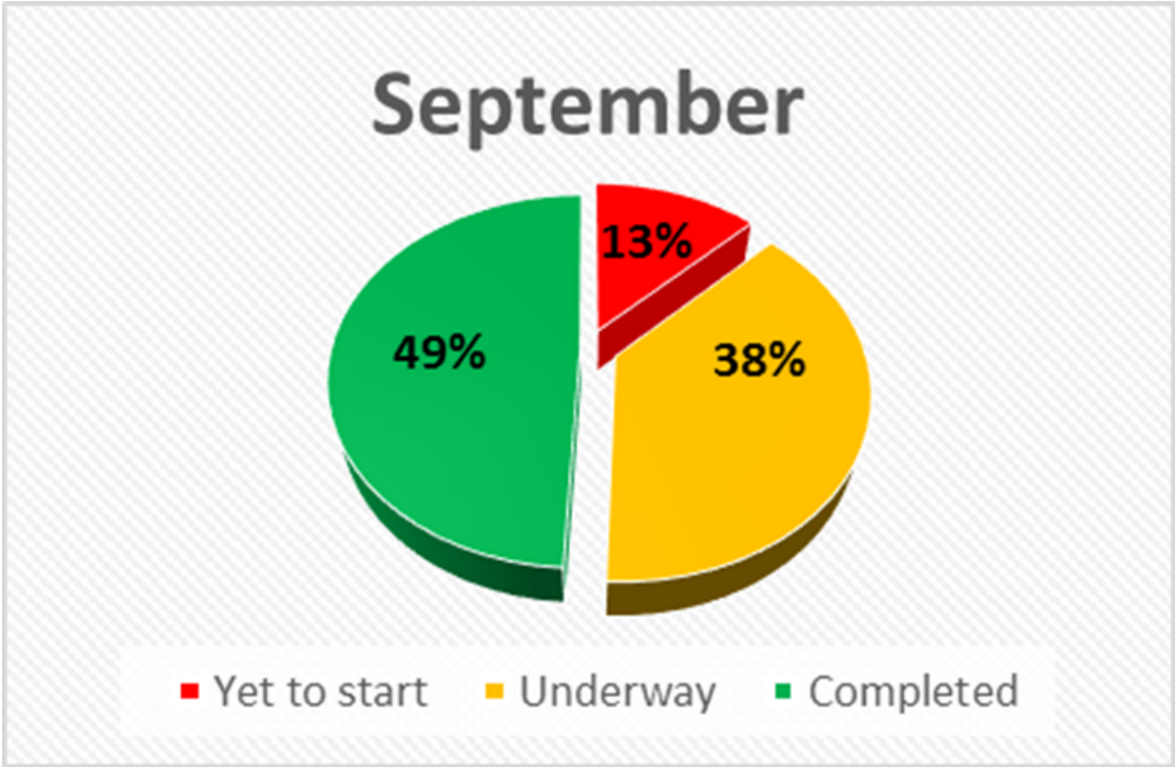
- 2.1 Operational reports go to the company board on a monthly basis, and include all key elements of business operations. The latest position is summarised in this report.

Delivery Plans for 2018/19

- 2.2 Delivery plans have been established for 2018-2019 financial year to enable the company to focus on key milestone and outputs that need to be completed by March 2019. Progress is summarised in Diagram 1.
- 2.3 The above performance puts the company on track with its key milestones up to and including the end of September 2018, with 49% of our delivery plans completed, and 38% well underway. Areas which have yet to start include projects where planning permission needs to be submitted and are not due for submission at this time.

2.4 In September 2018 the company will seek to start to establish the delivery plan for 2019-2020. A review of the business plan will be undertaken in January 2019, in order to take into considerations any changes that may affect the budgetary requirements for 2019-2020.

Diagram 1: Delivery of key milestones and outputs 2018-2019



Governance

2.5 The existing company structure for the company is currently limited to one company that is limited but not Vat registered. This is due to the fact that this company holds assets for rent, and rental income is not a vatable supply.

2.6 The company currently works through a shareholders protocol. It is the intention of the board to review all governance documents each year, to make sure that they are fit for purpose and still reflective of the shareholders aspirations and objectives.

Human Resources

2.7 The staffing structure currently includes the Managing Director plus 5 staff. The company has recruited an additional special project manager and a support post, which will better enable the Managing Director to deliver on the aspirations of the shareholder.

2.8 The Property Company has been asked to take on the line management function of the Council’s commercial property portfolio, and in doing so, to take on board the existing property services team. The existing services team is made up of 5 permanent surveying & support staff, and 1 interim Health & Safety Compliance Manager.

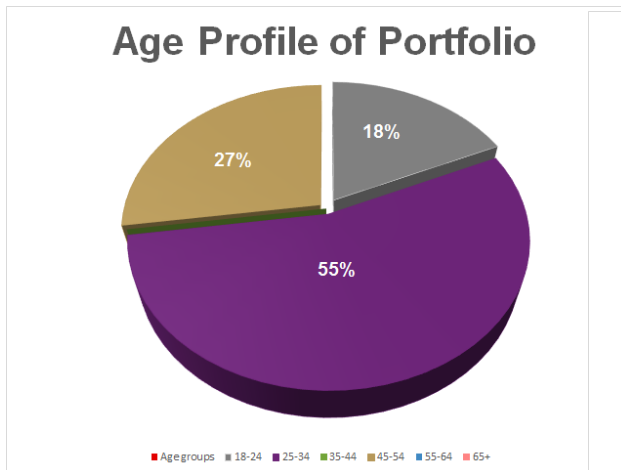
2.9 Incorporating this business into the RBWM Property Company’s team, is a strategic move on the basis of the RBWM Property Company being set up as a Property

Management and Development Company, and there are a lot of links and cross over, when assessing current council assets, thus giving the opportunity to look at putting into place a Strategic Asset Management Plan for the existing commercial portfolio in the future.

Health and safety

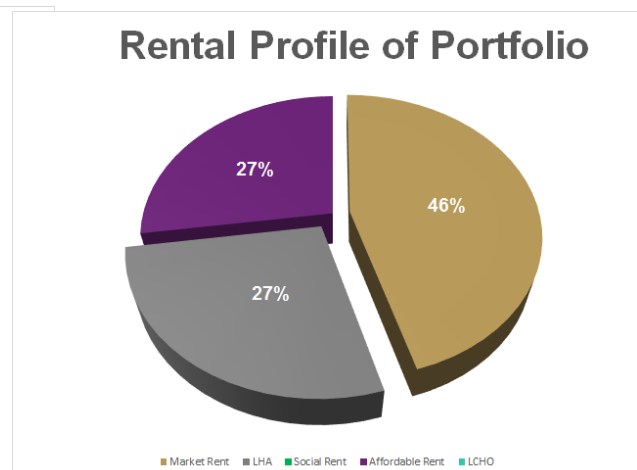
- 2.10 The company currently own 11 properties and manages 1 on behalf of the Council. Properties are 100% compliant in all the following areas:
- Asbestos
 - Legionella
 - Landlord Gas Safety (LGSR) – CP12
 - EPC (Energy Performance Certificate)
 - Electrical Testing
- 2.11 All properties were let up to and including end of September 2018. The company monitors on a quarterly basis the financial performance of its property portfolio.
- 2.12 The current mix of market, affordable and local housing allowance tenures determines that the overall existing loan commitments of £1,458,000 repays the debt in 15 years. This assumes rent increases at 3% per annum, interest costs at 5% fixed for the duration and base assumptions for responsive and planned maintenance as per the approved parameters in the business plan.
- 2.13 It also demonstrates a blended IRR (Internal Rate of Return) of 9.76%. Loan to value is currently estimated at 52.71%.
- 2.14 Diagram 2 demonstrates that the need for properties for the age group between 25 – 35 years old is higher than those of over 55+.
- 2.15 Diagram 3 demonstrates that 54% of the portfolio have rents set at either affordable or Local Housing Allowance levels.
- 2.16 Local housing allowance (LHA) is the broad rental market assessment (BRMA) for East Thames Valley area, which covers Maidenhead and the BRMA for Walton, which covers Windsor. The LHA is the level at which housing benefit can be paid. Affordable rent means rents are set at 80% of market rent.
- 2.17 The company provides affordable housing options for people who live and work in the borough with a priority focus for key workers who are not able to access housing through private rent or home ownership. Diagram 4 demonstrates that 72% of the tenants are keyworkers.

Diagram 2: Age Profile of Portfolio



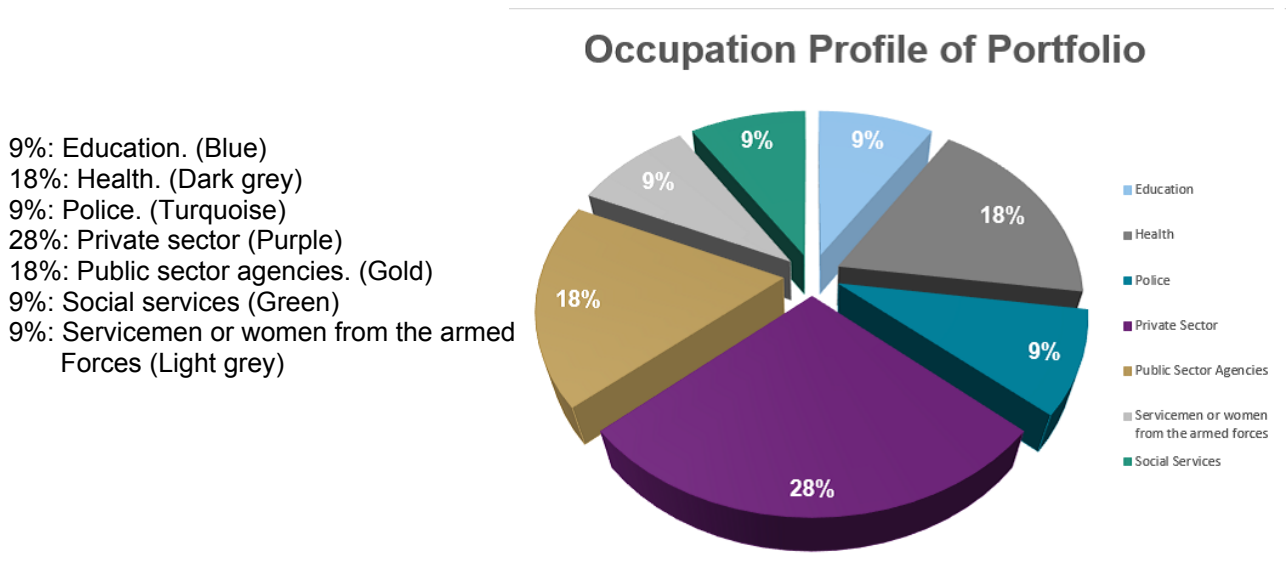
18%: age group between 18-24 years. (Grey)
 55%: age group between 25-35 years. (Purple)
 27%: age group between 45-54 years. (Gold)

Diagram 3: Rental Profile of Portfolio



27%: Local Housing Association (LHA). (Grey)
 27%: Affordable rent. (Purple)
 46%: Market rent. (Gold)

Diagram 4: Occupation Profile of Portfolio



9%: Education. (Blue)
 18%: Health. (Dark grey)
 9%: Police. (Turquoise)
 28%: Private sector (Purple)
 18%: Public sector agencies. (Gold)
 9%: Social services (Green)
 9%: Servicemen or women from the armed Forces (Light grey)

Development Programme Update

2.18 A list of all projects that are currently underway and require input, guidance, advice and management by the company have been brought together into an overall development programme. This has been divided into four key categories in order to review better on a monthly basis, and also, to keep track of progress. The work streams have been divided into:

- Potential development programme
- Joint venture programme
- Development consultancy

- Enabling provision.

2.19 Three of these categories specifically target the provision of housing across the borough and one category identifies development consultancy work on special capital projects that require delivery on behalf of the Council.

Potential development programme

2.20 The investment report for three projects at Mokattam, Altwood Bailey, Ray Mill Road East, and School House, Riverside Primary School, West Dean was presented and approved by the company's board on 25 September 2018 and subsequently presented and approved by Cabinet and Council in September 2018. These sites has been approved for the release for use as affordable housing and for transfer into the ownership of the company.

Joint venture programme

Maidenhead Town Centre - York Road (Countryside JV)

2.21 Following the planning committee meeting on 26 September, a resolution to grant consent was approved for the site comprising of 229 units with 30% affordable housing (68 homes). The scheme will also deliver a further 8% affordable housing (20 homes) assisted with local authority subsidy for shared ownership tenure, delivering a total of 38% affordable and 88 homes (this subsidy will be provided to the registered provider Housing Solutions).

2.22 The draft Section 106 agreement has been issued and Countryside are currently in in discussions with the local planning authority to agree terms. There are also clarifications to be resolved in terms of the issues raised by the EA (Environmental Agency) in respect of the flood storage on site and suitable access to the stream/canal required by the EA. Countryside will be looking to start archaeological investigations early to achieve the programme and the anticipated start on site date is February 2019.

2.23 Countryside are now progressing with the design development of the project as well as highway works, stopping up, etc. The company are assisting the site assembly strategy to deal with any legal/ title requirements with Gowlings solicitors.

Maidenhead Town Centre - St Clouds Way (Countryside JV)

2.24 Countryside have instructed their design team and consultants to work up a draft scheme. Careful consideration is being given on the approach to height and massing to make sure that it demonstrates good quality design, sustainable built environment, and appropriate community offer. A second public consultation for the proposed scheme will be undertaken.

Ray Mill Road East, Maidenhead (CALA Homes)

2.25 An investment report has been approved for the purchase of the additional 17 units for affordable housing (100% shared ownership) and an offer will be put in writing to CALA once exchange has taken place and are in contract. It is likely that the submission for planning will be in early 2019.

Maidenhead Golf Course

- 2.26 Legal meetings are progressing to conclude the development agreement and the agreement of the building lease with CALA homes. Work on the Housing Infrastructure Fund bid is also progressing with the expected submission to Homes England in March 2019.

Development consultancy

- 2.27 Broadway Car Park - Cabinet and Council approved the capital budget for this project in September. The planners have requested an EIA (Environmental Impact Assessment), this will slightly delay the submission of planning. There is a target to submit by the beginning of 2019. If a resolution to grant is obtained, this project will then go out to tender the contract for demolition and build. This will keep on track for a demolition in January 2020 of the existing building.
- 2.28 Work is well underway to deliver the two temporary car parks in order to free up surface car parking in the York Road development area. This will allow Countryside access to this site area by February 2019, in order for site preparation to begin. Planning applications have been submitted and approved for Clyde House Warehouse and the Tenpin Bowling site. The two sites combined will provide 170 spaces. The dilapidations will also be completed at Hines Meadow before the end of this calendar year freeing up an additional 100 spaces for staff car parking.

Enabling provision

- 2.29 These include sites where there is no direct involvement but where the company seeks to enable the delivery of sites owned by private organisations to support a joined up approach to regeneration in the borough. These are generally discussed through the Maidenhead Developers Forum which meets bi-monthly.

3 KEY IMPLICATIONS

Table 2: Key implications for sites in development programme

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Planning Submission	Not secured	Achieved by key milestone	Achieved within key milestone	Achieved 2 months prior to key milestone	Project specific
Resolution to Grant	Not secured	Achieved by key milestone	Achieved within key milestone	Achieved 2 months prior to key milestone	Project specific
Start on Site	Not secured	Achieved by key milestone	Achieved within key milestone	Achieved 2 months prior to key milestone	Project specific
Budgets	Over budget	On budget	Within budget	Outperforms by 10% of more	Ongoing

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Practical Completion	Not secured	Achieved by key milestone	Achieved within key milestone	Achieved 2 months prior to key milestone	Project specific
Letting or sales of Properties	Not secured	Achieved by key milestone	Achieved within key milestone	Achieved 2 months prior to key milestone	Project specific

4 FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 The overall financial monitoring report for month ending September 2018 shows a projected gross profit before tax of £290,000.
- 4.2 The Council's Medium Financial Plan assumes a dividend of £160,000 for 2018/19.

5 LEGAL IMPLICATIONS

- 5.1 The Council has the authority to commission the company to undertake work on their behalf to deliver projects should they wish to proceed. RBWM Property Company is a wholly owned subsidiary of the Council and work of this nature would fall under Teckal regulations and a tendering process would not be necessary.

6 RISK MANAGEMENT

- 6.1 The company has a strategic risk register which is regularly monitored and reviewed. The register is divided into 5 key areas;
- Governance
 - External
 - Strategic
 - Operational
 - Financial.
- 6.2 In total 35 risks were profiled, each risk was assessed to ensure common agreement and understanding of its description and then prioritised on a matrix. The risk matrix measured each risk for its likelihood and its impact in terms of its potential for affecting the ability of the organisation to achieve its objectives. For the risks that were assessed with higher likelihood and impact, the MD validated the risk scenarios and determined actions to manage them, including assessing the adequacy of existing actions and identifying the need for further actions in order to move the risk down the matrix.

7 POTENTIAL IMPACTS

- 7.1 All sites being progressed have the ability to improve and contribute to housing supply in the borough and financial returns to the Council through initial sales receipts and/or long term income streams.

8 CONSULTATION

- 8.1 This report will be considered by Corporate Overview and Scrutiny Committee.

9 TIMETABLE FOR IMPLEMENTATION

9.1 The work of the company is ongoing with projects progressing to different timetables.

10 CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
Councillor Dudley	Leader of the Council	31.12.18	04.01.19
Russell O'Keefe	Acting Managing Director	31.12.18	04.01.19
Andy Jeffs	Executive Director	04.01.19	10.01.19
Rob Stubbs	Section 151 Officer	04.01.19	10.01.19
Nikki Craig	Head of HR and Corporate Projects	04.01.19	10.01.19
Elaine Browne	Law and Governance	04.01.19	10.01.19
Louisa Dean	Communications and Marketing Manager	04.01.19	10.01.19
	Other e.g. external		

Report Title:	Financial Update
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Councillor Saunders, Lead Member for Finance
Meeting and Date:	Cabinet – 31 January 2019
Responsible Officer(s):	Robert Stubbs, Deputy Director and Head of Finance.
Wards affected:	All

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REPORT SUMMARY

- 1 This report sets out the council's financial position to date for the financial year 2018-19. Current pressures are being partially mitigated resulting in a financial pressure across the council of £1,721,000, see Appendix A.
- 2 The council's base budget is £85,344,000. Aggregated usable reserves are in a healthy position at £8,238,000 (9.65% of budget) which remains in excess of the £5,860,000 (6.87% of budget) recommended minimum level set at council in February 2018, see Appendix A.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet:

- i) **Notes the council's projected outturn position for 2018-19 and notes work undertaken to identify mitigations to deal with pressures.**
- ii) **Approves a one-off additional revenue budget of £35,000 for the recruitment of the new Managing Director.**
- iii) **Approves a capital budget of £91,350 for the appointment of a Head of Digital development and transformation at Optalis to transform ICT infrastructure (see para – 4.14).**
- iv) **Note a capital budget addition of £69,000 for IT hardware, approved under delegation by CLT (see para – 4.15).**

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

- 2.1 Cabinet are required to note the council's financial position.
- 2.2 Additional budget of £35,000 to cover costs arising from the recruitment activity and selection process for the council's new Managing Director and Head of Paid Service as approved by Employment Panel on 13 August 2018.

3. KEY IMPLICATIONS

- 3.1 As previously reported a total of £7,483,000 pressures and £4,262,000 of mitigations and underspends have been identified for 2018-19.

Table 1: Key implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
General Fund Reserves Achieved	<£5,900,000	£5,900,000 to £6,000,000	£6,000,001 to £6,900,000	> £6,900,000	31 May 2019

4. FINANCIAL DETAILS / VALUE FOR MONEY

Council outturn position

- 4.1 The expected outturn position for the council shows an overspend of £3,221,000 on service budgets of £79,112,000 and after a non-service budget adjustment for additional income from the Berkshire-wide business rate pilot this results in a council overspend of £1,721,000.

Table 2: Outturn position

Directorate	£000
Acting Managing Director	3,089
Executive Director – Communities	601
Executive Director – Place	(469)
Non service expenditure	(1,500)
Council overspend	1,721

Acting Managing Director’s Directorate

- 4.2 The Acting Managing Director reports a projected outturn figure for 2018-19 of £74,366,000 against a net controllable budget of £71,277,000. This shows an overspend of £3,089,000 which is an increase of £25,000 from the last reported position. The overspend is net of mitigations totalling £2,581,000 for the directorate which has reduced by £16,000 from the last reported position.

AfC Contract - Dedicated Schools Grant & Dedicated Schools Grant Retained

- 4.3 There is a net in-year deficit of £134,000 relating to the dedicated schools grant funded services representing a net favourable movement of £257,000 to the previously reported position.
- 4.4 The movement includes adverse forecast updates in respect of the savings plan efficiencies delivered in the summer term of £142,000 against a profiled budget of £300,000; a net pressure of £158,000 and central school costs following in-year business rate revaluations of £85,000. These are matched by favourable movements including the receipt of High Needs Block grant in-year allocation (£368,000), Early Years underspend on providers due to lower volumes than budgeted (£100,000) and other net movements of (£32,000).
- 4.5 The net overspend will be an additional pressure on the dedicated schools grant reserve which as at 31 March 2018 stood at £1,212,000. The revised projected deficit as at 31 March 2019 will be increased to £1,346,000.

- 4.6 At the Schools Forum in January 2019 the projected deficit carry forward of £1,346,000 will be reported. If this is not offset over a period all schools will contribute to the overspend.

Grant Income

- 4.7 The grant income has reduced by £257,000 to match the favourable movement within the Dedicated Schools Grant. The revised income of £134,000 will be a charge on the Dedicated Schools Grant.

Commissioning Communities

- 4.8 Commissioning communities reports an overspend of £1,563,000 which is an increase of £25,000 from the last reported position. This relates to under recovery of costs from council services for use of the council's pool car fleet. The costs incurred for pool cars are budgeted to be fully recovered through recharge to services; however, based on current recovery rates and lower than expected use of the fleet, only 60% is expected in 2018-2019.

Communities Directorate

- 4.9 Communities Directorate reports a projected outturn figure for 2018-19 of £4,899,000 against a net controllable budget of £4,298,000, an overspend of £601,000. The overspend is net of mitigations totalling £496,000 for the directorate which is a decrease of £6,000 during this period.

Place Directorate

- 4.10 Place Directorate reports a projected outturn figure for 2018-19 of £3,068,000 against a net controllable budget of £3,537,000, an underspend of £469,000. This position includes mitigations and underspends totalling £469,000 for the directorate which is an increase of £8,000 during this period.

4.11 Revenue Budget

Table 2: Revenue budget movement

Service expenditure budget reported to December cabinet	£79,071,000
Redundancy	£41,000
Service expenditure budget this month, see Appendix C	£79,112,000

Cash balances projection

- 4.12 Throughout the year the council's cash balances have been revised, Appendix C shows the twelve monthly capital cash flow which is based on the assumptions contained in the 2018-19 budget report.

Capital programme

- 4.13 The approved 2018-19 capital estimate is £86,167,000, see table 3. The projected outturn for the financial year is £74,910,000, see table 4 for capital programme status, with further information in Appendices D - F.

Table 3: Capital outturn

	Exp.	Inc.	Net
Approved estimate	£86,167,000	(£20,897,000)	£65,270,000
Variances identified	(£11,000)	£25,000	£14,000
Slippage to 2019-20	(£11,246,000)	£1,326,000	(£9,920,000)

Projected Outturn 2018-19	£74,910,000	(£19,546,000)	£55,364,000
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Table 4: Capital programme status

	December 2018
Number of schemes in programme	246
Yet to start	14%
In progress	56%
Completed	6%
Ongoing programmes e.g. Disabled Facilities Grant	24%
Devolved formula capital grant schemes budgets devolved to schools	0%

- 4.14 Cabinet are requested to approve a capital budget addition of £91,350 as a contribution towards the appointment of a Head of Digital development and transformation at Optalis. Current ICT infrastructure is not fit for purpose which impacts on customer data. The cost of the appointment is £203,000 and the Borough is requested to contribute 45% towards the total cost.
- 4.15 Cabinet are requested to note a £69,000 capital budget addition for IT hardware upgrades, approved under delegation by CLT. The pilot will involve 150 staff. It will consist of updating existing hardware, patch management and use of professional services.

Business rates

- 4.16 Business rate income at the end of November 2018 was 75.4% against a target of 74.5%. The annual collection target for 2018-19 is 98.8%.
- 4.17 To date, business rate revaluation support to the value of £283,399 (86%) has been awarded from a total resource of £329,000.

5 LEGAL IMPLICATIONS

- 5.1 In producing and reviewing this report the council is meeting its legal obligations to monitor its financial position.

6 RISK MANAGEMENT

Table 5: Impact of risk and mitigation

Risks	Uncontrolled Risk	Controls	Controlled Risk
None			

7 POTENTIAL IMPACTS

- 7.1 None.

8 CONSULTATION

8.1 Overview & Scrutiny will review the report prior to Cabinet. Those comments will be reported to Cabinet.

9 TIMETABLE FOR IMPLEMENTATION

9.1 Implementation date if not called in: immediately.

10 APPENDICES

10.1 There are seven appendices to the report:

- Appendix A Revenue Monitoring Statement
- Appendix B Revenue movement statement
- Appendix C 12 month cash flow
- Appendix D Capital budget summary
- Appendix E Capital monitoring report
- Appendix F Major capital scheme progress

11 BACKGROUND DOCUMENTS

11.1 The background document relating to this report is detailed below.

Budget Report to Council February 2018

12 CONSULTATION (MANDATORY)

Name of consultee	Post held	Date issued for comment	Date returned with comments
Cllr Saunders	Lead Member for Finance		
Russell O'Keefe	Acting Managing Director	24/12/2018	24/12/2018
Andy Jeffs	Executive Director	24/12/2018	2/1/2019
Rob Stubbs	Section 151 Officer	21/12/2018	21/12/2018
Nikki Craig	Head of HR and Corporate Projects	24/12/2018	24/12/2018
Louisa Dean	Communications	24/12/2018	24/12/2018
Hilary Hall	Deputy Director Strategy and Commissioning	24/12/2018	24/12/2018

REPORT HISTORY

Decision type:	Urgency item?	To Follow item?
For information	No	No
Report Author: Ruth Watkins, Senior Finance and Accountancy Lead, 01628 793504.		

Revenue Monitoring Statement 2018/19 for January 2019 Cabinet

SUMMARY	2018/19		
	Budget	Approved Estimate	Projected Variance
	£000	£000	£000
Management	660	474	0
Communications & Marketing	412	485	178
Human Resources	883	1,019	280
Law & Governance	2,350	1,902	100
Commissioning & Support	3,872	3,333	(396)
Commissioning - Communities	8,182	8,034	1,563
AfC Contract - Children's Services	21,356	20,821	3,358
AfC Contract - Dedicated Schools Grant	12,196	11,311	359
Children's Services - Retained	(2,118)	(2,588)	587
Dedicated Schools Grant - Retained	50,385	51,375	(225)
Adult Social Care - Optalis Contract	29,443	29,305	0
Adult Social Care - Spend	15,461	15,780	0
Adult Social Care - Income	(10,658)	(11,101)	0
Better Care Fund	12,033	12,103	0
Public Health	4,780	4,782	0
Grant Income	(78,166)	(78,339)	(134)
Budget Extracted in Year	0	2,581	(2,581)
Total Acting Managing Director's Directorate	71,071	71,277	3,089
Executive Director of Communities	229	193	0
Revenues & Benefits	(109)	(158)	505
Communities, Enforcement & Partnerships	732	666	418
Library & Resident Services	3,019	3,101	174
Budget Extracted in Year	0	496	(496)
Total Communities Directorate	3,871	4,298	601
Executive Director of Place	298	279	0
Housing	1,370	1,262	0
Planning Service	1,344	1,380	(90)
Property Service	(2,577)	(2,660)	0
Finance	1,269	1,285	(68)
ICT	1,133	1,680	0
Budget Extracted in Year	0	311	(311)
Total Place Directorate	2,837	3,537	(469)
TOTAL EXPENDITURE	77,779	79,112	3,221

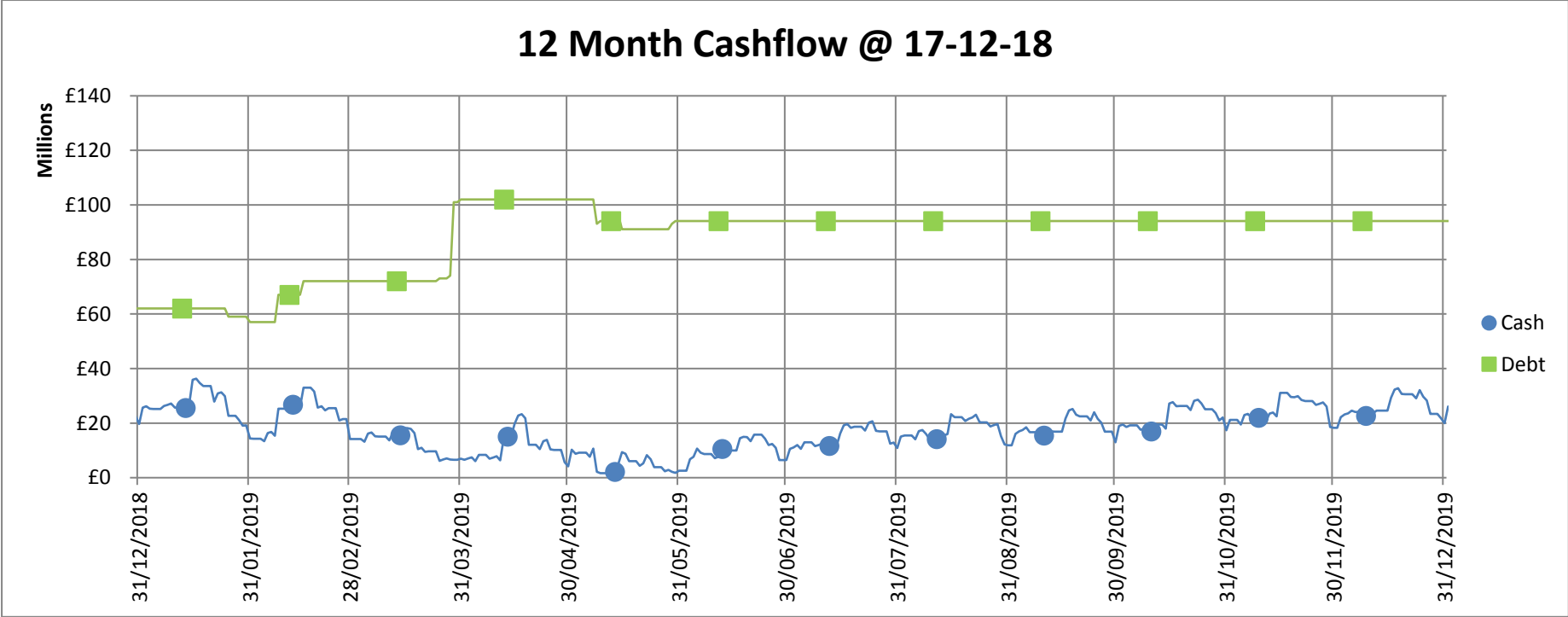
Revenue Monitoring Statement 2018/19 for January 2019 Cabinet

SUMMARY	2018/19		
	Budget	Approved Estimate	Projected Variance
	£000	£000	£000
Total Service Expenditure	77,779	79,112	3,221
Contribution to / (from) Development Fund	5	5	0
Pensions deficit recovery	2,428	3,176	0
Pay reward	500	(6)	0
Transfer from Provision for Redundancy	0	(510)	0
Environment Agency levy	156	156	0
Royal Weddings 2018/19	0	130	0
Variance on Business Rates income	0	(2,893)	(1,500)
Capital Financing inc Interest Receipts	<u>5,523</u>	<u>5,523</u>	<u>0</u>
NET REQUIREMENTS	86,391	84,693	1,721
Less - Special Expenses	(1,047)	(1,047)	0
Transfer to / (from) balances	0	1,698	(1,721)
GROSS COUNCIL TAX REQUIREMENT	<u>85,344</u>	<u>85,344</u>	<u>0</u>
General Fund			
Opening Balance		8,925	10,623
Transfers to / (from) balances		<u>1,698</u>	<u>(1,721)</u>
		<u><u>10,623</u></u>	<u><u>8,902</u></u>
Estimated year end redundancy provision			(664)
Projected General Fund outturn			<u><u>8,238</u></u>

Revenue Monitoring Statement 2018/19					
	Funded by the General Fund (1)	Funded by Provision (2)	Included in the original budget (4)	Total	Approval
	£'000	£'000	£'000	£'000	
Original Budget				77,779	
1 Empty homes supplementary	32			32	May 2018 Cabinet
2 RBFRS Inspections	130			130	May 2018 Cabinet
3 Pay Reward			561	561	Feb 2018 Cabinet
4 Early retirement		36		36	Jun 2018 cabinet
5 Severance pay		65		65	Jun 2018 cabinet
6 Heathrow judicial review	100			100	July 2018 cabinet
7 Severance Pay & Early Retirement		349		349	August 2018 cabinet
8 Optalis Redundancy payment		3		3	Optalis/RBWM meeting
10 Redundancy payments		16		16	December cabinet
11 Redundancy payments		41		41	January Cabinet
Changes Approved	262	510	561	1,333	
Approved Estimate January Cabinet				79,112	

NOTES

- 1 If additional budget is approved but no funding is specified, the transaction would, by default, be funded from the General Fund Reserve. Transactions in column 1 are funded by the General Fund.
- 2 A provision for future redundancy costs is created every year and this is used to fund additional budget in services for the costs of redundancy they incur during the year. Transactions in column 2 are redundancy costs funded by the provision for redundancy.
- 3 When additional budget is approved, a funding source is agreed with the Lead Member of Finance. Transactions in column 3 have been funded from a usable reserve (Capital Fund).
- 4 Transactions in column 3 are amounts approved in the annual budget which for various reasons need to be allocated to service budgets in-year. An example would be the pay reward budget. Pay reward payments are not approved until June. The budget therefore has to be re-allocated.



Note 1. Capital expenditure is projected to increase steadily throughout 2018-19. The exact profile may vary and monitoring of schemes and cash balances will decide the rate at which our borrowing will increase to ensure that no unnecessary debt charges are incurred.

Portfolio Summary	2018/19 Original Budget			New Schemes – 2018/19 Approved Estimate			Schemes Approved in Prior Years			Projections – Gross Expenditure				
	Gross £000's	Income £000's	Net £000's	Gross £000's	Income £000's	Net £000's	Gross £000's	Income £000's	Net £000's	2018/19 Projected (£'000)	2018/19 SLIPPAGE Projected (£'000)	TOTAL Projected (£'000)	VARIANCE Projected (£'000)	VARIANCE Projected (%)
Communities Directorate														
Revenues & Benefits	0	0	0	0	0	0	69	0	69	69	0	69	0	
Communities, Enforcement & Partnerships	3,098	(635)	2,463	8,533	(720)	7,813	4,369	(1,597)	2,772	11,209	1,693	12,902	0	0%
Library & Resident Services	435	0	435	721	(1)	720	930	(171)	759	1,521	130	1,651	0	0%
Total Communities Directorate	3,533	(635)	2,898	9,254	(721)	8,533	5,368	(1,768)	3,600	12,799	1,823	14,622	0	0
Place Directorate														
ICT	360	0	360	360	0	360	38	0	38	398	0	398	0	0%
Property	1,045	0	1,045	20,239	0	20,239	8,566	(282)	8,284	28,805	0	28,805	0	0%
Housing	0	0	0	0	0	0	881	(856)	25	881	0	881	0	0%
Planning	1,010	(50)	960	1,557	(597)	960	468	(185)	283	1,005	1,020	2,025	0	0%
Total Place Directorate	2,415	(50)	2,365	22,156	(597)	21,559	9,953	(1,323)	8,630	31,089	1,020	32,109	0	0
Managing Director														
Human Resources	0	0	0	0	0	0	64	0	64	64	0	64	0	
Adult Social Care	0	0	0	85	(85)	0	6	(6)	0	81	10	91	0	
Commissioning – Communities	7,006	(4,543)	2,463	8,941	(4,758)	4,183	3,936	(1,570)	2,366	12,034	843	12,877	0	0%
Law and Governance	0	0	0	63	0	63	26	0	26	89	0	89	0	
Green Spaces & Parks	333	(163)	170	345	(135)	210	211	(118)	93	556	0	556	0	0%
Non Schools	246	(46)	200	289	(69)	220	261	(146)	115	550	0	550	0	0%
Schools – Non Devolved	4,025	(875)	3,150	4,075	(925)	3,150	20,494	(8,034)	12,460	17,008	7,550	24,558	(11)	0%
Schools – Devolved Capital	197	(197)	0	195	(197)	(2)	445	(445)	0	640	0	640	0	0%
Total Managing Director	11,807	(5,824)	5,983	13,993	(6,169)	7,824	25,443	(10,319)	15,124	31,022	8,403	39,425	(11)	(0)
Total Committed Schemes	17,755	(6,509)	11,246	45,403	(7,487)	37,916	40,764	(13,410)	27,354	74,910	11,246	86,156	(11)	0

Portfolio Total	(£'000)	17,755	(£'000)	86,167	(£'000)	74,910
External Funding						
Government Grants	(5,060)		(14,134)		(13,584)	
Developers' Contributions	(674)		(3,812)		(3,659)	
Other Contributions	(775)		(2,951)		(2,303)	
Total External Funding Sources	(6,509)		(20,897)		(19,546)	
Total Corporate Funding		11,246		65,270		55,364

Capital Monitoring Report - December 2018/19

At 31st December 2018, the approved estimate stood at £86.167m

	Exp	Inc	Net
	£'000	£'000	£'000
Approved Estimate	86,167	(20,897)	65,270
Variances identified	(11)	25	14
Slippage to 2019/20	(11,246)	1,326	(9,920)
Projected Outturn 2018/19	74,910	(19,546)	55,364

Overall Projected Expenditure and Slippage

Projected outturn for the financial year is £74.910m

Variances are reported as follows.

CSDQ	Urgent Safety Works Various Schools	100	(100)	0	Expenditure on urgent schemes.
CSHA	Woodlands Park School Internal Remodelling	14	0	14	Revised Business Case
CSJP	All Saints Junior School - Boiler Replacement	12	0	12	Revised Business Case
CSJN	Homer School - Electrical Re-Wire	(125)	125	0	Budget no longer required. This is now partly used for other urgent works.
CSJP	All Saints Junior School - Boiler Replacement	(12)	0	(12)	Revised Business Case
		(11)	25	14	

Additional slippage this month is reported as follows.

