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NOTICE OF MEETING

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INFRASTRUCTURE OVERVIEW & SCRUTINY PANEL

will meet on

TUESDAY, 19TH JANUARY, 2021

At 6.15 pm

by

VIRTUAL MEETING - ONLINE ACCESS ON [RBWM YOUTUBE](#)

TO: MEMBERS OF THE INFRASTRUCTURE OVERVIEW & SCRUTINY PANEL

COUNCILLORS JOHN BALDWIN, CHRISTINE BATESON, JON DAVEY (VICE-CHAIRMAN), PHIL HASELER AND JULIAN SHARPE (CHAIRMAN)

SUBSTITUTE MEMBERS

COUNCILLORS GURPREET BHANGRA, JOHN BOWDEN, NEIL KNOWLES, SHAMSUL SHELM AND GURCH SINGH

Karen Shepherd – Head of Governance - Issued: 11th January 2021

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 **If you have any questions about this meeting, including any opportunity for public participation, please contact Fatima Rehman (Phone: 01628 796251 fatima.rehman@rbwm.gov.uk)**

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AGENDA

PART I

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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

INFRASTRUCTURE OVERVIEW & SCRUTINY PANEL

WEDNESDAY, 11 NOVEMBER 2020

PRESENT: Councillors John Baldwin, Christine Bateson, Jon Davey (Vice-Chairman), Phil Haseler and Julian Sharpe (Chairman)

Also in attendance: Councillor Gurpreet Bhangra, Councillor John Bowden, Councillor Mandy Brar, Councillor David Cannon, Councillor Gerry Clark, Councillor David Hilton, Councillor Andrew Johnson, Councillor Ewan Larcombe, Councillor Samantha Rayner, Councillor Shamsul Shelim, Councillor Gurch Singh and Councillor Simon Werner, Bob Pizzey and Duncan Mizen

Officers: Chris Joyce, Fatima Rehman, David Scott and Ben Smith

APOLOGIES FOR ABSENCE

None.

DECLARATIONS OF INTEREST

None.

MINUTES

RESOLVED UNANIMOUSLY: That the minutes of the meeting held on 17 September 2020 be approved as a true and correct record, subject to the following change:

- Councillor Singh's attendance to be amended for 17 September 2020.

ORDER OF BUSINESS

RESOLVED UNANIMOUSLY: That the order of business as detailed in the agenda be varied.

SAFETY OF HIGHWAY TREES

David Scott, Head of Communities, said the Borough had a statutory duty to survey its trees every five years, which was contracted to VolkerHighways, in conjunction with the internal tree team. It could be argued to have three-yearly inspections due to climate change, more severe storms and higher rainfall instead, however this would require greater resource. The ten-year tree and woodland strategy were coming to an end and would be refreshed in late 2020.

The external arboriculturalists surveyed all trees over 75 mm diameter when measured at 1.5m above ground level and were prioritised based on whether they were on A, B or C roads and were targeted in the higher risk urban areas. Trees that were potentially at risk, unsafe or needed restoration were identified and had an earlier re-inspection if required. Approximately 31,000 trees over 1,7500 roads had been inspected, 500 trees of which needed re-inspection in a shorter cycle. Tree stock was replenished with local and diverse species to deter from spreading diseases by imported stock.

The Chairman indicated that for this item he was only taking comments from Panel Members. He asked more about the visual inspection and the Panel was informed that qualified arboriculturalists used a standard inspection framework to consider the health and condition of the trees. A standard assessment was followed, all data captured is stored in a database and this methodology was used for all roads. This included looking at high-risk species that dropped branches at particular times of the year, as well as the proximity to other trees, root plates, crown structure and the condition of the leaves and tree as a whole. A reliable judgement was then formed, identifying defects such as the removal of deadwood or weak branches near the highway was completed. Trees were cleared by 5.3m over the highway and 2.5m over the footway.

Councillors Baldwin and Haseler complimented the inspections undertaken. Councillor Baldwin said there was a need of flexibility to re-inspect trees that were of concern more than once in the 5-year cycle for the safety of residents.

Councillor Bateson asked if tree owners near the highway should cyclically inspect their trees by a commercial arboriculturalist, as more private trees fell than RBWM-owned trees. The Panel was informed that private residents had similar responsibilities as RBWM as tree owners, to ensure their trees were in safe condition, and where defects were spotted on private trees, the household was given a 'calling card' with guidance to encourage tree inspections.

The Panel noted the item.

ORDER OF BUSINESS

RESOLVED UNANIMOUSLY: That the order of business as detailed in the agenda be varied.

CAPITAL PROGRAMME UPDATE

Chris Joyce, Head of Infrastructure, Sustainability and Economic Growth said due to other urgent matters, it was not possible to bring this report forward. It was proposed to move this item to the next meeting, which would inform the Panel on the capital planning processes for projects coming forward and how this could be improved.

RESOLVED UNANIMOUSLY: That the Capital Programme Update item be itemised for January 2021.

VOLKERHIGHWAYS LTD. ANNUAL REVIEW

Ben Smith introduced the item and said the five-year contract was awarded to VolkerHighways in April 2017, with an option to extend for up to another 2 years, subject to satisfactory performance. The contract covered highway services and the core contract value was £3.9 million per annum, as well as off-contract work that was done to deliver elements of the Capital Programme. This included delivering the annual Road Resurfacing Programme, in the order of £1.5 - £1.9 million.

A formal governance structure was in place where the Contract Lead met weekly, monthly, quarterly, six-monthly and annually to review the contract operation. Annually, the borough participated in the National Highways and Transport

Benchmarking Survey, where a sample of residents of 750 residents were asked questions about the service provided. RBWM was the sixth highest nationally in street cleanliness, and above the national average for the conditions of the highway network. Outside of the VolkerHighways contract, the borough performed poorly on local bus services and public transport.

A report was to be presented in April 2021 to Cabinet, to consider the extension of the contract. The Commissioning team was undertaking diagnostics to review the performance of the contract and provide data to review various options for the service. This included re-procuring the contract, having different contracts for some or all of the services, or bringing the services in-house.