	Slippage reported last month	(3,746)	801	(2,945)	
CI56	Design Quality – Planning Service	0	200	200	Income slippage
CI67	Wider Area Growth Study	0	125	125	Income slippage
CI66	Infrastructure Delivery Prog-CIL & Grant Funding	50	0	50	Reverse slippage
CSGR	Charters Expansion	(800)	0	(800)	Funds will not be required this financial year. Some savings will result once final accounts are concluded.
CSGV	Green School Expansion Year 1 of 3	(400)	0	(400)	Funds will not be required this financial year. Some savings will result once final accounts are concluded.
CSGX	Dagworth Middle School Expansion Year 1 of 3	(270)	0	(270)	Funds will not be required this financial year. Some savings will result once final accounts are concluded.
CSGW	Furze Platt Senior expansion Year 1 of 3	(3,000)	0	(3,000)	Funds will be required next financial year.
CSHX	Newlands Girls School	(70)	0	(70)	Funds will not be required this financial year. Some savings will result once final accounts are concluded.
CSHW	Secondary Expansions Risk Contingency	(2,200)	0	(2,200)	Funds will not be required this financial year. Some savings will result once final accounts are concluded.
CSGT	Windsor Boys Expansion	(120)	0	(120)	Funds will not be required this financial year. Some savings will result once final accounts are concluded.
CSHU	Windsor Girls Expansion	(140)	0	(140)	Funds will not be required this financial year. Some savings will result once final accounts are concluded.
CSFC	Ascot Primaries Feasibilities-2015-16	(200)	200	0	Funds will not be required this financial year. Some savings will result once final accounts are concluded.
CSJR	Works to explore expansions for all Schools	(350)	0	(350)	Funds will not be required this financial year. Some savings will result once final accounts are concluded.
		(11,246)	1,326	(9,920)	

Overall Programme Status

The project statistics show the following position:

Scheme progress	No.	%
Yet to Start	35	14%
In Progress	137	56%
Completed	15	6%
Ongoing Programmes e.g., Disabled Facilities Grant	58	24%
Devolved Formula Capital Grant schemes budgets devolved to schools	1	0%
Total Schemes	246	100%

Major Capital Scheme Progress		December 2018 @ 13/12/18																				
Project	CAPITAL SCHEME	2018/19 TOTAL SCHEME VALUE APPROVED ESTIMATE				APPROVED SLIPPAGE FROM PRIOR YEARS			TOTAL BUDGET 2018/19			PROJECTIONS		PROJECT STATUS								
		Gross	Gross	Income	Estimate	Gross	Income	Estimate	Gross	Income	Estimate	2018/19 Projected Variance <i>Underspend as negative</i>	2019/20 SLIPPAGE Projected	Yet To Start	Preliminary / Feasibility Work	Work On- site	Ongoing Annual Programme	Expected Completion				
		£'000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000									
Communities Directorate																						
Communities, Enforcement & Partnerships																						
CT52	Disabled Facilities Grant	600	600	(600)	0	0	0	0	600	(600)	0	0	0									
CZ18	Braywick Leisure Centre	33,756	4,975	0	4,975	862	0	862	5,837	0	5,837	0	0									
CC60	Hostile Vehicle Mitigation Measures for Windsor	1,850	0	0	0	1,850	(908)	942	1,850	(908)	942	0	0									
CC47	CCTV Replacement	1,302	1,300	0	1,300	2	0	2	1,302	0	1,302	0	0									
Place Directorate																						
Property																						
CI29	Broadway Car Park & Central House Scheme	35,313	0	0	0	2,230	(140)	2,090	2,230	(140)	2,090	0	0									
CI21	Windsor Office Accommodation	10,058	3,219	0	3,219	3,898	(142)	3,756	7,117	(142)	6,975	0	0									
CI62	Hines Meadow CP - Dilapidations	700	0	0	0	523	0	523	523	0	523	0	0									
CX40	Operational Estate Improvements	600	600	0	600	0	0	0	600	0	600	0	0									
Housing																						
CT55	Brill House Capital Funding	500	0	0	0	500	(500)	0	500	(500)	0	0	0									
Managing Director																						
Schools - Non Devolved																						
CSGR	Charters Expansion	4,560	380	0	380	2,556	(1,878)	678	2,936	(1,878)	1,058	0	0									
CSGV	Cox Green School Expansion Year 1 of 3	5,800	420	0	420	2,821	(455)	2,366	3,241	(455)	2,786	0	0									
CSGW	Furze Platt Senior expansion Year 1 of 3	8,000	750	0	750	6,571	(2,033)	4,538	7,321	(2,033)	5,288	0	0									
CSGX	Dedworth Middle School Expansion Year 1 of 3	4,700	420	0	420	3,490	(1,791)	1,699	3,910	(1,791)	2,119	0	0									
Commissioning - Communities																						
CC62	Maidenhead Missing Links (LEP Match Funded)	733	733	(633)	100	0	0	0	733	(633)	100	0	0									
CC67	Replacement Payment Equipment for Car Parks	775	775	(775)	0	0	0	0	775	(775)	0	0	0									
CD84	Street Lighting-LED Upgrade	5,100	0	0	0	600	0	600	600	0	600	0	0									

Report Title:	Cycling Action Plan
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Cllr Phillip Bicknell, Deputy Leader of the Council and Lead Member for Highways and Transport
Meeting and Date:	Cabinet – 31 January 2019
Responsible Officer(s):	Hilary Hall, Deputy Director Strategy and Commissioning and Ben Smith, Head of Commissioning Communities
Wards affected:	All

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REPORT SUMMARY

- 1 The benefits of cycling are numerous and a modest shift from car to cycling for local journeys can deliver benefits to health and fitness; reduced traffic congestion; improving air quality and reduced traffic noise and economic growth.
- 2 The aim of the Cycling Action Plan is to encourage residents, commuters and visitors to choose cycling as an everyday form of transport, as well as for leisure and fitness.
- 3 To deliver this aim we will provide a safe, convenient and connected cycle network linking residential areas to destinations, such as town centres, local centres, employment sites, and education facilities.
- 4 This report sets out the council's aspirations for improving infrastructure and promoting cycling over the 10-year period to 2028 which is encapsulated in the Cycling Action Plan (Appendix 2).
- 5 The plan has been developed in partnership with the Cycle Forum, Ward Members, Parish Councils and local neighbourhood plan groups. It has been the subject of public consultation and further review by a Task and Finish Group, established by the Highways, Transport and Environment Overview and Scrutiny Panel.
- 6 Significant investment has been made, or is committed to cycling which is summarised in Appendix 1 which includes:
 - Safer cycling routes, such as 'Maidenhead Missing Links', which will provide a safe crossing of the A4, avoiding busy roundabout junctions
 - Improved wayfinding, through better signing of key routes, reprinting the borough cycle map and updating content for on-line journey planners
 - Creating a cycle hub at Maidenhead Station for 300 bikes
 - Improved opportunities for health / recreational / sports cycling, such as working with private landowners to open up new recreational routes
 - Practical support and training, including Level 1 & 2 Bikeability for primary pupils and Level 3 for secondary pupils, with over 900 trained each year
 - Better information services (e.g. road safety and security campaigns)

1 DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) **Adopts and approves the Cycling Action Plan for publication.**

2 REASONS FOR RECOMMENDATION AND OPTIONS CONSIDERED

2.1 Cycling delivers numerous benefits for both individuals and communities:

- It is a sustainable form of transport with zero emissions.
- Local journeys can often be faster by bike than by car during the rush hour.
- It helps to reduce congestion – a single traffic lane can accommodate 14,000 cyclists per hour vs around 2,000 people in mixed traffic.
- It is space efficient - a single car parking space accommodates up to 8 bikes.
- As an active form of travel, it has numerous health benefits such as: weight management; reduced instances of heart disease, diabetes and cancer; and improved mental health. It has been estimated that increasing cycling levels to Dutch / Danish levels could save the NHS £17 billion over 20 years.
- Cyclists visit local shops more often and spend more over time than people who use other transport modes.

2.2 According to the 2011 Census, over half (55.2%) of borough residents have a commuting distance of less than 10km, while over a third (36.1%) commute less than 5km (3 miles). Many of these journeys could readily be made by bike. However, the Census shows that less than 3% of residents cycle to work. This suggests that there is significant potential to achieve a shift from car-based travel to cycling providing that a safe, continuous and high-quality cycle network can be achieved, supported by suitable cycle parking and other ancillary facilities.

2.3 The council has developed a comprehensive Cycling Action Plan (see Appendix 2) with input from the Cycle Forum, local ward members, parish councils, and local neighbourhood plan groups. This sets out an ambitious programme for investing in cycling over a 10-year period. It includes new routes connecting residents to key destinations across all parts of the borough, with more parking facilities and a range of supporting measures.

2.4 Previously, investment in cycling facilities has been undertaken in a largely ad hoc manner, responding to road traffic casualty data and requests from the Cycle Forum or members of the public. Adopting this Action Plan will ensure a more coherent and consistent approach to providing for cycling. It will ensure that resources are allocated more effectively by enabling better evaluation and prioritisation of schemes. It will lead to improved coordination of activities across council departments by having shared aims and objectives. It will also support bids to external funding bodies such as Thames Valley Berkshire Local Enterprise Partnership (LEP), the Department for Transport (DfT) and Sports England.

2.5 The Council has already been successful in securing funding for cycling schemes and initiatives through Local Growth Deal bids and developer contributions. Examples include:

- **Maidenhead Station** – This major transport scheme includes provision for a new cycle hub with 300 parking spaces and improved cycle / pedestrian crossings between the station and town centre.
- **Maidenhead Missing Links** – A new cycle route connecting the major developments sites in the town centre with neighbouring residential areas and the rail station. It will address the severance effects of the A4 and Strand Water and will provide a safe route for cyclists across the town centre. Developer contributions towards the scheme have already been secured from The Landing and York Road developments.
- **High Street, Maidenhead** – A contra-flow cycle route has been secured for the section of High Street between St Ives Road and Bridge Avenue as part of the Chapel Arches development. This will improve connections between the town centre and Riverside area of Maidenhead.

2.6 The Cycling Action Plan will support and align with planning policy to strengthen the ability to secure and deliver cycling improvements through development.

2.7 A range of options have been considered in Table 1 below:

Table 1: Options

Option	Comments
<p>Not to adopt the Cycling Action Plan.</p> <p>Not recommended</p>	<p>If the Cycling Action Plan is not formally adopted, then expenditure on cycling cannot be properly prioritised and coordinated.</p> <p>Also, the Cycling Action Plan would not be a material consideration that could be used to secure developer contributions towards cycling infrastructure.</p> <p>Furthermore, it would weaken the Council's position when seeking central government funding for cycling schemes and initiatives.</p>
<p>Adopt the Cycling Action Plan.</p> <p>The recommended option</p>	<p>This option would allow cycling expenditure to be properly prioritised and coordinated.</p> <p>The Cycling Action Plan could be used to secure developer contributions and government funding for cycling.</p> <p>It would ensure the ongoing support of the Cycle Forum and key delivery partners. Delivery of the Cycling Action Plan would help to improve residents' satisfaction with local cycle facilities.</p>

3 KEY IMPLICATIONS

3.1 Key Implications of the recommendations are set out in Table 2. These reflect the SMART objectives set out in the Cycling Action Plan. Interim targets have

been set for 2022. The intention is to review targets at this point and set final targets for 2027.

Table 2: Key implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
To increase cycling trips as measured by the annual cordon counts in Windsor & Maidenhead town centres	Cycling trips increase by less than 20% (2017 baseline: Maidenhead = 1,225 trips, Windsor = 2,280 trips)	Cycling trips increase by at least 20%	Cycling trips increase by 21-25%	Cycling trips increase by more than 25%	31 October 2022
To reduce the number of reported cyclist casualties	Cyclist casualties reduce by less than 20% (2016 baseline: Killed = 0, Serious = 12, Slight = 55)	Cyclist casualties reduce by at least 20%	Cyclist casualties reduce by 21-25%	Cyclist casualties reduce by more than 25%	31 October 2022
To increase residents' satisfaction with cycle routes and facilities as measured by the NHT Benchmarking Survey	Less than 60% of residents are satisfied or very satisfied (2017 baseline: 47%)	At least 60% of residents are satisfied or very satisfied	61-65% of residents are satisfied or very satisfied	More than 65% of residents are satisfied or very satisfied	31 October 2022

4 FINANCIAL DETAILS / VALUE FOR MONEY

4.1 There are no direct financial implications as an outcome of this report. However, there is a commitment to deliver the action plan.

4.2 In 2018/19 direct investment through Royal Borough capital schemes was £125,000 – schemes delivered / in progress included:

- A4 Bath Road / Westborough Road, Maidenhead – refuge island
- Albany Road, Old Windsor – cycle contra-flow
- Churchmead School, Datchet – cycle parking
- Cox Green School, Maidenhead – toucan crossing
- Eton Wick Road – cycle access and signage improvement
- Eton Wick Village Centre – cycle parking
- Horseguards Drive, Maidenhead – adoption of private road and minor works
- St Edwards First School, Old Windsor – cycle parking
- Thames Street, Windsor – cycle parking

- West Windsor to Windsor Town Centre – wayfinding and minor works

4.3 In addition, £5.992m external funding has been secured through the Thames Valley LEP for Maidenhead Station Improvements and the ‘Maidenhead Missing Links’ project, which will deliver improved cycle routes and cycle parking.

4.4 Annual revenue funding of approximately £40,000 is also in place to deliver ‘Bikeability Training’ and road safety education and publicity.

5 LEGAL IMPLICATIONS

5.1 The Royal Borough is the local Highway Authority as defined in the Highways Act 1980. As such, the council can carry out, in relation to a highway maintainable at the public expense by them, work for the improvement of that highway, including provision for cyclists.

5.2 Other primary legislation, such as the Cycle Tracks Act 1984 may be used to create new cycle tracks away from the public highway.

5.3 Any cycling infrastructure will be designed in accordance with the Traffic Signs Regulations and General Directions 2016 and will reference the latest design guidance.

6 RISK MANAGEMENT

6.1 Key risks associated with the recommendation are shown in Table 4 below:

Table 4: Impact of risk and mitigation

Risks Uncontrolled	Risk	Controls	Controlled Risk
Construction cost inflation restricts the council's ability to deliver cycling schemes within the available budgets.	Medium	Term contracts give greater certainty over costs	Low
Utility diversion / protection costs restricts the council's ability to deliver cycling schemes within the available budgets.	Medium	Undertake initial NRSWA searches to understand what utilities are affected and seek accurate cost estimates for utility diversion / protection works.	Low
Compulsory purchase of private land could make some schemes unaffordable or	High	Engage landowners at an early stage and seek to work in partnership where possible	Medium

Risks Uncontrolled	Risk	Controls	Controlled Risk
lead to delays			

7 POTENTIAL IMPACTS

- 7.1 An Equalities Impact Assessment has been carried out for the action plan and is available on the website [\(link\)](#).

8 CONSULTATION

- 8.1 The action plan was prepared with input from the Cycle Forum, Neighbourhood Plan Groups and others.
- 8.2 The draft plan was published on the council's website and was subject to public consultation in November 2016. A total of 97 responses were received and were reported to Highways, Transport and Environment Overview and Scrutiny Panel on 21 September 2017.
- 8.3 The Deputy Leader and Lead Member for Highways and Transport requested that a Task and Finish Group be established to review the Cycling Action Plan. This was endorsed at the meeting of Highways, Transport and Environment Overview and Scrutiny Panel on 21 September 2017. The Panel offered to open membership of the Task and Finish Group to residents and members of the Cycle Forum. A number of changes have been incorporated at the request of the Task and Finish Group. The revised document was presented to Overview and Scrutiny Panel on 17 May 2018.

9 TIMETABLE FOR IMPLEMENTATION

- 9.1 The action plan will be implemented over the period to 2027/28. Targets will be reviewed after 5 years.

10 APPENDICES

- 10.1 The appendices to the report are as follows:

- Appendix 1 – Cycling Investment Impact Summary
- Appendix 2 – Cycling Action Plan
- Appendix 3 – Maidenhead Station Scheme (To Follow)
- Appendix 4 – Maidenhead Missing Links Scheme (To Follow)
- Appendix 5 – Equalities Impact Assessment (on website)

11 BACKGROUND DOCUMENTS

- 11.1 The following background documents are relevant to this report:

- Cycle Forum papers, 31 March 2015
- Cycle Forum papers, 15 July 2015
- Cycle Forum papers, 11 July 2016
- Cycle Forum papers, 05 October 2016
- Local Access Forum papers, 08 November 2016
- Access Advisory Forum papers, 12 December 2016
- Cycle Forum papers, 24 January 2017

- Highways, Transport & Environment Overview & Scrutiny Panel, 21 September 2017
- Cycle Forum Papers, 24 January 2018
- Highways, Transport & Environment Overview & Scrutiny Panel, 17 May 2018

12 CONSULTATION (MANDATORY)

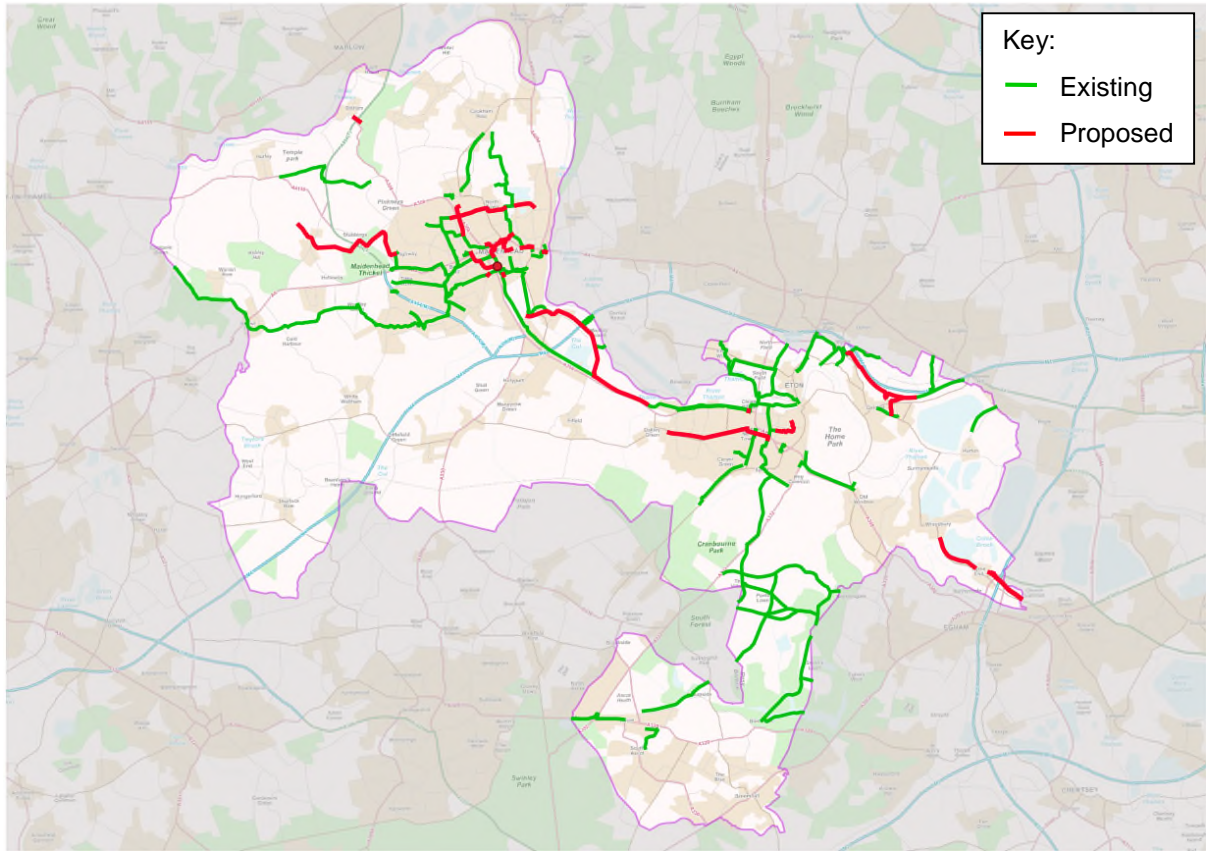
Name of consultee	Post held	Date issued for comment	Date returned with comments
Cllr Bicknell	Deputy Leader and Lead Member for Highways and Transport	02/01/19	04/01/19
		16/01/19	16/01/19
Russell O'Keefe	Acting Managing Director	02/01/19	
Andy Jeffs	Executive Director	02/01/19	03/01/19
Rob Stubbs	Section 151 Officer	02/01/19	10/01/19 (via Stuart Taylor)
Hilary Hall	Deputy Director Strategy and Commissioning	02/01/19	21/12/18
Nikki Craig	Head of HR and Corporate Projects	02/01/19	04/01/19
Louisa Dean	Communications	02/01/19	
Kevin McDaniel	Director of Children's Services	02/01/19	02/01/19
Angela Morris	Optalis Director	02/01/19	02/01/19

REPORT HISTORY

Decision type: Non-key decision	Urgency item? No	To Follow item? No
Report Author: Gordon Oliver, Principal Transport Planner, 0330 0088 447		

APPENDIX 1 – CYCLING INVESTMENT IMPACT SUMMARY

The Cycling Action Plan identifies a programme of over £5 million of high priority schemes, which will be the focus for delivery in the first 5 years of the plan. The map below shows how these schemes will transform the local cycling network.¹



These schemes will help us to meeting challenging targets over the first 5 years:

a) Increasing the number of cycling trips by 20%



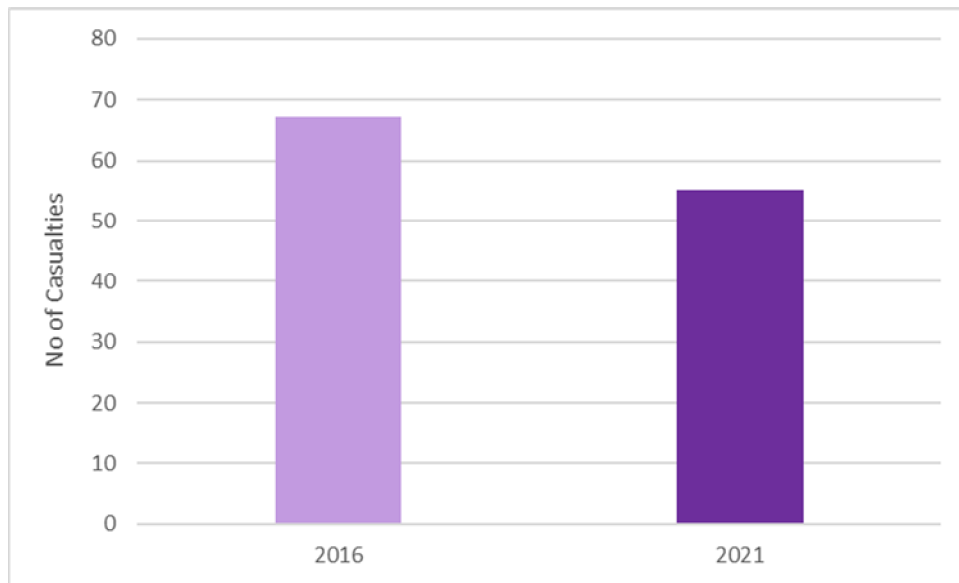
2017 = 3,505 trips



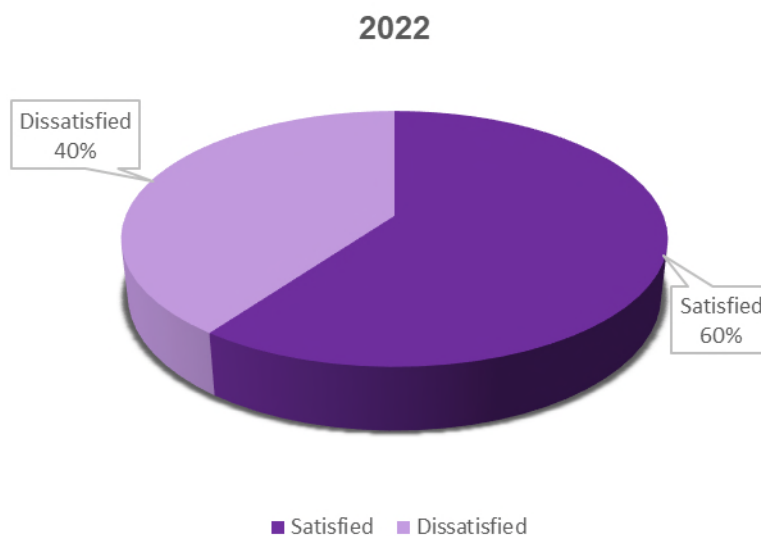
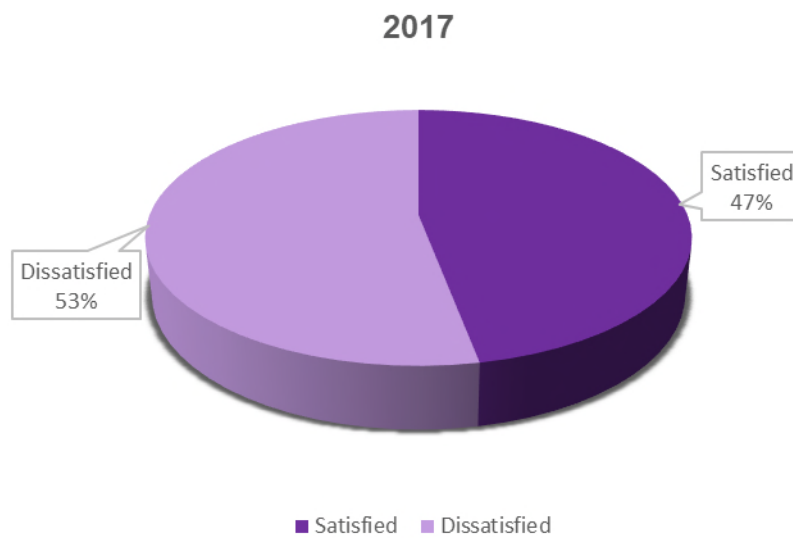
2022 = 4,206 trips

¹ Scheme delivery subject to funding availability and timescales for new development coming forward.

b) Reducing the number of cyclist killed or injured on our roads by 20%²



c) Increasing resident satisfaction with cycle routes and facilities to 60%



² Note that road safety casualties are reported a year in arrears.

Cycling Action Plan

2018-2028

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Royal Borough
of Windsor &
Maidenhead



Highways & Transport Unit
Royal Borough of Windsor & Maidenhead
Town Hall
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1. Introduction

1.1 The benefits of cycling are numerous and well documented and show that even a relatively modest shift from car to cycling for local journeys can potentially deliver benefits in the following areas:

- Traffic congestion
- Air quality
- Traffic noise
- Health and fitness
- Employee absenteeism
- Economic growth

1.2 This action plan identifies our priorities for capital and revenue investment in cycling for the period 2018/19 to 2027/28, in order that more of our residents, commuters and visitors will be encouraged and enabled to choose cycling as an everyday form of transport, as well as for leisure and fitness.

1.3 A key focus of the action plan is connecting residential areas to destinations, such as town centres, local centres, employment sites, and education facilities. We will achieve this by providing a network of safe, convenient, connected and legible cycle routes and by improving road conditions so they are safer for cyclists and encourage cycling. The action plan also recognises the need to coordinate with neighbouring authorities to better cater for cross-boundary journeys.

1.4 If we are to encourage more cycling trips, it is also important to ensure that there is sufficient secure cycle parking at destinations. This action plan addresses the requirement to have high quality cycle parking at existing destinations, as well as being integrated into new developments.

1.5 In addition to catering for local journeys, this action plan seeks to better integrate cycling with other forms of transport (particularly rail), so it can play a vital part in catering for longer distance travel to create seamless end-to-end journeys.

1.6 In order to bring about a culture of cycling within the Royal Borough, improvements to infrastructure must be supported by a programme of information, training, appropriate support and adequate funding. This will ensure that people have the knowledge, skills and confidence to be able to make the switch to travelling by bike.

1.7 Lastly we recognise that we cannot achieve all of this alone, and we must therefore work closely with our partners in the public, private and voluntary sectors. Together, we will develop and deliver a series of Action Plans in order to deliver a sustained and effectively targeted programme of investment in cycling.

2. Guiding Principles

2.1 This action plan has been developed around the following guiding principles:

Residents First

- Design cycling schemes that cater for all cyclists regardless of age, gender or ability.
- Integrate cycling with other forms of transport to improve interchange and provide seamless end-to-end journeys to, from and within the Royal Borough.
- Regularly consult residents and other local stakeholders to ensure that provision for cycling is fit for purpose and meet the needs of local users.

Value for Money

- Appraise schemes and prioritise those that are likely to have the greatest benefits for cyclists.
- Identify opportunities to pool budgets where this would deliver additional benefits for cyclists.
- Ensure that the needs of cyclists are incorporated into other highway scheme designs and new development.
- Maximise third party investment in cycling (e.g. developer contributions, Growth Deal funding and Department for Transport grants).

Equipping ourselves for the future

- Arrange training for officers who are involved in delivering the Cycling Action Plan, so they are familiar with relevant guidance, design standards and legislation.
- Actively seek out and learn from best practice in the UK and abroad.
- Make appropriate and effective use of technology when designing and implementing cycling solutions.

Partnership Working

- Work with local residents, schools, businesses, neighbourhood plan groups, parish councils and local ward members to identify cycling schemes.
- Identify opportunities to work jointly with other Council service areas, such as Public Health and Leisure in order to deliver shared priorities.
- Work with the Thames Valley Berkshire Local Enterprise Partnership (LEP) and neighbouring authorities to deliver cross-boundary cycling schemes and initiatives.
- Work closely with other organisations, such as Crown Estate, Network Rail, public transport operators, Thames Valley Police, developers, and third sector groups to coordinate activities and resources and thus maximise the benefits for cycling.

3. Strategic Framework

3.1 This action plan should be considered in the context of a wider strategic framework

National:

Door to Door: A action plan for improving sustainable transport integration

3.2 Published in 2013, 'Door-to-Door' describes the government's vision for integrated sustainable journeys. It focuses on a number of key areas that need to be addressed so that people can be confident in choosing greener forms of transport. These include *"regular and straightforward connections at all stages of the journey and between different modes of transport"*.

Infrastructure Act

3.3 The Infrastructure Act (2015) places a statutory duty on the Secretary of State for Transport to prepare a Cycling and Walking Investment Action plan for England. This must specify:

- (a) Objectives to be achieved during the period to which it relates, and
- (b) The financial resources to be made available by the Secretary of State for the purpose of achieving those objectives.

3.4 The Cycling and Walking Investment Strategy was published in April 2017. This outlines the government's ambition to make cycling and walking a natural choice for shorter journeys or as part of longer journeys by 2040. It sets targets that Government will work towards in the shorter term, it details the financial resources that will be made available for walking and cycling, and It includes a number of key performance indicators that will be used to track performance at the national level. It also sets out the governance arrangements that will be put in place and outlines actions that Government has already taken, as well as planned future actions.

Regional:

3.5 The Thames Valley Berkshire Local Enterprise Partnership (LEP) includes representatives from business and the six local authorities in Berkshire. It contributes to the economic growth of the area through the implementation of a Strategic Economic Plan. Covering the period 2015/16 – 2020/21, this contains policies and proposals relating to:

- Enterprise and Innovation
- Employment and Skills
- International
- Infrastructure

3.6 The LEP provides funding for major transport schemes (typically £5 million or more), such as park and ride, mass-rapid transit schemes, and road and rail infrastructure improvements, particularly where these support and enable new residential or commercial development, or where they address deficiencies in the existing transport network. It also

contributes to investment in packages of local transport measures, including walking and cycling schemes, particularly where these cross local authority boundaries. All schemes must be supported by a webTAG compliant business case that demonstrates high value for money with a benefit to cost ratio of two or more.

Local:

3.7 The Cycling Action Plan is nested within a suite of local transport and planning documents:

Local Transport Plan (2012-2026)

3.8 The Local Transport Plan (LTP) adopts an evidence based approach to transport planning and sets out high level policies for all aspects of local highways and transport provision within the borough, including walking and cycling.

3.9 In broad terms, the LTP aims to:

- Improve access to local services and facilities
- Improve road safety and personal security
- Support economic growth
- Improve quality of life and minimise the negative impacts of transport
- Tackle climate change.

3.10 The LTP provides an overarching set of policies within which more detailed plans and strategies can be prepared, such as the Cycling Action plan. These include policies for:

- Walking and cycling networks
- Provision of secure cycle parking
- Public rights of way
- Transport interchange
- Travel information
- Access
- Road safety education, enforcement and engineering
- Smarter choices programmes (designed to promote sustainable travel behaviours)
- Network management
- New development
- Health (including promotion of active travel modes)

3.11 Each year, the Council publishes details of its LTP capital programmes for the coming financial year together with indicative programmes for the following two years. Planned expenditure is broken down by themes, such as: Cycling; Safer Routes to School; Footways; Public Rights of Way, etc.

The Borough Local Plan

3.12 When adopted, the Borough Local Plan (BLP) will set out a vision and framework for future development in the period to 2033, addressing local needs and opportunities in relation to housing, the economy, community facilities and infrastructure, as well as

providing a basis for safeguarding the environment, adapting to climate change and securing good design.

3.13 It will also provide a critical tool (together with local Neighbourhood Plans) to guide decisions about individual development proposals. Representations were invited on the submission version between Friday 30 June and Wednesday 27 September 2017. The Council submitted the Proposed Submission BLP and supporting documents to the Secretary of State on 31 January 2018.

3.14 Like the Local Transport Plan, it provides an overarching policy document within which more detailed plans and strategies can be prepared. These will address issues such as travel plans and requirements for provision of cycle parking, showers and changing facilities for cyclists.

3.15 A key supporting document for the BLP is the Infrastructure Delivery Plan (IDP). The primary purpose of the IDP is to identify the infrastructure considered necessary to enable the development proposed in the BLP and to outline how and when this will be delivered.

3.16 The IDP is also an infrastructure planning tool which can be used as a framework to guide decision-making on infrastructure delivery, including the future allocation of funds from the Community Infrastructure Levy. The IDP provides a strategic overview of how and when key infrastructure will be required, highlighting schemes that may be required to unlock development, and providing the basis for supporting the delivery and implementation of the BLP. Cycling schemes are included within the IDP, which has been informed by the work undertaken in the preparation of the Cycling Action Plan.

3.17 As part of the planning process, developers will be required provide cycling infrastructure as an integral part of their developments and to link their development to key local destinations. The Council will ensure that the needs of cyclists are considered in development master planning.

Maidenhead Town Centre Area Action Plan

3.18 Adopted in September 2011, the Maidenhead Town Centre Area Action Plan (AAP) is a daughter document of the Borough Local Plan. It seeks to rejuvenate Maidenhead town centre and the surrounding area and sets out to deliver attractive streets and places, new shops, homes and business and leisure opportunities.

3.19 The AAP aims to create a sense of place, a destination for shoppers, residents, businesses or visitors. This involves exploring opportunities for new buildings, streets and spaces, for improved shopping facilities and attracting new businesses, for creating new homes and providing social and cultural attractions, as well as further improving the town's accessibility. The approach encapsulates the following themes:

- Place making
- Economy
- People
- Movement

3.20 The document seeks to improve accessibility to the town centre, with a specific focus on creating a safe and comfortable environment for pedestrians and cyclists as well as improving access by public transport.

Neighbourhood Plans

3.21 The Localism Act introduces statutory neighbourhood planning in England. It enables communities to draw up a neighbourhood plan for their area and is intended to give communities a greater say in the development of their local area. There are 11 designated Neighbourhood Plan areas within the Royal Borough. Of these, the following have been completed:

- Ascot Sunninghill and Sunningdale
- Hurley and the Walthams

3.22 Most development will individually or cumulatively have an impact on transport and travel patterns and so good planning of transport is of paramount importance. Therefore, it is essential to work with developers to ensure that the impacts of development on the transport network are fully considered for new sites or re-development of existing sites. Appropriate levels of financial contributions can then be sought from the developers towards the capital and ongoing maintenance costs of on and off-site transport infrastructure and services considered necessary to mitigate the impact of their development on the transport network.

3.23 Communities will always have concerns about transport, but Neighbourhood Plans can allay these concerns by setting out realistic solutions to existing local issues which, in turn, would help to facilitate the delivery of future investment in the Plan area. Also, measures that encourage modal shift to cycling and walking contribute to economic growth by tackling congestion and environmental improvements through reductions in exhaust emissions.

3.24 Neighbourhood plans can contain policies to address key transport issues, such as:

- Facilitating provision of traffic calming and 20 mph speed limits
- Encouraging the provision of transport hubs and interchange between travel modes
- Identifying safe routes for walking and cycling

3.25 The Neighbourhood Plan Groups have been engaged to ensure that any cycling issues are identified and considered as part of the Cycling Action Plan.

Parking Strategy

3.26 The Council is in the process of updating its Parking Strategy, which will also be a daughter document to the Borough Local Plan. This will include a review of parking standards to be applied to all new developments in the Royal Borough. It will also include a comprehensive set of guidelines for the provision of cycle parking, which will consider aspects such as:

- Location
- Design
- Dimensions
- Layout
- Access
- Capacity
- Management arrangements

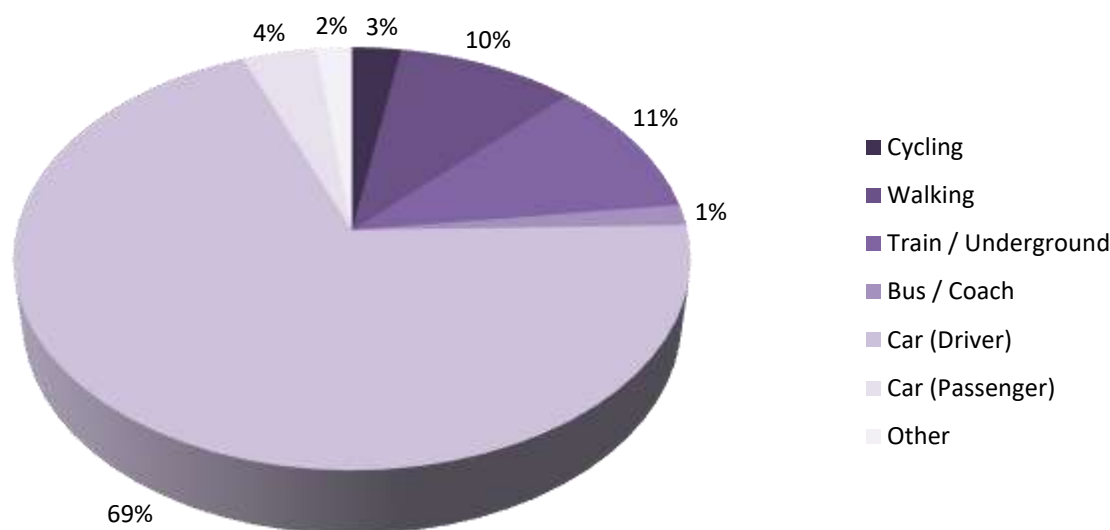
4. The Current Situation

Travel Patterns

4.1 In 2014/15, the Active People Survey showed that 14.6% of Royal Borough residents indicated that they cycle at least once a month, with 9.2% cycling at least once a week. This includes cycling for all journey purposes, including leisure and fitness, as well as for travel to work and education. This is broadly similar to the UK average, but slightly lower than the South East average and lower than most of the other Berkshire authorities.

4.2 According to the 2011 Census, over half (55.2%) of borough residents have a commuting distance of less than 10km, while over a third (36.1%) commute less than 5km (3 miles). Many of these journeys could readily be made by bike. However, the 2011 Census shows that cycling accounts for less than 3% of all journeys to work by Royal Borough residents (excluding those who work mainly at / from home), while walking accounts for less than 10% of commuting journeys. This suggests that there is significant potential to achieve a modal shift from car to walking and cycling for local commuting journeys.