Darren Myser, Project Manager at VolkerHighways, said there were a suite of 30 measures for performance, such as customer care, added value and quality management. VolkerHighways performed well in most areas and concerns in other areas due to the harsh winter periods over the last few years. Breakdown of vehicles led to a delay in the service in 2018-19. In 2019-20, two old gully emptiers were being used, which were now replaced due to breakdowns. All the gully waste was recycled, which introduced a saving on the service. In this time period, there was a dip in the 28-day completion of works, with resources now spent to ensure work was done in time. Overall, despite the challenges of COVID-19, the performance criteria were still met.

The Chairman asked how the service could be approved, and the Panel was informed that there were internal and external audits to identify areas of improvements. Mew electric powered equipment and handheld tools were purchased. To increase sustainability, three electric vehicles were used for highway inspections, with a lack of capacity for more due to the limited power for chargers in the depot. A review of using sustainable and cost-effective materials was underway. VolkerHighways were looking to use a more cohesive asset management system that managed assets with a work ordering system and a customer care module. This would allow VolkerHighways to respond directly to enquiries for a better flow from start to finish.

The Chairman asked if using plastic chips in the roads was an option in the borough. The Panel was informed that recycled products were sought when using and laying asphalt, such as rubber grit and wrap protocols, recycled glass and low asphalt temperatures-

The Vice Chairman asked where the funding came from to deliver 130% of the capital programme schemes. The Panel was informed that additional funding was made available from the Department for Transport that the Commissioning team made a successful bid for, which allowed an increase in works. Central government investment had increased in the last few years for pothole repairs, resurfacing and local transport schemes, therefore external funding was received.

The Vice Chairman asked about the use of waste from infrastructure schemes and the Panel was informed that material waste was arranged into skips according to the material type. The material was recycled or reused by different companies. Segregate was separated from ground excavation and recycled into other products and used in other works. Disposal of materials was a last resort.

The Vice Chairman asked what the ideal budget required for roadworks to be successfully completed was and the Panel was informed that road conditions were unlikely to be perfect as they deteriorated and therefore an exact figure could not be

given. A Highway Asset Management Strategy was in place that prioritised the primary road network in accordance to government guidance. Less investment was allotted to B, C and rural roads due to low priority, as they are not busy.

Bob Pizzey, Business Development Director, said investment was made in a Pavement Management System that took data from the performance of the carriageway to generate programmes of work for road improvements on a needs basis. This supported officers in decision-making for budget priority. There was a trial for plastic kerbs in another authority, with a view to review results and propose to clients. A plastic roads company from the Netherlands were due to demonstrate a pre-moulded plastic road that had the tensile strength as asphalt and easier storage and access for repair for cables and pipes.

Councillor Bateson asked if the weather conditions in the Netherlands was like the UK and the Panel was informed that parts of the Netherlands were similar. Councillor Baldwin asked what was limiting an effective in-house bid for some or all the services that were provided by the VolkerHighways contract. The Panel was informed that a diagnostic tool was used to apply different options in order to provide Cabinet with an objective recommendation for service delivery in future. If the services were to be brought in-house, a short-term bid team would need to be created and funded, as the commissioning strategy was based primarily on outsourced and commissioned services.

The Chairman asked how much a private sector organisation would incur in putting a bid together and the Panel was informed this would be approximately £100,000. Councillor Baldwin asked if unanimity was required, should Cabinet decide to extend the contract for a further two years. The Panel was informed that it was Cabinet's decision to extend the contract, however VolkerHighways could reject the offer. Darren Myser affirmed that VolkerHighways was interested in securing an extended contract.

Councillor Bateson asked if the target for all routes to be completed within 3 hours of commencing was in reference to snow ploughs as part of the winter maintenance plan, how this was achieved and what roads were included. The Panel was informed that the routes were predetermined and included A roads and access to priority places such as schools and hospitals. Snow ploughs and grit were put down at the same time if the conditions dictated and would continue to salt and grit the roads if needed, including secondary routes. The routes were a certain length, with the correct number of vehicles do complete the task in three hours. The weather forecast and sensors on the road network allowed the team to plan the task prior to the snow freezing.

Councillor Haseler asked if overgrown vegetation was managed by VolkerHighways or Tivoli. The Panel was informed that VolkerHighways managed hedgerows on a reactive basis, and Tivoli cleared overgrown hedgerows from private properties as part of the ground's maintenance contract. VolkerHighways issued calling cards to the landowner to manage the overgrown vegetation for a set period, followed by a second notice after 10 days, if required. If there was no action, officers were informed to take enforcement action, whereby the vegetation was managed, and the cost recharged to the landowner.

Councillor Haseler said there were regular overgrown vegetation in the same areas that should be managed in a regular program rather than on a reactive basis. Ben Smith said he agreed that improvement was needed in this area and would be

reviewed in the new contract. Councillor Haseler asked if there was a schedule to sweep roads and footpath from fallen leaves, which were hazardous and slippery for vulnerable residents on the footpath and blocked drains. The Panel was informed that there was an annual gully cleansing programme and cleansing schedules dependent on the classification of the roads and tree density. Roads and gullies were also cleansed as required and additional cleansing took place in areas that were predicted to need more cleansing.

Councillor Haseler said most of the gullies were soakaways rather than leading into a main drainage, therefore they filled quickly, and asked if the cost was high to remake the gullies. The Panel was informed that an extensive cleanse of the soakaways was to be put forward as part of the Capital Programme for 2021. The soakaways capacity had been increased by putting a borehole at the bottom of the soakaway. The proactive and longer lasting schemes, such as connecting to a positive drainage network rather than a soakaway, were limited due to a restricted budget.

Councillor Hilton said he could not locate where gully problems could be reported on the RBWM website, how the issue was processed and if a schedule could be published on the RBWM website. Ben Smith said he would check offline the for how to report gully issues, which could also be reported by emailing Highways@RBWM.gov.uk. The issue would be sent to VolkerHighways, which would be assigned a priority and then be resolved. It was feasible to have the gully cleansing schedule published on the RBWM website in future.

Councillor Brar raised concern that Councillor Hilton, a non-Panel Member, had been allowed to speak, but she had been denied that opportunity on an earlier agenda item. The Chairman said that he was using his discretion on when to allow non-Panel members to speak. Councillor Baldwin reiterated the concerns raised, especially as it looked as if opposition members were being denied a chance to speak. The Chairman said all non-Panel Members would not be allowed to speak on agenda items going forward. Councillor Baldwin said he would be raising this with the Monitoring Officer.

(Councillor Baldwin left the meeting.)

The Panel noted the item.

HIGHWAYS INVESTMENT REPORT

Ben Smith introduced the item and said the report showed the scale of the issue, how to assets were managed and how individual schemes were prioritised under the Capital Programme. As a highway authority, the borough was responsible for all the highway assets, which was managed in accordance to the Highway Asset Management Strategy and the Highway Maintenance Management Plan. Through local transport plan grants, money could be leveraged by central government, which graded authorities based on their asset management. The borough was in the highest banding, which allowed maximum funding and has been implemented to develop the Capital Programme.

Bids were assessed against strategic priorities, and the overall Capital Investment Programme would be agreed by Cabinet and then Council as part of the Budget every February. The Capital Programme would include highway related activity and the Commissioning team would return to Cabinet with a list of detailed schemes to spend funding on by using technical data, programming tools and surveys.

The Vice Chairman asked if the highway had land value or was based on the usage of the highway. The Panel was informed that the highway was valued based on the accounting guidelines by Chartered Institute of Public Finance and Accountancy. The Vice Chairman asked if the 17,000 streetlights in RBWM were owned by the authority, which was confirmed.

Councillor Bateson asked why there were no air quality monitors on the A30 and A4 and the Panel was informed there was not a vast network of air quality monitoring across the borough due to cost. There were fixed traffic counters across the highway network that collected annual data for plans such as the Local Transport Plan and traffic volume levels. Air quality monitors were placed where there was poor air quality, high levels of residential population and sensitive locations such as schools and hospitals. Councillor Bateson suggested traffic and air quality monitoring as an item on the agenda.

ACTION: Ben Smith to inform about air quality and traffic monitoring locations offline.

The Chairman asked how traffic flow was predicted and managed when new developments were in progress. The Panel was informed that highway assessments were undertaken using the highway model to assess the potential impacts of development set out in the Borough Local Plan. Data was collected and applied using methodologies set out by the government on predicting the estimated traffic. The model was applied to the road network to assess projected capacity issues and requirement for network improvements, which would then be added to the Infrastructure Delivery Plan. The funding of the scheme would be identified through Community Infrastructure Levy, Section 106 (S106) and external funding. New developments submitted through the Planning were accompanied with a Transport Assessment that identified the impacts of the development to the road networks and improvements required.

The Vice Chairman said the S106 was a small sum for highway improvement and asked how this amount would improve road structures and the Panel was informed that some of S106 was secured for specific improvements. Whilst multiple developments did not require upgrades to the road network, money was secured from them, which would be enough to contribute to road network improvements. The Infrastructure Team was working closely with the Planning team to seek appropriate contributions from developers to maximise funding.

The Vice Chairman asked the amount ALDI UK contributed to the highway improvement to improve the infrastructure for HGV use and Chris Joyce said for the application reference to be shared offline.

The Panel noted the item.

RIVER THAMES SCHEME PARTNERSHIP FUNDING

Ben Smith introduced the item and gave an overview over of the River Thames Scheme (RTS), which was an Environment Agency (EA) led project to reduce flood risk, by building a new flood channel alongside the River Thames in three sections. There were several partners, local authorities and organisations like Thames Water on the RTS. Channel 1 was within the borough, which contributed £52.7 million of the

overall £635 million project to deliver Channel 1. In 2017, the Council approved £10 million funding, with some sums paid pre-2017. There was a funding gap of £40 million and the financial strategy was to apply for a flood levy that was awaiting approval by central government, which was approved by Council. The legislative change did not happen and therefore the levy option for funding was unavailable.

At the time of the meeting, the RTS was at the point of submission of the consent order, which was the planning, design and procurement stage of the scheme. The project required a commitment from the Section 151 (S151) officer that the borough would be able to meet its full commitment; however, the S151 was not in the position to commit as the flood levy was not secured. The sponsoring board for the RTS decided to proceed with Channels 2 and 3 downstream without Channel 1. The EA committed to work with borough to explore other local flood measures that could provide flood protection. The solutions and costs were yet to be deciphered, but the funding was available to deliver local measures.

The Chairman asked what progress was made in finding local solutions and the Panel was informed that a meeting with the EA was diarised. The EA would present the options available and the impact they would have on flood mitigation. The options would be relatively low cost and have a short timescale for delivery.

The Vice Chairman asked why there was reliance on the flood levy as a means of financing Channel 1 when this was not approved by the government. The Panel was informed that the paper submitted to the Council in 2017 stated the financing was subject to the new legislation being enacted, with positive commitments from the government. Since then, the cost of the scheme was altered as more work needed to be done. The Vice Chairman said that over the five years, the borough invested £1.5 million of the total £50 million, therefore alternative sources other than the flood levy was not sought. He felt backup plans should have been put in place.

The Chairman asked if other local authorities in the RTS were impacted by the lack of flood levy. The Panel was informed that Surrey County Council supported the borough in lobbying the government to allow a flood levy so that the RTS could be funded. Surrey County Council made the decision to proceed with the scheme through other sources within their council and pay their commitment in full.

Councillor Larcombe said the EA website illustrated that the RTS was still fully funded and cost £640 million, with the Surrey County Council partnerships contribution of £237 million. He said the borough's press release on its participation in the RTS on 30th March 2020 said the scheme was currently estimated to cost £475 million and had committed to £10 million and an additional £43 million for the Berkshire section. He said the press release was can longer available on the website.

In March 2020, Councillor Larcombe was made aware for the first time of the £43 million shortfall. In August 2020, Councillor Cannon, Lead Member Public Protection and Parking, announced that Channel 1 would not be progressed due to the lack of partnership funding, after a meeting with EA in July 2020. Councillor Larcombe was awaiting copies of the agenda and minutes of the meeting with the EA and sponsor groups since September 2020.

Councillor Larcombe referred to the report that mentioned the borrowing costs were considered unacceptable and said this had not been discussed before and felt this was another failure of the financial governance. He felt residents downstream were

denied the opportunity for effective flood defences. He referred to the report where alternative local flood defences to protect Datchet, Wraysbury and Old Windsor were being considered with the EA and said this included re-profiling the Thames to increase the cross-sectional areas and reduce the rugosity. He said Plan Thames dredging for conveyance purposes was abandoned by the EA in the mid-1990s and all equipment was sold or scrapped. Councillor Larcombe asked:

- Who were the individuals involved in the discussions with the EA and why Councillor Larcombe was not involved or informed of the meetings?
- What the RBWM forecast borrowings of April 2021 and a detailed explanation as to why borrowing £41.275 million was unaffordable and unacceptable.
- To confirm that £10 million approved was readily available to spend on Datchet, Horton, Wraysbury and Old Windsor's flood defences.
- Who was involved in the consideration of the alternative local flood defences for Datchet, Horton, Wraysbury and Old Windsor, as he was not invited?
- When the downstream villages would benefit from the investment?