Fig. 4.1: Mode of travel to work for borough residents (based on 2011 Census)



4.3 The number of cycling trips are measured through annual snapshot surveys of all access points around Maidenhead and Windsor town centres, which are the main cycling destinations within the borough. Figures 4.2 and 4.3 show the results from the last 10 years. There is inevitably some year-on-year variation in the figures, so three year rolling averages are used to counteract this and highlight any significant trends in the data. While there has been a gradual upward trend in cycling levels in Windsor, there has been very little growth in Maidenhead and the most recent data suggests that numbers have peaked and are now in decline. (It should be noted that the 2013 count in Windsor was affected by adverse weather.)

4.4 Despite Windsor being the smaller town, cycling levels are nearly double those observed in Maidenhead. This suggests that cycling levels in Maidenhead are being suppressed and that there is potential to significantly increase cycling activity here.

4.5 Around one sixth of cyclists recorded in the snapshot surveys are female, which is significantly lower than the UK average of 29%¹, suggesting that there may be particular opportunities around encouraging more women to cycle. Evidence from various international studies shows that women place a higher value on safe cycling infrastructure than men, and in Denmark, where there has been sustained investment in cycling infrastructure, women account for 55% of all cyclists².

Figure 4.2: Cycling trips to and from Maidenhead

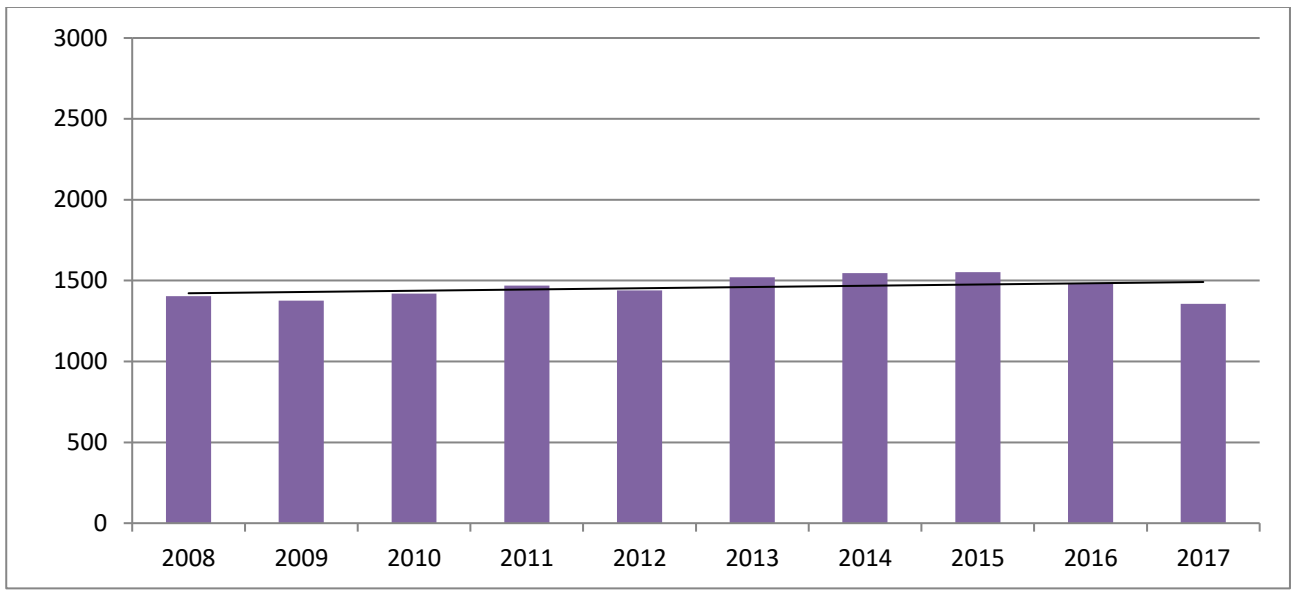
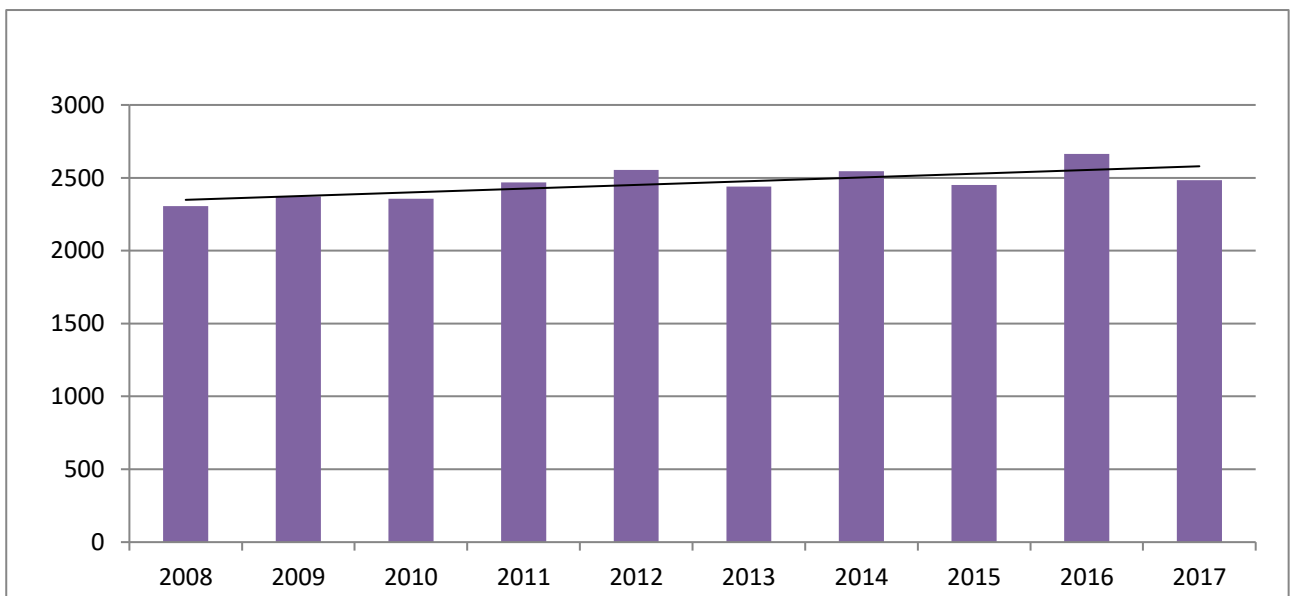


Figure 4.3: Cycling trips to and from Windsor



¹ National Travel Survey, Mode use, 2005 - 2015: A View Into a Travel Week, DfT

² Pucher, J. and Buehler, R, 'Making Cycling Irresistible: Lessons from The Netherlands, Denmark and Germany', Transport Reviews, 28:4, 495-528, DOI:10.1080/01441640701806612

Road Safety

4.6 Figure 4.4 shows the overall number of cyclists killed or seriously injured on the borough's roads for the last 10 years. In 2016, 12 cyclists were seriously injured and 55 were slightly injured. There is inevitably some year-on-year variation in the figures, so three year rolling averages are used to counteract this and highlight any significant trends in the data. The data shows that there is currently an upward trend in the number of cyclist casualties.

Figure 4.4: Pedal cyclist casualties on roads in the Royal Borough

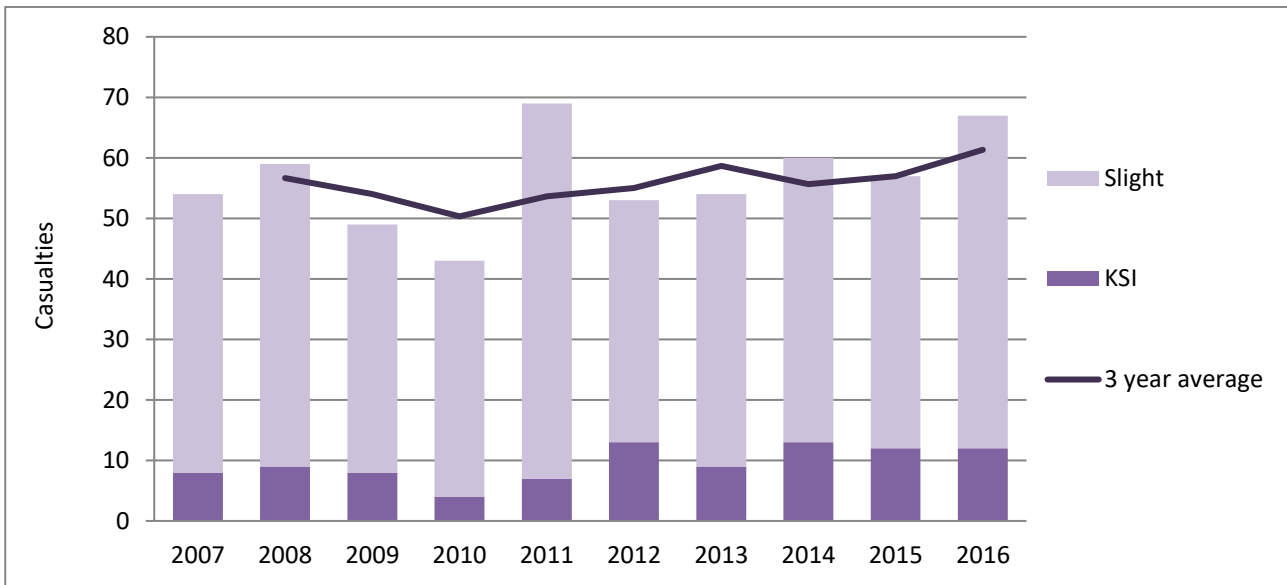
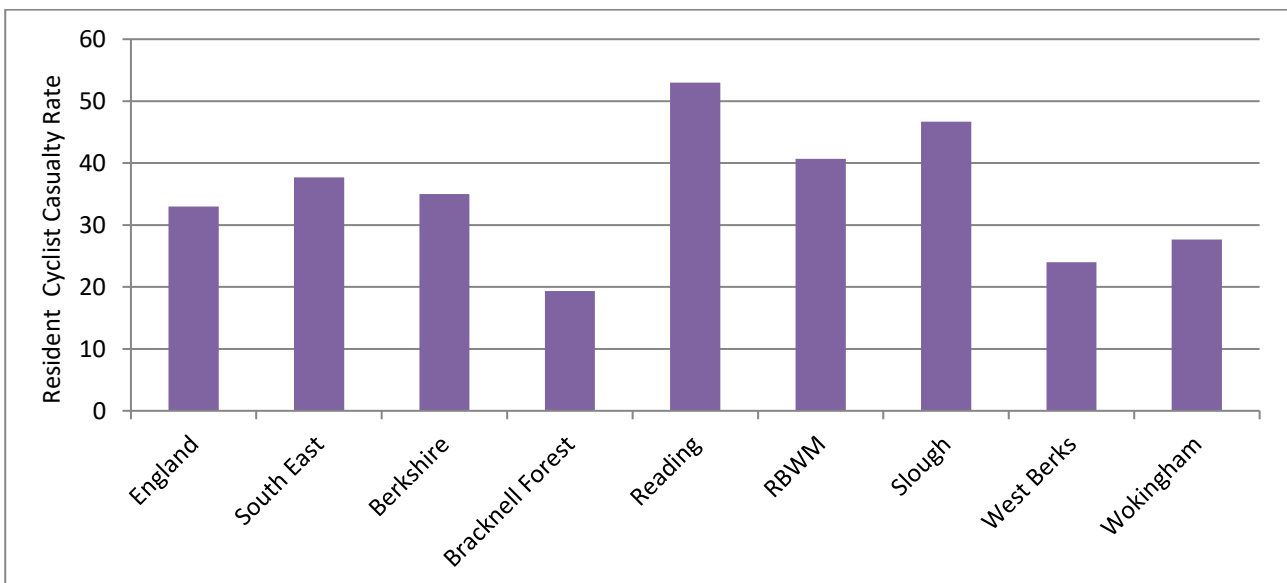


Figure 4.5: Average resident cyclist casualties per 100,000 population rate (2014-16)



4.7 Figure 4.5 shows average pedal cyclist casualty rates for Royal Borough residents over the period 2014 to 2016. Equivalent statistics are provided for the other Berkshire local authorities, the South East region and England as comparisons. Windsor and Maidenhead's resident cyclist casualty rate is 24% higher than the national average, 8% higher than the South East of England rate and 17% higher than the overall Berkshire rate.

4.8 Between 2012 and 2016, 63% of resident cyclist casualties resulted from collisions on Windsor and Maidenhead’s roads. For residents involved in collisions outside the borough, 8% were injured in Surrey, 7% in Buckinghamshire, 6% in Slough and 5% elsewhere in Berkshire. This highlights the need for cross-boundary cycle routes and for close working with neighbouring local authorities.

4.9 Further analysis of crashes resulting in cyclist casualties shows that:

- 41% occur during weekday commuting times (6 – 9 am and 4 – 7pm)
- 83% happen during daylight hours
- nearly two thirds happen at junctions, particularly cross-roads and roundabouts.

4.10 Cyclists were found to be ‘at fault’ in just 29% of crashes, with drivers failing to look properly being the main reason for collisions. Also, anecdotal evidence suggests that ‘motorists failing to give cyclists enough room when overtaking’ is a common safety concern amongst local cyclists.

4.11 Cyclists entering the carriageway from the pavement and poor visibility when cycling at night were amongst the most common causation factors for collisions where the cyclists was ‘at fault’.

Public Satisfaction / Benchmarking

4.12 The Royal Borough takes part in the annual NHT Benchmarking Survey³, which asks residents for their views on a wide range of highways and transport services, including various aspects of cycling provision. The results from the 2017 survey show that 47% of residents are satisfied with cycle routes and facilities in general.

4.13 A detailed breakdown of residents’ satisfaction with various aspects of cycling facilities is provided below, together with average satisfaction scores for participating unitary authorities. The survey results show that satisfaction levels in the Royal Borough are lower than average for all cycling aspects, with the largest satisfaction differential relating to the provision and location of cycle routes.

Table 4.1: 2017 Cycling benchmarking indicators - comparison with unitary LAs

Benchmarking	Satisfaction Score	Peer Average	Difference
Provision of cycle routes where needed	43	54	-11
Location of cycle routes / lanes	45	54	-9
Condition of cycle routes	52	57	-5
Cycle crossing facilities at junctions	49	54	-5
Cycle parking	48	50	-3
Direction signing for cycle routes	51	55	-4
Cycle route information (e.g. maps)	45	50	-5

³ <http://nhtsurvey.econtrack.com/>

5. Vision, Aims and Objectives

5.1 The following vision statement was developed through consultation with local stakeholders and with reference to the emerging neighbourhood plans:

“There will be an established cycling culture within the Royal Borough where cycling is seen as a safe, attractive, healthy and normal form of everyday transport for residents, employees and visitors.”

5.2 The aims of the action plan set out what we need to achieve in order to realise the vision and can be summarised as follows:

- To deliver a safe, direct, convenient, coherent and connected cycle route network
- To improve integration between cycling and other forms of transport
- To ensure that cycling provision is an integral part of the design of new development and is not considered as an afterthought
- To ensure that cycling facilities are designed and built in accordance with (and where appropriate exceed) standards specified in national guidance and best practice
- To improve local health outcomes for residents by increasing cycling activity levels
- To establish monitoring and evaluation mechanisms that will measure the impact of local cycling investment

5.3 A series of SMART (Specific, Measurable, Achievable, Relevant and Time-bound) objectives have been set. Achievement of these objectives will provide a clear indication as to whether the action plan has been successful:

- To achieve a 20% increase in cycling trips between 2017 and 2022, and a 50% increase by 2027
- To reduce cyclist casualties by 20% between 2016 and 2021
- To increase resident satisfaction score for cycle routes and facilities from a baseline of 47% in 2017 to 60% by 2022

6. Action Plan

Cycle Routes

6.1 Fears over safety are a major barrier to getting more people cycling. People need to perceive that it is safe to cycle, either because traffic volumes and speeds are low, or because there is dedicated space for cycling that minimises conflict with other road users.

6.2 Cycle route networks need to be designed so they are: safe, continuous, direct, attractive and comfortable. Routes should be capable of meeting the needs of all cyclists from novices or families with young children through to confident commuter and sports cyclists.

6.3 We will:

- Review the current cycle route networks to identify gaps, taking account of current and predicted journey patterns and travel behaviour.
- Develop a network of routes that are suitable for cycling and which connect residential areas to key destinations, such as:
 - Transport interchanges
 - Town and village centres
 - Shops / supermarkets
 - Employment
 - Schools / colleges
 - Healthcare services
 - Leisure facilities
 - Visitor attractions
- Give cyclists priority over side-roads and private accesses where it is safe to do so.
- Where possible, design facilities to meet or exceed standards set out in national cycling design guidance, taking account of emerging best practice.
- Improve road traffic and surface conditions for cyclists where there is no space for dedicated provision.
- Introduce 20 mph speed limits around schools and in other areas where there may be significant numbers of cyclists and / or pedestrians.
- Ensure that provision of new cycle routes is an integral part of new developments.
- Ensure that provision for cyclists is incorporated in the Borough Local Plan and associated documents such as the Infrastructure Delivery Plan.
- Review and develop maintenance regimes to better consider the needs of cyclists, particularly in relation to carriageway levels around drainage gulleys and access covers and at road humps.
- Link to and enhance the public rights of way network where appropriate.
- Work with private landowners to secure new and improved routes where these cannot be delivered within the confines of the public highway or public rights of way networks.
- Work in partnership to develop multi-user routes (wide surfaced paths designed for pedestrians, cyclists and horse riders) and create links to fill gaps in the network.

- Work with neighbouring authorities to secure cross-boundary routes.

6.4 We have engaged with the Cycle Forum and Neighbourhood Plan Groups to identify potential improvements to the cycle route network. Proposed schemes are shown in Appendices 1-10.

Wayfinding

6.5 Wayfinding provides information to help cyclists navigate to their destination, making use of signs, road markings, maps and other environmental signals, as well as electronic devices such as mobile phones and satnavs.

6.6 When designing wayfinding systems, it is important to know what information is required, and to identify where and when it should be provided. Wayfinding should be designed around the needs of the intended user. For example, a commuter would generally seek the quickest, most direct cycle route, while a leisure cyclist may prefer a quieter, more scenic route.

6.7 Wayfinding should be informative, providing data about routes, destinations, terrain, distances and journey times. Wayfinding should be coherent and consistent along routes and across an area. It should also be intuitive and legible without overloading the user or resulting in unnecessary clutter. It should also be legible and understandable by all users, including those with visual, mobility and learning impairments, as well as foreign visitors.

6.8 Wayfinding systems also help to advertise the presence of cycle routes and encourage people to explore and consider making journeys by bike.

6.9 We will:

- Agree a system of wayfinding signs and road markings in consultation with local cycling groups and other stakeholders, and drawing on established best practice case studies.
- Consider branding of key routes to give them an identity and provide additional visual clues to those who are following them.
- Review and update the borough's cycle route map to ensure that it remains current and includes information that is useful and relevant to cyclists. Demand will be reviewed regularly to see whether further reprints are needed.
- Work with local cycling groups and other stakeholders to review and improve the accuracy of online cycling journey planners such as those provided by Google and CycleStreets.

Cycle Parking

6.10 Having enough convenient and secure cycle parking at people's homes and at cycling destinations is important. Access to cycle storage should be at least as convenient as access to car parking if cycling is to be encouraged.

6.11 Inadequate or poorly designed cycle parking can lead to problems with facilities being unused and bikes being left attached to railings or other items of street furniture. This can look unsightly, cause damage to property and even obstruct pedestrian routes.

6.12 There is an ongoing issue with cycle theft in the Royal Borough, with bikes stolen from residential properties and public spaces (e.g. on-street and transport interchanges). Good quality cycle parking is key to the prevention of cycle theft and hence the promotion of cycling.

6.13 We will:

- Review existing cycle parking provision to identify locations with unmet demand.
- Provide cycle parking within town, village and district centres, at schools and at Council offices that is:
 - Accessible and easy to use
 - Safe and secure – in prominent locations with CCTV / good natural surveillance
 - Fit for purpose – providing good support and allowing multiple fixing points
 - Attractive and in keeping with agreed street furniture schemes
- Consider introducing on-street, secure bikehangars in residential streets where there is significant demand, subject to local consultation (see figure 6.1 below).
- Develop cycle parking standards and design guidance to ensure that there is sufficient capacity for new development and that facilities are designed to a high standard.
- Ensure that damaged cycle parking is replaced promptly.
- Encourage cyclists to buy high quality locks and secure their bikes properly.

Figure 6.1: Bikehangar On-Street Cycle Store



6.14 We have engaged with the Cycle Forum and Neighbourhood Plan Groups to identify sites where additional cycle parking is needed. Proposed schemes are shown in Appendices 1 - 10.

Transport Interchanges

6.15 Cycling can form an integral part of longer-distance journeys. Increasing numbers of people are choosing to cycle to or from train stations, either leaving their bikes at the station, or taking folding bikes on the train. Bikes also have the potential for use as part of longer distance bus and coach journeys.

6.16 With significant growth in rail passenger numbers anticipated on the back of recent / planned investment in trains, electrification, the Elizabeth Line and the Western Rail Link to Heathrow, it is important that cycling provision at rail stations is enhanced and access routes improved.

6.17 Many station car parks are now operating at or close to capacity, while roads around stations can experience significant peak hour congestion. It is therefore important to encourage more rail passengers to travel to and from the station by more sustainable forms of transport, such as cycling.

6.18 We will:

- Review existing cycle routes and cycle parking provision to identify gaps.
- Work with partners in the rail industry to:
 - improve cycle route connectivity to / from stations
 - increase the availability of secure cycle parking at stations
 - ensure adequate on-train capacity for cycles
 - ensure that station buildings are accessible for cyclists (e.g. lifts)
 - develop bespoke station travel plans that encourage and enable sustainable travel to and from rail stations
- Provide cycle parking at bus and coach stops where there is demand

Public Bike Share

6.19 A public bike share scheme is where bikes are made available for members of the public to hire and use. There are several different operating models including:

- Docked
- Dockless
- Lockers
- Rail station hubs

6.20 Bike share is an effective means of getting people to start cycling / cycle more often – 66% of those surveyed started to cycle or increased the amount they cycle as a result of a bike share scheme. They also effective at encouraging more women to cycle, with women accounting for 41% of bike share trips versus 25% of all cycling trips.

6.21 Bike share can replace short car trips in urban areas (23% of users previously made their most frequent journey by car) and it is often used in conjunction with public transport.

6.22 Analysis of the factors that lead to a successful bike share scheme suggests that there may be potential for a scheme in Maidenhead and / or Windsor. However, the case is not particularly strong, since populations are at the lower end of what is considered viable and the cycle route network should be improved before a scheme is introduced. There are also a number of local factors that would need to taken into account in the design and operation of any scheme, particularly security issues in Windsor.

6.23 We will:

- Defer the decision to introduce a bike share scheme until such time as critical links in the cycle network can be completed to improve access to Maidenhead and Windsor town centres and rail stations (i.e. Maidenhead Missing Links).
- Undertake a feasibility study and financial assessment including research with potential partners to gauge likely levels of interest for a local scheme.
- Liaise with Heathrow Airport and Slough Borough Council to explore possible options for a scheme that is able to accommodate cross-boundary cycling trips.

6.24 In the event that a public bike share scheme is introduced, we will:

- Seek to avoid / minimise any financial liability for on-going revenue costs and officer time associated with managing the contract. Presentations from operators of docked and dockless schemes suggest that commercial operations could be achieved in the Royal Borough.
- Ensure that any operator is CoMo (formerly BikePlus) accredited.
- Develop clear operating guidelines to be agreed with the operator in advance to ensure that local requirements are met in addition to those covered by the CoMo accreditation.
- Introduce the scheme for a trial period to evaluate its impacts.
- Seek to secure anonymised usage data from operators to help inform cycle network development.

Working with Schools

6.25 Across the Royal Borough, the proportion of children who travel to and from school by car is significantly higher than the national average and (with a few notable exceptions) the proportion of pupils who are cycling to school is very low. This leads to increased problems with traffic congestion and contributes to the perception that roads are not safe for cycling. As traffic levels increase, so fewer parents are prepared to let their children walk or cycle to school, which simply exacerbates the situation.

6.26 Teenage years are particularly important as this is a time when attitudes to travel and physical activity become set. There is evidence to suggest that girls and boys have similar attitudes to cycling until the age of 14 at which point gender attitudes diverge and girls often stop cycling⁴. The reasons for this are that teenage girls tend to be more aware of body image while exercising, they are more concerned about safety issues, and they are more worried about peer attitudes to cycling. This trend is particularly pronounced at Windsor Boys and Windsor Girls Schools, which have markedly different levels of cycling to school. The trend appears to continue into adulthood with the annual cycle counts in Maidenhead and Windsor showing that male cyclists outnumber women by 5:1.

6.27 We will:

- Encourage and assist schools and colleges to develop, monitor and maintain their school travel plans, which seek to increase walking and cycling and reduce car use for travel to and from school.
- Work with schools to ensure that uniform policy and access to showers and changing facilities support cycling to school.
- Work with schools, parents and pupils to identify improvements that can be made to walking and cycling infrastructure to create 'Safer Routes to School'.
- Introduce 20 mph speed limits around schools
- Provide or enhance secure cycle parking provision at RBWM schools.*
- Provide Level 1 and 2 Bikeability training for primary aged children and Level 3 training for secondary aged children.
- Work with colleagues in Leisure Services and Public Health, and third parties, such as British Cycling to deliver extra-curricular cycling activities such as Go Ride and Breeze with a particular focus on encouraging more girls to cycle.

**NB: Academies are funded directly by central government and so will not be eligible for RBWM funding for cycle parking.*

⁴ Goddard, T. (2013) 'Are Bicycling and Walking Cool? Adolescent Attitudes about Active Travel', Portland State University. [Available at: <https://youtu.be/6QO5dEg9u8s>]

Working with Businesses

6.28 Less than 3% of Borough residents currently cycle to work, despite the fact that over 50% have a commuting distance of 10 km (approximately 6 miles) or less. This suggests that there is significant capacity to encourage more people to leave the car at home and commute by bike.

6.29 There are a number of potential barriers to increasing cycle commuting:

- Over 50% of the adult population do not own / have access to a bike⁵.
- Many adults have not cycled for years and may lack confidence.
- Cycle parking may not be available at some workplaces.
- Showers, changing facilities and storage lockers may not be available at some workplaces.

6.30 We will:

- Encourage businesses to become members of easitMAIDENHEAD⁶, which offers a variety of benefits, such as:
 - loan bikes
 - discounts on new bikes, cycle clothing and equipment
 - bicycle try-out sessions
- Encourage businesses to take part in the National Workplace Cycle Challenge⁷, which aims to get more people cycling through a targeted marketing campaign and an inter-workplace competition.
- Secure provision for cyclists through the planning system, including provision of showers, lockers and secure cycle parking at new employment sites.
- Secure Workplace Travel Plans through the planning system and encourage businesses to develop voluntary Travel Plans that promote sustainable forms of transport.
- Provide advice and support to businesses that are looking to provide cycling facilities for their staff.
- Offer cycling road show events at business parks and major employers to promote cycling and related safety messages, including the dangers of motorists passing too close to cyclists.

⁵ National Travel Survey 2014-2016

⁶ <http://www.easit.org.uk/easitmaidenhead.php>

⁷ <https://www.lovetoride.net/uk?locale=en-GB>

Health and Wellbeing

6.31 Cycling has been shown to deliver numerous health benefits, including:

- Improving cardiovascular fitness
- Helping to reduce instances of Type 2 Diabetes
- Toning and building muscle with little impact on joints
- Boosting the metabolism and helping with weight management
- Improving mental health
- Strengthening the immune system

6.32 Research funded by British Cycling⁸ suggests that achieving Danish levels of cycling in the UK could save the NHS £20 billion over 20 years.

6.33 The Health Profile for Windsor and Maidenhead⁹ shows that 38.7% of adult residents are classed as being physically inactive, while 62.4% of adults are overweight or obese and 15.1% of children in year six are classified as obese. This suggests that there could be significant health benefits from encouraging more residents to take up cycling as part of active lifestyles, focusing on those who are identified to be at risk from factors associated with sedentary lifestyles.

6.34 We will:

- Support local volunteer ride leaders to deliver a programme of led bike rides.
- Work with colleagues in Leisure Services, the Berkshire Sports Partnership and local cycling clubs to deliver cycling taster sessions as part of 'Fit for Life' and Get Berkshire Active's 'Workplace Challenge'.
- Work with colleagues in Public Health and local Clinical Commissioning Groups to include cycling within GP lifestyle management referral schemes.

⁸ British Cycling (2014), *'Benefits of Investing in Cycling,'* Rachel Alred [Available at https://www.britishcycling.org.uk/zuvvi/media/bc_files/campaigning/BENEFITS_OF_INVESTING_IN_CYCLING_DIGI_FINAL.pdf]

⁹ Public Health England (2017) *'Health Profile 2017 – Windsor and Maidenhead'* [Available at: <http://fingertipsreports.phe.org.uk/health-profiles/2017/e06000040.pdf>]

Recreation and Sports Cycling

6.35 There are many existing opportunities for recreational cycling in and around the Royal Borough, including the Jubilee River, permitted routes through Windsor Great Park and paths round Dorney Lake, as well as various bridleways and byways.

6.36 The Royal Borough is served by several long-distance cycle routes including arms of the National Cycle Network and the London to Land's End Cycle Route, which is becoming popular amongst cycle tourers.

6.37 There are several charity rides and sportives that finish in / pass through the area, including Palace to Palace, London to Windsor, and London Revolution. Local roads are also used for numerous cycling time trials and triathlons. This requires careful traffic management to ensure the safety of users and to balance competing pressures on the road network.

6.38 There is also increasing demand for specialist cycling facilities within the borough, including a closed road cycling circuit and mountain bike trails, which has been identified through the Cycle Forum and evidence of illegal activity on private land.

6.39 We will:

- Enhance existing recreational cycling routes / develop new routes in order to meet local demand.
- Provide and enhance links to existing recreational cycle routes, such as the National Cycle Network, the Jubilee River and Windsor Great Park.
- Work with Sustrans, neighbouring authorities and local landowners to enhance local elements of the National Cycle Network and develop / link to new NCN routes.
- Work with partners in the visitor economy to promote sustainable tourism, including cycle touring.
- Work with local landowners to explore the potential for creating new / improved mountain bike routes in the borough.
- Work with local landowners and British Cycling to explore the potential for creating a closed cycling circuit in the borough.
- Work with local clubs wishing to run triathlons, time trials and road races on the public highway, ensuring that these are coordinated with other planned events, and that impacts on residents and other road users are minimised. We will also ensure that such events have the permission of the police.
- Work with charity bike ride / sportive organisers wishing to organise events on the public highway, ensuring that these are coordinated with other planned events, and that impacts on residents and other road users are minimised.

Practical Support and Training

6.40 New or returning cyclists may need practical advice and training to address issues and concerns that they may have and to give them the confidence to be able to make everyday journeys by bike. This may include:

- Training on how to ride safely in traffic (e.g. adult Bikeability)
- Education about how to undertake basic cycle maintenance and repairs (e.g. checking brakes, inflating tyres, oiling a chain, fixing punctures, etc)
- Dr Bike sessions where cyclists can get their bike checked and adjusted, and receive advice on any repairs that are needed
- Journey planning advice to help cyclists find routes to local destinations based on their particular needs (e.g. quietest or quickest routes)

6.41 In order to be most effective, programmes should seek to engage local businesses as well as borough residents.

6.42 We will:

- Work with Maidenhead Cycle Hub, Parkwood Leisure, cycle shops and other partners to develop a training and education programme for local cyclists – this should be scalable to reflect funding availability.

Marketing and Communications

6.43 Marketing and communications are vital for engaging existing and potential cyclists, understanding their needs, and informing them about schemes and initiatives that may be of interest and benefit to them.

6.44 In order to be effective the Council and its partners must engage their audiences via their preferred channels and provide information in their preferred formats. Wherever possible, content should be tailored to the needs of particular market segments.

6.45 We will:

- Engage cyclists through the Infrastructure Overview and Scrutiny Panel and the Maidenhead and Windsor Town Forums
- Engage with existing and potential cyclists via social media
- Promote cycling through local media and press releases
- Include regular articles on cycling in 'Around the Royal Borough'
- Provide cycling information on the Council's website
- Deliver road safety campaigns, supporting the national 'THINK!' campaigns, supplemented by local campaigns to encourage safe and responsible behaviours by cyclists and other road users.
- Work with Thames Valley Police to deliver a 'Close Pass' initiative targeting motorists who leave insufficient space when overtaking cyclists.
- Deliver cycle security campaigns to help reduce instances of cycle thefts
- Promote national and local events that are designed to encourage more people to cycle (e.g. led bike rides, Workplace Cycle Challenge, Bike Week events, etc)

7. Funding

7.1 Creating a high quality cycle network will require significant capital spending over many years. Money is also required for revenue budgets to support 'soft measures' such as Bikeability training and marketing communications. The All Party Parliamentary Cycling Group Report, 'Get Britain Cycling' recommended a cycling budget of around £10 per person per year. For the Royal Borough, this would equate to an annual spend of around £1.49 million.

7.2 We will seek to make effective use of existing internal funding sources, including:

- Local Transport Plan Capital Programme
- Highways maintenance budgets
- Public health budgets
- Physical activity budgets
- Developer contributions

7.3 This will require joint working between different services areas.

7.4 We will also seek to make effective use of external funding sources, such as:

- Local Growth Deal funding¹⁰
- Highways England funding
- Department for Transport funding (including Bikeability Grant)
- Funding for improvements at rail stations (e.g. Access for All, National Station Improvement Programme, and funding provided by train operating companies)
- Sport England / British Cycling funding
- Corporate sponsorship
- Heathrow Airport

¹⁰ Funding bids submitted via the Thames Valley Berkshire Local Enterprise Partnership

8. Monitoring

8.1 Regular monitoring is essential in order to track progress towards aims and objectives. The Royal Borough proposes to use a variety of performance indicators and monitoring tools, which are summarised in Table 8.1.

Table 8.1: Proposed performance indicators and monitoring tools

Indicator	Methodology	Frequency	Baseline
Changes in cycling trips	Before and after counts for major cycling schemes	As required	-
	Cordon counts around Maidenhead and Windsor town centres	Annual	Maidenhead: 1,225 trips Windsor: 2,280 trips (All 2017)
Percentage of cyclists who are female	Cordon counts around Maidenhead and Windsor town centres	Annual	Maidenhead: 16% Windsor: 15% (All 2017)
Cyclist casualties on Royal Borough Roads	Police Stats 19 records	Annual	Killed: 0 Seriously Injured: 12 Slightly Injured: 55 (All 2016)
Cycling satisfaction score	NHT Benchmarking Survey	Annual	47% (2017)
Number of children receiving Bikeability training	Cycle instructor records	Annual	956 children trained (2016/17)
Number of reported cycle thefts	Police crime reports	Annual	257 (2016/17)

Appendix 1: Area Profile - Ascot & the Sunnings

1. Description of the Area

The south of the borough comprises the following wards: Ascot and Cheapside; Sunninghill and South Ascot; and Sunningdale. The area is bounded by Windsor Great Park to the north, Bracknell Forest to the west and north-west and Surrey to the south and east.

2. Local Destinations

The following have been identified as the main cycling destinations within the local area:

Community:

- Ascot Durning Library
- Sunningdale Container Library
- Sunningdale Parish Offices
- Sunningdale Village Hall
- Sunninghill Library
- Sunninghill and Ascot Parish Offices
- The Hope Centre
- The Pavilion

Education:

- Charters School
- Cheapside Primary School
- Heathermount School (Special)
- Holy Trinity C of E Primary School
- Hurst Lodge School (Independent)
- Papplewick School (Independent)
- St Francis Catholic Primary School
- St George's School, Ascot (Independent)
- St Mary's School, Ascot (Independent)
- St Michael's C of E Primary School
- South Ascot Village Primary School
- Sunningdale School (Independent)
- The Marist Schools (Independent)

Employment:

- Ascot Racecourse
- South Ascot Industrial Estate

Leisure

- Ascot Racecourse
- Charters Leisure Centre
- Virginia Water
- Windsor Great Park

Shopping:

- Ascot Village Centre
- South Ascot Centre

- Sunninghill Village Centre
- Sunningdale Village Centre (including Waitrose superstore)

Transport:

- Ascot Station
- Sunningdale Station

Given that the area is virtually surrounded by neighbouring local authorities, cross-boundary links are important.

3. Existing Cycling Activity and Potential for Growth

The Propensity to Cycle Tool (www.pct.bike) has been used to model existing cycle commuter flows based on 2011 Census data. It has also been used to identify routes that are likely to experience the highest levels of growth in cycling activity under the 'Government Target' scenario, which looks at what would happen if cycling levels were to double.

2011 Baseline:

- The PCT mapping shows that all links have low numbers of commuter cycle trips with fewer than 50 movements per day.

Government Target Scenario:

- The highest commuter cycle flows are shown along A329 High Street and Hatchet Lane, where there is forecast to be between 100 and 249 movements per day.
- Commuter cycle flows are shown to increase to between 50 and 99 movements per day on some of the other A-roads, including the eastern section of the A329, the A30 and parts of the A330.

[Strava Heat Maps](#) provide some indication as to cycling levels. Strava smartphone apps tends to be used by sports cyclists rather than utility cyclists, so the results are not necessarily representative of everyday cycling activity.

Notwithstanding these caveats, the heat maps show that there are a number of routes that are currently well-used by cyclists, including many of the A and B roads:

- A30 London Road
- A329 London Road / High Street
- A330 Devenish Road / Brockenhurst Road / Station Hill
- A330 Hatchet Lane / Winkfield Road
- A332 Windsor Road
- B383 Broomhall Lane / Buckhurst Road / Sunningdale Road
- B3020 High Street / Bagshot Road

Minor roads that are well used include:

- Cheapside Road
- Coronation Road
- Mill Lane
- New Mile Ride
- Watersplash Lane

4. Existing Cycling Infrastructure

The area has little in the way of existing cycling infrastructure. The only cycle route is along the A329 London Road, from the Bracknell Boundary to Heatherwood Roundabout and up to Burleigh Road. This is being extended towards Ascot Town Centre with the existing crossing outside the racecourse reception upgraded to a toucan crossing.

Cycle parking is provided at the following locations:

- A329 London Road – bus stop opposite Heatherwood Hospital (west)
- Ascot High Street
- Ascot Station
- High Street, Sunninghill
- Sunningdale Station

5. Key Issues

The following issues have been identified from a desktop audit and previous correspondence:

- The area is crossed by a large number of main roads, including the A30, A329, A330, A332, B383, and B3020.
- A lack of available highway land is a key constraint to providing more cycle routes.
- There are few quiet through routes in the area, which makes it difficult to create filtered permeability for cyclists (i.e. through routes for cyclists but not motor vehicles).
- There are no cycle routes to local rail stations at Ascot and Sunningdale.
- Charters School and Leisure Centre is surrounded by busy main roads and is particularly challenging to cycle to.
- Ascot Racecourse and Windsor Great Park are major visitor destinations, and roads can be heavily trafficked outside of the traditional commuter peak hours.
- Visitor numbers to the Great Park have increased considerably in recent years, reaching 4 million per year. The area is very popular with cyclists and there is significant conflict between cyclists and other visitors at weekends and public holidays.
- Much of Windsor Great Park is affected by environmental designations, including Special Area of Conservation and Sites of Special Scientific Interest – these limit the potential for additional cycle routes to Windsor and to The Lookout in Bracknell.
- Crown Estate owns many of the highway verges alongside public roads through the Great Park, which restricts where cycle routes can be constructed.
- The lack of cycling infrastructure means that cycling trips are low for commuting and education purposes.
- There is no cycle parking serving local shops in South Ascot and Sunningdale.
- Need to ensure that major developments planned for the area will provide / fund new cycle facilities.