The Chairman said the requisite answers were not available in the meeting and therefore a response would be given offline.

ACTION: Ben Smith to respond to Councillor Larcombe's questions offline.

The Panel noted the item.

WORK PROGRAMME

The Chairman and Vice Chairman would review the Work Programme offline, along with officers. Scoping was required of the suggested items.

The meeting, which began at 6.15 pm, finished at 8.36 pm

CHAIRMAN.....

DATE.....

Report Title:	Budget 2021/22
Contains Confidential or Exempt Information?	No - Part I
Member reporting:	Councillor Hilton, Lead Member for Finance and Ascot
Meeting and Date:	Infrastructure Overview & Scrutiny Panel – 19 th January 2021
Responsible Officer(s):	Adele Taylor, Director of Resources & S151 Officer
Wards affected:	All

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REPORT SUMMARY

1. As part of the budget process the views and comments of Overview and Scrutiny Panels are sought on the growth and pressures including those for Covid-19, savings, fees & charges and capital schemes that are relevant to their panels. These comments will be reported to Cabinet with the budget report in February 2021.
2. This report provides the context against which Members are asked to consider these proposals following the full draft budget considered by Cabinet on 17th December 2020.
3. Like many councils the Royal Borough faces a challenging financial position, mainly as a result of Covid-19 uncertainty continuing into 2021/22.
4. The relatively low level of reserves held by the Royal Borough means that it has less options to adjust to new financial challenges in the short term than some other councils.
5. The Council Tax is proposed to increase by 2% plus an additional 3% adult social care precept.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATIONS:

The Communities Overview & Scrutiny Panel is asked to comment on:

- (i) The proposed pressures and growth set out within Appendix A
- (ii) The proposed Covid-19 pressures set out within Appendix B
- (iii) The proposed savings set out within Appendix C
- (iv) The proposed fees & charges set out within Appendix D
- (v) The proposed new capital schemes as set out in Appendix E

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

2.1 This report sets out the context for Overview and Scrutiny Panels to consider:

- (i) Growth and Pressures (ongoing)
- (ii) Covid-19 pressures
- (iii) Savings proposals
- (iv) Changes to Fees & Charges
- (v) Proposed new capital schemes

3. KEY IMPLICATIONS

Table 2: Key Implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Services delivered within approved budget	Budget overspend >£250,000	Budget variance +/- £250,000	Budget underspend >£250,000 <£1,500,000	Budget underspend >£1,500,000	31 March 2022

4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1 Introduction

4.1.1 This budget is set during a period of considerable uncertainty in the medium term, mainly due to the ongoing impact of the Covid-19 global pandemic. Additional one-off funding for Covid-19 has been allocated from MHCLG in the December 2020 local government settlement for 2021/22. This budget includes the projected Covid-19 costs for the whole of 2021/22 and projected funding from the potential sales, fees and charges compensation that could be claimed against lost income up to and including quarter 2 of 2021/22.

4.2 Financial Context

4.2.1. Like many councils, the Royal Borough faces considerable financial challenges, however, the Council's level of reserves are low which means that it has less time and potentially fewer options than others to bring its budget into balance.

4.3. Policy Context

4.3.1. The Council will still be spending over £100m in 2021/22 delivering services to the residents of Windsor and Maidenhead and investing in the future of the borough through major capital schemes.

4.3.2. It is important that the Council considers how best it can continue to meet its policy objectives within the tighter financial constraints that it faces.

4.3.3. This will undoubtedly require a level of prioritisation and these budget plans focus on the following key policy objectives: -

- (i) Protecting the most vulnerable and ensuring that the Council can continue to meet its significant and growing commitment on Children's and Adults Social Care.

- (ii) Creating opportunities across the borough and continuing to invest in its regeneration and development.
- (iii) Enabling the Council to meet its existing capital commitments as well as starting to invest in new technology to help it become more efficient in the future.
- (iv) Ensuring that the council adopts a more sustainable and carbon neutral approach to the environment.

4.3.4. These policy objectives are not achievable without sustainable council finances and the proposals within this report have been developed to help make the finances of the Council more sustainable in the short term as well as starting to plan for the medium to longer term.

4.3.5. As part of this the Council has had to consider the affordability of the services it provides by ensuring that the users of services meet a greater share of the cost of the service they receive as happens in many other councils.

4.4. Revenue Budget extract

4.4.1 The revenue budget extract for this Overview and Scrutiny panel to review and comment on is shown in the table below. The increased revenue budget required in 2021/22 for these services of £3,359,000 is predominantly as a result of parking pressures and Covid-19 projected costs for lost car parking income as shown in Appendix A and B.

REVENUE BUDGET 2021/22			
DIRECT COST SUMMARY	2019/20 Actual	2020/21 Budget	2021/22 Budget
	£000	£000	£000
INFRASTRUCTURE OVERVIEW & SCRUTINY PANEL			
Highways & Other Comissioned Infrastructure	8,022	7,229	6,994
Parking	(5,647)	(7,044)	(3,672)
Infrastructure, Sustainability & Transport	1,386	1,336	1,558
TOTAL EXPENDITURE	3,761	1,521	4,880

4.5. Budget Pressures

4.5.1. 2021/22 growth and pressures are expected to total **£3,124,000** for the whole Council. The non Covid-19 growth and pressures for this panel to review totalling £600,000 are shown in full detail in **Appendix A**. Growth within the Council as a whole is driven by a number of factors:

- a) **Demographic changes** – as the population of the Royal Borough increases, demands on its services will also increase. To an extent this will be matched by additional council tax and business rate income.

- b) **Spending pressures on Children's Services** are placing increased pressure on council budgets
- c) **Under-delivery of savings** – some of the savings identified for 2020/21 have not been delivered and therefore have an impact on the 2021/22 budget.
- d) **Under-achievement of income targets** – in some cases it has not been possible to deliver increased income even by setting higher charges.

4.6. Covid-19 Pressures

4.6.1 2021/22 projected Covid-19 growth and pressures for the whole Council total **£9,251,000**. The Covid-19 costs for this panel to review are £2,330,000 for loss of car parking income, as shown in **Appendix B**.

4.7. Savings

4.7.1. In total the Council proposes to deliver **£7,935,000** of savings. The proposed savings for this panel to review, totalling £604,000 are shown in detail in **Appendix C**.

4.8 Income

4.8.1 The proposed fees and charges for 2021/22 for this panel to review are shown at **Appendix D**.

4.8.2 Overall the following principles have been used to review fees and charges:-

- a) **Charges should be broadly in line with other neighbouring councils** – in some cases charges set by the council are lower than neighbouring councils. Charges have therefore been reviewed to bring them into line with other councils.
- b) **Charges should reflect cost increases incurred by the Council**, accordingly the majority of charges have been increased by approximately 1.6% in line with estimated inflation.
- c) **Charges should recognise demand for the service** – in some cases where income is falling, increasing charges can have a negative impact on overall income.

4.8.3 The estimated fees and charges income for 2021/22 for services within this panels remit are as follows. Revisions to fees and charges will be approved as part of the final budget process.

Service	Budget 20/21	Change **	Projected Covid-19 effect	Budget 21/22	Average % increase in Fee charges
	£'000	£'000	£'000	£'000	
Parking	10,244	(340)	(3,070)	6,834	TBC
New Roads and Street Works Inspections/Permit	720	112	(100)	732	1.6

Highway Licences	292	5	(100)	197	1.6
Temporary Traffic Regulation Orders	154	2	0	156	1.6

4.9. New Capital Schemes for 2021/22

The new capital schemes for review and comment by this panel are shown in **Appendix E**.

5. RISK MANAGEMENT

- 5.1. Given the level of financial uncertainty and current service pressures, there is clearly a risk that the current budget may prove difficult to deliver.
- 5.2. This risk has been mitigated by trying to ensure that budget estimates are realistic and reflect current activity, along with known demographic and economic pressures.
- 5.3. A key risk for the council is that its finances are not sustainable in the long term and it does not have enough reserves to enable it to effectively manage the financial risk that it faces in the medium term.

6. POTENTIAL IMPACTS

- 6.1. This report contains a number of proposals related to staff or service provisions and may involve changes to policy or service delivery. Equality impact assessments have been completed where appropriate.

7. CONSULTATION

- 7.1. Public consultations are currently taking place with a closing date of 29th January. Staff and unions are also being consulted on the budget proposals.

8. TIMETABLE FOR IMPLEMENTATION

- 8.1. Residents will be notified of their council tax in March 2021. Budgets will be in place and managed by service managers from 1 April 2021.

Table 3: Implementation timetable

Date	Details
By 31 March 2021	Residents notified of their council tax.
1 April 2021	Budgets will be in place and managed by service managers.

9. APPENDICES

- 9.1. The table below details the Appendices to this report

Appendix	
A	Non Covid-19 Pressures and growth
B	Covid-19 Pressures and growth
C	Savings
D	Fees and Charges
E	New Capital schemes

10. BACKGROUND DOCUMENTS

10.1. None

11 REPORT HISTORY

Decision type: Key decision	Urgency item? No	To Follow item? Not applicable
Report Author: Andrew Vallance, Head of Finance		

RBWM GROWTH BIDS 2021/2022

Ref	Lead Member	Directorate	Growth Title	Growth Description	Estimated Pressure 2021/22	One-Off / Ongoing
1	Cllr Cannon	Adults, Health and Commissioning	Temporary loss of parking income through regeneration	Loss of parking income as a result of regeneration activity in Maidenhead	440	Ongoing
2	Cllr Johnson	Place	Staffing fixed term costs	Staffing for potential additional affordable housing and temporary accommodation	100	Ongoing
3	Cllr Johnson	Place	Reshape the Economic Growth team to deliver the Recovery Strategy	To reshape the Economic Growth Team to provide strategic leadership for the function. Increase capacity for economic analysis, developing employment and skills programmes as well as increased digital capabilities to support place marketing and increased inward investment.	60	Ongoing
TOTAL					600	

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COVID-19 RELATED GROWTH PROPOSALS 2021/22						
Ref	Lead Member	Directorate	Growth Title	Growth Description	Estimated Pressure 2021/22	One-Off / Ongoing
1	Cllr Cannon	Adults, Health and Commissioning	Reduced Car Parking Income	Car parking income is reduced due to the restrictions on population movement, particularly on income related to tourism activity (coaches) and season ticket income (commuters). Some restrictions likely to last into 2021/22 along with social distancing mean reduced travel and therefore parking requirements. Also, some impact on parking PCNs income.	2,070	One-off
2	Cllr Clark	Adults, Health and Commissioning	Reduced Highways Income	There is a pressure on Highways income through reductions in highways licences, street works permitting scheme, etc. due to government restrictions. This is expected to extend into 2021/22 .	200	One-off
3	Cllr Rayner	Place	Reduced Tourism income	Tourism revenue streams from the International market for quarter 1 and 2 will be absent and will slowly return in quarter 3 and 4. Event income for the booking office will be slow to return as many major events are cancelled until at least quarter 2.	60	One-off
TOTAL ADDITIONAL SERVICE COSTS PROJECTED DUE TO COVID-19 EFFECT					2,330	

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RBWM SAVINGS PROPOSALS 2021/22