6. Road Safety

The following cyclist casualties have been recorded in the area during the five years –2012-2016:

- 0 fatal
- 6 serious
- 18 slight casualties.

The following locations have clusters of three or more casualties:

- A329 London Road / A332 Windsor Road / A329 High Street / A332 Kings Ride (Heatherwood Roundabout).

The following schools have taken part in Bikeability during the 2016/17 academic year:

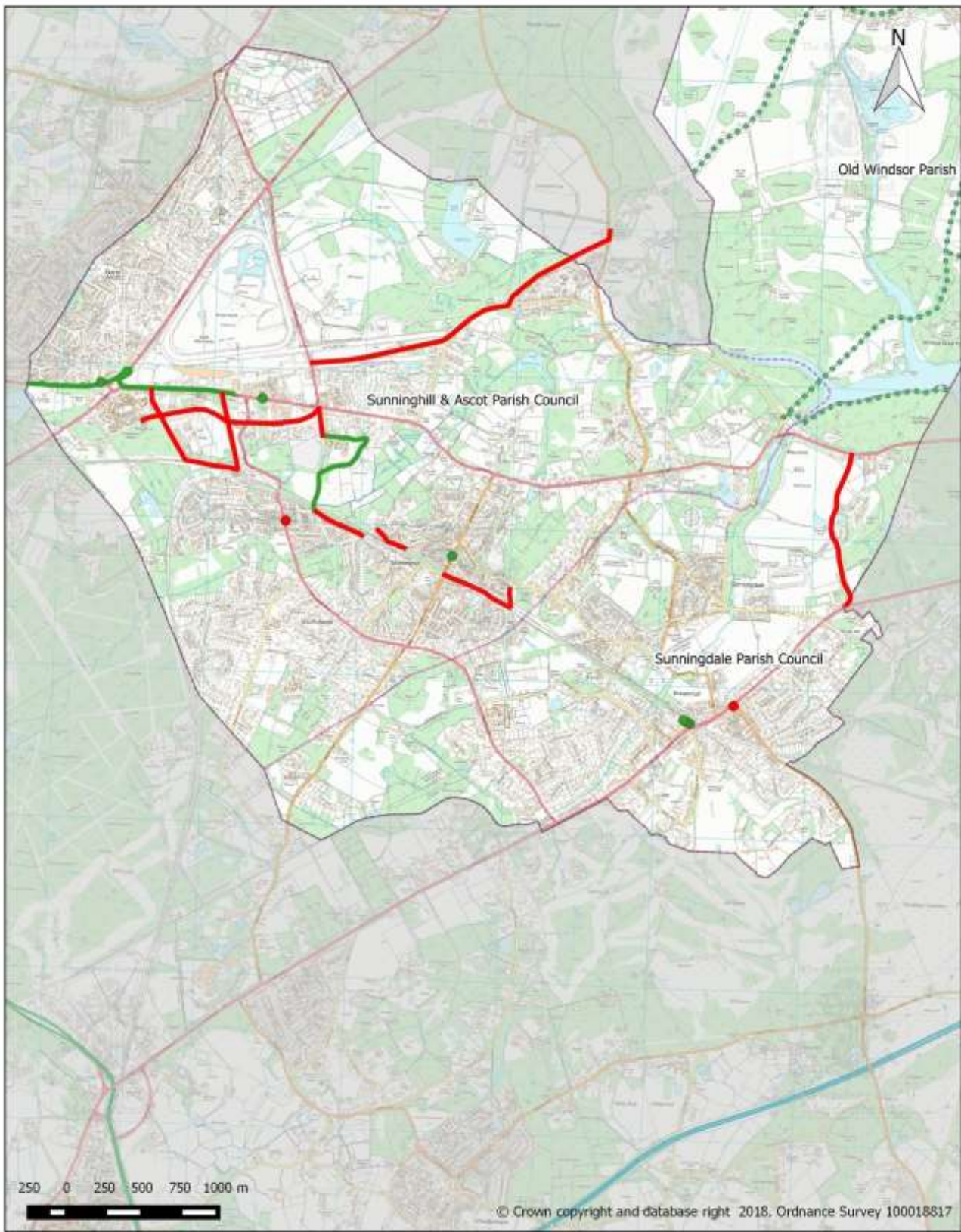
- Charters
- Holy Trinity CE Primary School
- St Francis Catholic Primary School
- St Michael's CE Primary School
- South Ascot Village School.

7. Action Plan

A number of potential actions have been identified to respond to the issues identified in the audit. These will be consulted upon internally and with key stakeholders including ward members, parish councils, the neighbourhood plan group, local cycling groups, and neighbouring local authorities.

Action	Responsibility	Deliverability	Cost
1. Encourage local schools to take part in the Bikeability training programme.	RBWM/ Cycle Experience	✓✓✓	£
2. Install cycle parking at Chobham Road shops	RBWM	✓✓✓	£
3. Install cycle parking at South Ascot shops	RBWM	✓✓✓	£
4. Improve St George's Lane as part of the redevelopment of the Shorts site	RBWM	✓✓✓	££
5. Investigate upgrading Sunninghill Footpath 10	RBWM	✓✓	££
6. Upgrade Exchange Road to provide a cycle route connecting both ends (Byway 35)	RBWM	✓✓	££
7. Upgrade the surface on Sunningdale Bridleway 1	RBWM / Surrey County Council	✓✓	££
8. Investigate the potential to upgrade the cycle route between Ascot and Ascot Gate, Cheapside.	RBWM / Bracknell Forest Council	✓✓	£££
9. Liaise with adjacent landowners / Network Rail re construction of a cycle route between Heatherwood and Ascot Station.	RBWM / Neighbourhood Plan Group	✓	£££
10. Liaise with adjacent landowners / Network Rail re construction of a cycle route to Charters School / Leisure Centre	RBWM / Neighbourhood Plan Group	✓	£££
11. Secure a cycle route between High Street, Sunninghill and King's Corner as part of the gas holder site redevelopment.	RBWM	✓	£££

Figure 1: Ascot, Sunninghill and Sunningdale



Map of Existing and Proposed Cycle Routes and Cycle Parking Sites in Ascot and the Sunnings

Legend

- | | | | |
|------------------------|--------------|-----------------------|------------------------|
| Existing cycle routes: | — | Proposed cycle routes | — |
| | Crown Estate | ● | Existing cycle parking |
| — | RBWM | ● | Proposed cycle parking |

Appendix 2: Area Profile: Bisham and Cookham

1. Description of the Area

Bisham and Cookham are the most northerly parishes in the borough. They are predominantly rural in nature, incorporating the settlements of Bisham, Burchetts Green (part), Cookham Dean, Cookham Rise and Cookham.

2. Local Destinations

The following have been identified as the main cycling destinations within the local area:

Community:

- Cookham Dean Village Hall
- Cookham Library
- Pinder Hall

Education:

- Bisham CE Primary School
- Cookham Dean C.E. Aided Primary School
- Cookham Rise Primary School
- Holy Trinity C of E Primary School
- The Herries Preparatory School

Employment /Business:

- Moor Hall, Cookham
- The Odney Club, Cookham

Sports / Leisure:

- Bisham Abbey National Sports Centre
- River Thames (Cookham and Bisham)
- Stanley Spencer Gallery, Cookham

Shopping:

- Cookham Village Centre
- Cookham Rise Village Centre
- Stubbings Garden Centre

Transport Interchanges:

- Cookham Station

Cross-boundary links are important for communities in the north of the borough, since in some cases residents are closer to Marlow and Bourne End than they are to Maidenhead.

Since there are no secondary schools in the area, pupils must travel to schools in Maidenhead, Marlow and Bourne End.

3. Existing Cycling Activity and Potential for Growth

The Propensity to Cycle Tool (www.pct.bike) has been used to model existing cycle commuter flows based on 2011 Census data. It has also been used to identify routes that are likely to

experience the highest levels of growth in cycling activity under the 'Government Target' scenario, which looks at what would happen if cycling levels were to double.

2011 Baseline:

- The PCT mapping shows that all links have low numbers of commuter cyclists with less than 50 cyclists per day.

Government Target Scenario:

- The highest flows are along Bisham Road / Marlow Road, A308 Marlow Road, A4094 Sutton Road, where commuter cycle flows increase to between 100 and 249 movements per day
- Commuter cycle flows are shown to increase to between 50 and 99 movements per day on B4447 High Street / The Pound / Maidenhead Road.
- The A404 is also shown to carry over 50 movements per day, but this is an extremely hostile environment for cyclists and is not considered a viable cycle route. In reality, cyclists would be more likely to use the parallel route through Marlow.

[Strava Heat Maps](#) also provide some indication as to cycling levels. The Strava smart phone apps tend to be used by sports cyclists rather than utility cyclists so, the results are not necessarily representative of everyday cycling activity.

Notwithstanding these caveats, the heat maps show that there are a number of routes that are currently well-used by cyclists, including all of the A and B roads:

- A308 Marlow Road
- A4130 Henley Road
- A4094 Sutton Road / Sheet Street Road
- B4447 High Street / The Pound / Maidenhead Road / Cannondown Road / Switchback Road North

Minor roads that are well used include:

- Bisham Road
- Temple Lane
- Quarry Wood Road
- Winter Hill / Terry's Lane
- Dean Lane
- Lower Road
- Grubwood Lane / Hockett Lane / Winter Hill Road
- Hills Lane / Spring Lane
- Choke Lane / Long Lane
- Henley Road

4. Existing Cycling Infrastructure

The permitted cycle route between Maidenhead and Cookham Rise forms part of [National Cycle Network Route 50](#), which was conceived as a long-distance cycle route between Maidenhead and Winslow. The path has recently been upgraded to address issues regarding long-standing issues regarding access and surfacing.

Other local routes include the shared use footway / cycleway that runs along the east side of Switchback Road North and Cannondown Road, which provides a link between Maidenhead and Cookham Rise.

There is also a signed quiet route between Maidenhead and Hurley via Dungrove Hill Lane and Hurley Lane, which crosses the A404 via an underpass.

Public cycle parking has been provided at Cookham Station.

Few of the destinations identified in Section 2 are served by the current cycle route network. However, there are 20 mph speed limits through The Pound, on High Road outside Cookham Rise Primary School and on School Lane outside Holy Trinity C of E Primary School in Cookham. An advisory 20 mph is proposed for Bisham Road / Marlow Road supported by flashing lights at the start and end of the school day.

There are a number of quiet lanes in the area that are popular for recreational cycling.

5. Key Issues

The following issues have been identified from a desktop audit and previous correspondence:

- The existing cycle route between Cookham Rise and Maidenhead does not link through to the centre of either settlement.
- Although there are some pleasant, quiet lanes in the area, there are few dedicated cycle routes, which may deter people from making for local journeys by bike.
- Some local lanes are heavily used by motorists during peak periods. This makes them unattractive for commuter cycling.
- Cross-boundary cycling links are poor – neither Cookham Bridge nor Marlow Bridge has provision for cyclists. Traffic signals do not allow cyclists to clear Cookham Bridge before a green signal is given to opposing traffic. Both bridges are listed structures, which limits opportunities for providing parallel / cantilevered cycle bridges.
- The area is crossed by a number of main roads, including the A308, A404, A4094 and A4130, which are heavily trafficked and difficult to cross, presenting major barriers to cycling. The Bisham Roundabout junction of the A308 / A404 is particularly hazardous for cyclists.
- Few children / young people currently cycle to school / college, which may be due to the lack of protected cycle routes.
- There is no cycle parking serving the shops in Cookham and Cookham Rise, nor at Cookham Library.
- Despite not being permitted, cycling on the Thames Path and parallel public footpaths is commonplace, particularly between Temple and Hurley.
- A lack of available highway land is a key constraint to providing more cycle routes.
- Some bridleways and byways are unsurfaced and are therefore unsuited to utility cycling trips.
- The small size of local communities and the low numbers of cyclists make it hard to achieve high cost benefit ratios for major cycling investment in the area.
- There are few major developments planned for the area that will provide / fund new cycle facilities.
- Park Wood, The Hockett, Quarry Wood, Long Copse and Coney Copse are being used extensively for mountain biking, including paths that are not currently designated as public rights of way and those that are designated only as public footpaths.

6. Road Safety

The following cyclist casualties have been recorded in the area during the five years –2012 - 2016:

- 0 fatal
- 4 serious
- 5 slight casualties.

Two of the above casualties occurred at the Blsham Roundabout at the junction of the A404 / A308.

The following schools have taken part in Bikeability during the 2016/17 academic year:

- Cookham Dean CE Primary School
- Cookham Rise Primary School
- Holy Trinity C E Primary School.

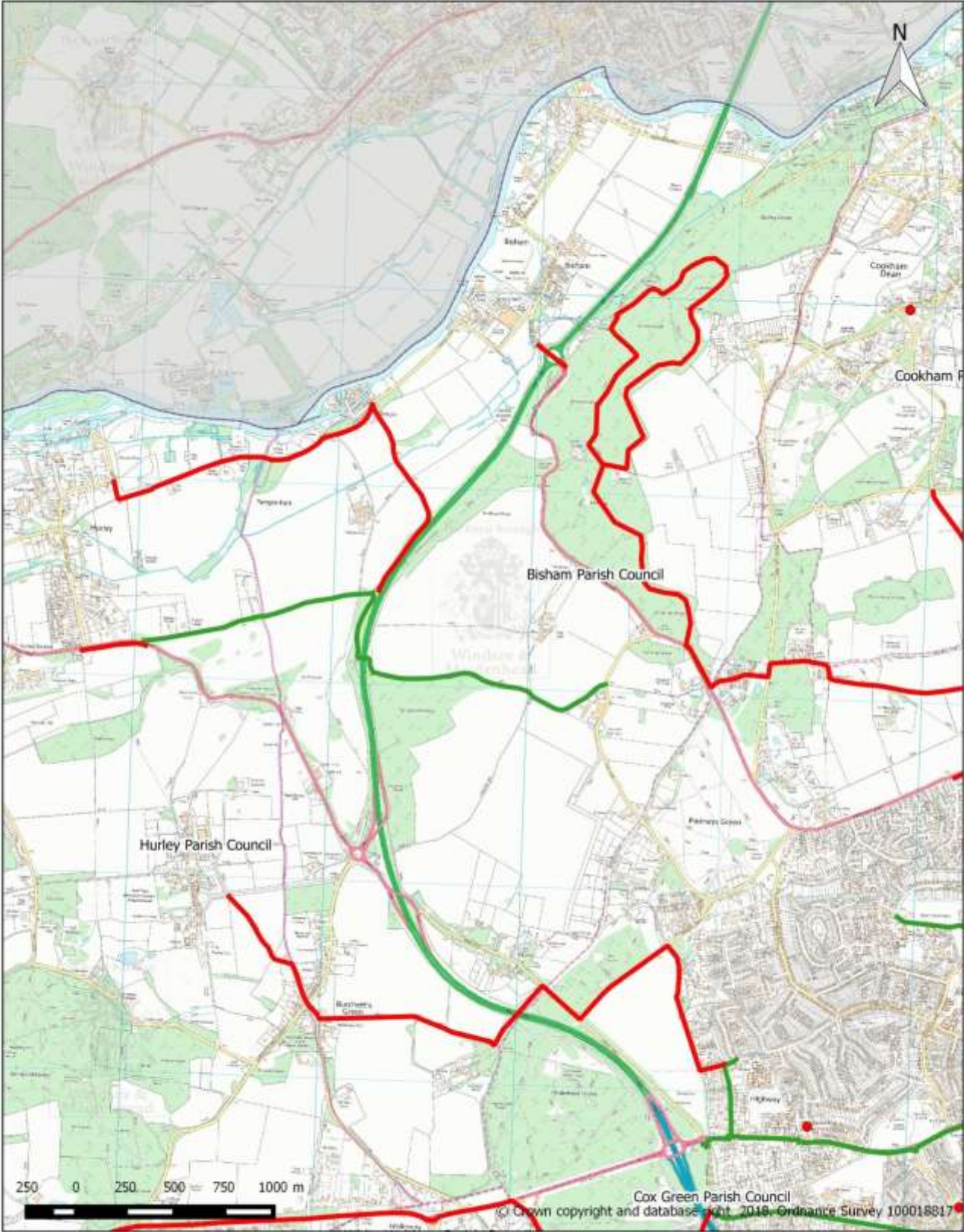
7. Action Plan

A number of potential actions have been identified to respond to the issues identified in the audit. These will be consulted upon internally and with key stakeholders including ward members, parish councils, the neighbourhood plan group, local cycling groups, and neighbouring local authorities.

Action	Responsibility	Deliverability	Cost
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£
2. Improve direction signing on existing cycle routes.	RBWM	✓✓✓	£
3. Install cycle parking in Cookham and Cookham Rise village centres and at Cookham Library.	RBWM	✓✓✓	£
4. Investigate new cycle route between B4447 and Cookham Station	RBWM	✓✓	££
5. Liaise with Highways England and local landowners regarding a new cycle link between Hurley Lane and Bradenham Lane.	RBWM	✓✓	££
6. Liaise with landowners regarding the potential for cycle access between Hurley and Bisham along Temple Lane.	RBWM	✓✓	££
7. Liaise with Highways England to secure improvements for cyclists as part of the Bisham Roundabout improvements.	RBWM	✓✓	£££
8. Liaise with landowners regarding cycle links between Maidenhead, Cookham, Cookham Rise and Cookham Dean, and possible connections to Bourne End.	RBWM	✓✓	£££
9. Liaise with local landowners regarding the potential for establishing formal mountain bike trails in Park Wood, The Hockett, Quarry Wood, Long Copse and Coney Copse.	RBWM	✓	£££

Action	Responsibility	Deliverability	Cost
10. Liaise with landowners regarding the potential for a new cycle route between BCA and Maidenhead.	RBWM	✓	£££
11. Liaise with landowners regarding construction of a new cycle route parallel to the A4094 between Maidenhead and Cookham as an alternative to NCN50.	RBWM	✓	£££

Figure 1: Bisham and Cookham (West)

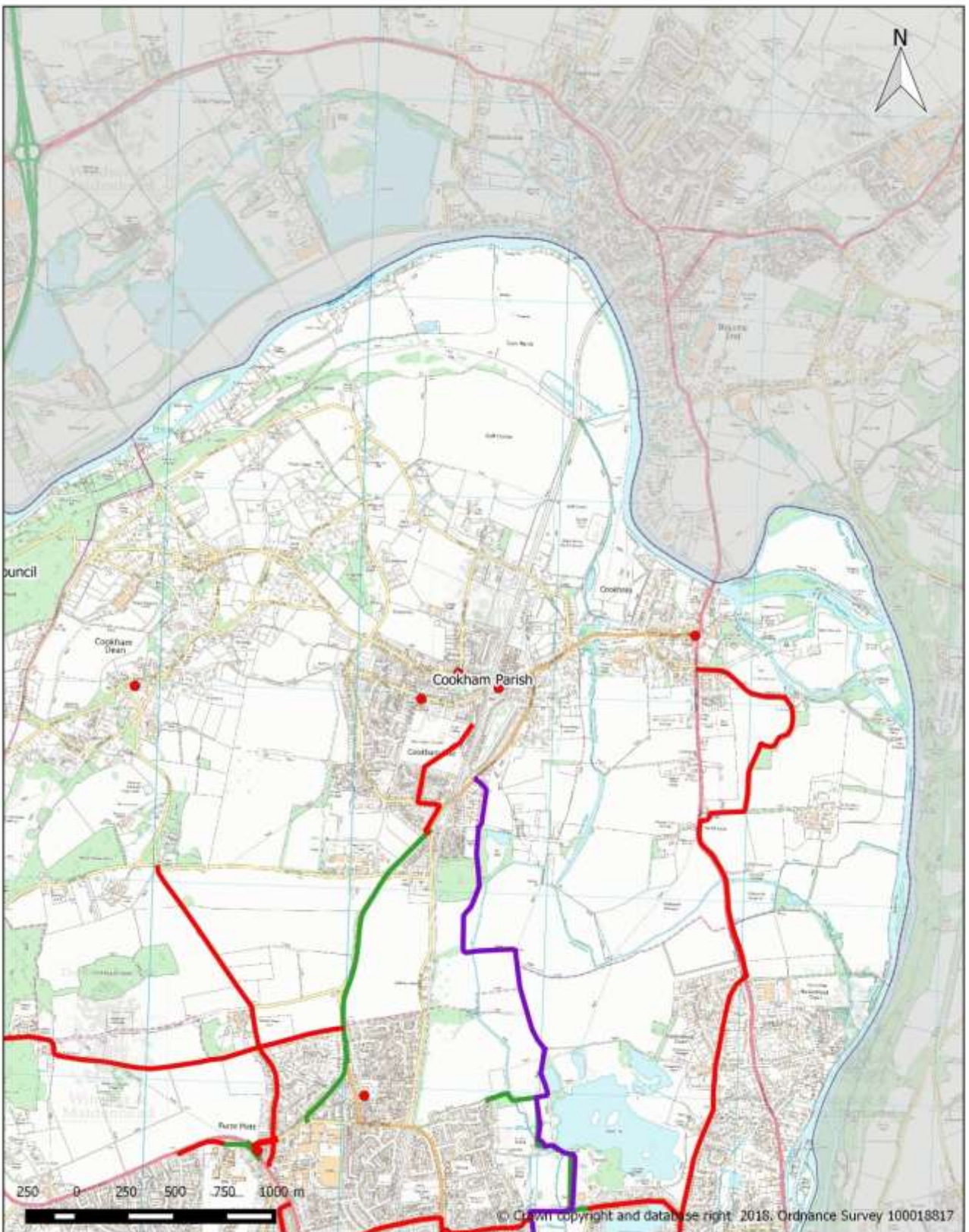


Map of Existing and Proposed Cycle Routes and Cycle Parking Sites in Bisham and Cookham

Legend

- Existing cycle routes: — (red line)
- Proposed cycle routes: — (green line)
- RBWM: — (green line)
- Proposed cycle parking: • (red dot)

Figure 2: Bisham and Cookham (East)



Map of Existing and Proposed Cycle Routes and Cycle Parking Sites in Bisham and Cookham

Legend

- Existing cycle routes:
 - National Cycle Network
 - RBWM
- Proposed cycle routes
- Proposed cycle parking

Appendix 3: Area Profile - Bray

1. Description of the Area

Bray Parish occupies the area to the south of the River Thames between Maidenhead and Windsor. It incorporates the settlements of Bray, Holyport, Moneyrow Green, Touchen End, Paley Street (part), Fifield, Oakley Green, and the western fringe of Windsor.

2. Local Destinations

The following have been identified as the main cycling destinations within the local area:

Community:

- Bray Village Hall
- Holyport Village Hall

Education:

- Alexander First School
- Braywick Court School
- Braywood C of E First School
- Holyport C of E Primary School
- Holyport College

Employment:

- Prior's Way Industrial Estate

Leisure

- Bird Hills Golf Centre
- Bray Lake Water Sports
- Bray Village Centre
- Braywick Park
- River Thames

Shopping:

- Holyport Village Centre
- Squires Garden Centre
- Tithe Barn Shops
- Wyevale Garden Centre

Cross-boundary links are important for local communities (e.g. Bracknell is a major centre of employment).

Most secondary school pupils travel outside the parish to attend schools in Maidenhead or Windsor.

3. Existing Cycling Activity and Potential for Growth

The Propensity to Cycle Tool (www.pct.bike) has been used to model existing cycle commuter flows based on 2011 Census data. It has also been used to identify routes that are likely to experience the highest levels of growth in cycling activity under the 'Government Target' scenario, which looks at what would happen if cycling levels were to double.

2011 Baseline:

- The PCT mapping shows the heaviest flows are along A308 Windsor Road, which carries between 100 and 249 commuter cycle trips per day.
- The only other significant flows are along A308 Braywick Road, B3028 Upper Bray Road / Bray Road, which carry between 50 and 99 commuter cycle movements per day.

Government Target Scenario:

- The highest commuter cycle flows are seen along the A308 corridor, where most sections carry in excess of 100 movements per day, with some sections carrying between 250 and 499 movements per day.
- A number of other roads are shown as carrying between 100 and 249 commuter cycle movements per day, including:
 - B3028 Upper Bray Road / Bray Road
 - The A330 between Forest Green Road and Paley Street
 - B3024 Dedworth Road on the approach to Windsor

[Strava Heat Maps](#) also provide some indication as to cycling levels. Strava smart phone apps tend to be used by sports cyclists rather than utility cyclists, so the results are not necessarily representative of everyday cycling activity.

Notwithstanding these caveats, the heat maps show that there are a number of routes that are currently well-used by cyclists, including all of the A and B roads:

- A308 Windsor Road
- A330 Ascot Road
- B3024 Forest Green Road / Oakley Green Road
- B3028 Bray Road / Upper Bray Road

Minor roads that are well used include:

- Harvest Hill Road
- Hibbert Road
- Old Mill Lane / Monkey Island Lane
- Holyport Road
- Moneyrow Green
- Drift Road
- Fifield Lane
- Fifield Road

It should be noted that Drift Road is a popular route for cycle racing including time trials and triathlon events, as well as mass participation / charity bike rides.

4. Existing Cycling Infrastructure

The area is crossed by [NCN4](#), which is a long-distance cycle route between London and Fishguard, via Reading, Bath, Bristol, Swansea, Carmarthen, Tenby, Haverfordwest and St David's. It also forms part of the [London to Land's End](#) long-distance cycle route that is becoming increasingly popular with British and European cycle tourists.

NCN4 also provides local links between Maidenhead, Bray and Windsor. The route mostly follows quiet roads, such as Monkey Island Lane, and surfaced public rights of way, such as The Green Way through Braywick Park. It crosses the Thames into Buckinghamshire via Monkey Island Bridge.

There is also a shared use path along the northern side of the A308 that connects Maidenhead and Windsor.

Public cycle parking has been provided at the following locations:

- Braywick Nature Centre

Few of the destinations identified in Section 2 are served by the current cycle route network.

However, the following areas are traffic calmed and subject to a 20 mph speed limits:

- Guards Road (on the approach to Alexander First School)
- Bray Road (within the village centre)

An advisory 20 mph speed limit has been introduced on Oakley Green Road, with flashing lights that operate at the start and end of the school day.

5. Key Issues

The following issues have been identified from a desktop audit and previous correspondence:

- There are few dedicated cycle routes, which may deter people from making local journeys by bike.
- The width of the footway / cycleway along the north side of the A308 is very narrow, which makes it difficult for cyclists to pass other path users. There is also limited visibility between cyclists and motorists emerging from side-roads and numerous private accesses, which has led to several (damage only) collisions. It also has numerous level changes, which makes cycling uncomfortable, and cyclists frequently have to give way at side roads. As a result, many cyclists choose to remain on-carriageway.
- The alternative route via Monkey Island Lane is not lit and it therefore not suitable as a winter commuting route.
- Cross-boundary cycle links to Bracknell are poor.
- The area is crossed by a number of main roads, including the A308, A330, B3024, B3028 and B3383, which are heavily trafficked with significant numbers of HGV movements. As such, they present significant barriers to cycling.
- Cyclists using the A308 and A330 at peak times cause significant congestion due to the narrowness of the roads, the volume of traffic and a lack of overtaking opportunities.
- Many rural roads are used as cut-throughs by motorists during peak periods. This makes them unattractive for commuter cycling.
- Inappropriate traffic speeds on some routes can cause problems for cyclists (e.g. Drift Road).
- Very few children / young people currently cycle to school / college due to the lack of protected cycle routes.
- Although NCN4 is waymarked, there are few destination signs at key junctions.
- There is no cycle parking serving Holyport Village Centre or the Tithe Barn shops.
- A lack of available highway land is a key constraint to providing more cycle routes.
- There are no cycle bypasses for the traffic calming in Bray Village.
- Some bridleways and byways are unsurfaced and are therefore unsuited to utility cycling trips.
- It can be difficult to achieve high cost benefit ratios for major cycling investment to serve some of the more rural communities.

6. Road Safety

The following cyclist casualties have been recorded in the area during the five years –2012 - 2016:

- 0 fatal
- 8 serious
- 11 slight casualties.

Locations with more than one incident included:

- Braywick roundabout (2 serious and 3 slight casualties)
- A308 Windsor Road / Holyport Road (1 serious and 1 slight casualty)
- B3024 Oakley Green Road, near Braywood School (1 serious and 1 slight casualty)
- Drift Road / Fified Lane (1 serious, 2 slight casualties)

The following schools have taken part in Bikeability during the 2016/17 academic year:

- Alexander First School
- Holyport CE Primary School

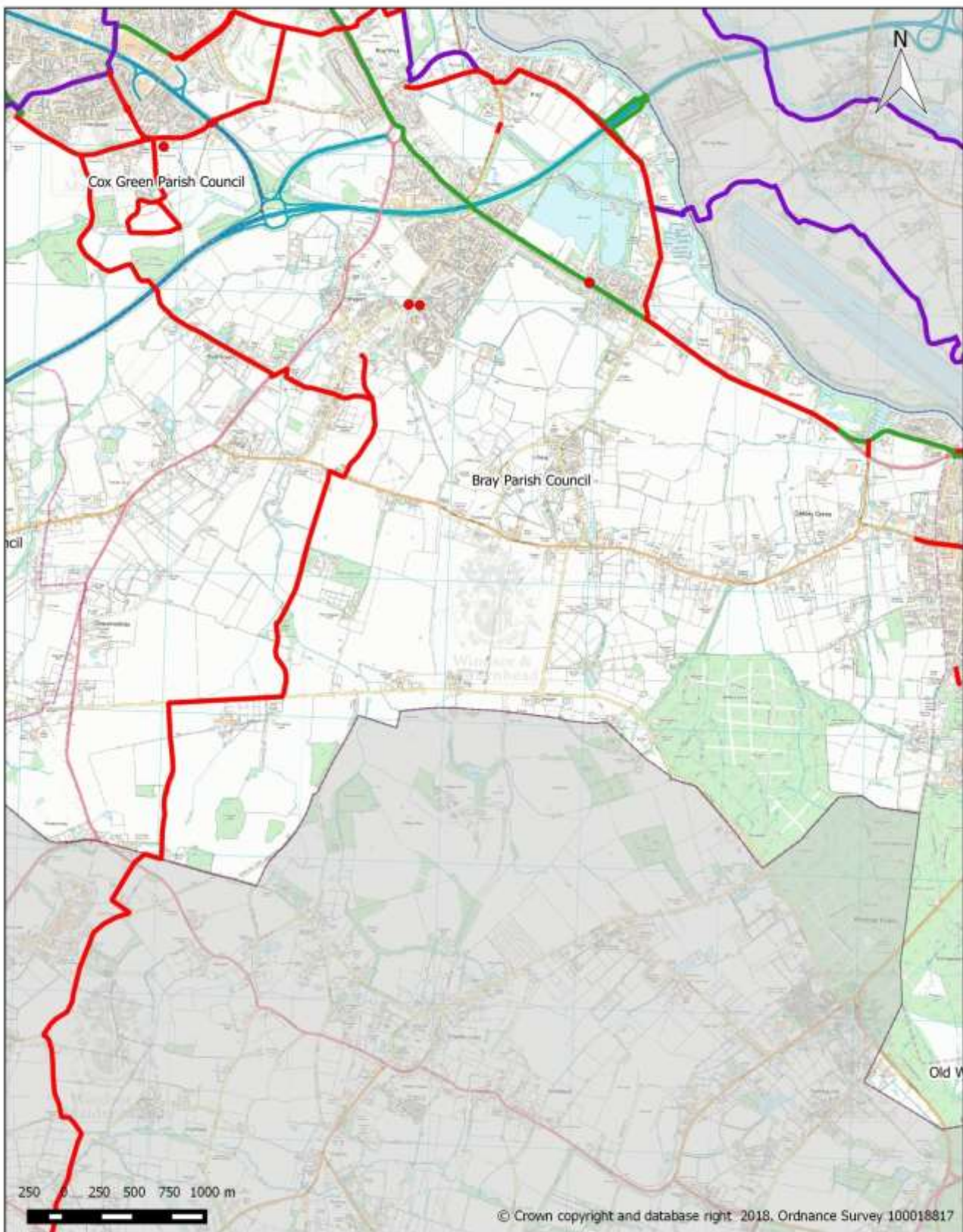
7. Action Plan

A number of potential actions have been identified to respond to the issues identified in the audit. These will be consulted upon internally and with key stakeholders including ward members, parish councils, the neighbourhood plan group, local cycling groups, and neighbouring local authorities.

Action	Responsibility	Deliverability	Cost
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£
2. Provide cycle parking at Holyport Village Centre and Tithe Barn shops	RBWM	✓✓✓	£
3. Improve direction signing on existing cycle routes.	RBWM	✓✓✓	£
4. Continue to support the use of Drift Road for sports cycling events / mass participation rides.	RBWM	✓✓✓	£
5. Introduce an advisory 20 mph speed limit around Holyport C of E Primary School.	RBWM	✓✓	££
6. Investigate upgrades to Monkey Island Lane to make it a viable alternative to the A308 for all-year-round cycle commuting.	RBWM	✓✓	££
7. Investigate options for upgrading Bray Bridleways 23, 29 and 64 to improve the cycle route between Maidenhead and Bracknell.	RBWM	✓✓	£££
8. Replace Bray Bridge with a new structure incorporating protected cycling and pedestrian routes.	RBWM	✓✓	£££

Action	Responsibility	Deliverability	Cost
9. Liaise with local landowners / developers to secure land necessary to widen the A308 shared use footway / cycleway between Fifield and Windsor.	RBWM	✓	£££
10. Investigate an alternative to the A308 cycle route between Monkey Island Lane and The Bingham's via Monkey Island Lane and Hibbert Road / The Causeway.	RBWM	✓	£££

Figure 1: Bray



Map of Existing and Proposed Cycle Routes and Cycle Parking Sites in Bray

Legend

- | | |
|--------------------------|--------------------------|
| Existing cycle routes: | — Proposed cycle routes |
| — RBWM | ● Existing cycle parking |
| — National Cycle Network | ● Proposed cycle parking |

Appendix 4: Area Profile - Datchet

1. Description of the Area

Datchet is situated on the north side of the River Thames to the east of Windsor. It is adjacent to Slough, which is an important destination for commuting, education and retail journeys. Datchet Station lies on the Windsor to London Waterloo railway line.

2. Local Destinations

The following have been identified as the main cycling destinations within the local area:

Community:

- Datchet Library
- Datchet Village Hall

Education:

- Churchmead School
- Datchet St Mary's C of E Primary School

Employment:

- Datchet Village Centre
- Ditton Park

Leisure

- Jubilee River
- Liquid Leisure
- Thames Valley Athletics Centre
- Upton Court Park (including BMX track)

Shopping:

- Datchet Village Centre
- Tesco Express, Horton Road

Transport:

- Datchet Station

Cross-boundary links are important for local communities, with many people cycling to Slough and Langley for commuting purposes.

There are significant numbers of young people living in Datchet who attend secondary schools in Windsor and Slough / Langley.

3. Existing Cycling Activity and Potential for Growth

The Propensity to Cycle Tool (www.pct.bike) has been used to model existing cycle commuter flows based on 2011 Census data. It has also been used to identify routes that are likely to experience the highest levels of growth in cycling activity under the 'Government Target' scenario, which looks at what would happen if cycling levels were to double.

2011 Baseline:

- The PCT mapping shows the heaviest flows are along the B376 between Queen's Road and London Road – this section carries between 100 and 249 cycle commuter trips per day.
- A number of other routes carry between 50 and 99 trips per day including:
 - B376 Slough Road
 - B376 Horton Road (between Ditton Road and London Road)
 - B470 Windsor Road (west of Queen's Road)
 - B470 London Road (between Montrose Avenue and Horton Road)
 - Queen's Road

Government Target Scenario:

- The PCT shows the number of commuter cycle trips on the central section of the B376 and Queen's Road rising to between 250 and 499 movements per day, with all other sections of the B376 carrying between 100 and 249 trips per day.
- A number of other roads are forecast to carry between 100 and 249 commuter cycle trips per day, including:
 - B470 Windsor Road (west of Queen's Road)
 - B470 London Road
 - B3021 Southlea Road
 - The Myrke
 - National Cycle Network Route 61 through Upton Park

[Strava Heat Maps](#) provide some indication as to cycling levels. Strava smart phone apps tend to be used by sports cyclists rather than utility cyclists, so the results are not necessarily representative of everyday cycling activity.

Notwithstanding these caveats, the heat maps show that there are a number of routes that are currently well-used by cyclists, including:

- B376 Slough Road / Horton Road
- B470 Windsor Road / London Road / Major's Farm Road
- B3021 Southlea Road
- B3026 Eton Road
- High Street
- Queen's Road
- Riding Court Road
- The Myrke
- Upton Court Park

4. Existing Cycling Infrastructure

[National Cycle Network Route 61](#) crosses the north-western edge of Datchet ward. This is a long-distance cycle route that connects Maidenhead to Hatfield, Welwyn Garden City, and Hertford. It follows the Jubilee River as far as The Myrke before crossing the B376 Slough Road into Upton Park.

There is a cycle track / shared use path along the south side of the B376 Horton Road between Litchfield Road and the village centre.

There is a shared use path along the south side of the B470 Major's Farm Road between Ditton Road and the borough boundary. This route crosses the Borough boundary to link into Slough's cycle route network via the A4.

There is also a cycle track that runs through Ditton Park, where access is permitted and maintained by the site owner, Computer Associates.

Public cycle parking has been provided at the following locations:

- Datchet Station

A number of the destinations identified in Section 2 are served by the current cycle route network.

Also, Datchet village centre is traffic calmed with speed cushions and subject to a 30 mph speed limit.

5. Key Issues

The following issues have been identified from a desktop audit, site visits and previous correspondence:

- Cycle links to / from Datchet Village Centre are poor.
- There is no direct cycle link to Windsor.
- There is significant peak hour traffic congestion in the centre of the village.
- NCN 61 and the route through Ditton Park are predominantly leisure routes – they are mostly unlit and are therefore unsuited to winter commuting.
- The cycle route alongside B470 Major's Farm Road is partially obstructed by an earth embankment that has been installed to prevent illegal Gypsy encampments in the adjacent field. It is also unlit for much of its length.
- A lack of available highway land is a key constraint to providing more cycle routes.
- The bridges over the River Thames are key pinch points.
- The village green has protected status.
- There is no cycle parking anywhere within the village.

6. Road Safety

The following cyclist casualties have been recorded in the area during the five years –2012 - 2016:

- 0 fatal
- 3 serious
- 19 slight casualties.

Locations with more than one incident included:

- B376 Slough Road / B470 The Green / B470 High Street (3 slight casualties)
- B470 Windsor Road / Queen's Road (2 slight casualties)
- B470 Windsor Road / High Street (2 slight casualties)
- B470 Major's Farm Road / Ditton Road (2 slight casualties)

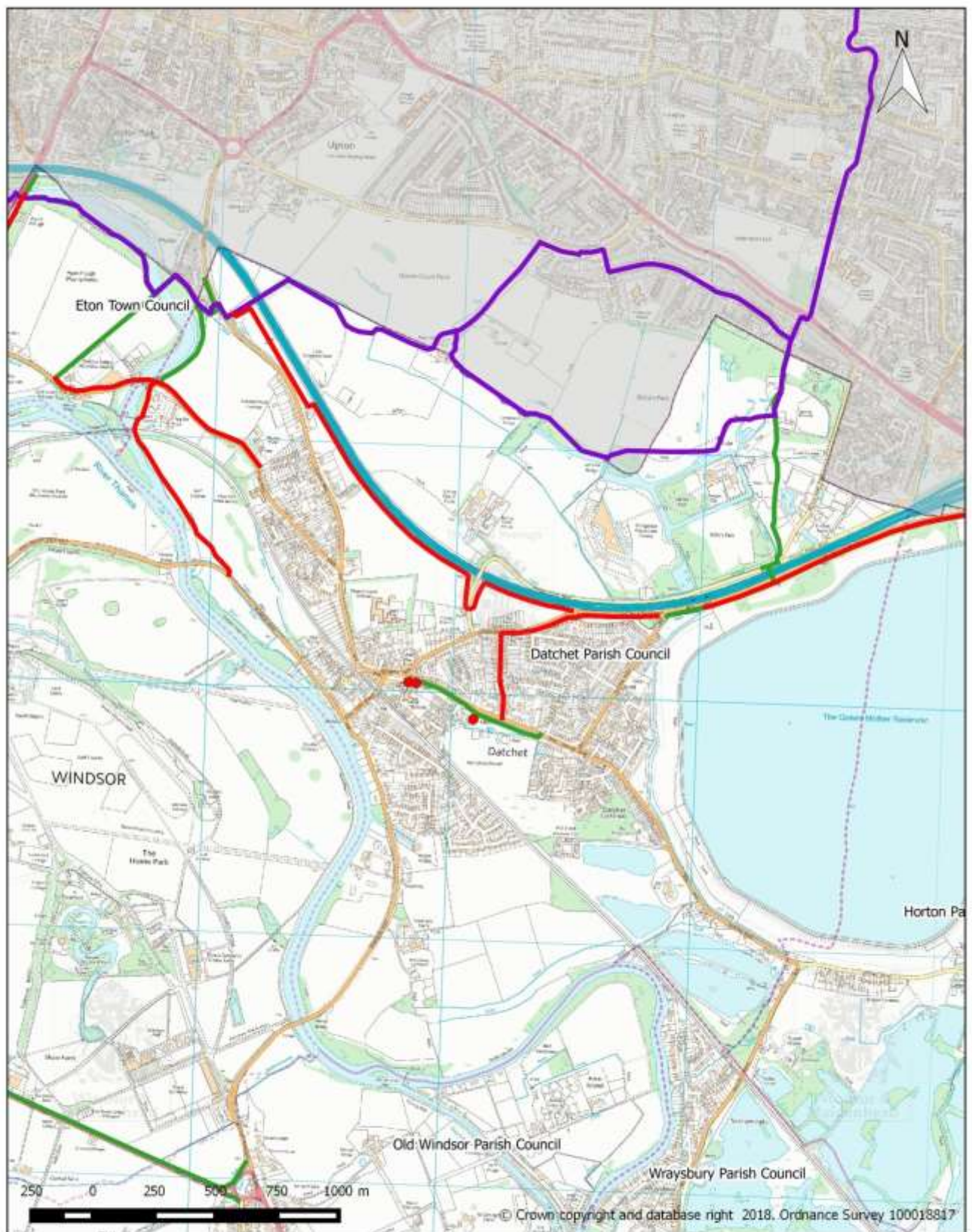
Datchet St Mary's C of E Primary School took part in the Bikeability programme in 2016/17.

7. Action Plan

A number of potential actions have been identified to respond to the issues identified in the audit. These will be consulted upon internally and with key stakeholders including ward members, parish councils, the neighbourhood plan group, local cycling groups, and neighbouring local authorities.

Action	Responsibility	Deliverability	Cost
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£
2. Install cycle parking in Datchet Village Centre	RBWM	✓✓✓	£
3. Install cycle parking at Datchet Library	RBWM	✓✓✓	£
4. Install cycle parking at Datchet Village Hall	RBWM	✓✓✓	£
5. Widen the cycle track behind the earth embankment alongside B470 Major's Farm Road	RBWM	✓✓	££
6. Investigate lighting options for the cycle route alongside Majors Farm Road.	RBWM	✓✓	££
7. Construct a new cycle route along the south side of B470 between Ditton Road and Lawn Close	RBWM	✓✓	£££
8. Investigate the potential for a new cycle route parallel to the M4 as part of proposed housing developments to the north of Datchet	RBWM	✓✓	£££
9. Investigate the potential for permitting cycle access on Footpath 3 between B470 Windsor Road and B3026 Eton Road	RBWM	✓	££

Figure 1: Datchet



Map of Existing and Proposed Cycle Routes and Cycle Parking Sites in Datchet

Legend

- Existing cycle routes:
 - National Cycle Network
 - RBWM
 - Proposed cycle routes
 - Proposed cycle parking

Appendix 5: Area Profile - Eton & Eton Wick

1. Description of the Area

The town of Eton and the village of Eton Wick are situated on the northern side of the River Thames. Eton is a key shopping and visitor destination that enjoys close links with Windsor, while Eton Wick has a number of shops and other facilities that serve the needs of local residents.

2. Local Destinations

The following have been identified as the main cycling destinations within the local area:

Community:

- Eton Library
- Eton Wick Library
- Eton Wick Village Hall

Education:

- Eton Porny C of E First School
- Eton Wick C of E First School

Employment:

- Eton College
- Eton Town Centre

Leisure:

- Jubilee River
- River Thames
- Thames Valley Athletics Centre

Shopping:

- Eton Town Centre
- Eton Wick Village Centre

Cross-boundary links are important for local communities, with many people cycling between Slough and Windsor for commuting and education purposes.

Since there are no secondary schools (other than Eton College) in the area, secondary school pupils must travel to schools in Windsor, Datchet or Slough.

Also, Dorney Lake in South Buckinghamshire is a popular recreational cycling destination.

3. Existing Cycling Activity and Potential for Growth

An annual cordon count is undertaken around Windsor town centre each year – the results consistently show that Windsor Bridge is the most popular cycling route to / from Windsor town centre followed by Barry Avenue (see Appendix 10 for further details).

The Propensity to Cycle Tool (www.pct.bike) has been used to model existing cycle commuter flows based on 2011 Census data. It has also been used to identify routes that are likely to experience the highest levels of growth in cycling activity under the 'Government Target' scenario, which looks at what would happen if cycling levels were to double.

2011 Baseline:

- The PCT mapping suggests that there are several routes that carry between 100 and 249 commuter cycle trips per day:
 - A332 Windsor Road (north of the B3022 roundabout)
 - B3022 Slough Road (between Pockocks Lane and High Street)
 - High Street (north of Eton Court)
 - Windsor Bridge
- The PCT also suggests that the A332 / A355 Royal Windsor Way carries over 100 commuter cycle trips per day, however this road presents very challenging conditions for cyclists and it is likely that many of these trips will actually utilise the cycle track alongside the railway line or the shared use path on the B3022 Slough Road instead.
- A number of other roads are shown to carry between 50 and 99 commuter cycle movements per day, including:
 - B3022 Slough Road (north of Pockocks Lane)
 - B3026 Eton Wick Road

Government Target Scenario:

- The PCT shows that the number of daily commuter cycle trips would increase to between 250 and 499 on the following routes:
 - A332 / A355 Royal Windsor Way (but as mentioned earlier, this road is not suitable for cycling)
 - B3022 Slough Road (south of Pockocks Lane and north of the Jubilee River)
 - High Street (north of Eton Court)
- A332 Windsor Road (north of the B3022 roundabout) is shown to carry between 250 and 499 cycle commuter trips per day (but as mentioned earlier, this road is not suitable for cycling)
- Under this scenario, the following routes would carry between 100 and 249 cycle commuter trips:
 - B3022 (north of Pockocks Lane)
 - Pockocks Lane
 - High Street (south of Eton Court)

[Strava Heat Maps](#) provide some indication as to cycling levels. Strava smart phone apps tend to be used by sports cyclists rather than utility cyclists. Therefore, the results are not necessarily representative of everyday cycling activity.

Notwithstanding these caveats, the heat maps show that there are a number of routes that are currently well-used by cyclists, including:

- B3022 Slough Road
- B3026 Eton Wick Road
- B3026 Pockocks Lane
- High Street, Eton
- Brocas Street
- Atherton Court
- Eton Court
- NCN4 Thames Path / Meadow Lane
- NCN61 Jubilee River
- NCN461 Eton to Slough alongside railway viaduct

4. Existing Cycling Infrastructure

The area is crossed by [NCN4](#), which is a long-distance cycle route between London and Fishguard, via Reading, Bath, Bristol, Swansea, Carmarthen, Tenby, Haverfordwest and St David's. It also forms part of the [London to Land's End](#) long-distance cycle route that is popular with British and European cycle tourers. NCN4 also provides local links to Dorney Lake, Bray, Maidenhead and Windsor Great Park. The route follows the Thames Path from Eton Wick and enters Eton via Meadow Lane and Brocas Lane, before crossing Windsor Bridge, which is closed to motor traffic.

[NCN61](#) connects Maidenhead to Hatfield, Welwyn Garden City, and Hertford. It follows the Jubilee River between the A4 / Berry Hill junction and Upton Court Park.

[NCN461](#) connects Windsor to Slough and Farnham Common - the path runs alongside the railway viaduct between Eton and the boundary with Slough and was upgraded as part of the preparations for the London 2012 Olympic and Paralympic Games.

There are shared use footway / cycleways along both sides of Slough Road between Eton College and Pockocks Lane and on the east side from Pockocks Lane to the borough boundary.

There is a permitted cycle track that runs parallel to Eton Wick Road between the railway viaduct and Eton Wick and another between Eton Wick Road and the Thames Path. Cycling is also permitted on the bridleways across South Field.

Cycling is permitted on Public Footpath 36 between Pockocks Lane and the Jubilee River, past Thames Valley Athletics Centre, with a toucan crossing on Pockocks Lane.

Public cycle parking has been provided at the following locations:

- Eton Court, Eton
- High Street, Eton
- Princes Close, Eton Wick
- Thames Valley Athletics Centre

Many of the destinations identified in Section 2 are served by the current cycle route network.

In addition, Eton Wick Road is traffic calmed with speed cushions and subject to a 30 mph speed limit through the village, while Eton Wick C of E First School has a 20 mph speed limit in force along Sheepcote Road. There is also a 20 mph speed limit in force across most of Eton Town Centre.

5. Key Issues

The following issues have been identified from a desktop audit, site visits and previous correspondence:

- Cyclists regularly ignore the one-way restriction that is in force on High Street, Eton. This is the cause of numerous complaints.
- The cycle track alongside Eton Wick Road does not continue as far as Eton town centre.
- NCN4 / 61 / 461 are predominantly leisure routes. They are mostly unlit and therefore unsuited to winter commuting.
- The shared use paths on B3022 Slough Road are of a substandard width, with street lights and traffic signs causing obstructions.
- The permitted cycle tracks across South Field are very narrow.

- A lack of available highway land is a key constraint to providing more cycle routes.
- Roads such as Eton Wick Road and Pockocks Lane are heavily trafficked during peak periods with some reports of inappropriate vehicle speed. This makes them unattractive for commuter cycling.
- Although NCN routes are waymarked, with destination signs at some junctions, the routes would benefit from additional signage, particularly on Slough Road.
- While there is cycle parking on Princes Court to serve the shops on the south side of Eton Wick Road, it is not well used and there is no cycle parking to serve the shops on the north side.
- There is no cycle parking at Eton Wick library and the village hall, and inadequate cycle parking at the social club and football club.
- There is limited cycle parking in Eton.
- Some bridleways are unsurfaced and are therefore unsuitable for utility cycling trips.
- Some sections of the riverside route (footpath 1) are semi-flooded or badly puddled after rain, especially in the area around Long Bridge.
- Illegal cycling regularly occurs across The Brocas.

6. Road Safety

The following cyclist casualties have been recorded in the area during the five years –2012 - 2016:

- 0 fatal
- 0 serious
- 8 slight casualties.

Locations with more than one incident included:

- A332 Royal Windsor Way / A332 Slough Spur Road (2 slight casualties)

Datchet St Mary's CE Primary School took part in Bikeability during the 2016/17 academic year.

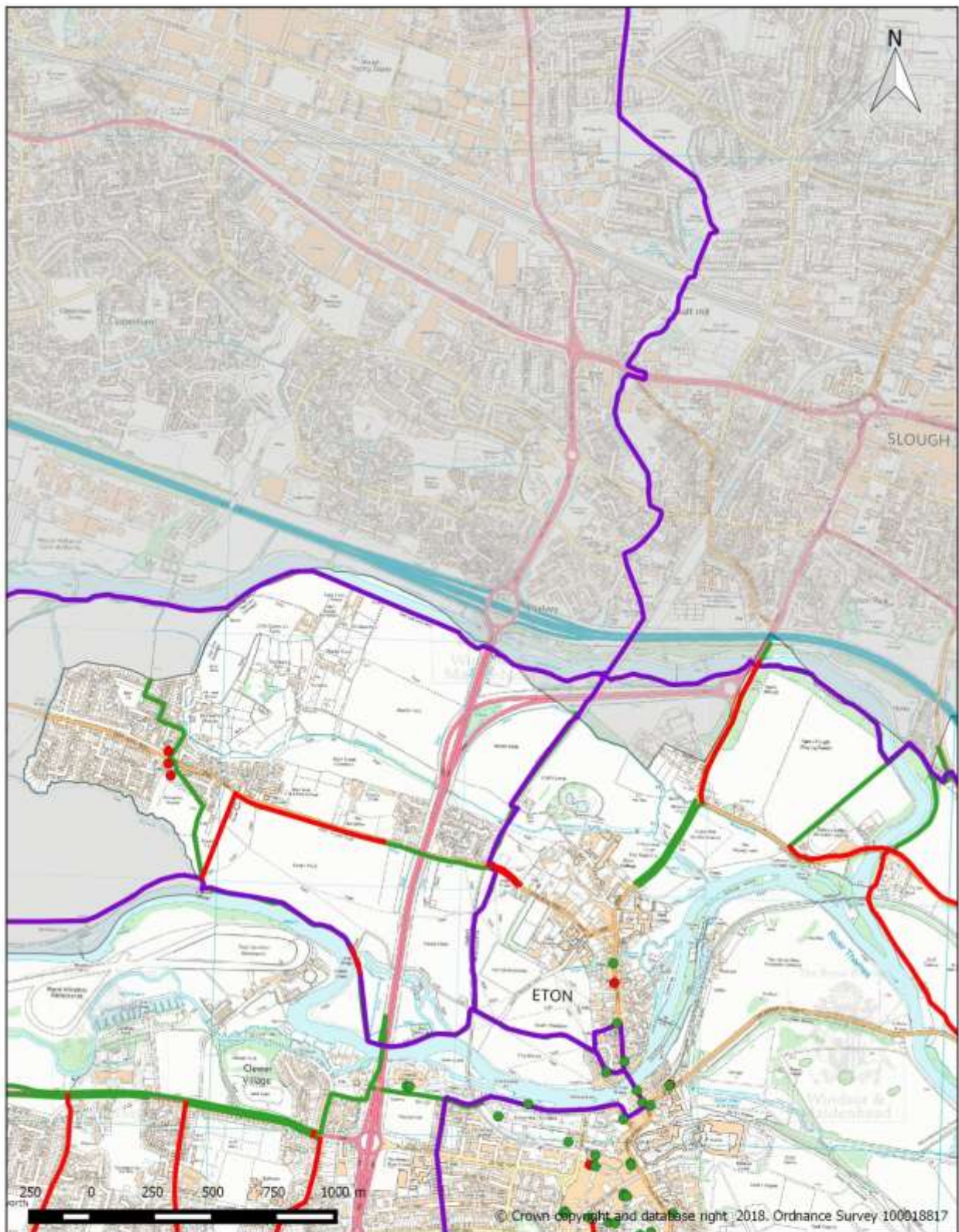
7. Action Plan

A number of potential actions have been identified to respond to the issues identified in the audit. These will be consulted upon internally and with key stakeholders including ward members, parish councils, the neighbourhood plan group, local cycling groups, Eton College and neighbouring local authorities.

Action	Responsibility	Deliverability	Cost
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£
2. Improve direction signing on B3022 Slough Road	RBWM/ Slough Borough Council	✓✓✓	£
3. Provide cycle parking at Eton Wick shops, village hall / library and the social / football club.	RBWM	✓✓✓	£
4. Investigate possible additional cycle parking around the Budgens convenience store.	RBWM	✓	£

Action	Responsibility	Deliverability	Cost
5. Consult Eton College about extending the cycle route along Eton Wick Road between the railway viaduct and the edge of Eton.	RBWM / Eton College	✓✓	££
6. Consult Eton College about widening the cycle routes through South Field.	RBWM / Eton College	✓✓	££
7. Investigate the potential for a cycle route along Pococks Lane.	RBWM	✓✓	££
8. Widen the shared use path on the east side of B3022 Slough Road to the north of Pococks Lane, and replace / move the street lights / traffic sign and post that are causing an obstruction.	RBWM	✓✓	£££
9. Review the B3022 to the south of Pococks Lane to improve conditions for cyclists and pedestrians	RBWM	✓	£££

Figure 1: Eton and Eton Wick



Map of Existing and Proposed Cycle Routes and Cycle Parking Sites in Eton and Eton Wick

Legend

- | | |
|--------------------------|--------------------------|
| Existing cycle routes: | — Proposed cycle routes |
| — RBWM | ● Existing cycle parking |
| — National Cycle Network | ● Proposed cycle parking |

Appendix 6: Area Profile - Horton & Wraysbury

1. Description of the Area

The parishes of Horton and Wraysbury are located at the eastern end of the Royal Borough on the north side of the River Thames. They include the villages of Horton, Wraysbury and Hythe End. The area has two rail stations – Sunnymeads and Wraysbury - which lie on the Windsor to London Waterloo railway line.

2. Local Destinations

The following have been identified as the main cycling destinations within the local area:

Community:

- Wraysbury Club
- Wraysbury Container Library
- Wraysbury Village Halls

Education:

- Wraysbury Primary School

Employment:

- Horton Trading Estate / Horton Depot
- Wraysbury Village Centre

Leisure:

- Ankerwycke

Shopping:

- Wraysbury Village Centre

Transport:

- Sunnymeads Station
- Wraysbury Station

Cross-boundary links are important for these communities – Slough and Langley lie to the north, Heathrow Airport to the east and Staines-Upon-Thames lies immediately to the south. These are important destinations for commuting, education and shopping trips. Links to Windsor are also considered to be important.

3. Existing Cycling Activity and Potential for Growth

The Propensity to Cycle Tool (www.pct.bike) has been used to model existing cycle commuter flows based on 2011 Census data. It has also been used to identify routes that are likely to experience the highest levels of growth in cycling activity under the 'Government Target' scenario, which looks at what would happen if cycling levels were to double.

2011 Baseline:

- The PCT mapping shows that all roads have fewer than 50 commuter cycle trips per day, with the exception of the A30 southbound which runs parallel to the M25, which has between 50 and 99 trips per day.

Government Target Scenario:

- The PCT shows that the number of daily commuter cycle trips would increase to between 100 and 249 on the following routes:
 - A30 southbound
 - B376 Staines Road
- The PCT also shows that the number of daily commuter cycle trips would increase to between 50 and 99 movements per day on the following roads:
 - A30 northbound
 - B376 Welley Road
 - B376 Wraysbury Road

[Strava Heat Maps](#) provide some indication as to cycling levels. Strava smart phone apps tend to be used by sports cyclists rather than utility cyclists, so the results are not necessarily representative of everyday cycling activity.

Notwithstanding these caveats, the heat maps show that there are a number of routes that are currently well-used by cyclists, including:

- B376 Welley Road / Staines Road / Wraysbury Road
- Coppermill Road
- Datchet Road
- High Street
- Horton Road
- Stanwell Road
- Station Road

4. Existing Cycling Infrastructure

There are no sections of the National Cycle Network that pass through the area.

There is a cycle track that runs along the eastern edge of Horton Road for nearly 1km.

Horton Bridleway 4 runs parallel to Horton Road between Drift Way in Colnbrook and Foundry Lane in Horton.

Public cycle parking has been provided at the following locations:

- Wraysbury Station
- Wraysbury Village Halls

Horton village centre is traffic calmed with speed cushions and full-width humps and is subject to a 30 mph speed limit.

Wraysbury village centre is traffic calmed with speed cushions and full-width humps and is subject to a 20 mph speed limit.

5. Key Issues

The following issues have been identified from a desktop audit, site visits and previous correspondence:

- Cycle links within the area and to adjacent areas are poor.
- None of the destinations identified in Section 2 are served by the current cycle route network.

- There is no direct cycle link to Windsor.
- There is no direct cycle link to Staines-upon-Thames, although Surrey has constructed a route up to the Borough boundary, with on-carriageway cycle lanes on either side of the B376 Wraysbury Road.
- A lack of available highway land is a key constraint to providing more cycle routes.
- Flooding is a key issue that restricts the construction that can be used in some places.
- Many of the destinations listed in Section 2 do not have cycle parking.

6. Road Safety

The following cyclist casualties have been recorded in the area during the five years –2012 - 2016:

- 0 fatal
- 0 serious
- 8 slight casualties.

There are no locations with more than one incident.

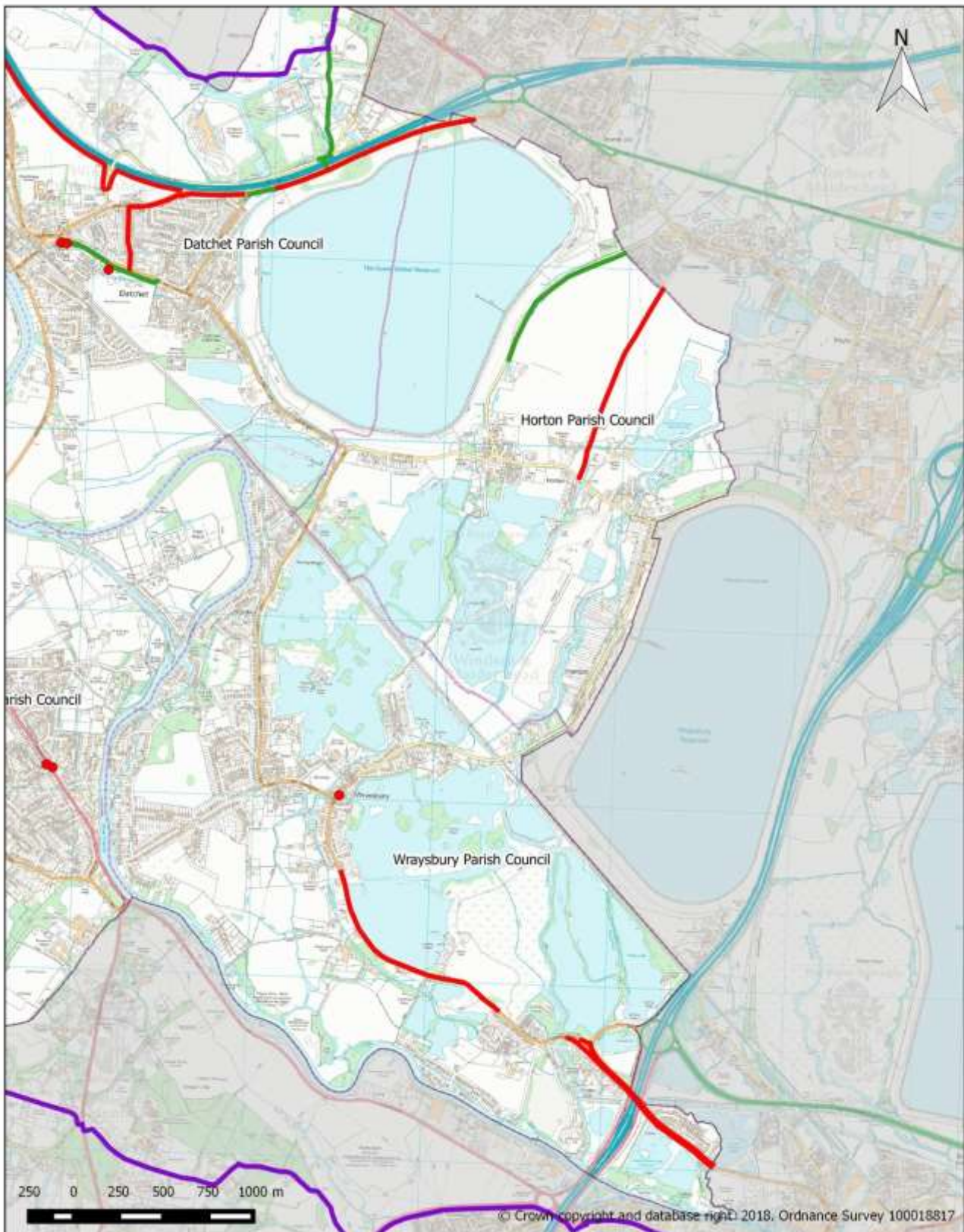
Wraysbury Primary School took part in the borough's Bikeability training programme in 2015/16.

7. Action Plan

A number of potential actions have been identified to respond to the issues identified in the audit. These will be consulted upon internally and with key stakeholders including ward members, parish councils, the neighbourhood plan group, local cycling groups, and neighbouring local authorities.

Action	Responsibility	Deliverability	Cost
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£
2. Install cycle parking in Wraysbury Village Centre	RBWM	✓✓✓	£
3. Construct a new leisure route alongside the River Thames Scheme.	RBWM	✓✓	£££
4. Construct a new cycle route along the east side of the B376 Staines Road between Wraysbury village boundary and Hythe End village boundary.	RBWM	✓✓	£££
5. Investigate whether a new cycle route can be constructed between the Hythe End roundabout and the Surrey boundary.	RBWM	✓	£££

Figure 1: Horton and Wraysbury



Map of Existing and Proposed Cycle Routes and Cycle Parking Sites in Horton and Wraysbury

Legend

- Existing cycle routes:
 - National Cycle Network
 - RBWM
- Proposed cycle routes
- Proposed cycle parking

Appendix 7: Area Profile - Hurley and the Walthams

1. Description of the Area

Comprising the western parishes of the Royal Borough (Hurley, Waltham St Lawrence, Shottesbrooke and White Waltham), this area is predominantly rural in nature, incorporating the settlements of Hurley, Burchett's Green (part), Warren Row, Knowl Hill, Littlewick Green, Woodlands Park, White Waltham, Waltham St Lawrence and Shurlock Row, and Paley Street (part).

2. Local Destinations

The following have been identified as the main cycling destinations within the local area:

Community:

- Knowl Hill Village Hall
- Neville Hall
- Woodlands Park Container Library
- Woodlands Park Village Centre

Education:

- Berkshire College of Agriculture (BCA)
- Burchett's Green CE Infant School
- Knowl Hill CE Primary School
- Waltham St Lawrence Primary School
- White Waltham C of E Academy
- Woodlands Park Primary School

Employment:

- Grove Park, White Waltham
- Horizon, Hurley
- Maidenhead Office Park, Littlewick Green
- White Waltham Airfield

Leisure

- Knowl Hill Bridleway Circuit
- River Thames
- Waltham Place

Shopping:

- Woodlands Park district centre

Cross-boundary links are important for communities in the west of the borough, since in many cases they are closer to Twyford, Henley or Marlow than they are to Maidenhead.

Since there are no secondary schools in the area, pupils must travel to schools in Maidenhead or The Piggott, which is located between Twyford and Wargave.

3. Existing Cycling Activity and Potential for Growth

The Propensity to Cycle Tool (www.pct.bike) has been used to model existing cycle commuter flows based on 2011 Census data. It has also been used to identify routes that are likely to experience the highest levels of growth in cycling activity under the 'Government Target' scenario, which looks at what would happen if cycling levels were to double.

2011 Baseline:

- The PCT mapping shows that all roads carry fewer than 50 commuter cycle trips per day, with the exception of a short section of Waltham Road in Woodlands Park.

Government Target Scenario:

- The PCT shows between 250 and 499 commuter cycle trips on the northernmost section of Waltham Road.
- The PCT shows that the following routes would carry between 100 and 249 commuter cycle trips:
 - A4 east of Burchetts Green Lane
 - A4 between Bottle Lane and Warren Row Road
 - Waltham Road / B3024 Broadmoor Road between Woodlands Park and Waltham St Lawrence
 - B3024 Littlefield Green
 - Howe Lane
- A number of roads are shown to carry between 50 and 99 cycle commuter trips:
 - All other sections of the A4
 - B3024 Twyford Road
 - Church Hill
 - Paley Street
 - Sill Bridge Lane

[Strava Heat Maps](#) provide some indication as to cycling levels. Strava smart phone apps tend to be used by sports cyclists rather than utility cyclists, so the results are not necessarily representative of everyday cycling activity.

Notwithstanding these caveats, the heat maps show that there are a number of routes that are currently well-used by cyclists, including all of the A and B roads:

- A4 Bath Road
- A4130 Henley Road
- B3010 Straight Mile / Twyford Road
- B3024 Broadmoor Road / Hurst Road

Minor roads that are well used include:

- Temple Lane
- Bradenham Lane
- Hurley Lane
- Honey Lane
- Burchett's Green Road
- Warren Road Road
- Bottle Lane / Butchers Lane
- Waltham Road

- Milley Road
- School Road / Plough Lane / West End Lane
- Shurlock Road / The Street / Beenhams Heath
- Smewins Road
- Hungerford Lane

4. **Existing Cycling Infrastructure**

The area is crossed by [NCN4](#), which is a long-distance cycle route between London and Fishguard, via Reading, Bath, Bristol, Swansea, Carmarthen, Tenby, Haverfordwest and St David's. It also forms part of the [London to Land's End](#) long-distance cycle route that is popular with British and European cycle tourers.

NCN4 also provides local links between Knowl Hill, Littlewick Green and Woodlands Park, with links to Maidenhead Office Park. It also provides onward connections to Maidenhead and Windsor in the east and Wargrave and Twyford in the west. The route mostly follows quiet roads and surfaced public rights of way, but the section between the borough boundary and Wargrave follows an unsurfaced bridleway and is only suitable for use by mountain bikes and hybrids. Also, the connection to Twyford is very indirect.

There is a signed quiet route between Hurley and Pinkney's Green, which uses Hurley Lane, Dungrove Hill Lane and Lee Lane, crossing the A404 via an underpass. However, there is a missing link between the western end of Hurley Lane and Hurley High Street.

The [Knowl Hill Bridleway Circuit](#) provides a recreational route via existing public rights of way, linking Knowl Hill, Warren Row, Burchett's Green, Littlewick Green, White Waltham and Waltham St Lawrence. However, this circuit is predominantly aimed at equestrians and uses some unsurfaced bridleways that may be muddy or uneven in places and may be unsuitable for some bikes. There are other bridleways and byways that are available to cyclists, but these have similar issues to those mentioned above.

Public cycle parking has been provided at the following locations:

- Hurley car park
- Woodlands Park Village Centre

Few of the destinations identified in Section 2 are served by the current cycle route network. However, Burchett's Green Road is traffic calmed and subject to a 20 mph speed limit and Waltham Road is subject to an advisory 20 mph speed limit at the start and end of the school day. An advisory 20 mph speed limit is proposed for Woodlands Park Primary School. An advisory 20 mph speed limit was previously proposed for Waltham St Lawrence Primary School, but the scheme was dropped following local consultation.

5. **Key Issues**

The following issues have been identified from a desktop audit and previous correspondence:

- Although there are some pleasant, quiet lanes in the area, there are few dedicated cycle routes, which deters many people from cycling for local journeys.
- Many local lanes are used as cut-throughs by motorists during peak periods. This makes them unattractive for commuter cycling.
- Cross-boundary cycling links are poor.

- The area is crossed by a number of main roads, including the A4, A404 and A4130, which are heavily trafficked and difficult to cross, presenting major barriers to cycling.
- There is some demand for commuter cycle routes along the A4 to cater for inter-urban commuters.
- There are often significant numbers of bikes parked at Grove Park, suggesting that this is a key destination for cyclists.
- Very few children / young people currently cycle to school / college due to the lack of protected cycle routes.
- NCN4 is very narrow between Knowl Hill Common and Star Lane, and is constrained by protected trees.
- Although NCN4 is waymarked, there is no destination signing at key junctions.
- NCN4 is not suitable for use by road bikes due to surfacing issues in some locations.
- Despite not being permitted, cycling on the Thames Path and parallel public footpaths is commonplace.
- There is no cycle parking serving the shops within Woodlands Park district centre.
- A lack of available highway land is a key constraint to providing more cycle routes.
- Previous attempts to introduce cycle routes in the area have been unsuccessful due to objections from parish councils and local landowners.
- There are no cycle bypasses for the traffic calming on Burchett's Green Road and the condition of humps is poor.
- Some bridleways and byways are unsurfaced and are therefore unsuited to utility cycling trips.
- The small size of local communities and the low numbers of cyclists make it hard to achieve high cost benefit ratios for major cycling investment in the area.
- There are few major developments planned for the area that will provide / fund new cycle facilities.

6. Road Safety

The following cyclist casualties have been recorded in the area during the five years –2012 - 2016:

- 0 fatal
- 5 serious
- 10 slight casualties.

Locations with more than one casualty include :

- A4 Bath Road / Burchetts Green Road (2 slight casualties)
- B3024 Littlefield Green / Church Hill (1 serious and 1 slight casualty)

None of the local schools took part in Bikeability in 2016/17.

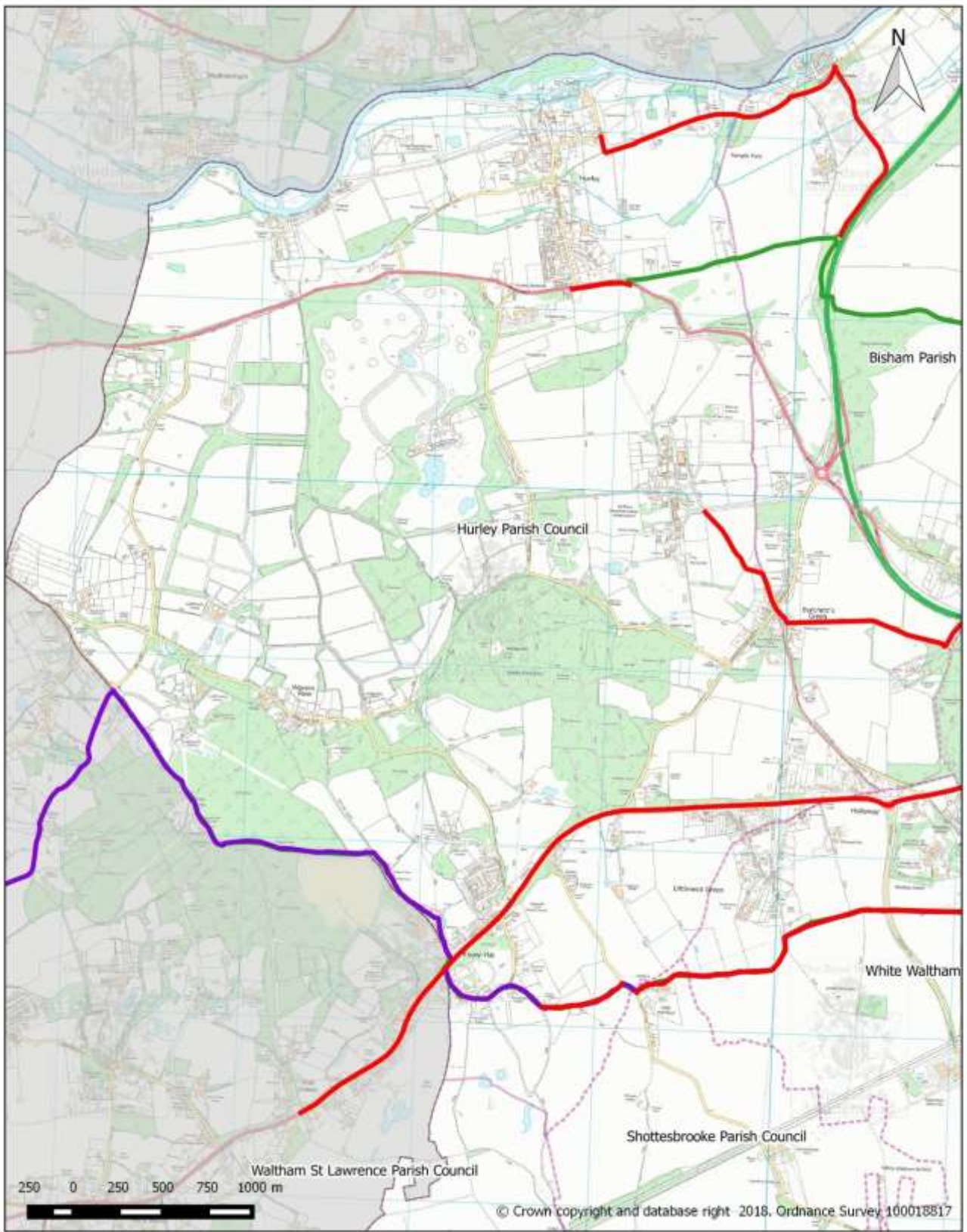
7. Action Plan

A number of potential actions have been identified to respond to the issues identified in the audit. These will be consulted upon internally and with key stakeholders including ward members, parish councils, the neighbourhood plan group, local cycling groups, and neighbouring local authorities.