Ref	Lead Member	Directorate	Efficiency Title	Efficiency Description	Implications (internal and external) if this were to be implemented	Base Budget	Estimated saving 2021/22	Estimated saving 2022/23	Savings Delivery Date
1	Cllr Cannon	Adults, Health and Commissioning	Remove 50 on street parking machines	Remove the majority of 'outdated' on street pay and display parking machines and move the majority of transactions through to the Ringo app/phone line. This will reduce maintenance costs and cash collection fees. A machine will be retained in each of the parking areas for those without access to Ringo.	Potential adverse impact on people who do not have access to the app. This would be mitigated by retaining a reduced number of on-street machines	50	50	0	April 21
2	Cllr Clark	Adults, Health and Commissioning	Redesign provision of street cleansing	The service model will be redesigned as there is currently some overlap between different contracts. This will release some efficiencies together with a more targeted model of prioritising street cleansing activity focusing on high profile/high usage areas.	Degradation of service / potential reputational damage and reduced resident satisfaction. This will require discussion and agreement with VolkerHighways.	9,455	100	0	April 21
3	Cllr Cannon	Adults, Health and Commissioning	Review of council's rural car parks'	Bring all Council car parks into new parking strategy's restructured tariff scheme	Potential displacement of parking on-street; reduction in use; equality assessment required as payment App based only	0	100	0	April 21
4	Cllr Clark	Adults, Health and Commissioning	Additional income from enforcement of street works activity	Introduction of a one-year's pilot to invest in additional officers who will focus on enforcement of streetworks activity. Increasing the number of site visits will generate additional income through the issue of Fixed Penalty Notices and S74 overrun notices	Improved compliance of street works may improve customer satisfaction	100	100	0	April 21
5	Cllr Clark	Adults, Health and Commissioning	Remodel street cleansing activity in town centres, estate and rural roads	The current model of mechanically sweeping and litter picking town centres, estates and rural roads operates on a fixed interval basis -weekly for town centres and six weekly for estates and rural roads. The proposal is to move from a fixed interval pattern to a more targeted model which will reduce overall frequencies but build in flexibility for more intense activity to manage seasonal demand, eg autumn.	Potential increase in litter leading to reduced resident satisfaction. This will require discussion and agreement with VolkerHighways	1,467	50	0	April 21
6	Cllr Cannon	Adults, Health and Commissioning	Activate optional one-year contract extension for parking enforcement	The parking enforcement contract has an option to extend the term by an additional year. If this option is exercised, NSL will waive the contract inflationary uplift for 2021/22	None - continuation of existing service levels	933	30	0	April 21
7	Cllr Clark	Adults, Health and Commissioning	Redesign the street cleansing pattern for the A404M/Marlow bypass	The current model of cleansing the A404/Marlow bypass operates on a fixed interval basis -four per annum. The proposal is to move from a fixed interval pattern to a more targeted model which will reduce overall frequencies but build in flexibility for more intense activity to manage demand.	Potential increase in litter leading to reduced resident satisfaction. This will require discussion and agreement with VolkerHighways	20	10	0	April 21
8	Cllr Clark	Adults, Health and Commissioning	Redesign the street cleansing pattern for Royal Windsor Way	The current model of cleansing the Royal Windsor Way operates on a fixed interval basis -four per annum. The proposal is to move from a fixed interval pattern to a more targeted model which will reduce overall frequencies but build in flexibility for more intense activity to manage demand.	Potential increase in litter leading to reduced resident satisfaction. This will require discussion and agreement with VolkerHighways	20	10	0	April 21
9	Cllr Coppinger	Place	Reshape Planning Support Team	Transformation of the processes used by the Technical support team has enabled greater efficiency and flexibility. This efficiency enables the deletion of a vacant post.	None noted. There would be a reduction in capacity and resilience within the technical support team which will make it more difficult to manage unforeseen circumstances, peaks in workflow or changes in legislation. Potentially this could result in slower validation times in such circumstances resulting in reduced customer service, however given the team has operated successfully with a vacancy for 3 months it is considered that any impacts on customer service would be acceptable.	1,109	29	0	Immediate

RBWM SAVINGS PROPOSALS 2021/22

Ref	Lead Member	Directorate	Efficiency Title	Efficiency Description	Implications (internal and external) if this were to be implemented	Base Budget	Estimated saving 2021/22	Estimated saving 2022/23	Savings Delivery Date
10	Cllr Coppinger	Place	Reshape the trees function	Move the trees function into planning and reshape with focus moving forward on only high priority work and planning officers advising on trees in relation to applications leading to reduction in posts.	Reduced capacity to undertake, complete and respond to the wide range of advice and support enquiries that the Tree team currently deal with. The service and functions the team undertake will need to be reshaped and refocused to reflect the statutory functions with respect to tree and planning legislation. The reduced service will be less reactive and less responsive to issues raised by residents or Members in relation to tree protection and enquiries about works to trees in tree conservation and tree protection areas. This could lead to some redundancy costs.	326	125	0	June-21
TOTALS							604	0	

ADULTS, HEALTH & COMMISSIONING DIRECTORATE	Unit Cost	2021/22	2020/21	% Increase
		£	£	
HIGHWAYS & TRANSPORT				
Consultation with Highways	Price on application			
Other Highway Services				
Provision Of Accident Information (For 3 Years Records For Road Up To 1-5Km/ Over 1km Pro-Rata)	Flat Fee:	149.00	147.00	1.4%
Provision Of Accident Information (For 3 Years Records For Road Over 5km Pro-Rata)	Price on application			
Provision Of Accident Information (For 5 Years Records For Road Up To 1-5Km/ Over 1km Pro-Rata)	Flat Fee:	248.00	244.00	1.6%
Provision Of Accident Information (For 3 Years Records For Road Over 5km Pro-Rata)	Price on application			
Provision Of Existing Traffic Signal Data	Flat Fee:	186.00	183.00	1.6%
Provision Of Personal Injury Accident Database & Traffic Flow Management System Statistics	Flat Fee:	248.00	244.00	1.6%
Traffic Count Information (For Up To 2 Count Stations)	First Station Charge, Flat Fee:	248.00	244.00	1.6%
Traffic Count Information (For Up To 2 Count Stations)	Each Additional Station, Flat Fee:	126.00	124.00	1.6%
Provision Of Junction Traffic Model Data	Price on application - dependant on complexity of model:			
Access To/Use Of Borough Traffic Computer Model		5,930.00	5,837.00	1.6%
Research Into Archives (Where Not Part Of Statutory Function)	Min' Charge Applies:	237.00	233.00	1.7%
- charge after 3 hrs	Per Hour:	60.00	59.00	
Provision Of Hard Copy Of Statutory Records (Viewing Only Free Of Charge and available via our website)		64.00	63.00	1.6%
Provision Of Supplementary Information		126.00	124.00	1.6%
Provision Of hard Copy OF Statutory Records - EXPEDITED SERVICE		97.00	95.00	2.1%
Provision Of Supplementary Information - EXPEDITED SERVICE		189.00	186.00	1.6%
Site Inspection:				
- up to 3 hours	Per Inspection:	154.00	152.00	1.3%
- over 3 hours	Per Inspection:	248.00	244.00	1.6%