Action	Responsibility	Deliverability	Cost
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£

Action	Responsibility	Deliverability	Cost
2. Improve direction signing on NCN4, incorporating destination signs at key junctions.	RBWM	✓✓✓	£
3. Investigate the potential to upgrade the surface on NCN4.	RBWM	✓✓	££
4. Offer to install cycle parking at Woodlands Park shops.	RBWM	✓✓	£
5. Liaise with landowners regarding the potential for cycle access between Hurley and Bisham along Temple Lane	RBWM	✓✓	££
6. Construct a new cycle route between Grove Park and Woodlands Park, with onward connections to Cox Green and Maidenhead.	RBWM	✓✓	£££
7. Investigate the potential for a new cycle route between BCA and Maidenhead.	RBWM	✓	£££
8. Consult with local landowners regarding the potential for a new cycle link to White Waltham Primary via the airfield service road / a new route along the perimeter.	RBWM	✓	£££
9. Work with Wokingham Borough Council to investigate the feasibility of constructing a cycle route alongside the A4 Bath Road between Twyford and Maidenhead.	RBWM	✓	£££
10. Liaise with landowners regarding the missing section of cycle route between Hurley Lane and Hurley High Street.	RBWM	✓	£££
11. Liaise with Wokingham Borough Council regarding upgrading Waltham St Lawrence Footpath 9 / Ruscombe Footpath 4 to improve links to Twyford.	RBWM	✓	£££

Figure 1: Hurley and the Walthams (North)

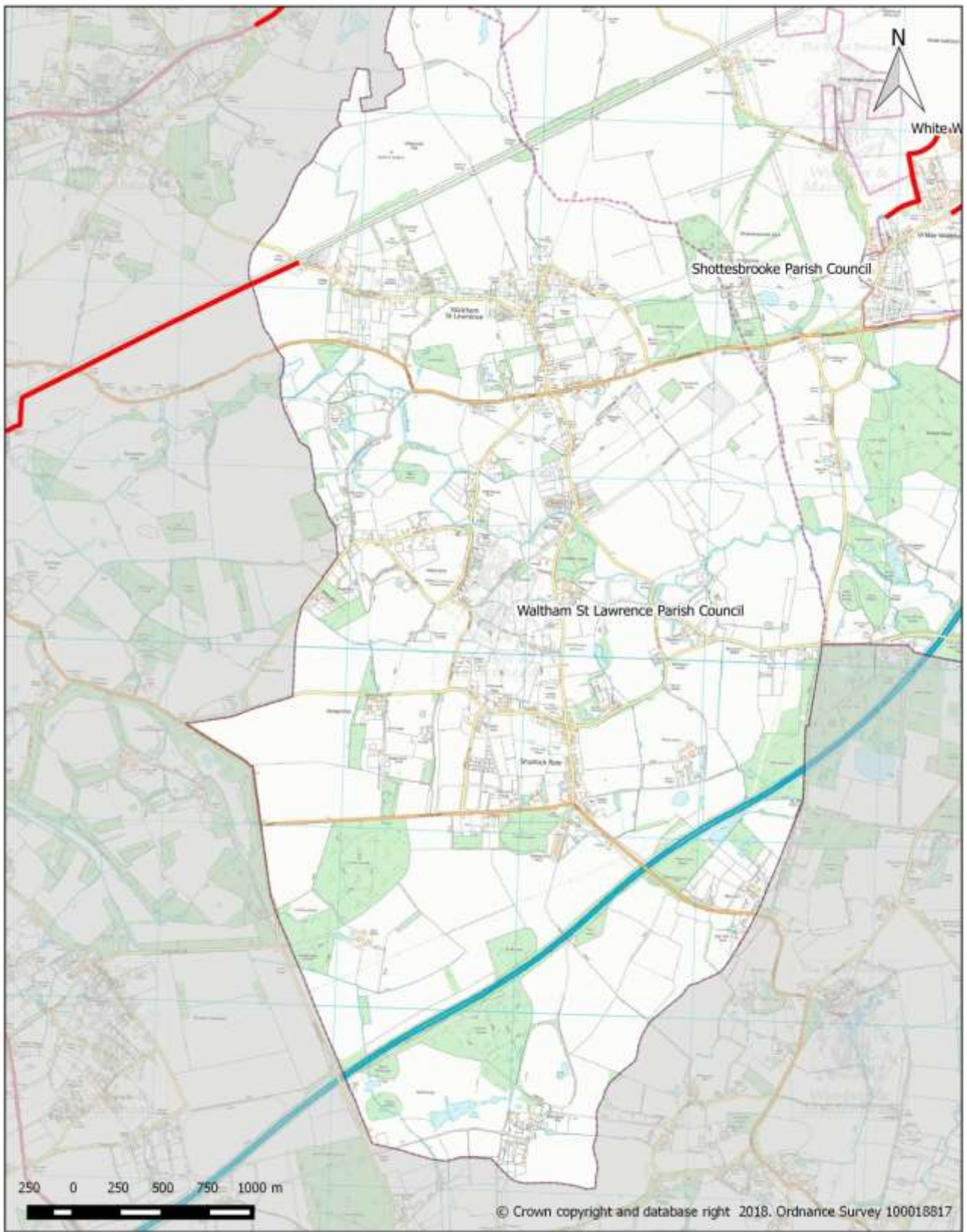


Map of Existing and Proposed Cycle Routes and Cycle Parking Sites in Hurley and the Walthams

Legend

- Existing cycle routes: — Proposed cycle routes
- RBWM — National Cycle Network

Figure 2: Hurley and the Walthams (South)



Map of Existing and Proposed Cycle Routes and Cycle Parking Sites in Hurley and the Walthams

Legend

— Proposed cycle routes

Appendix 8: Area Profile - Maidenhead and Cox Green

8. Description of the Area

The Maidenhead and Cox Green area includes the following wards: Riverside; Furze Platt; Pinkneys Green; Belmont; Boyn Hill; Oldfield; and Cox Green. The area is bounded by: the River Thames to the east; Bisham and Cookham to the north; Hurley and Walthams to the west; and Bray to the south.

9. Local Destinations

The following have been identified as the main cycling destinations within the local area:

Community:

- 4 Marlow Road
- Boyn Grove Library
- Cox Green Library
- Cox Green Leisure Centre / Youth and Community Centre
- Furze Platt Container Library
- Larchfield Community Centre
- Maidenhead Heritage Centre
- Maidenhead Library
- Pinkneys Green Youth and Community Centre
- St Luke's Community Hall
- Town Hall

Education:

- All Saints CE Junior School
- Altwood C of E School
- Alwyn Infants School
- Boyne Hill Infants School
- Braywick Court School
- Claires Court School (College Avenue)
- Claires Court School (Ray Mill Road East)
- Courthouse Junior School
- Cox Green School
- Desborough College
- Forest Bridge School
- Furze Platt Infants and Junior Schools
- Furze Platt Senior School
- Highfield School
- Larchfield Primary School
- Lowbrook Primary School
- Manor Green School
- Newlands Girls' School
- Oldfield Primary School
- Redroofs Theatre School
- Riverside Primary School

- St Edmund Campion Catholic Primary School
- St Luke's C of E School
- St Mary's Catholic Primary School
- St Piran's School
- Wessex Infant and Junior School

Employment:

- Boyn Valley Industrial Estate
- Concorde Park / Norreys Drive
- Cordwallis Business Park
- Foundation Park
- Furze Platt Business Centre Park
- Howarth Road Business Park
- Maidenhead Town Centre
- Oldfield Road / Reform Road Industrial Estate
- Stafferton Way Retail Park
- Vanwall Business Park
- Whitebrook Park

Leisure:

- Braywick Sports and Recreation Ground
- Cox Green Leisure Centre
- Furze Platt Leisure Centre
- Grenfell Park
- Ivy Leaf Club
- Kidwells Park
- Magnet Leisure Centre
- Maidenhead Lawn Tennis Club
- Maidenhead United Football Club
- North Town Moor
- Ockwells Park
- Oaken Grove Park
- Ray Mill Island / Boulters Lock
- Riverside Gardens
- Tenpin
- Town Moor

Shopping:

- A4 Bridge Road Shops
- Cookham Road Shops
- Highway Avenue Shops
- Lidl Superstore
- Maidenhead Town Centre
- Sainsbury's Superstore
- Stafferton Way Retail Park
- Switchback Road Shops
- Wessex Way Shops
- Wootton Way Shops

Transport:

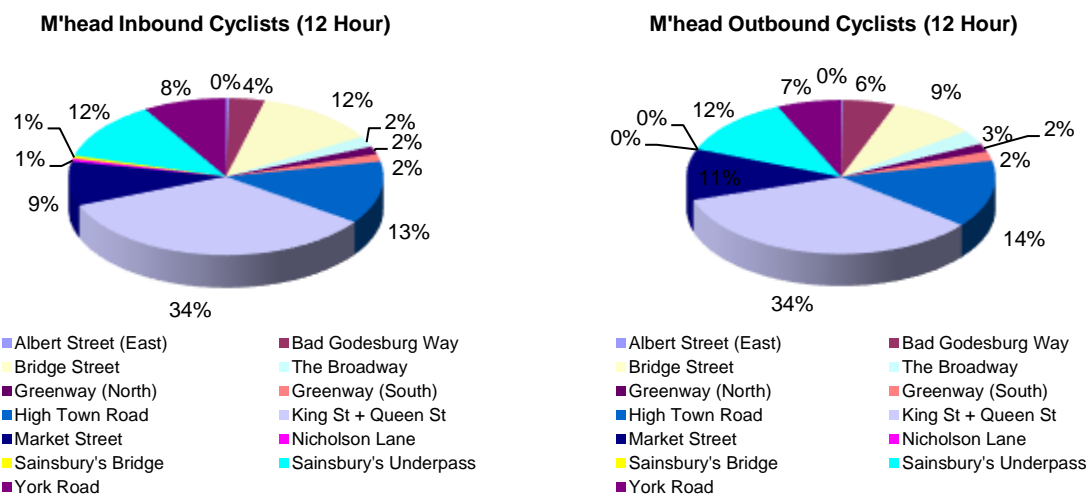
- Furze Platt Station
- Maidenhead Station

Cross-boundary links are important for the town (e.g. to access the popular Jubilee River cycle route in South Buckinghamshire).

Existing Cycling Activity and Potential for Growth

Annual cordon counts are undertaken on all roads to / from the town centre. While figures fluctuate, there has been a gradual upward between 2007 and 2015. However, there has been a significant reduction in cycle flows in the last two years. In 2016/17, there were 1,225 cyclists recorded entering / leaving the town centre over a 12 hour period between 7am and 7pm. This is approximately 54% of the number observed in Windsor, despite Maidenhead being the larger town.

The King Street / Queen Street junction is the most heavily used access point, accounting for over 30% of the total cycling trips to and from the town centre. Many of these trips are likely to have the rail station as an origin or destination. It should also be noted that there is significant illegal use of the subways at Bad Godesburg Way, High Town Road and Sainsbury's.



The cycle counts highlight that there is a considerable difference between the number of women and men who are cycling to and from the town centre, with men outnumbering women by 5:1. This imbalance is more pronounced than for the UK as a whole which is closer to 3:1.

The Propensity to Cycle Tool (www.pct.bike) has been used to model existing cycle commuter flows based on 2011 Census data. It has also been used to identify routes that are likely to experience the highest levels of growth in cycling activity under the 'Government Target' scenario, which looks at what would happen if cycling levels were to double.

2011 Baseline:

- PCT's analysis of commuter cycling flows shows that only a handful of links carry over 100 commuting trips per day.
- The heaviest flows are shown on the eastern sections of the A4, the area around the junction of the Green Way and King Street, and along Grenfell Road, which carry between 100 and 249 commuter cycle trips per day.
- It should be noted that the Council's annual cordon counts shows that there are significant

numbers of cyclists using the subways at Bad Godesberg Way, St Cloud Way and Frascati Way. However, none of these subways are legal cycle routes, so they do not show up in the CycleStreets journey planner. Also, the journey planner does not appear to assign trips along the Green Way between Stafferton Way and Hibbert Road, which is a high quality traffic free cycle route.

Government Target Scenario:

- The eastern sections of the A4 and the area around the approaches to the junction Green Way and King Street are shown to carry the highest cycling flows – between 250 and 499 commuter cyclists per day.
- A significant number of additional routes are shown to carry between 100 and 249 cyclists per day, including a number of key radial routes and routes within and around the edge of the town centre, including:
 - A4 (various sections)
 - A308 Braywick Road / King Street
 - A308 Gringer Hill
 - B3028 Bray Road / Oldfield Road
 - B4447 Cookham Road (south of Norfolk Road)
 - Cannon Lane
 - Grenfell Road
 - Kendall Place
 - Norden Road
 - Norfolk Road
 - Pinkneys Road
 - Queen Street (between York Road and A308 King Street)
 - Ray Mill Road
 - Ray Street
 - St Mark's Road
 - Shoppenhangers Road
 - York Road

[Strava Heat Maps](#) provide some indication as to cycling levels. Strava smart phone apps tend to be used by sports cyclists rather than utility cyclists, so the results are not necessarily representative of everyday cycling activity.

Notwithstanding these caveats, the heat maps show that there are a number of routes that are currently well-used by cyclists, including many of the A and B roads:

- A4 (all sections)
- A308 (all sections)
- A4094 Ray Mead Road / Lower Cookham Road
- B3028 Bray Road / Oldfield Road
- B4447 Cookham Road

Minor roads that are well used include:

- Cannon Lane
- Harvest Hill Road
- Hibbert Road
- Pinkneys Drive
- Pinkneys Road

- St Mark's Road
- Shoppenhangers Road
- Switchback Road

10. Existing Cycling Infrastructure

The area is crossed by [NCN4](#), which is a long-distance cycle route between London and Fishguard, via Reading, Bath, Bristol, Swansea, Carmarthen, Tenby, Haverfordwest and St David's. It also forms part of the [London to Land's End](#) long-distance cycle route that is popular with British and European cycle tourers.

NCN4 provides local links to Cox Green and Bray and serves Maidenhead Station. It also provides onward connections to Knowl Hill in the west and Eton Wick, Eton and Windsor in the east. The route follows a mixture of quiet roads, surfaced shared paths and the Green Way which has a crushed aggregate surface. It is well used for utility as well as recreational cycling.

NCN50 follows permitted paths and public rights of way across the Summerleaze estate to link Maidenhead with Cookham Rise.

NCN61 runs along the Jubilee River just to the east of Maidenhead, but there are no links to the route from Maidenhead.

The following represent the main formal cycle routes:

- A4 Cycle Route, Newlands Drive to Westborough Road – shared use footway / cycleway with toucan crossings at Newlands Drive and Highway Road
- A308 Braywick Road – shared use footway / cycleway with toucan crossings at Shoppenhangers Road and Queen Street junctions
- All Saints Avenue – shared use footway / cycleway
- Cox Green Road to Kendall Way – cycle track
- Green Way, Hibbert Road to Stafferton Way – cycle track
- Green Way, Stafferton Way to York Road – cycle track
- Ludlow Road to Desborough Crescent – mixture of cycle tracks and quiet roads
- Norreys Drive – shared use footway / cycleway
- North Town Moor – cycle track
- Oaken Grove Park – cycle tracks running north-south and east-west
- Stafferton Way – shared use path leading to cycle track to A308 with toucan crossing at Lidl
- Switchback Road North – shared use path
- Town Moor – cycle track

Cycle parking is provided at the following locations:

- Grenfell Park
- High Street (various locations)
- King Street (various locations)
- Magnet Leisure Centre
- Maidenhead Library
- Maidenhead Station
- Market Street
- Park Street
- Queen Street (various locations)
- Switchback Road shops

- Town Hall
- Wessex Way Shops

11. Key Issues

The following issues have been identified from a desktop audit and previous correspondence:

- The area is crossed by a number of main roads, including the A4, A308, A4094, B4447 and Shoppenhangers Road. These are heavily trafficked with few cycle routes, which creates challenging conditions for cycling.
- It is particularly difficult to get to the town centre from residential areas to the north and west. A significant number of cyclists use the A4 and A308 subways illegally. There are cyclist casualties at most of the main junctions around the town centre.
- There is a shortfall of cycle parking at Maidenhead Station.
- There is a shortfall of cycle parking around the King Street access to the Nicholsons Centre.
- A lack of available highway land is a key constraint to providing more cycle routes.
- The town suffers from having few through-routes in a north-south and east-west direction, which makes it difficult to create filtered permeability for cyclists (i.e. through routes for cyclists but not motor vehicles).
- The railway lines are particular barriers to cycle movement.
- There are no cross-boundary cycle routes to Buckinghamshire. As a narrow, listed structure, Maidenhead Bridge is a barrier to cycle movements along the A4 corridor.
- Some of the town's main business parks / industrial estates are poorly served by cycle routes (e.g. Cordwallis Road, Foundation Park, Furze Platt and Oldfield Road).
- Levels of cycling to school vary.
- There is limited cycle parking at some local shopping centres (e.g. Bridge Road, Cookham Road, Furze Platt Post Office, Highway Avenue shops and Wootton Way shops).
- The route along 'the Gullet' from Cox Green to Maidenhead Station is poorly lit.

12. Road Safety

The following cyclist casualties have been recorded in the area during the five years –2012 - 2016:

- 0 fatal
- 15 serious
- 77 slight casualties.

The following locations have clusters of three or more casualties:

- A404(M)/A4 Bath Road (3 slight casualties)
- A4 Bad Godesberg Way / A4 Castle Hill / A308 Frascati Way / A308 Marlow Road (1 serious and 5 slight casualties)
- A4 Bad Godesberg Way / A4 St Cloud Way / B4447 Cookham Road / Market Street (1 serious and 4 slight casualties)
- A4 St Cloud Way / A4 Bridge Road / Forlease Road (1 serious and 2 slight casualties)
- A4 Bridge Road / A4094 Ray Mead Road / Guards Club Road (3 slight casualties)
- Cox Green Road / Shoppenhangers Road (4 slight casualties)

The following schools have taken part in Bikeability during the 2016/17 academic year:

- All Saints CE Junior School
- Courthouse Junior School
- Furze Platt Junior School

- Highfield Preparatory School
- Larchfield Primary School
- Lowbrook Academy
- Oldfield Primary School
- Riverside Primary School
- St Edmund Campion Catholic Primary School
- St Luke's C of E School
- St Mary's Catholic Primary School
- St Piran's School
- Wessex Primary School

13. Action Plan

A number of potential actions have been identified to respond to the issues identified in the audit. These will be consulted upon internally and with key stakeholders including ward members, parish councils, the neighbourhood plan group, local cycling groups, and neighbouring local authorities.

Action	Responsibility	Deliverability	Cost
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£
2. Provide contra-flow cycle route on High Street (East)	Shanly Homes	✓✓✓	£*
3. Construct new ped / cycle bridge link between Green Way and Oldfield Road	RBWM	✓✓✓	£**
4. Provide cycle parking at A4 Bridge Street shops	RBWM	✓✓✓	£
5. Provide cycle parking at Cookham Road shops	RBWM	✓✓✓	£
6. Provide cycle parking at Cox Green Centre	RBWM	✓✓✓	£
7. Provide cycle parking at Furze Platt post office	RBWM	✓✓✓	£
8. Provide cycle parking at Highway Avenue shops	RBWM	✓✓✓	£
9. Provide cycle parking at Ockwells Park	RBWM	✓✓✓	£
10. Provide cycle parking at Shifford Crescent shops	RBWM	✓✓✓	£
11. Construct a cycle gate between Switchback Road South and Cannon Court Road	RBWM	✓✓✓	£
12. Trial of permitting cyclists in subways round town centre	RBWM	✓✓✓	£

Action	Responsibility	Deliverability	Cost
13. Cycle crossing at A308 / Stafferton Way roundabout	RBWM	✓✓✓	££
14. Improve the street lighting along The Gullet.	RBWM	✓✓✓	££
15. Provide cycle parking at Wootton Way shops	RBWM	✓✓	£
16. Seek to adopt the eastern section of Horseguards Drive in order to secure the cycle route to Maidenhead Bridge.	RBWM	✓✓	£
17. Investigate measures to improve conditions for cycling on Grenfell Road	RBWM	✓✓	££
18. Improve the Ludlow Road / Shoppenhangers Road junction.	RBWM	✓✓	££
19. Provide a new cycle route to Furze Platt School via Nightingale Lane, Cannon Court Road and Switchback Road South	RBWM	✓✓	££
20. Quiet route between Furze Platt and Maidenhead town centre via Camden Road, Belmont Park Avenue, College Road	RBWM	✓✓	££
21. New route between Cox Green School and Altwood Road	RBWM	✓✓	££
22. Outer radial route via Summerleaze Road, Moor Lane, Harrow Lane, Linden Avenue	RBWM	✓✓	££
23. Investigate the potential for a recreational cycle trail at Ockwells Park	RBWM	✓✓	£££
24. A4: Oldfield Road to Moorbridge Road	RBWM	✓✓	£££
25. Maidenhead Missing Links - Inner radial route through Magnet development site, Kidwells Park, West Street & King Street.	RBWM / Countryside	✓✓	£££
26. Outer radial route via Braywick Park and a new route through the proposed redevelopment of the golf course site. ‡	RBWM / Developer (TBC)	✓✓	£££
27. Construct new route via Kimbers Lane and through the proposed redevelopment of the golf course site. ‡	RBWM / Developer (TBC)	✓✓	£££
28. Provide a secure cycle parking hub at Maidenhead Station	RBWM/ Network Rail / GWR	✓✓	£££

Action	Responsibility	Deliverability	Cost
29. Improve cycle crossing between Maidenhead Station and the town centre as part of Maidenhead Station Access scheme.	RBWM	✓✓	£££
30. Construct a cycle route between Woodlands Park Avenue and Highfield Lane‡	RBWM / Developer (TBC)	✓	£££
31. Consider an east-west route via West Street, Providence Place and St Mary's Walk in the event that the site comes forward for redevelopment.	RBWM / Developer (TBC)	✓	£££

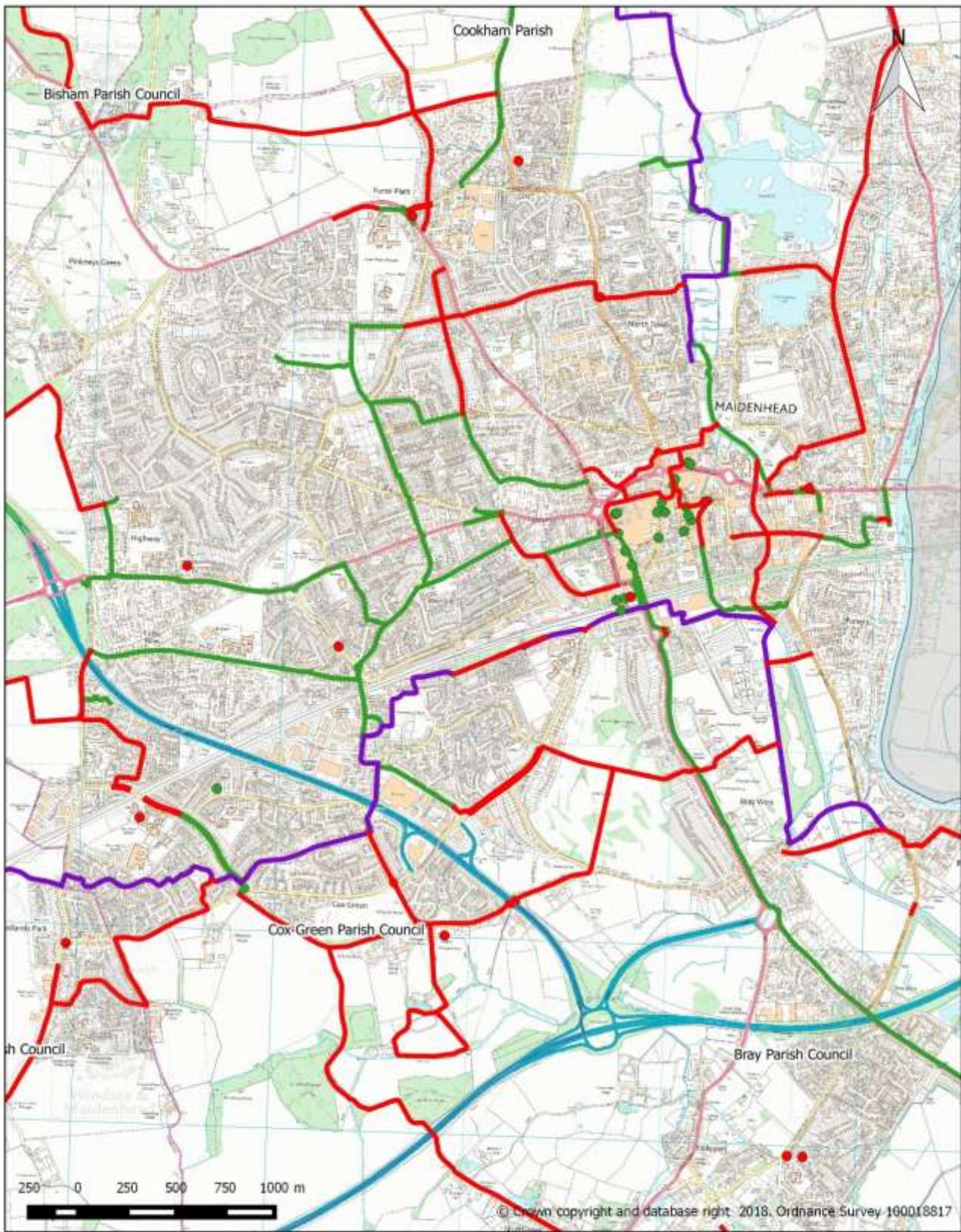
§ *Propensity to Cycle Tool shows where cycling levels are highest and where it has the greatest potential to grow (<http://www.pct.bike>)*

* *Scheme funded and constructed by developer.*

** *Scheme funded by developer.*

‡ *Subject to site coming forward for development*

Figure 1: Maidenhead and Cox Green



Map of Existing and Proposed Cycle Routes and Cycle Parking Sites in Maidenhead and Cox Green

Legend

- | | | |
|------------------------|---|------------------------|
| Existing cycle routes: | — | Proposed cycle routes |
| — | ● | Existing cycle parking |
| — | ● | Proposed cycle parking |
| — | — | |

Appendix 9: Area Profile - Old Windsor

1. Description of the Area

The Old Windsor ward covers the area between Windsor and Ascot, Sunninghill and Sunningdale. The area is dominated by Windsor Great Park and the only settlement of note is Old Windsor itself. The area is bounded by the River Thames to the east, Bracknell Forest to the west and Surrey to the south.

2. Local Destinations

The following have been identified as the main cycling destinations in and around the local area:

Community:

- Old Windsor Library
- Old Windsor Memorial Hall
- Old Windsor Club
- Old Windsor Hub

Education:

- King's Court First School
- St Peter's C of E Middle School
- The Royal School

Employment:

- N/A

Leisure

- Smith's Lawn
- Savill Gardens

Shopping:

- St Luke's Road district centre
- Old Friary Post Office, Old Windsor
- Windsor Great Park Post Office and Shop

Cross-boundary links are important for local communities, particularly to Egham and Staines-upon-Thames which are on the Reading to London Waterloo rail line and are major sources of employment.

Since there are no secondary schools in the area, pupils must travel to schools in Windsor.

3. Existing Cycling Activity

The Propensity to Cycle Tool (www.pct.bike) has been used to model existing cycle commuter flows based on 2011 Census data. It has also been used to identify routes that are likely to experience the highest levels of growth in cycling activity under the 'Government Target' scenario, which looks at what would happen if cycling levels were to double.

2011 Baseline:

- The PCT mapping shows that the A308 Straight Road / Albert Road have the highest number of cycle commuting trips with between 50 and 99 movements per day.
- All other roads carry fewer than 50 cycle commuter trips per day.
- Existing cycle routes include:
 - A shared use path on the north side of A308 Albert Road with a toucan crossing on the approach to the Straight Road roundabout.
 - A cycle gate between St Luke's Road and Albany Road.
 - Various routes through Windsor Great Park, including NCN4, which use traffic free paths and estate roads to link Windsor to Englefield Green, Cheapside and Sunningdale, with a toucan crossing at Rangers Gate.

Government Target Scenario:

- The following roads are all shown to carry between 100 and 249 commuter cycle trips per day:
 - A308 Straight Road / Albert Road
 - B3021 Datchet Road / Southlea Road
- The number of commuter cycle trips on Albany Road is shown to increase to between 50 and 99 movements per day.

[Strava Heat Maps](#) provide some indication as to cycling levels. Strava smart phone apps tend to be used by sports cyclists rather than utility cyclists, so the results are not necessarily representative of everyday cycling activity.

Notwithstanding these caveats, the heat maps show that there are a number of routes that are currently well-used by cyclists, including all of the A and B roads:

- A308 Albert Road / Straight Road
- A332 Sheet Street Road
- B383 Mounts Hill
- B3021 Burfield Road / St Luke's Road / Datchet Road

Minor roads that are well used include:

- Albany Road
- Crimp Hill
- Duke's Lane
- Prince Consort's Drive

4. Existing Cycling Infrastructure

The area is crossed by [NCN4](#), which is a long-distance cycle route between London and Fishguard, via Reading, Bath, Bristol, Swansea, Carmarthen, Tenby, Haverfordwest and St David's. It also forms part of the [London to Land's End](#) long-distance cycle route that is popular with British and European cycle tourers.

NCN4 also provides local links to Windsor. It also provides onward connections to Maidenhead in the west and Egham and Staines in the east. The route mostly follows unmetalled tracks and estate roads.

There is a wide shared-use footway/cycleway alongside the A308 Albert Road, with a toucan crossing at the eastern end. There is also a cycle contra-flow at the southern end of Albany Road.

There are no known sites with formal public cycle parking within the area.

5. Key Issues

The following issues have been identified from a desktop audit and previous correspondence:

- The area is crossed by a number of main roads, including the A308, A332, B383 and B3021. These are heavily trafficked and present major barriers to cycling.
- With the exception of NCN4, there are no cross-boundary cycle routes.
- Visitor numbers to the Great Park have increased considerably in recent years, reaching 4 million per year. The area is very popular with cyclists and there is significant conflict between cyclists and other visitors at weekends and public holidays.
- Very few children / young people currently cycle to school due to the lack of protected cycle routes.
- The surface of NCN4 between St Leonards Road and Sheet Street Road has been cut up by equestrians on a number of occasions.
- The Crown Estate does not permit waymarking of NCN4 through the Great Park.
- Cycling is not permitted along the section of the Thames Path in Old Windsor.
- There is no cycle parking serving the St Luke's Road district centre or the Old Friary Post Office.
- A lack of available highway land is a key constraint to providing more cycle routes.
- Much of Windsor Great Park is affected by environmental designations, including Special Area of Conservation and Sites of Special Scientific Interest – these limit the potential for additional cycle routes.
- Crown Estate owns many of the highway verges alongside public roads through the Great Park, which restricts where cycle routes can be constructed.
- The small size of local communities and the low numbers of cyclists make it hard to achieve high cost benefit ratios for major cycling investment in the area.
- There are few major developments planned for the area that will provide / fund new cycle facilities.
- There are a number of major charity bike rides that pass through the area each year, including the Palace to Palace and the London to Windsor

6. Road Safety

The following cyclist casualties have been recorded in the area during the five years –2012 - 2016:

- 0 fatal
- 2 serious
- 10 slight casualties.

The main cluster is along A308 Straight Road.

The following schools have taken part in Bikeability during the 2016/17 academic year:

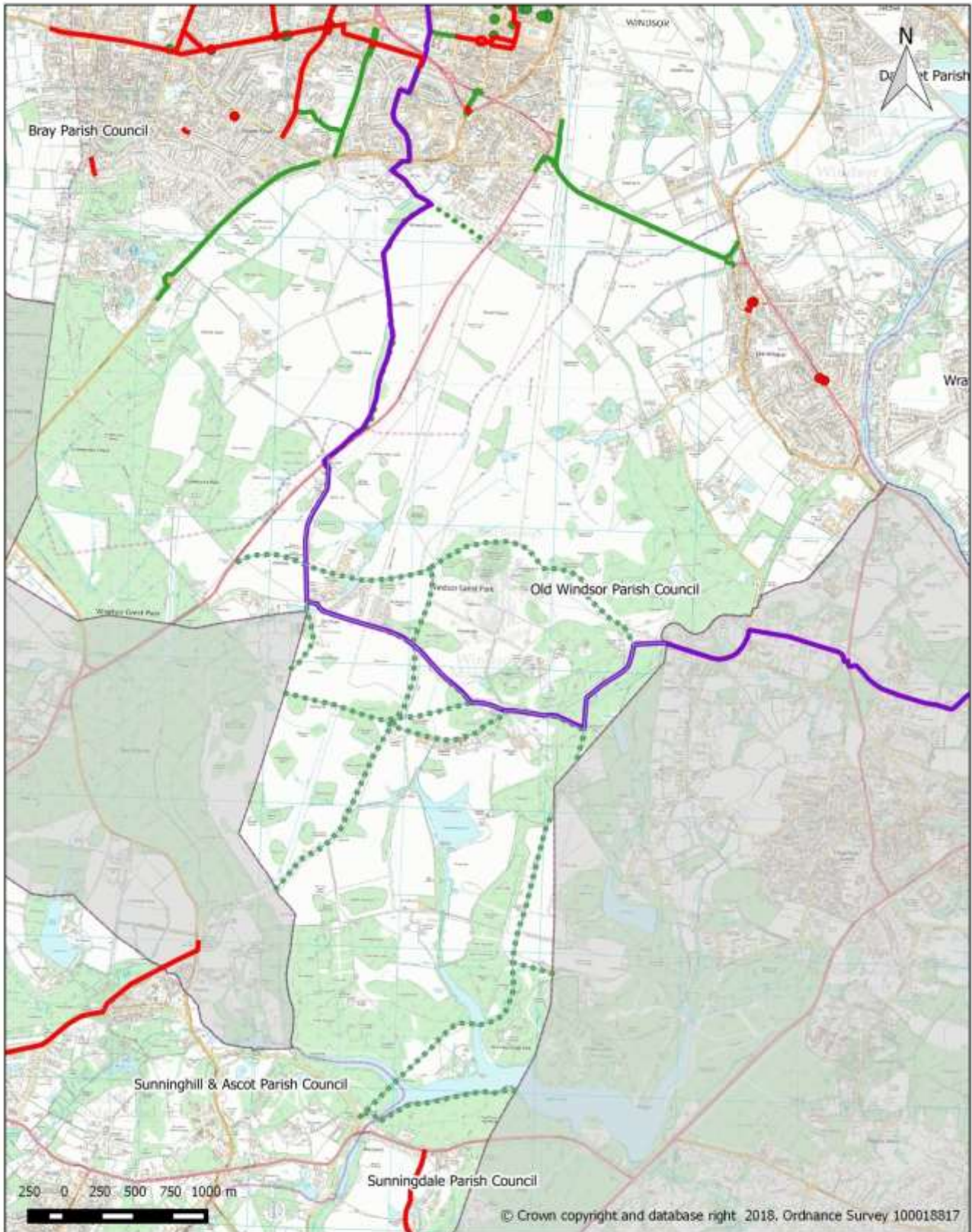
- King's Court First School
- The Royal School
- St Peter's Middle School.

7. Action Plan

A number of potential actions have been identified to respond to the issues identified in the audit. These will be consulted upon internally and with key stakeholders including ward members, parish councils, the neighbourhood plan group, local cycling groups, and neighbouring local authorities.

Action	Responsibility	Deliverability	Cost
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£
2. Improve and sign the cycle contra-flow at the southern end of Albany Road.	RBWM	✓✓✓	£
3. Install cycle parking at St Luke's Road district centre	RBWM	✓✓✓	£
4. Install cycle parking at Old Friary Post Office	RBWM	✓✓	£

Figure 1: Old Windsor



Map of Existing and Proposed Cycle Routes and Cycle Parking Sites in Old Windsor

Legend

- Existing cycle routes:
 - National Cycle Network
 - RBWM
 - Proposed cycle routes
- Crown Estate
 - Existing cycle parking
 - Proposed cycle parking

Appendix 10: Area Profile - Windsor

1. Description of the Area

The Windsor area includes the following wards: Clewer North; Clewer South; Clewer East; Castle Without; the southern part of Eton and Castle; and Park. It is bounded by the River Thames to the north; Datchet to the east; Bray to the west; and Windsor Great Park to the south. It encompasses both of the Windsor Neighbourhood Plan areas.

2. Local Destinations

The following have been identified as the main cycling destinations within the local area:

Community:

- Clewer Youth and Community Centre
- Dedworth Library
- Gardeners Hall
- Manor Youth and Community Centre
- Windsor Library
- Windsor Youth and Community Centre

Education:

- Brigidine School
- Clewer Green CE First School
- Dedworth Green First School
- Dedworth Middle School
- Hilltop First School
- Homer First School
- Oakfield First School
- St Edward's Catholic First School
- St Edward's Royal Free Ecumenical School
- The Queen Anne Royal Free CE First School
- Trevelyan School
- Trinity St Stephens Primary School
- Upton House School
- Windsor Boys' School
- Windsor Girls' School

Employment:

- Centrica
- Keeler
- LEGOLAND®
- Tinkers Lane
- Vansittart Industrial Estate
- Windsor Racecourse
- Windsor Town Centre

Leisure

- Alexandra Gardens

- Bachelors Acre
- Clewer Memorial Recreation Ground
- LEGOLAND®
- River Thames
- Sutherland Grange
- Theatre Royal
- Vansittart Rec
- Windsor Castle
- Windsor Farm Shop
- Windsor Football Club
- Windsor Great Park
- Windsor Leisure Centre

Shopping:

- Dedworth Road
- Tesco superstore, Dedworth
- Windsor Town Centre

Transport:

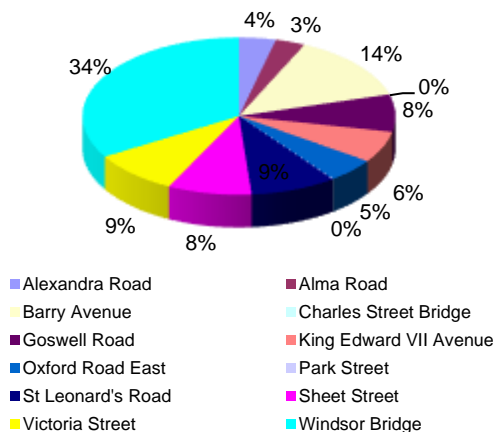
- Windsor and Eton Central Station
- Windsor and Eton Riverside Station

Cross-boundary links are important, particularly commuting trips to and from Slough, which is a key employment destination for Windsor residents and an important source of labour for jobs in the town. It also provides onward connections towards Reading and London Paddington by rail.

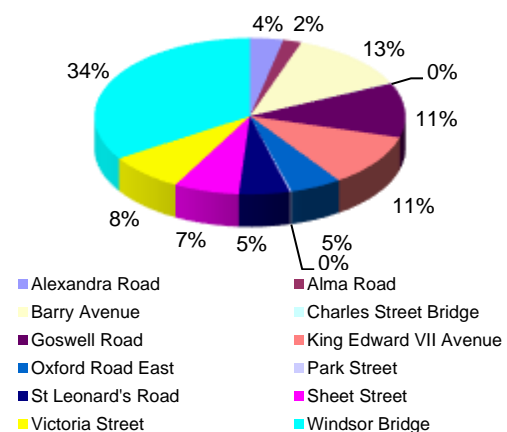
3. Existing Cycling Activity

Annual cordon counts are undertaken on all roads to / from the town centre. While figures fluctuate, there has been a gradual upward trend since 2006. In 2017/18, there were 2,280 cyclists recorded entering / leaving the town centre over a 12 hour period between 7am and 7pm. This is over 80% higher than the number observed in Maidenhead, despite Windsor having the smaller population.

Windsor Inbound Cyclists (12 Hour)



Windsor Outbound Cyclists (12 Hour)



Windsor Bridge is the most heavily used access point, accounting for over 30% of the total cycling trips to and from the town centre. Many of these trips are likely to have the town's two rail stations as an origin or destination.

The cycle counts highlight that there is a considerable difference between the number of women and men who are cycling to and from the town centre, with men outnumbering women by over 5:1. This imbalance is more pronounced than for the UK as a whole which is closer to 3:1.

The Propensity to Cycle Tool (www.pct.bike) has been used to model existing cycle commuter flows based on 2011 Census data. It has also been used to identify routes that are likely to experience the highest levels of growth in cycling activity under the 'Government Target' scenario, which looks at what would happen if cycling levels were to double.

2011 Baseline:

- The PCT shows that there are a handful of roads that carry between 100 and 249 commuter cycle trips per day:
 - B3022 St Leonard's Road / Winkfield Road (between Imperial Road and Kimber Close)
 - B3024 Dedworth Road / Clarence Road
 - Barry Avenue / River Street / Thames Avenue
 - St Leonard's Road / Albany Road / Dagmar Road
 - Vansittart Road (between Arthur Road and Albert Street)
 - Windsor Bridge
- A332 Royal Windsor Way is shown as carrying over 100 cycle commuter trips per day, but the adverse traffic conditions are likely to deter the majority of cyclists from using this road.
- A number of other routes carry between 50 and 99 commuter cycle trips per day, including:
 - A308 Maidenhead Road
 - A308 Albert Road
 - B3173 Imperial Road
 - Arthur Road (between Royal Windsor Way and Vansittart Road)
 - Barry Avenue (between Vansittart Road and Goswell Road)
 - Charles Street
 - Clewer Hill Road
 - Goswell Road
 - Guards Road
 - St Leonards Road

Government Target Scenario:

- The PCT shows that several routes would carry between 250 and 499 commuter cycle movements per day:
 - Clarence Road
 - Dedworth Road (east of Vale Road)
 - Barry Avenue / River Street / Thames Avenue
 - St Leonard's Road / Albany Road / Dagmar Road

[Strava Heat Maps](#) provide some indication as to cycling levels, but the data must be treated with a degree of caution, since the Strava smartphone apps tends to be used by sports cyclists rather than utility cyclists. Therefore, the results are not necessarily representative of everyday cycling activity.

Notwithstanding these caveats, the heat maps show that there are a number of routes that are currently well-used by cyclists, including many of the A and B roads:

- A308 Albert Road
- A308 Goslar Way / Imperial Road / Osborne Road
- A308 Maidenhead Road
- A332 Sheet Street Road
- B470 Datchet Road / King Edward VII Road
- B3022 St Leonard's Road / Winkfield Road
- B3022 Thames Street / High Street / Sheet Street
- B3024 Dedworth Road / Clarence Road
- B3173 Imperial Road

Minor roads that are well used include:

- Arthur Road
- Barry Avenue
- Clewer Hill Road
- Goswell Road
- Mill Lane
- Windsor Bridge

4. Existing Cycling Infrastructure

The area is crossed by [NCN4](#), which is a long-distance cycle route between London and Fishguard, via Reading, Bath, Bristol, Swansea, Carmarthen, Tenby, Haverfordwest and St David's. It also forms part of the [London to Land's End](#) long-distance cycle route that is popular with British and European cycle tourists.

NCN4 also provides local links to Eton, Eton Wick and the Great Park. It also provides onward connections to Maidenhead in the west and Egham and Staines in the east. The route mostly follows unmetalled tracks and estate roads.

The following represent the main formal cycle routes:

- A308 Albert Road – shared use footway / cycleway with toucan crossing near Kings Road roundabout
- A308 Alma Road – toucan crossing
- A308 Maidenhead Road – shared use footway / cycleway with toucan crossing near Gallys Road and cycle refuges at key junctions
- A308 Osborne Road – toucan crossing
- B3022 Winkfield Road – shared use footway / cycleway to LEGOLAND®
- B3022 Winkfield Road / Clewer Hill Road – toucan crossings
- B3173 Imperial Road – shared use footway / cycleway with toucan crossings at northern and southern ends
- Barry Avenue – shared use footway / cycleway with underpass beneath A332 Royal Windsor Way
- Vansittart Road - cycle track
- Vansittart Road to Alma Road – cycle track

Cycle parking is provided at the following locations:

- Windsor Coach park

- Datchet Road
- Dedworth Road
- High Street
- Jubilee Arch
- Madeira Walk
- Oxford Road East
- Rail stations (x2)
- River Street
- St Leonard's Road
- Victoria Street
- William Street
- Windsor Bridge
- Windsor Library

5. **Key Issues**

The following issues have been identified from a desktop audit and previous correspondence:

- The area is crossed by a number of main roads, including the A308, A332, B3022, B3024 and B3173. These are heavily trafficked and present major barriers to cycling.
- A lack of available highway land is a key constraint to providing more cycle routes.
- Dedworth has a road layout with few through routes in a north-south and east-west direction, which makes it difficult to create filtered permeability for cyclists (i.e. through routes for cyclists but not motor vehicles).
- Dedworth Road is not wide enough for a cycle route to be provided along its length.
- The Dedworth Road / Clarence Road/ Parsonage Lane / Hatch Lane junction causes problems for cyclists – there is conflict with vehicles entering / leaving the convenience store.
- Clarence Road roundabout is a key junction for all intra and inter-urban journeys through the town. However, it does not have any provision for cyclists, which makes it difficult to get between Dedworth and the town centre.
- The terraced streets in the old part of Windsor have extensive car parking, which limits opportunities to provide cycle routes.
- With the exception of NCN4, there are no cross-boundary cycle routes.
- Windsor is a major visitor destination, which means that roads can be heavily trafficked outside of the traditional commuter peak hours.
- Levels of cycling to school vary hugely – for example, Windsor Boys School regularly has upwards of 200 pupils cycling to school, while Windsor Girls School has a handful of cyclists.
- There is limited cycle parking serving the local shops along Dedworth Road.
- Visitor numbers to the Great Park have increased considerably in recent years, reaching 4 million per year. The area is very popular with cyclists and there is significant conflict between cyclists and other visitors at weekends and public holidays.
- The surface of NCN4 between St Leonards Road and Sheet Street Road has been cut up by equestrians on a number of occasions.
- There are few major developments planned for the area that will provide / fund new cycle facilities.
- The Crown Estate does not permit waymarking of NCN4 through the Great Park.
- Much of Windsor Great Park is affected by environmental designations, including Special Area of Conservation and Sites of Special Scientific Interest – these limit the potential for additional cycle routes.

- Crown Estate owns many of the highway verges alongside public roads through the Great Park, which restricts where cycle routes can be constructed.
- There are a number of major charity bike rides that pass through the area each year, including the Palace to Palace and the London to Windsor Bike Rides.

6. Road Safety

The following cyclist casualties have been recorded in the area during the five years –2012 - 2016:

- 0 fatal
- 17 serious
- 64 slight casualties.

The following locations have clusters of three or more casualties:

- A308 Maidenhead Road / Mill Lane junction (6 slight casualties)
- A308 Maidenhead Road / A332 Royal Windsor Way junction (1 serious and 2 slight casualties)
- A308 Osborne Road / A308 Albert Road / A332 Kings Road junction (3 serious and 1 slight casualty)
- A332 Royal Windsor Way / A308 Goslar Way / B3175 Imperial Way / Clarence Road / Dedworth Road (2 serious and 3 slight casualties)
- B3022 Thames Avenue / B470 Datchet Road / Thames Street junction (1 serious and 4 slight casualty)

The following schools have taken part in Bikeability during the 2016/17 academic year:

- Dedworth Green First School
- Dedworth Middle School
- Hilltop First School
- Homer First School
- St Edward's Catholic First School
- St Edward's Royal Free Ecumenical Middle School
- Trinity St Stephen CE First School

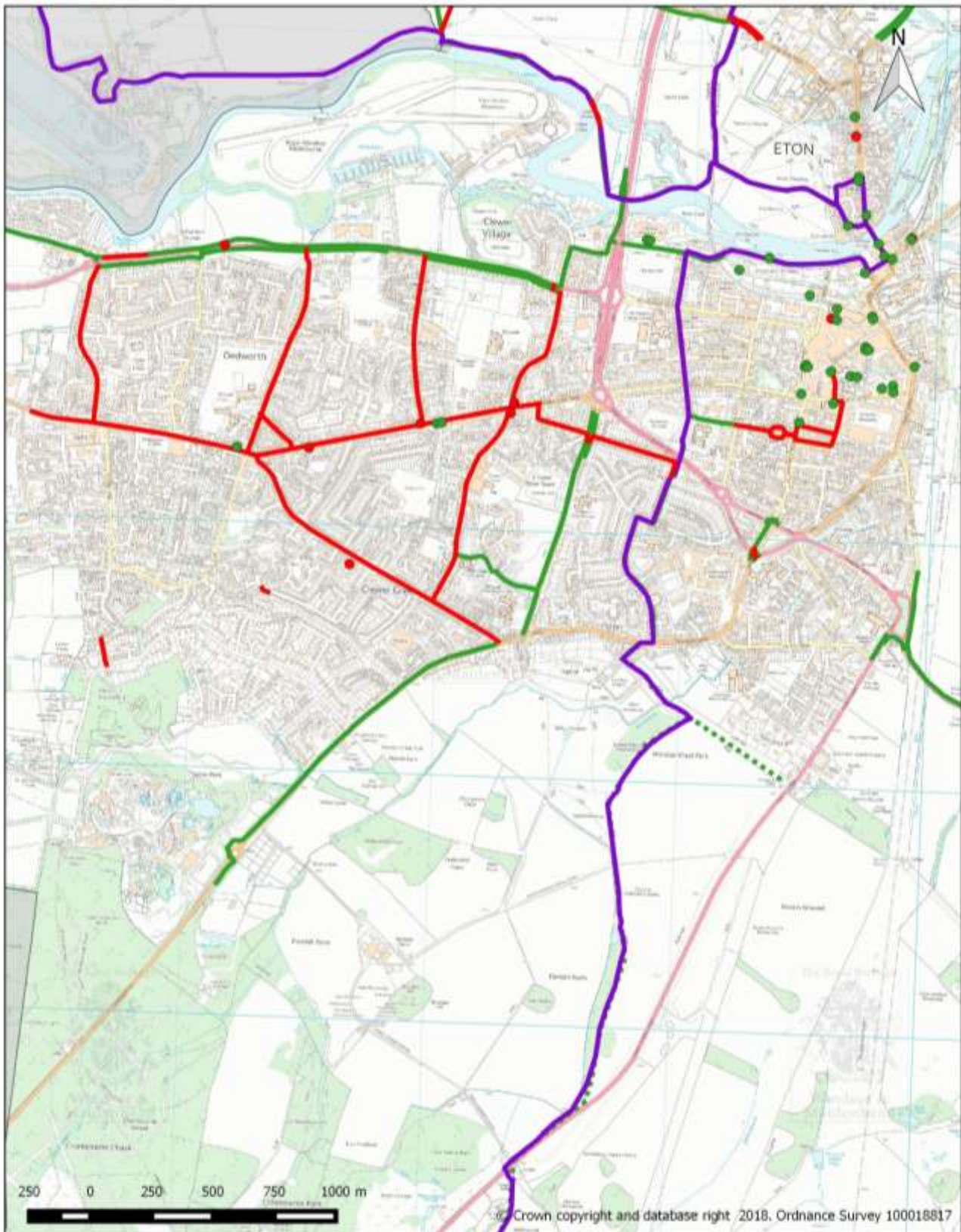
7. Action Plan

A number of potential actions have been identified to respond to the issues identified in the audit. These will be consulted upon internally and with key stakeholders including ward members, parish councils, the neighbourhood plan group, local cycling groups, and neighbouring local authorities.

Action	Responsibility	Deliverability	Cost
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£
2. Install cycle parking at Sutherland Grange	RBWM	✓✓✓	£
3. Approach Tesco re installation of cycle parking at Hatch Lane store.	RBWM	✓✓✓	£
4. Install cycle parking at shops along Dedworth Road to fill any gaps in current provision.	RBWM	✓✓✓	£

Action	Responsibility	Deliverability	Cost
5. Install a bike hangar at St Leonard's Road / Albany Road	RBWM	✓✓✓	£
6. Install cycle parking at Windsor and Eton Riverside Station as necessary	RBWM/ South Western Railway	✓✓✓	£
7. Signed quiet route between Alma Road and Windsor Town Centre	RBWM	✓✓✓	£
8. Provide toucan crossings on A308 west of Mill Lane	RBWM	✓✓✓	££
9. Provide toucan / parallel cycle crossings adjacent to zebra crossings at A308 / B3022 junction (King Edward VII Hospital)	RBWM	✓✓✓	££
10. Install cycle parking at Clewer Hill Shops	RBWM	✓✓	£
11. Install cycle parking off Goswell Road (next to lift)	RBWM	✓✓	£
12. Upgrade bridleway between St Leonard's Hill and Wilton Crescent.	RBWM	✓✓	£
13. Consult on area-wide 20 mph speed limits on residential roads in Clewer Green	RBWM	✓✓	££
14. Investigate measures to improve conditions for cyclists on Ruddlesway.	RBWM	✓✓	££
15. Investigate measures to improve conditions for cyclists on Smith's Lane / Manor Road.	RBWM	✓✓	££
16. Investigate measures to improve conditions for cyclists on Vale Road	RBWM	✓✓	££
17. Investigate measures to improve conditions for cyclists along Hatch Lane / Parsonage Lane corridor / Mill Lane	RBWM	✓✓	££
18. Improve cycle route between Dedworth Road and Vansittart Road	RBWM	✓✓	££
19. Investigate measures to improve conditions for cyclists on Dedworth Road.	RBWM	✓✓	£££
20. Investigate measures to improve conditions for cyclists on Clewer Hill Road.	RBWM	✓✓	£££

Figure 1: Windsor



Map of Existing and Proposed Cycle Routes and Cycle Parking Sites in Windsor

Legend

- Existing cycle routes: — National Cycle Network
- - - Crown Estate
- Proposed cycle routes
- RBWM
- Existing cycle parking
- Proposed cycle parking

Appendix 11 – Prioritised Schemes

The schemes identified in Appendices 1 – 10 above have been subject to an objective assessment process. Each scheme has been scored as low (1 point), medium (2 points) or high (3 points), for the following factors:

- **Propensity to Cycle Tool** - future importance of the route under the ‘Government Target’ scenario
- **Porosity** – improvement to an existing connection between two areas / a new connection between two areas / new connections between three or more areas
- **Safety** – at least one casualty on the route / two casualties on the route / three or more casualties on the route, assessed over a 5 year period
- **Security** – up to one cycle theft / two cycle thefts / three or more cycle thefts in the last year

Safety and Security have been given a weighting of 2x to reflect their relative importance.

Overall ratings have then been applied to each scheme as follows:

- High priority = 8 or more points
- Medium priority = 4 to 7 points
- Low priority = up to 3 points

Initial cost estimates have been prepared for schemes assessed as being a high priority. These are shown in Table 1 below together with cycling schemes that have already been committed as part of the Local Transport Plan Capital Programme or, which have funding allocated / provisionally allocated through the Local Enterprise Partnership. It should be noted that cost estimates may be subject to change as schemes are costed in more detail, and taking account of site-specific factors, such as topography, drainage and utility protection / diversion works.

These are considered to be the priority schemes to be delivered over the first 5 years of the Cycling Action Plan. The list will be kept under review taking account of the results of feasibility studies, as well as changes to traffic conditions and casualty numbers. In the event that schemes cannot be delivered as planned, then other schemes will be brought forward from the long-list.

Also, developers will be expected to fund / construct new cycle routes and cycle parking within major developments and to provide new / improved cycle routes that connect to the site. This may include schemes promoted by the developer or sought by the Council through the planning process. In particular, developments delivered as part of the Maidenhead Town Centre Regeneration Programme will be expected to fund / construct schemes that improve cycle links to / through the town centre and to deliver cycle parking for residents, workers and visitors.

Table 2 shows the full list of prioritised schemes.

Table 1: Priority Schemes with Costings

Neighbourhood	Scheme Name	Scheme Description	Cost £000s	External Funding	Priority	Completion Year
All	Wayfinding Improvements	Signing and waymarking existing routes	14		-	2018/19
Bisham & Cookham	Bisham Roundabout	Grade separated crossing - to be delivered by Highways England as part of A404/(M) Expressway project	TBC	Highways England	High	
	Cycle route between BCA and Maidenhead	Feasibility study	15		High	
Bray	A308 Cycle Route	Widening as development comes forward	TBC	Developer Funding	Medium	
	Monkey Island Lane / the Causeway / Hibbert Road	Feasibility study	12		High	
Datchet	B470 cycle route between Ditton Road and Lawn Close	Segregated shared path between Ditton Road and London Road; signed quiet route on service road; segregated share path between service Road and Lawn Close	125		High	
	New cycle route parallel to M4 as part of proposed housing developments to the north of Datchet	Feasibility study	12		High	
Horton & Wraysbury	Cycle route between Wraysbury & Hythe End	New shared path along east side of B376	250		Medium	
	Cycle route between Hythe End and Surrey boundary	Feasibility study	12		High	
Maidenhead & Cox Green	Stafferton Way roundabout	Informal cycle crossing on eastern arm	27		Medium	2018/19
	Adopt the eastern section of Horseguards Drive	Needed to secure the cycle route to Maidenhead Bridge	5		Medium	2018/19
	Provide contra-flow cycle route on High Street (East)	Eastbound contra-flow to be provided between St Ives Rd and Bridge Ave	TBC	Developer Funding	Medium	2018/19
	Maidenhead Station Access	300+ space cycle hub and improved ped / cyc crossing to town centre	612	Growth Deal / Developer	High	2019/20

Neighbourhood	Scheme Name	Scheme Description	Cost £000s	External Funding	Priority	Completion Year
Maidenhead & Cox Green (cont.)	Ludlow Road / Shoppenhangers Road	Junction enhancement / safety scheme	50		Medium	
	A4 - Oldfield Road to Moorbridge Road	Address problems on existing shared path: on-carriageway cycle lane to Moorbridge Road; Moorbridge Road cycle slip lane; upgrade pelican crossing to toucan; segregated shared path - Ray Street to crossing	150	Developer Funding	High	
	Maidenhead Missing Links	Oldfield Bridge, King Steet to West Street cycle route, new A4 surface crossing / subway, Kidwells Park cycle route(s), B4447 Cookham Road toucan crossing, Town Moor bridge replacement, Town Moor cycle route enhancements	3,600	Growth Deal / Developer Funding	High	2020/21
	Trial of permitting cycling in A4 subways	Traffic order, signing and lining	10		High	
	Measures to improve conditions for cycling on Grenfell Road	Feasibility study	12		High	
	Quiet route via Camden Road, Belmont Road and College Avenue	Signing and lining	5		High	
	Outer radial route via Summerleaze Road, Moor Lane, Harrow Lane, Linden Avenue	Feasibility study	15		High	
Windsor	A308 Maidenhead Rd / Mill La / Parsonage La	Upgrade zebra crossings to toucans	67		High	2018/19
	Signed quiet route - Alma Road to town centre	Signing and waymarking	5		High	
	Improve cycle route between Dedworth Road and Windsor town centre	Toucan crossing on Dedworth Road, lining improvements on Imperial Road, signing improvements throughout	60		High	
	Dedworth Road	Feasibility study	15		High	
Total Value of Schemes			5,073			

Table 2: Prioritised List - All Schemes

Action	Responsibility	Deliverability	Cost	Destinations Served	PCT Impact	Porosity Impact	Safety Impact	Security Impact	Priority
Ascot, Sunninghill & Sunningdale									
1. Encourage local schools to take part in the Bikeability training programme.	RBWM/ Cycle Experience	High	£	-	-	-	High	-	Medium
2. Install cycle parking at Chobham Road shops	RBWM	High	£	Local Centre	-	-	-	Low	Low
3. Install cycle parking at South Ascot shops	RBWM	High	£	Local Centre	-	-	-	Medium	Medium
4. Improve St George's Lane as part of the redevelopment of the Shorts site	RBWM	High	££	Town Centre / Residential	Medium	Low	-	-	Low
5. Investigate upgrading (Sunninghill Footpath 10) to a cycle track	RBWM	Medium	££	Residential	Low	-	-	-	Low
6. Upgrade Exchange Road (Byway 35) to provide a cycle route connection	RBWM	Medium	££	Residential	Low	-	Low	-	Low
7. Upgrade the surface on Sunningdale Bridleway 1	RBWM / Ascot & Sunnings Neighbourhood Plan Group / Surrey County Council	Medium	££	Leisure	Low	-	-	-	Low
8. Investigate the potential to upgrade the cycle route between Ascot and Ascot Gate, Cheapside.	RBWM / Bracknell Forest Council	Medium	£££	Inter-Urban /	Low	-	-	-	Low
9. Liaise with adjacent landowners / Network Rail re construction of a cycle route between Heatherwood and Ascot Station.	RBWM / Ascot & Sunnings Neighbourhood Plan Group	Low	£££	Rail Station / Hospital / Residential	High	-	Medium	-	Medium
10. Liaise with adjacent landowners / Network Rail re construction of a cycle route to Charters School / Leisure Centre	RBWM / Ascot & Sunnings Neighbourhood Plan Group	Low	£££	School / Residential	Low	Medium	Medium	-	Medium

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Action	Responsibility	Deliverability	Cost	Destinations Served	PCT Impact	Porosity Impact	Safety Impact	Security Impact	Priority
11. Secure a cycle route between High Street, Sunninghill and King's Corner as part of the gas holder site redevelopment.	RBWM	Low	£££	Local Centre / Residential	Low	Medium	Low	-	Medium
<i>Bisham & Cookham</i>									
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£	-	-	-	High	-	Medium
2. Improve direction signing on existing cycle routes.	RBWM	✓✓✓	£	Inter-Urban / Leisure	Low	-	-	-	Low
3. Install cycle parking in Cookham and Cookham Rise village centres and at Cookham Library.	RBWM	✓✓✓	£	Local Centre / Community	-	-	-	High	Medium
4. Investigate new cycle route between B4447 and Cookham Station	RBWM	✓✓	££	Rail Station / Residential	Medium	Medium	-	-	Medium
5. Liaise with Highways England and local landowners regarding a new cycle link between Hurley Lane and Bradenham La.	RBWM	✓✓	££	Inter-Urban / Leisure	Low	Medium	-	-	Low
6. Liaise with landowners regarding the potential for cycle access between Hurley and Bisham along Temple Lane.	RBWM	✓✓	££	Inter-Urban / Leisure	Low	-	-	-	Low
7. Liaise with Highways England to secure improvements for cyclists as part of the Bisham Roundabout improvements.	RBWM	✓✓	£££	Inter-Urban	High	Medium	Medium	-	High
8. Liaise with landowners regarding cycle links between Maidenhead, Cookham, Cookham Rise and Cookham Dean, as well as possible connections to Bourne End.	RBWM	✓✓	£££	Inter-Urban / Leisure	High	Medium	-	-	Medium
9. Liaise with local landowners regarding the potential for establishing formal mountain bike trails in Park Wood, The Hockett, Quarry Wood, Long Copse and Coney Copse.	RBWM	✓	£££	Leisure	Low	-	-	-	Low

Action	Responsibility	Deliverability	Cost	Destinations Served	PCT Impact	Porosity Impact	Safety Impact	Security Impact	Priority
10. Liaise with landowners regarding the potential for a new cycle route between BCA and Maidenhead.	RBWM	✓	£££	College / Residential	High	Medium	High	-	High
Bray									
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£	-	-	-	High	-	Medium
2. Provide cycle parking at Holyport Village Centre and Tithe Barn shops	RBWM	✓✓✓	£	Local Centre	-	-	-	Low	Low
3. Improve direction signing on existing cycle routes.	RBWM	✓✓✓	£	All	Low	-	-	-	Low
4. Continue to support the use of Drift Road for sports cycling events / mass participation rides.	RBWM	✓✓✓	£	Sports / Leisure	-	-	-	-	Low
5. Introduce an advisory 20 mph speed limit around Holyport C of E Primary School.	RBWM	✓✓	££	School / Residential	Low	-	-	-	Low
6. Investigate upgrades to Monkey Island Lane to make it a viable alternative to the A308 for all-year-round cycle commuting.	RBWM	✓✓	££	Inter-Urban / Leisure	High	Low	High	-	High
7. Investigate options for upgrading Bray Bridleways 23, 29 and 64 to improve the cycle route between Maidenhead and Bracknell.	RBWM	✓✓	£££	Inter-Urban / Leisure	Medium	Low	-	-	Low
8. Replace Bray Bridge with a new structure incorporating a protected cycling and pedestrian route.	RBWM	✓✓	£££	Inter-Urban	High	Low	-	-	Medium
9. Liaise with local landowners / developers to secure land necessary to widen the A308 shared use footway / cycleway between Fifield and Windsor.	RBWM	✓	£££	Inter-Urban	High	-	Medium	-	Medium

Action	Responsibility	Deliverability	Cost	Destinations Served	PCT Impact	Porosity Impact	Safety Impact	Security Impact	Priority
10. Investigate an alternative to the A308 cycle route between Monkey Island Lane and The Bingham's via Monkey Island Lane and Hibbert Road / The Causeway.	RBWM	✓	£££	Inter-Urban / Leisure	High	Medium	High	-	High
Datchet									
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£	-	-	-	High	-	Medium
2. Install cycle parking in Datchet Village Centre	RBWM	✓✓✓	£	Local Centre	-	-	-	Low	Low
3. Install cycle parking at Datchet Library	RBWM	✓✓✓	£	Library	-	-	-	Low	Low
4. Install cycle parking at Datchet Village Hall	RBWM	✓✓✓	£	Village Hall	-	-	-	Low	Low
5. Construct a new cycle route along the south side of B470 between Ditton Road and Lawn Close	RBWM	✓✓	£££	Local Centre / Residential	High	Medium	Medium	-	High
6. Widen the cycle track behind the earth embankment alongside B470 Major's Farm Road	RBWM	✓✓	££	Inter-Urban	High	-	Low	-	Medium
7. Investigate lighting options for the cycle route alongside Majors Farm Road	RBWM	✓✓	£££	Inter-Urban	High	-	Low	-	Medium
8. Investigate the potential for a new cycle route parallel to the M4 as part of proposed housing developments to the north of Datchet	RBWM	✓✓	£££	Residential	High	Low	High	-	High
9. Investigate the potential for permitting cycle access on Footpath 3 between B470 Windsor Road and B3026 Eton Road	RBWM	✓	££	Inter-Urban / Leisure	Low	Medium	-	-	Low
Eton & Eton Wick									
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£	-	-	-	High	-	Medium
2. Improve direction signing on B3022 Slough Road	RBWM/ Slough Borough Council	✓✓✓	£	Town Centre/ Residential / Leisure	Low	-	-	-	Low

Action	Responsibility	Deliverability	Cost	Destinations Served	PCT Impact	Porosity Impact	Safety Impact	Security Impact	Priority
3. Provide cycle parking at Eton Wick shops, village hall / library and the social / football club.	RBWM	✓✓✓	£	Local Centre/ Community Facilities	-	-	-	Low	Low
4. Investigate additional cycle parking around the Budgens convenience store.	RBWM	✓✓	£	Town Centre	-	-	-	Low	Low
5. Consult Eton College about extending the cycle route along Eton Wick Road between the railway viaduct and the edge of Eton.	RBWM / Eton College	✓✓	££	Inter-Urban	Medium	Medium	-	-	Medium
6. Consult Eton College about widening the cycle routes through South Field.	RBWM / Eton College	✓✓	££	Inter-Urban / Leisure	Medium	Low	-	-	Low
7. Widen the shared use path on the east side of B3022 Slough Road to the north of Pococks Lane, and replace / move the street lights / traffic sign and post that are causing an obstruction.	RBWM	✓✓	£££	Inter-Urban / Leisure	High	-	-	-	Low
8. Investigate the potential for a cycle route along Pococks Lane.	RBWM	✓	££	Inter-Urban / Leisure	Low	Medium	Low	-	Medium
9. Review the B3022 to the south of Pococks Lane to improve conditions for cyclists and pedestrians	RBWM	✓	£££	Inter-Urban / Leisure	High	-	-	-	Low
Horton & Wraysbury									
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£	-	-	-	High	-	Medium
2. Install cycle parking in Wraysbury Village Centre	RBWM	✓✓✓	£	Local Centre	-	-	-	High	Medium
3. Construct a new leisure route alongside the River Thames Scheme.	RBWM	✓✓	£££	Leisure	Low	Medium	-	-	Low
4. Construct a new cycle route along the east side of the B376 Staines Road between Wraysbury village boundary and Hythe End village boundary.	RBWM	✓✓	£££	Inter-Urban	High	-	Low	-	Medium

Action	Responsibility	Deliverability	Cost	Destinations Served	PCT Impact	Porosity Impact	Safety Impact	Security Impact	Priority
5. Investigate whether a new cycle route can be constructed between the Hythe End roundabout and the borough boundary with Surrey.	RBWM	✓	£££	Inter-Urban	High	Medium	Medium	-	High
Hurley & Walthams									
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£	-	-	-	High	-	Medium
2. Improve direction signing on NCN4, incorporating destination signs at key jcts.	RBWM	✓✓✓	£	Inter-Urban	Low	-	-	-	Low
3. Investigate the potential to upgrade the surface on NCN4.	RBWM	✓✓	££	Inter-Urban	Low	-	-	-	Low
4. Offer to install cycle parking at Woodlands Park shops.	RBWM	✓✓	£	Local Centre	-	-	-	Low	Low
5. Liaise with landowners regarding the potential for cycle access between Hurley and Bisham along Temple Lane	RBWM	✓✓	££	Inter-Urban / Leisure	Low	-	-	-	Low
6. Construct a new cycle route between Grove Park and Woodlands Park, with onward connections to Cox Green and Maidenhead.	RBWM	✓✓	£££	Inter-Urban / Employment / Community	High	Medium	-	-	Medium
7. Investigate the potential for a new cycle route between BCA and Maidenhead.	RBWM	✓	£££	College / Residential	High	Medium	High	-	High
8. Consult with local landowners regarding the potential for a new cycle link to White Waltham Primary via the airfield service road / a new route along the perimeter.	RBWM	✓	£££	Inter-Urban / School	High	Medium	-	-	Medium
9. Work with Wokingham Borough Council to investigate the feasibility of constructing a cycle route alongside the A4 Bath Road between Twyford and Maidenhead.	RBWM	✓	£££	Inter-Urban	High	Medium	High	-	High

Action	Responsibility	Deliverability	Cost	Destinations Served	PCT Impact	Porosity Impact	Safety Impact	Security Impact	Priority
10. Liaise with landowners regarding the missing section of cycle route between Hurley Lane and Hurley High Street.	RBWM	✓	£££	Inter-Urban / Leisure	Low	Medium	-	-	Low
11. Liaise with Wokingham Borough Council regarding upgrading Waltham St Lawrence Footpath 9 / Ruscombe Footpath 4 to improve links to Twyford.	RBWM	✓	£££	Inter-Urban	Medium	Medium	-	-	Medium
Maidenhead									
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£	-	-	-	High	-	Medium
2. Provide contra-flow cycle route on High Street (East)	Shanly Homes	✓✓✓	£*	Town Centre / Residential	Low	Low	Low	-	Medium
3. Construct new ped / cycle bridge link between Green Way and Oldfield Road	RBWM	✓✓✓	£**	Town Centre / Residential / School	High	Medium	-	-	Medium
4. Provide cycle parking at A4 Bridge Street shops	RBWM	✓✓✓	£	Local Centre	-	-	-	High	Medium
5. Provide cycle parking at Cookham Road shops	RBWM	✓✓✓	£	Local Centre	-	-	-	Low	Low
6. Provide cycle parking at Cox Green Centre	RBWM	✓✓✓	£	Local Centre	-	-	-	Low	Low
7. Provide cycle parking at Furze Platt post office	RBWM	✓✓✓	£	Local Centre	-	-	-	Low	Low
8. Provide cycle parking at Highway Avenue shops	RBWM	✓✓✓	£	Local Centre	-	-	-	Low	Low
9. Provide cycle parking at Ockwells Park	RBWM	✓✓✓	£	Leisure	-	-	-	Low	Low
10. Provide cycle parking at Shifford Crescent shops	RBWM	✓✓✓	£	Local Centre	-	-	-	Low	Low
11. Construct a cycle gate between Switch-back Road South and Cannon Court Road	RBWM	✓✓✓	£	Residential / Employment	Medium	-	-	-	Low
12. Trial of permitting cyclists in subways (e.g. Sainsbury's and Bad Godesberg)	RBWM	✓✓✓	£	Town Centre/ Residential	High	High	High	-	High

Action	Responsibility	Deliverability	Cost	Destinations Served	PCT Impact	Porosity Impact	Safety Impact	Security Impact	Priority
Way)									
13. Cycle crossing at A308 / Stafferton Way roundabout	RBWM	✓✓✓	££	Town Centre/ Residential	High	Medium	-	-	Medium
14. Improve street lighting along The Gullet.	RBWM	✓✓✓	££	Town Centre/ Residential / Rail Station	Low	-	-	-	Low
15. Provide cycle parking at Wootton Way shops	RBWM	✓✓	£	Local Centre	-	-	-	Low	Low
16. Seek to adopt the eastern section of Horseguards Drive in order to secure the cycle route to Maidenhead Bridge.	RBWM	✓✓	£	Town Centre/ Residential	High	-	Low	-	Medium
17. Investigate measures to improve conditions for cycling on Grenfell Road	RBWM	✓✓	££	Town Centre/ Residential/ Rail Station	High	Low	Medium	-	High
18. Improve the Ludlow Road / Shoppenhangers Road junction.	RBWM	✓✓	££	Town Centre/ Residential/ Rail Station	High	Medium	Low	-	Medium
19. Provide a new cycle route to Furze Platt School via Nightingale Lane, Cannon Court Road and Switchback Road South	RBWM	✓✓	££	Residential / School	Medium	Low	Medium	-	Medium
20. Quiet route between Furze Platt and Maidenhead town centre via Camden Road, Belmont Park Avenue, College Road	RBWM	✓✓	££	Residential / Town Centre	Medium	-	High	-	High
21. New route between Cox Green School and Altwood Road	RBWM	✓✓	££	Residential / School	High	-	-	-	Low
22. Outer radial route via Summerleaze Road, Moor Lane, Harrow Lane, Linden Avenue	RBWM	✓✓	££	Residential / Local Centre	Medium	Medium	High	-	High
23. Investigate the potential for a recreational cycle trail at Ockwells Park	RBWM	✓✓	£££	Leisure	Low	-	-	-	Low

Action	Responsibility	Deliverability	Cost	Destinations Served	PCT Impact	Porosity Impact	Safety Impact	Security Impact	Priority
24. A4: Oldfield Road to Moorbridge Road	RBWM	✓✓	£££	Town Centre/ Local Centre/ Residential	High	High	Low	-	High
25. Maidenhead Missing Links - Inner radial route through Magnet development site, Kidwells Park, West Street and King Street	RBWM / Countryside	✓✓	£££	Town Centre/ Residential/ Rail Station	High	High	High	-	High
26. Outer radial route via Braywick Park and a new route through the proposed redevelopment of the golf course site. ‡	RBWM / Developer (TBC)	✓✓	£££	Residential / Leisure	Medium	Medium	-	-	Medium
27. Construct new route via Kimbers Lane and through the proposed redevelopment of the golf course site. ‡	RBWM / Developer (TBC)	✓✓	£££	Residential / Leisure	Low	-	-	-	Low
28. Provide a secure cycle parking hub at Maidenhead Station	RBWM / Network Rail / GWR	✓✓	£££	Rail Station	-	-	High	-	Medium
29. Improve cycle crossing between Maidenhead Station and the town centre as part of Maidenhead Station Access scheme.	RBWM	✓✓	£££	Rail Station / Town Centre	High	Low	High	-	High
30. Construct a cycle route between Woodlands Park Avenue and Highfield Lane ‡	RBWM / Developer (TBC)	✓	£££	Residential / School	High	Low	Low	-	Medium
31. Consider an east-west route via West Street, Providence Place and St Mary's Walk in the event that the site comes forward for redevelopment.	RBWM / Developer (TBC)	✓	£££	Town Centre	Low	Low	-	-	Low
Old Windsor									
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£	-	-	-	High	-	Medium
2. Improve and sign the cycle contra-flow at the southern end of Albany Road.	RBWM	✓✓✓	£	Residential / Leisure	Medium	-	-	-	Low

Action	Responsibility	Deliverability	Cost	Destinations Served	PCT Impact	Porosity Impact	Safety Impact	Security Impact	Priority
3. Install cycle parking at St Luke's Road district centre	RBWM	✓✓✓	£	Local Centre	-	-	-	Low	Low
4. Install cycle parking at Old Priory Post Office	RBWM	✓✓	£	Local Centre	-	-	-	Low	Low
Windsor									
1. Encourage local schools to take part in the Bikeability training programme.	RBWM	✓✓✓	£	-	-	-	High	-	Medium
2. Install cycle parking at Sutherland Grange	RBWM	✓✓✓	£	Leisure	-	-	-	Low	Low
3. Approach Tesco re installation of cycle parking at Hatch Lane store.	RBWM	✓✓✓	£	Local Centre	-	-	-	Medium	Medium
4. Install cycle parking at Dedworth Road shops	RBWM	✓✓✓	£	Local Centre	-	-	-	Medium	Medium
5. Install a bike hangar at St Leonard's Road / Albany Road	RBWM	✓✓✓	£	Residential	-	-	-	Medium	Medium
6. Install cycle parking at Windsor and Eton Riverside Station as necessary	RBWM/ SWR	✓✓✓	£	Rail Station	-	-	-	Low	Low
7. Signed quiet route between Alma Road and Windsor Town Centre	RBWM	✓✓✓	£	Town Centre / Residential	High	-	High	-	High
8. Provide toucan crossings on A308 west of Mill Lane	RBWM	✓✓✓	££	Residential / School	High	Low	High	-	High
9. Provide toucan / parallel cycle crossings adjacent to zebra crossings at A308 / B3022 junction (King Edward VII Hospital)	RBWM	✓✓✓	££	Town Centre / Hospital / Residential	Low	Low	Medium	-	Medium
10. Install cycle parking at Clewer Hill Shops	RBWM	✓✓	£	Local Centre	-	-	-	Low	Low
11. Install cycle parking off Goswell Road (next to lift)	RBWM	✓✓	£	Town Centre	-	-	-	Medium	Medium
12. Upgrade bridleway between St Leonard's Hill and Wilton Crescent.	RBWM	✓✓	£	Residential	Low	Medium	Low	-	Medium

Action	Responsibility	Deliverability	Cost	Destinations Served	PCT Impact	Porosity Impact	Safety Impact	Security Impact	Priority
13. Consult on area-wide 20 mph speed limits on residential roads in Clewer Green	RBWM	✓✓	££	Residential / Local Centre	Low	-	High	-	Medium
14. Investigate measures to improve conditions for cyclists on Ruddlesway.	RBWM	✓✓	££	School	Low	-	-	-	Low
15. Investigate measures to improve conditions for cyclists on Smith's Lane / Manor Road.	RBWM	✓✓	££	School / Residential	Low	-	Low	-	Low
16. Investigate measures to improve conditions for cyclists on Vale Road	RBWM	✓✓	££	Schools / Residential	Low	-	Low	-	Low
17. Investigate measures to improve conditions for cyclists along Hatch Lane / Parsonage Lane Mill Lane corridor	RBWM	✓✓	££	Schools / Residential	Low	Low	-	-	Low
18. Improve cycle route between Dedworth Road and Vansittart Road	RBWM	✓✓	££	Schools / Residential / Local Centre	High	Low	High	-	High
19. Investigate measures to improve conditions for cyclists on Dedworth Road.	RBWM	✓✓	£££	Local Centre / Residential	High	-	High	-	High
20. Investigate measures to improve conditions for cyclists on Clewer Hill Road.	RBWM	✓✓	£££	Local Centre / Residential	High	-	Low	-	Medium

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Report Title:	Article 4 – Removal of permitted development rights to change from Office to Residential use
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Councillor Coppinger, Lead Member for Planning and Health including Sustainability
Meeting and Date:	31 January 2019
Responsible Officer(s):	Andy Jeffs, Executive Director Jenifer Jackson, Head of Planning
Wards affected:	“All”

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REPORT SUMMARY

1. Approval is sought to prepare and undertake public consultation on an Article 4(1) Direction to remove the permitted development rights to change the use of office premises to residential. Article 4(1) Directions must be subject to consultation in compliance with the statement of community engagement. The result of consultation will be reported to cabinet prior to adoption of the article 4(1) direction.
2. Since the introduction, in 2013 of permitted development rights to convert offices to residential through a prior approval process, 18,067 sqm of office floorspace has been converted to residential in the Borough. A further 9,136 sqm of floorspace is likely to be lost as the result of prior approvals that have been granted but not completed. These changes of use have had a significant effect on the Council’s capacity to provide sufficient office floorspace for future economic growth during the Borough Local Plan (BLPS) period.
3. The BLPSV economic development policies have identified the need to make provision office floorspace to meet the growth in jobs during the plan period. The continuing loss of existing space due to permitted development will add to the target. In view of the challenges that RBWM faces in terms of a constrained supply of development land, the continuing loss of employment floorspace will put the ability to plan for economic growth in jeopardy.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) **Authorises officers to prepare a draft Article 4(1) direction to remove the permitted development rights granted under the Town and Country Planning General Permitted Development Order 2015 Schedule 2 Part 3 Class O and undertake required consultation.**

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

- 2.1 The National Planning Policy Framework (NPPF) and Planning Practice Guidance requires local plans to provide sufficient land to accommodate the assessed growth in the economy over the course of the plan period. The spatial strategy for employment provision is to concentrate growth in the main settlements. In view if the constraints on identifying new development land in the Royal Borough, the economic development policies give weight to retaining existing employment land in this use and encouraging upgrading and redevelopment to meet the future needs of businesses.
- 2.2 The provisions of the prior approval process allow local planning authorities to consider only a small number of issues when considering conversion proposals. These do not include the impact of the loss of such premises on the capacity of the Royal Borough to meet the future needs of economic growth in the area. The continued unchecked loss of employment floorspace through the conversion of offices to residential is considered likely to adversely impact the capacity of the BLP policies to meet the requirement to provide sufficient employment floorspace in the future.
- 2.3 Article 4 of the General Permitted Development Order gives planning authorities the right to remove permitted development rights provided it is able to justify that the inability to otherwise control development would have a significant impact on amenity or would prejudice the proper planning of the area. The use of Article 4 Directions to control the loss of employment floorspace has been extensively used in London Boroughs and in other areas where the amount of employment floorspace to meet the economic development needs of the area is put at risk by the lower threshold considerations of the prior approval process. Table 1 contains the options considered.