Infrastructure Overview and Scrutiny Panel

ADULTS, HEALTH & COMMISSIONING DIRECTORATE	Unit Cost	2021/22 £	2020/21 £	% Increase
HIGHWAY LICENCES				
S115 Provision Of Amenities On The Highway				
- Street Café _ application fee (3 year licence), (£150 refund if refused)		533.00	525.00	1.5%
Fee for 'straight forward' renewals -		124.00	122.00	1.6%
-street cafes- area fee	Per m2:	124.00	122.00	1.6%
- display of goods - Application fee if licence is issued, £150 refund if refused (town centre areas)	Per m2:	533.00	525.00	1.5%
- display of goods - Application fee if licence is issued, £50 refund if refused (non-town centre areas)	Per m2:	124.00	122.00	1.6%
Display of goods Area fee (For 3 years)	Per m2:	124.00	122.00	1.6%
Unauthorised Use Of The Highway				
- removal and storage of tables and chairs and display of goods- flat fee (plus daily charge)	Flat Fee:	124.00	122.00	1.6%
- removal and storage of tables and chairs and display of goods- (daily charge)	Per Day:	25.00	25.00	0.0%
S116 Extinguishment Of Adopted Highways And Rights Of Way	Act' cost + advertising cost, min of:	5,930.00	5,837.00	1.6%
(NB- Advertising costs above will include Vat.)				
S139 Control Of Builders Skips				
- admin fee per application (plus weekly charge below)	Per Application	65.00	64.00	1.6%
- weekly charge (Week1)	Plus:	20.00	20.00	0.0%
- weekly charge (Weeks 2 - 4)	Plus:	23.00	23.00	0.0%
- weekly charge (Thereafter)	Plus:	37.00	36.00	2.8%
- removal of builders skips	Act' Costs, At A Min' Of:	241.00	237.00	1.7%
S169 Scaffolding Licences				
- residential		163.00	160.00	1.9%

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ADULTS, HEALTH & COMMISSIONING DIRECTORATE

	Unit Cost	2021/22	2020/21	% Increase
		£	£	
-commercial				
Minor Road (less than 50m2)	0 to 2 Months	503.00	495.00	1.6%
Minor Road (less than 50m2)	3 to 4 Months	838.00	825.00	1.6%
Minor Road (less than 50m2)*	5 to 6 Months	1,214.00	1,195.00	1.6%
Minor Road (More than 50m2)	0 to 2 Months	2,469.00	2,430.00	1.6%
Minor Road (More than 50m2)	3 to 4 Months	2,697.00	2,655.00	1.6%
Minor Road (More than 50m2)*	5 to 6 Months	3,068.00	3,020.00	1.6%
Major Road or High Amenity Road (less than 50m2)	0 to 2 Months	1,006.00	990.00	1.6%
Major Road or High Amenity Road (less than 50m2)	3 to 4 Months	1,681.00	1,655.00	1.6%
Major Road or High Amenity Road (less than 50m2)*	5 to 6 Months	2,428.00	2,390.00	1.6%
Major Road or High Amenity Road (more than 50m2)	0 to 2 Months	4,943.00	4,865.00	1.6%
Major Road or High Amenity Road (more than 50m2)	3 to 4 Months	5,395.00	5,310.00	1.6%
Major Road or High Amenity Road (more than 50m2)*	5 to 6 Months	6,137.00	6,040.00	1.6%

* For periods greater than 6 months, a combination of above durations will be used to calculate fees.

S172 Hoarding Licences

-commercial				
Minor Road (less than 50m2)	0 to 2 Months	503.00	495.00	1.6%
Minor Road (less than 50m2)	3 to 4 Months	838.00	825.00	1.6%
Minor Road (less than 50m2)*	5 to 6 Months	1,214.00	1,195.00	1.6%
Minor Road (More than 50m2)	0 to 2 Months	2,469.00	2,430.00	1.6%
Minor Road (More than 50m2)	3 to 4 Months	2,697.00	2,655.00	1.6%
Minor Road (More than 50m2)*	5 to 6 Months	3,068.00	3,020.00	1.6%
Major Road or High Amenity Road (less than 50m2)	0 to 2 Months	1,006.00	990.00	1.6%
Major Road or High Amenity Road (less than 50m2)	3 to 4 Months	1,681.00	1,655.00	1.6%
Major Road or High Amenity Road (less than 50m2)*	5 to 6 Months	2,428.00	2,390.00	1.6%
Major Road or High Amenity Road (more than 50m2)	0 to 2 Months	4,943.00	4,865.00	1.6%
Major Road or High Amenity Road (more than 50m2)	3 to 4 Months	5,395.00	5,310.00	1.6%
Major Road or High Amenity Road (more than 50m2)*	5 to 6 Months	6,137.00	6,040.00	1.6%

* For periods greater than 6 months, a combination of above durations will be used to calculate fees.

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ADULTS, HEALTH & COMMISSIONING DIRECTORATE	Unit Cost	2021/22 £	2020/21 £	% Increase
Other Structures - inc cranes	Flat fee plus area fee	551.00	542.00	1.7%
- additional charge (per m2)	Plus Charge Per m2:	11.00	11.00	0.0%
Mobile Access Platforms. Flat fee Plus area fee below Per Week Or Part:		275.00	271.00	1.5%
- additional charge (per m2)	Plus Charge Per m2:	5.00	5.00	0.0%
Filming - inc internal consultation	Act' Cost Plus 20% Admin Fee			
S184 Construction Of Vehicle Crossings				
- admin fee domestic		163.00	160.00	1.9%
- admin fee commercial (Heavy Duty)		691.00	680.00	1.6%
S142 Licence To Plant And Maintain Shrubs, Trees, Etc.				
- Min' charge (discretion to reduce fees) for non-commercial	Min':	595.00	586.00	1.5%
- Min' charge (discretion to reduce fees) for commercial	Max':	1,190.00	1,171.00	1.6%
S154 Cutting Or Felling Trees Etc Overhanging The Highway	Act' Costs, To A Min' Of:	371.00	365.00	1.6%
S178 Apparatus Over Highway - (banners/signs) (discretion to reduce charge)		236.00	232.00	1.7%
S171 Deposition Of Building Materials, Rubbish, Etc And Temporary Excavation Of The Highway				
-charge per act (plus licence fee below):		183.00	180.00	1.7%
-licence fee	Plus:	126.00	124.00	1.6%
S179 Control Of Construction Of Cellars Under Streets	Act' Cost Plus 20% Admin Fee			
S180 Control Of Openings Into Cellars, Under Streets, Pavement Lights, Etc	Act' Cost Plus 20% Admin Fee			
S176/177 Construction Over Highway/Canopies	Flat Fee Plus Area Fee	709.00	698.00	1.6%
- additional charge (per m2)	Plus Charge Per m2:	11.00	11.00	0.0%