Table 1: Options arising from this report

Option	Comments
<p>To draft and consult on introducing an article 4 direction to remove permitted development rights to convert offices to residential.</p> <p>The recommended option:</p>	<p>This option is provided for in legislation and has been used successfully by other local planning authorities to prevent further loss of valuable employment space. The result of consultation will be reported to the Cabinet prior to adoption of the article 4(1) direction.</p>
<p>To consider options for identifying further scope for increasing employment floorspace within the Royal Borough in order to continue to provide capacity to meet both the shortfall created by current losses in employment floorspace and the assessed level of future need through to 2033.</p> <p>This is not recommended</p>	<p>The BLP is currently submitted to the Secretary of State and is under examination. It is not appropriate to consider further changes to the plan policies at this point.</p>

Option	Comments
Do nothing. This is not recommended	The proper planning of the area would be prejudiced.

3. KEY IMPLICATIONS

- 3.1 The emerging BLP was submitted to the Secretary of State for examination in January 2018. The first hearings on issues raised in connection with the soundness of the plan took place in June 2018. The Local Plan Inspector has indicated that further issues will be examined at later hearings in 2019. Among the issues raised by representations on the published plan and therefore likely to be considered closely by the Local Plan Inspector is the provision of employment land and premises to meet the needs of local businesses during the plan period.
- 3.2 It is therefore important that the Local Planning Authority (LPA) remains committed to monitoring the current situation with regard to employment floorspace. As set out below, the continued loss of employment floorspace is of concern given the challenge of the highly constrained supply of development land within the Royal Borough. Although the BLP proposes the protection of the Triangle Site to meet future employment needs, this area is situated within the Green Belt. It will be necessary for the LPA to investigate all other options before it can be considered that the exceptional circumstances that could justify the release of green belt land for this use could apply. Creating a greater level of protection for existing employment sites by adopting an Article 4 Direction is part of the active management of the supply of land and premises and will support the policies of the emerging BLP
- 3.3 The failure to demonstrate that the BLP makes appropriate provision for future employment needs of the area will increase the risk that the BLP Inspector could ask for further work to be undertaken to identify additional employment floorspace generating further delay in the process of adoption of the BLP. At worst the Local Plan inspector could find that the BLP policies are unsound in respect of economic development provision.

Table 2: Key Implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Support for BLP economic development policies during examination	June 2018	Autumn 2019	Spring 2019	May 2019	Spring 2020

4. FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 The cost of preparing and consulting upon an article 4 direction will be met from within the current budget of the planning service.
- 4.2 The fee for a prior approval application is just £96, this fee will be foregone. In addition, where article 4 directions result in a planning application needing to be submitted, the Council cannot charge a planning application fee. It is the case that planning officers will need to undertake a more comprehensive assessment of the proposal that required by the restrictive matters to be considered under the prior approval process and there is a cost in terms of time taken to do this. However with an Article 4 direction in place, proposals for the conversion of offices to residential in the future are likely to generate a need for pre-application discussions, for which a fee to reflect the time spent by officers will be applicable. This will mitigate any impact on the loss of fee income and can be met from within the planning service budget.
- 4.3 As such it is considered that there are no significant financial implications.

5. LEGAL IMPLICATIONS

- 5.1 The legislation provides explicit provision for LPAs to restrict or remove permitted development provisions provided that it can be demonstrated that that the inability to otherwise control development would have a significant impact on amenity or would prejudice the proper planning of the area. It is considered that this measure can be justified in this instance.

6. RISK MANAGEMENT

- 6.1 Section 107 of the Town and Country Planning Act 1990 provides for property owners to claim compensation in certain circumstances including where ordinarily planning permission is not required but then is subsequently refused or conditions applied by the planning authority over and above those which would normally be required. The compensation payable reflects the difference in development value between the two scenarios and the additional cost in going through the planning process. However in relation to limitations placed by LPAs on changes of use permitted by the GPDO, compensation is not payable on any subsequent planning application decision after a period of 1 year following initial notification to adopt an Article 4(1) Direction. In order to avoid claims for compensation the majority of Article 4(1) Directions issued by LPAs are not immediate, but build in a delay of 1 year between notification and adoption. This is recommended in this case.

Table 3: Impact of risk and mitigation

Risks	Uncontrolled risk	Controls	Controlled risk
Compensation in regard to the loss of	If the Article 4 direction would be	Delay bringing into force the Article 4(1) direction	No claims for compensation

Risks	Uncontrolled risk	Controls	Controlled risk
permitted development rights in the case that planning permission for conversion is refused or conditions imposed.	brought in immediately there may be claims for compensation.	for a period of 12 months following adoption.	would be payable.

7. POTENTIAL IMPACTS

- 7.1 The BLP SV contains sustainable policies for the provision of sufficient employment floorspace to meet the needs of businesses in the area during the plan period 2013 – 2033. The level of provision has been assessed through an Economic Development Needs Assessment as part of the evidence underpinning the BLP. The BLP SV identified that in order to provide for the additional the working population of the Borough additional employment floorspace to accommodate 546 jobs per year for the whole of the plan period (rising to 565 jobs if existing commuting trends are consistent over the plan period). Just over half of these are within Class B (6,776 jobs).
- 7.2 This is considered to require the provision of 81,233 sq m of additional office floorspace (on average 4,062 per year). BLP policies which have been subject of sustainability assessment as part of the plan preparation propose that this need should largely be met through intensification of existing suites alongside a small number of new allocations (for mixed use). The plan acknowledges the potential impact of permitted development to allow the change of use of offices, light industrial and warehouse/storage uses to residential, the plan states at para 8.9.6 that changes will be monitored and the supply of floorspace managed in order that an appropriate supply of premises and sites continue to be available. The current proposals are considered to be an appropriate response to the monitoring data which shows a significant continuing loss of employment space.
- 7.3 The table below shows the amount of employment floorspace that was lost as a result of conversions under the prior approval process.

Table 4: Floor space change for offices to residential conversions (completed developments in sqm Gross Internal Area (GIA))

	Maidenhead Town Centre	Windsor Town Centre	Other	Rest of Borough	Total
2013/14	0	-565	0	0	-565
2014/15	-1,083	-2309	-341	-1257	-4990
2015/16	-120	0	-4073	-3691	-7884
2016/17	0	0	-510	-60	-570

2017/18	-3418	0	-393	-247	-4058
Total	-4621	-2874	-5317	-5255	-18067

- 7.4 Looking forward, the monitoring data shows that as of 31 March 2018, a further 16 schemes had prior approval but had either not yet been completed or had not started. These additional schemes if completed will give rise to the loss of a further 9869 sq m of office floorspace. Table 5 contains details of this.

Table 5: Potential office floorspace loss through prior approvals not started or under construction at 31 March 2018 (sqm GIA)

	Maidenhead Town Centre	Windsor Town Centre	Other	Rest of Borough	Total
Class B1(a) floorspace lost	-2647	-660	-1257	-5412	-9869
Residential units created	46	5	14	105	170

- 7.5 Further, records show that in the current monitoring year to date (April – December 2018), prior approval applications have been submitted for the conversion of a further 4304 sqm of offices to create 86 units of residential accommodation.
- 7.6 It is considered that the continued loss of office floorspace at this rate would be unsustainable in terms of the ability of the plan to meet the future needs of businesses in the area.
- 7.7 The equality implications of the proposed article 4(1) direction will be fully assessed at such time as the consultation on a draft direction is complete and the results reported back to cabinet as part of a report preceding the adoption of the direction.

8. CONSULTATION

- 8.1 The report will be considered by Planning and Housing Overview and Scrutiny Panel on tbc, comments will be reported to Cabinet'
- 8.2 Consultation on the draft Article 4(1) Direction, if agreed by cabinet will be undertaken in accordance with the provisions of schedule 3 of the Town and Country Planning General Permitted Development Order 2015 in respect of directions without immediate effect and the RBWM Statement of Community Involvement

9. TIMETABLE FOR IMPLEMENTATION

9.1 Implementation date if not called in:

Table 6: Implementation timetable

Date	Details
February 2019	Preparation of draft article 4(1) direction for the removal of Permitted Development rights for change of use from offices (ClassB1) to Residential (ClassC3)
February - March	6 week consultation period
May/June 2019	Report to Cabinet on consultation response

10. BACKGROUND DOCUMENTS

10.1 This report is supported by background documents which are available on the Council Website:

- Borough Local Plan (Submission Version):
https://www3.rbwm.gov.uk/info/201026/borough_local_plan/1351/submission/1
- RBWM Authority Monitoring Report 2018:
https://www3.rbwm.gov.uk/info/201048/evidence_base_and_monitoring/482/monitoring
- RBWM Local Development Scheme
https://www3.rbwm.gov.uk/info/201025/emerging_plans_and_policies/1346/local_development_scheme
- Statement of Community Involvement:
https://www3.rbwm.gov.uk/download/downloads/id/512/statement_of_community_involvement_sci.pdf

11. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Date returned
Cllr Coppinger	Lead Member for Planning and Health including Sustainability	3/01/19	3/01/19
Russell O'Keefe	Acting Managing Director	3/01/19	10/01/19
Rob Stubbs	Section 151 Officer	3/01/19	10/01/19
Elaine Browne	Interim Head of Law and Governance	3/01/19	10/01/19
Nikki Craig	Head of HR and Corporate Projects	3/01/19	4/01/19
Louisa Dean	Communications	3/01/19	10/01/19
Andy Jeffs	Executive Director	3/01/19	3/01/19
Kevin McDaniel	Director of Children's Services	3/01/19	3/01/19
Angela Morris	Director of Adult Social Services	3/01/19	3/01/19
Hilary Hall	Deputy Director of Commissioning and Strategy	3/01/19	3/01/19

REPORT HISTORY

Decision type: Key decision	Urgency item? No	To Follow item? N/A
Report Author: Jenifer Jackson Head of Planning 01628 796042		

Report Title:	Additional Highway Investment 2018/19
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Councillor Bicknell Deputy Leader; Lead Member for Highways & Transport and Windsor
Meeting and Date:	Cabinet - 31 st January 2019
Responsible Officer(s):	Hilary Hall, Director Strategy & Commissioning
Wards affected:	All

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REPORT SUMMARY

1. The Chancellor of the Exchequer announced in the November 2018 budget that the government is allocating £420m in 2018/19 financial year for local highway maintenance, including the repair of potholes. This funding is extra investment on top of existing allocations.
2. The Royal Borough was awarded £965,000 and this report seeks approval to allocate this funding to additional schemes to further enhance the highway network.
3. The draft capital programme for 2019-20 includes £1,900,000 for road resurfacing. In order to deliver these schemes and benefit residents early in the financial year a draft programme has been prepared and attached in Appendix C. It is recommended that this programme is agreed subject to overall budget approval for 2019-20.

1. DETAILS OF RECOMMENDATIONS

RECOMMENDATION: That Cabinet

- i. **Endorses the supplementary programme set out in Appendix A (additional grant funding).**
- ii. **Delegates authority to the Director Strategy and Commissioning, in consultation with the Lead Member for Highways & Transport, to agree minor amendments to the approved schemes (within approved budgets) and implement substitute schemes should this become necessary.**
- iii. **Endorses the proposed resurfacing programme for 2019-20 set out in Appendix C, subject to approval of the 2019-20 budget by Council.**

2. REASON FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 The Chancellor of the Exchequer announced in the November 2018 budget that the government is allocating £420m in 2018/19 financial year for local highway maintenance, including the repair of potholes. This funding is extra investment on top of existing allocations.

- 2.2 The Royal Borough was awarded £965,000 and this report seeks approval to allocate this funding to additional schemes to further enhance the highway network.
- 2.3 Highway assets are the most valuable asset that the Royal Borough holds. In 2016/17, the 650km road network was valued at approximately £1.2 billion. Maintenance and improvement are essential in delivering corporate strategic priorities; achieving high levels of customer satisfaction and protecting the community from the risk of injury, loss or damage. To ensure that funding is invested efficiently and effectively, an asset management approach to road prioritisation has been adopted.
- 2.4 The existing investment plan is assessed and developed annually, with a forward looking indicative programme. This enables forward planning, budget forecasting and co-ordination of works with utility companies and other regeneration schemes to minimise disruption.
- 2.5 Technical data on the roads is collected relating to skid resistance; rutting and cracking which is used to inform decisions and prioritisation. In addition, ALL streets are subject to at least an annual visual site inspection - frequency is dependent on their category. All safety defects are recorded and actioned. If the road regularly needs attention and is beyond economic level for revenue repairs, the road will be assessed for major patching or resurfacing.
- 2.6 An overall programme is developed which is constantly evolving, as roads deteriorate at varying rates. In addition to technical assessments, non-engineering factors such as location of schools or hospitals are considered, together with requests from Members; Parish Councils; residents; business and visitors. Appendix C sets out the proposed 2019-20 resurfacing programme detailing roads that have been highlighted as needing a surface treatment.
- 2.7 Significant investment has been made in 2018/19 with £3.7 million being spent directly on approximately 22km of road resurfacing. A surfacing delivery summary to date is set out in Appendix B.
- 2.8 Roads have been resurfaced with a range of different treatments including traditional plane and resurface; proprietary systems and surface dressing.
- 2.9 A full audit of roads treated with surface dressing has been undertaken as a number of failures have been reported and identified for example Furze Platt Road – a remedial plan is in place which will be delivered in spring 2019 because the treatment is weather dependent and the best outcomes can be achieved between April and September. In the meantime, subject to the outcome of the audit, the affected roads and pavements will be swept and continue to be monitored.
- 2.10 Additional investment is very welcome and enables the Royal Borough to invest further in the highway network, building on the £9.4m total investment on improvement; maintenance and safety improvements already invested as part of the approved capital programme.

Table 2: Options

Option	Comments
1. Approve and deliver the roads programme set out in Appendix A and the 2019-20 resurfacing programme subject to Budget approval. This is the recommended option	This will enable timely delivery and directly benefit residents, businesses and visitors by maintaining and improving highway and transport infrastructure, which in turn improves facilities for pedestrians, cyclists and motorists. The recommended programme responds to resident and Member requests.
2. Do not approve any programme for implementation	This is not recommended. The programmes and solutions proposed have been tailored to resident/member requests and feedback. The programme has taken into account technical assessments as well as non-engineering factors.
3. Approve only Appendix A for implementation.	This is not recommended as the programme is considered to offer benefits to residents, business and visitors in a cost effective and timely manner. The current programme has been well thought out and delivers our promises. This will cause a delay in starting the roads programme for 2019-20.

3. KEY IMPLICATIONS

3.1 The key implications are set out in table 3.

Table 3: Key implications

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
Delivery of additional resurfacing schemes	Below 90%	90-93%	93-95%	Greater than 95%	31 st March 2019

4. FINANCIAL DETAILS / VALUE MONEY

Financial impact on the budget

4.1 The capital programme will be increased by £965,000 to reflect the additional grant funding received.

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

Table 4: Financial Impact of report's recommendations

REVENUE COSTS	2018/19	2019/20	2020/21
Additional total	£0	£0	£0
Reduction	£0	£0	£0
Net Impact	£0	£0	£0

CAPITAL COSTS	2018/19	2019/20	2020/21
Additional total	£965,000 (grant fund)	£1,900,000 (subject to Cabinet approval)	£0
Reduction	£0	£0	£0
Net Impact	£965,000	£0	£0

5. LEGAL IMPLICATIONS

- 5.1 The council has a duty under the Highways Act 1980 to maintain the roads in good order. This duty covers all roads which the council is obliged to maintain, including public rights of way.
- 5.4 Additionally, the recommended programme effectively manages risk which seeks to reduce the likelihood of insurance claims.

6. RISK MANAGEMENT

Table 5: Impact of risk and mitigation

Risks	Uncontrolled Risk	Controls	Controlled Risk
Funds are allocated to work that cannot be completed.	Medium	The proposed programme has been subject to rigorous inspection and prioritisation including indicative programmes for future years.	Low
Funding is insufficient to deliver the approved programme	Medium	Budget estimates prepared; contractor rates confirmed; fixed prices secured where possible and robust financial governance in place.	Low
Delays in delivering works programme	Medium	Achievable programme recommended with indicative programme for future years should	Low

Risks	Uncontrolled Risk	Controls	Controlled Risk
		individual schemes be undeliverable.	
Inclement weather delays programme delivery	Medium	Recommended that our contractor undertakes weather sensitive elements in early spring	Low

7 POTENTIAL IMPACTS

7.1 None.

8. CONSULTATION

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

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

9. TIMETABLE FOR IMPLEMENTATION

Table 6: Implementation timetable

Date	Details
February – April 2019	Delivery of additional roads programme

10. APPENDICES

10.1 The appendices to the report are as follows:

- Appendix A – additional roads programme 2018-19
- Appendix B – Delivery Summary.
- Appendix C – Draft 2019-20 Resurfacing programme.

11. BACKGROUND INFORMATION

- Highways & Transport Investment Programme 2018/19 (Cabinet – 24th May 2018) - https://rbwm.moderngov.co.uk/documents/s19648/meetings_180524_cab_Highways%20Capital%20Works%20Programmes%202018-19.pdf
- Highways Investment – Additional Funding 2018/1 (Cabinet – 10th July 2018) - https://rbwm.moderngov.co.uk/documents/s20934/180710_cab_highways_all.pdf
- HMMS – Highway maintenance management strategy.

12. CONSULTATION (MANDATORY)

Name of consultee	Post held and Department	Date sent	Date received
Internal			
Cllr Bicknell	Deputy Leader and Lead Member for Highways & Transport	15/01/19	16/01/19
Russell O'Keefe	Acting Managing Director		
Andy Jeffs	Executive Director		
Hilary Hall	Director Strategy and Commissioning	03/01/19	14/01/19
Rob Stubbs	Section 151 Officer		
Nikki Craig	Head of HR and Corporate Projects		
Elaine Browne	Head of Law and Governance		
Louisa Dean	Communications		

REPORT HISTORY

Decision type: Key decision. Date added to forward plan:	Urgency item? No	To Follow item? No
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Full name of report author	Job title	Full contact no:
Ben Smith	Head of Commissioning – Communities	01628 796147

Potential schemes for the additional Department for Transport funding allocation (£965,000)

Criteria for allocation of grant funding '...highways maintenance, including the repair of potholes, to keep local bridges and structures open and safe, as well as to help aid other minor highway works that maybe needed...'

<i>Ward</i>	<i>Road Name</i>	<i>Scheme description</i>	<i>Estimated Value of scheme (£)</i>	<i>Comments</i>
Ascots/sunning's	Course Road	Highway drainage, resurfacing, junction buildout and barriers to control parking	£20,000	
Ascots/sunning's	London road, Ascot	New footway	£20,000	Ongoing complaint from residents as there currently is not footway at this location.
Borough wide	Pothole Challenge fund	Carriageway repairs	£50,000	Continuation of the current programme throughout the winter season (2018/19) / response to resident and Member requests
Borough wide	Flailing	Cutting back vegetation to stop encroachment onto footways and cycleway	£20,000	Proactive approach to resolve highway encroachment issues in advance of Spring 2019
Boyn Hill	Boyn Hill Road	Wootton Way to North Star Lane	£40,000	
Boyn Hill	Grenfell Road	Silco Drive to High Town Road	£50,000	
Bray	Fifield Road, Fifield	Major road reconstruction works	£100,000	Road has severely deteriorated and needs urgent attention - initial works ordered
Bray	Drift Road, Bray	Major road reconstruction works	£40,000	Road has severely deteriorated and needs urgent attention - initial works ordered
Castle Without	Sheet street	Park Street to Victoria Street	£25,000	
Clewer East / Clewer North / Clewer South	Dedworth Road (Phase I)	Kenton Lane to Hatch Lane	£130,000	Works phased across 2018/19 (£130k) and 2019/20 (£50k) to co-ordinate with programmed utility works
Cookham	Spring Lane	Highway drainage and resurfacing	£10,000	To resolve long-standing drainage problem (Requested by residents and Cllr Saunders)
Datchet	Priory Way	Resurfacing	£8,000	
Eton & Castle	Keates Lane, Eton	Slough Road to Eton College library	£20,000	Extension of junction improvement project
Furze Platt	B4447 Cookham Road	Aldebury Road to railway bridge	£40,000	
Furze Platt	Oaken Grove, Maidenhead	Reconstruction of the footway	£20,000	Responds to complaints (involves reshaping footway after the removal of trees and re-establishing tree pits)
Old Windsor	Burfield Road	Resurface sections	£25,000	
Oldfield	Vicus Way	drainage, kerbing and resurface	£70,000	
Pinkneys Green Neighbourhood Improvements (to include)			£277,000	
	Alwyn Road	Repairs to road humps		
	Blenheim Road	Patching; joint sealing		
	Lancaster Road (part)	Patching; joint sealing		
	Halifax Road	Patching; joint sealing		
	Headington Road (part)	Patching; joint sealing		
	Farm Road (part)	Patching; joint sealing		
	Highfield Road	Patching		
	Havelock Road	Patching		
	Allenby Road -	repairs to the footways due to root heave		
	Pinkneys drive - section	resurfacing		
		TOTAL	£965,000	
Notes:				
(i) St. Marks Crescent (Allenby Road to Courthouse Road) formed part of the original programme but has been deferred due to gas works. This will be a priority scheme for 2019/20				

APPENDIX B - Major Maintenance schemes 2018-19

Plane and Resurface schemes.

Road cat.	Road Name and Scheme Limits	Ward
A330	Ascot Road - Sturt Green to Forest Green Road	Bray
A4130	Henley Road - from junction of Hurley High Street 53m eastwards & 60m westwards (including bellmouth of Hurley High Street)	Hurley & Walthams
A329	Ascot High Street - Heatherwood Roundabout to East of Traffic Lights	Ascot & Cheapside
A329	Ascot High Street - Station Hill (inc r'nbout) westwards for 190m	Ascot & Cheapside
A4094	Ray Mead Road - north of zebra at A4 northwards for 176m	Maidenhead Riverside
B376	Staines Rd Hythe End - either side of Feathers Lane junction for Approx 50m	Horton & Wraysbury
B4447	Cookham Rd / Gardiner Rd - Aldebury Rd north west for 318m (inc bridge deck)	Furze Platt
C	Shoppenhangers Road - 2 roundabouts j/w A404 slips	Cox Green
C	Pinkneys Drive - Lee Lane to Lime Walk	Pinkneys Green
C	Boyn Hill Road - Rutland Rd (north) to No. 52 incl mouths of Rutland Road	Boyne Hill
C	Alma Road - Claremont Rd to Clarence Road incl junction	Castle Without
D	Ray Mill Rd East - Clappers Meadow to Ray Mead Road	Maidenhead Riverside

D	Wolf Lane - Foster Ave to Keepers Farm Close	Clewer South
D	Wolf Lane - Junction with White Horse Road	Clewer Couth
D	Mill Lane - Clewer Church to Cul-de-Sac end	Clewer North
D	Stephenson Drive - Full length	Clewer North
B3021	Burfield Road - Priest Hill to Ousley Road	Old Windsor
C	Kings Road - Larch Ave to slip of Tenby Drive	Sunninghill & South Ascot
B383	Silwood Road - Larch Avenue to London Road	S'hill & S.Ascot
C	Grenfell Road - Grenfell place traffic lights to Silco Drive	Boyne Hill
A	A308 Straight Rd / Datchet Rd Roundabout	Old Windsor
C	Altwood Road	Boyn Hill
C	Dean Lane	Bisham & Cookham
D	Belmont Road	Belmont
D	Highfield Lane	Cox Green
D	Cannon Court Road	Furze Platt
C	Marlow Road, Bisham	Bisham & Cookham
A	A330 Winkfield Road	Ascot & Cheapside
D	Farmers Way	Cox Green
D	Bisley Drive/Lowbrook Drive	Cox Green
A	A308 Braywick Road	Oldfield
D	Spring Close	Furze Platt
C	Fifefield Road	Bray
D	Maple Close	Boyn Hill
D	Michel Close	Boyn Hill
D	Hatch Lane	Clewer East
D	Briar Dene	Furze Platt
	The Pound	Cookham
A	Kings Rd / Osborne Rd roundabout	Park

B	Castle Hill & High St, Windsor	Castle Without
B	High Street, Eton	Eton & Castle
C	St Ives Road	Oldfield
D	St Albans St, Windsor	Castle Without

Surface dressing schemes

Road cat.	Road Name and Scheme Limits	Ward
A308	Furze Platt Road - Pinkneys Drive to Switchback Road traffic lights	Furze Platt & Pinkneys
B	B470 Majors Farm Rd	Datchet
D	Baileys Lane	Hurley & Walthams
C	Moneyrow Green	Bray
C	Terrys Lane	Bisham & Cookham
A	A308 Furze Platt Rd	Furze Platt & Pinkneys

Joint repairs and Surface dressing and lock chip.

Road cat.	Road Name and Scheme Limits	Ward
D	Pierson Road - Full length	Clewer North
D	Kingsfield - Full length	Clewer North
D	Alden View - Clifton Rise to Turning Head	Clewer North
D	Hayse Hill - Full length	Clewer North
U	St. Andrews Close	Old Windsor

Surface Dressing and Lock Chip

Road cat.	Road Name and Scheme Limits	Ward
	Illingworth	Park
D	Westbrook	Bray
A329	London Road Ascot - Winkfield Rd to Cheapside Rd	Ascot & Cheapside

D	Burnham Close - Full length	Clewer South
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Joint repairs and Plane and resurfacing.

Road cat.	Road Name and Scheme Limits	Ward
D	Bell View - St Andrews Crescent to Cranborne Ave.	Clewer South
D	Bell View Close - Full Length	Clewer South
D	Gallys road	Clewer North

Joint repairs (only)

Road cat.	Road Name and Scheme Limits	Ward
U	Clifton Rise - Full length	Clewer North
U	Elizabeth Gardens - Full Length	Sunninghill & South Ascot
U	Stamford Road	Boyn Hill

DRAFT RBWM HIGHWAYS & TRANSPORT CAPITAL RESURFACING PROGRAMME 2019-20 (Appendix C)

Ward	Road Name and Scheme Limits	Proposed Treatment	Estimate (£)
Belmont/Boyn Hill	A4 Cannon Lane - Castle Hill.	TBC	TBC
Oldfield	Forlease Rd – Stafferton Way to Bridge St – SD/L	TBC	TBC
Belmont/Boyn Hill	A308 Marlow Rd – A4 to Norfolk Road	TBC	TBC
Bisham and Cookham	Church Rd/Hills Lane – SD/L	TBC	TBC
Clewer North	Dedworth Rd – Kenton Ln to Hatch Ln (phase 2)	TBC	TBC
Old Windsor	A308 Straight Road - St Lukes Rd to borough boundary	TBC	TBC
Oldfield / Maidenhead Riverside	A4 Bridge Road - Oldfield Road to St Cloud Way roundabout	TBC	TBC
Sunningdale	A30 London Rd - Borough boundary to Charters Road	TBC	TBC
Cox Green / Hurley and Waltham's	Woodlands Park Rd & Shoppenhangers Rd - Cox Green Rd to Cannon Ln	TBC	TBC
Park	B3022 Winkfield Road - Borough boundary to LEGOLAND	TBC	TBC
Old Windsor	B376 Staines Road - Windsor Road to Magna Carta Lane	TBC	TBC
Datchet / Horton and Wraysbury	B376 Horton Road - Welley Road to Holmlea Road	TBC	TBC
Hurley and Waltham's	B3024 Twyford Road - Bend at Mire Lane junction	TBC	TBC
Hurley and Waltham's	B3024 Twyford Road - Downfield Lane to The Star	TBC	TBC
Datchet	B376 Slough Road - Eton Road to The Myrke	TBC	TBC
Hurley and Waltham's	A4130 Henley Road - Bend at Hurley Lane	TBC	TBC
Oldfield	A308 Stafferton Way Roundabout with Braywick Road	TBC	TBC
Pinkney's Green	St Marks Crescent - Farm Road to Courthouse Road	TBC	TBC
Oldfield	A308 Frascati Way - Broadway to A4 Castle Hill	TBC	TBC
Bray	B3024 Forest Green Road - Coningsby Lane to Moneyrow Green	TBC	TBC
Park	Hemwood Road - Section	TBC	TBC
Clewer South	St Andrews Avenue - Joint repairs	TBC	TBC
Clewer South	Ash Lane - Joint repairs	TBC	TBC
Clewer North	Hanley Close - Junction	TBC	TBC
Clewer North	Frymley View - Junction	TBC	TBC
Clewer South	Forest Rd - Junction	TBC	TBC
	Assessments		£ 50,000.00
	Legal Services/Traffic Orders		£ 40,000.00
	Minor Patching		£ 200,000.00
	Major Patching Schemes/Repairs		£ 100,000.00
	Anti Skid/Special Surface Repairs		£ 30,000.00
	Extreme Weather Damage Repairs		£ 50,000.00
		Total	

Please note that these are indicative costs and subject to change.

Reserve list 2019-20

<i>Ward</i>	<i>Road Name and Scheme Limits</i>	<i>Proposed Treatment</i>	<i>Estimate (£)</i>
Eton/Castle	Slough Road – approach and exit to r/about (boundary with Slough BC)	TBC	TBC
Datchet	London Rd/Riding Ct Rd r/about, Datchet	TBC	TBC
Horton and Wraysbury	Railway bridges, Wraysbury	TBC	TBC
Ascot/Cheapside	Mill Lane, Cheapside – SD/L	TBC	TBC
Clewer North	Vale Road, Windsor – SD/L	TBC	TBC
Ascot/Cheapside	Station Hill, Ascot – High St r/about to railway – SD/L	TBC	TBC
Old Windsor	Albany Road, Old Windsor – SD/L	TBC	TBC
Castle without	Royal Windsor Way slips – joints/SD/L	TBC	TBC
Boyn Hill	Stamford Road – SD/L	TBC	TBC
Boyn Hill	Lexington Avenue (extents to be determined)	TBC	TBC
Boyn Hill	Longleat Gardens	TBC	TBC
Boyn Hill	Welbeck	TBC	TBC
Boyn Hill	Penhurst	TBC	TBC
Cox Green	Highfield Lane – SD/L	TBC	TBC
Castle without	Victoria St – Sheet St to Peascod St	TBC	TBC
Castle without	Osborne Rd r/about j/w Frances Rd (part)	TBC	TBC
Sunningdale	A30 London Rd – from B383 westbound approach to railway	TBC	TBC
Ascot/Cheapside	Windsor / Winkfield Rd r/about, Ascot (part)	TBC	TBC
Clewer North	Maidenhead Rd, Windsor sections	TBC	TBC
Castle without	St Leonards Rd, Windsor sections inc j/w Imperial Rd	TBC	TBC
Clewer South	Wolf Lane – section near White Horse Rd	TBC	TBC
Clewer East /Park	Clewer Hill Rd – section	TBC	TBC
Datchet	King Edward VII Ave – section	TBC	TBC
Sunninghill and South Ascot	Bouldish Farm Rd, Ascot	TBC	TBC
Sunninghill and South Ascot	Lower Village Rd – Elizabeth Gdns to Woodend Dr	TBC	TBC
Bray	A330 Ascot Road - A308(M) to Philberds Lodge	TBC	TBC
Oldfield	A308 Braywick Rd (Western carriageway - Stafferton Way to Station	TBC	TBC

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Report Title:	Traveller Local Plan – Issues and Options: Extension of consultation period
Contains Confidential or Exempt Information?	NO
Member reporting:	Councillor Coppinger, Lead Member for Planning and Health (including sustainability)
Meeting and Date:	Cabinet - 31 January 2019
Responsible Officer(s):	Andy Jeffs, Executive Director & Jenifer Jackson, Head of Service
Wards affected:	All

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REPORT SUMMARY

1. Cabinet resolved to approve the publication of the Traveller Local Plan Issues and Options Regulation 18 consultation at its meeting on 13th December 2018. The consultation will run from Monday 14 January 2019 until Monday 25 February 2019 (midnight).
2. Throughout the 6 week consultation period, which accords with the Council's SCI, officers have meetings/presentations scheduled with key stakeholders. At one of those meetings a formal request was made to the Lead Member for an extension to the consultation period which has been duly considered.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) **Agrees to a 2 calendar week extension of the Regulation 18 consultation period on the Traveller Local Plan Issues and Options; to close on 11 March 2019 (midnight);**
- ii) **Agrees to the publication of further letters and adverts as required to publicise the extension of the consultation period and the new closure date.**

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

- 2.1 The Regulation 18 consultation is underway. At one of the first events attended by the local planning authority a request was made for an extension to the consultation. Following that request another has been received and therefore due consideration has been given to the option of extending the regulation 18 consultation period. The local planning authority is keen to meet with stakeholders throughout the consultation process and, due to staff availability and Parish Council meeting schedules, some of those meetings and discussions will not take place until near to the end of the consultation period. This would mean that those groups might have less time or, indeed,

very little time, to formulate a formal response than others who have already been taken through the issues and options paper.

- 2.2 In this instance, whilst the planning authority should operate within the guidance contained in the adopted Statement of Community Involvement, there is no pressing need to push forward in the very short term. There is no legally prescribed time period for a regulation 18 consultation and it is for the Council to determine the appropriate way forward. The lengthening of the consultation period will simply shorten the time for officers to consider the responses received before moving on to prepare the next consultation version of the Traveller Local Plan.

Options

Table 1: Options arising from this report

Option	Comments
Extend the regulation 18 consultation period by two calendar weeks, to close on 11 March 2019 (midnight). Recommended option	The LPA is keen to listen to feedback from stakeholders and to ensure it can engage in meetings as appropriate. There is no pressing need to progress such that two further weeks of consultation cannot be accommodated.
Do not extend the regulation 18 consultation period beyond the 6 weeks, closing on 25 February 2019 (midnight).	This meets the Council's adopted Statement of Community Involvement, which does not prescribe a time period, and complies with the Regulations but fails to take onboard the feedback from stakeholders.

3. KEY IMPLICATIONS

Table 2: Key Implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Publication of the TLP Issues & Options document and relevant evidence	After 7 January 2019	By 7 January 2019	By 4 January 2019	By 21 December 2018	January 2019

4. FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 There financial implications are limited to the cost of additional notices/adverts and postage which will be met from the budget for the project.

5. LEGAL IMPLICATIONS

- 5.1 The Council has already indicated its agreement to consult on the Traveller Local Plan Issues and Options at Regulation 18. Officers do not have the authority to agree an extension to that consultation period, the legal advice taken is that this requires the approval of Cabinet.

6. RISK MANAGEMENT

Table 3: Impact of risk and mitigation

Risks	Uncontrolled risk	Controls	Controlled risk
The Council is unable to defend appeals against the refusal of planning permission for traveller sites as it cannot demonstrate a 5 year supply of pitches and plots.	HIGH	Progress a single issue Traveller Local Plan and publish an Issues and Options paper in accordance with the Local Development Scheme.	LOW

7. POTENTIAL IMPACTS

- 7.1 The effect of extending the consultation will be to require additional resource from within the planning policy team to assist the lead officer on this project to give effect to the extension. It is possible to meet this requirement through work programming.

8. CONSULTATION

- 8.1 This is a late report to Cabinet which will be considered as an urgent item at Planning and Housing Overview & Scrutiny on 29 January 2019, any comments will be provided orally to Cabinet.

9. TIMETABLE FOR IMPLEMENTATION

- 9.1 Implementation date if not called in: Immediately.

10. APPENDICES

- 10.1 This report is supported by 3 appendices:
- Cabinet report dated 13th December 2018 on the Traveller Local Plan Issues & Options and the relevant minute of the meeting.
 - Traveller Site Assessment Methodology (see appendix to 13th December 2018 Cabinet report).

- Traveller Local Plan Issues and Options Paper (see appendix to 13th December 2018 Cabinet report).

BACKGROUND DOCUMENTS

10.2 This report is supported by 3 background documents:

- Council Plan https://www3.rbwm.gov.uk/downloads/file/3320/2017-2021_-_council_plan
- The Local Development Scheme <https://consult.rbwm.gov.uk/file/4979935>
- The Planning Policy for Traveller sites from Central Government <https://www.gov.uk/government/publications/planning-policy-for-traveller-sites>

11. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Date returned
Cllr Coppinger	Lead Member for Planning	23/01/19	23/01/19
Russell O'Keefe	Acting Managing Director	23/01/19	
Rob Stubbs	Section 151 Officer	23/01/19	
Elaine Browne	Interim Head of Law and Governance	23/01/19	
Nikki Craig	Head of HR and Corporate Projects	23/01/19	23/01/19
Louisa Dean	Communications	23/01/19	
Andy Jeffs	Executive Director	23/01/19	23/01/19
Kevin McDaniel	Director of Children's Services	23/01/19	23/01/19
Angela Morris	Director of Adult Social Services	23/01/19	
Hilary Hall	Deputy Director of Commissioning and Strategy	23/01/19	23/01/19

REPORT HISTORY

Decision type:	Urgency item?	To Follow item?
Key decision Non-key decision	Yes - the item was previously considered by cabinet with a 6 week consultation period, as the consultation is due to end on 25 February 2019 a decision cannot be deferred. The Chairman of the Planning and Housing O&S Panel has agreed to the reports inclusion and reason for urgency.	
Report Author: Jenifer Jackson, Head of Planning, 01628 796042		

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Agenda Item 8

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

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