Infrastructure Overview and Scrutiny Panel

ADULTS, HEALTH & COMMISSIONING DIRECTORATE	Unit Cost	2021/22 £	2020/21 £	% Increase
TEMPORARY TRAFFIC REGULATION ORDERS				
S14. Road Traffic Regulations (if advertising covered by applicant discount of £800 applies)	Flat Fee including Advertising Costs:	1,898.00	1,868.00	1.6%
S16A Road Traffic Act 1984/ Major Event if closure of 1 road or PROW (if advertising covered by applicant discount of £1000 applies)	Flat Fee including Advertising Costs:	2,752.00	2,709.00	1.6%
S16A Road Traffic Act 1984/ Major Event if closure of 2 - 5 roads/PROW (if advertising covered by applicant discount of £1000 applies)	Flat Fee including Advertising Costs:	5,232.00	5,150.00	1.6%
S16A Road Traffic Act 1984/ Major Event if closure of 6 - 9 roads or PROW (if advertising covered by applicant discount of £1000 applies)	Flat Fee including Advertising Costs:	6,279.00	6,180.00	1.6%
S16A Road Traffic Act 1984/ Major Event if closure of 10 and over roads or PROW (if advertising covered by applicant discount of £1000 applies)	Flat Fee including Advertising Costs:	7,849.00	7,725.00	1.6%
Unauthorised Road Closure	Flat Fee	2,774.00	2,730.00	1.6%
Access Protection Markings		120.00	118.00	1.7%
Suspension of Parking Controls	Flat fee for 4 weeks period	951.00	936.00	1.6%
Introduction of temporary parking controls	Flat Fee including Advertising Costs:	1,898.00	1,868.00	1.6%
Assistance With Development Of Temporary Traffic Plans	Per Hour:	98.00	96.00	2.1%
N.B. Charges for Charitable and Community Interest events will be reduced at the discretion of the Director of Communities , with the agreement of the Lead Member for Highways. The organisers will however remain responsible for all costs associated with advertising.		140.00	138.00	1.4%
Lane closure request on dual carriageway (Not NRSWA)	Flat fee	262.00	258.00	1.6%
Road space booking for works (Not NRSWA)	Flat fee max 2 weeks	209.00	206.00	1.5%
Road space booking for events	Flat fee	523.00	515.00	1.6%
Road space bookings for Charitable and Local Community Interest events	Flat fee	141.00	139.00	1.4%
Unauthorised placement of Traffic Management measures on the Highway (Not NRSWA)	Flat fee	1,046.00	1,030.00	1.6%

Infrastructure Overview and Scrutiny Panel

ADULTS, HEALTH & COMMISSIONING DIRECTORATE	Unit Cost	2021/22 £	2020/21 £	% Increase
OTHER TRAFFIC MANAGEMENT CHARGES				
Application For Temporary Traffic Signals (Not NRSWA) (Includes Vat)		188.00	185.00	1.6%
Switching On/Off Permanent Traffic Signals				
- working hours:	Min. Charge:	365.00	359.00	1.7%
- evenings, and saturdays:	Min. Charge:	551.00	542.00	1.7%
- sundays and bank holidays:	Min. Charge:	731.00	719.00	1.7%
Hourly Charge For Temporary Traffic Signals (Not NRSWA)				
- traffic sensitive streets	Per Hour	190.00	187.00	1.6%
- other streets	Per Hour	63.00	62.00	1.6%
- surcharge for peak hour operation	Per Hour	157.00	155.00	1.3%
Special Signing				
-application of tourist/ visitor information signs		129.00	127.00	1.6%
-installation of tourist/ visitor information signs	Act' Cost Plus 20% Admin Fee	-	-	
-application of shopping/ business signs		252.00	248.00	1.6%
-installation of shopping/ business signs	Act' Cost Plus 20% Admin Fee	293.00	288.00	1.7%
Removal of illegal signage relating to Local Event	Fee per sign	105.00	103.00	1.9%
Removal of illegal signage relating to Developer	Fee per sign	367.00	361.00	1.7%
Repeat offender removal of illegal signage relating to Developer	Fee per sign	523.00	515.00	1.6%
S50 Placing Temporary Traffic Counter/ CCTV Camera On The Highway		129.00	127.00	1.6%
Unauthorised Survey Equipment On The Highway		252.00	248.00	1.6%
Bike-ability Training	Per Pupil	5.00	5.00	0.0%

Infrastructure Overview and Scrutiny Panel

ADULTS, HEALTH & COMMISSIONING DIRECTORATE	Unit Cost	2021/22 £	2020/21 £	% Increase
HIGHWAY DEVELOPMENT CONTROL CHARGES FOR ADOPTED AND UNADOPTED ROADS				
S38/278 Fees (based on costs of infrastructure construction - index linked)				
-up to £1.0m construction costs (Min' Charge £2,500)	13% but Min' charge of	3,555.00	3,499.00	1.6%
-over £1.0m construction costs	13% but Min' charge of	3,555.00	3,499.00	1.6%
-For structures/roads not being adopted- Technical Approval		Act' Cost Plus 20% Admin Fee	Act' Cost Plus 20% Admin Fee	
		1,185.00	1,166.00	1.6%
-renegotiation of S278/38 Contract Period		1,235.00	1,216.00	1.6%
-4.8m wide block paved road + two 2m verges		1,538.00	1,514.00	1.6%
-5.0m wide road, two 2m footways and two 1m verges		1,864.00	1,835.00	1.6%
-5.5m wide road, two 2m footways and two 1m verges		2,471.00	2,432.00	1.6%
-6.7m wide road, two 2.5m footways and two 1m verges		556.00	547.00	1.6%
-individual 2.0m footpath including lighting				
Travel Plans (to cover approval and 5 years monitoring)		982.00	967.00	1.6%
-Checking and approving interim and final travel plans small developments (one off fee)		1,965.00	1,934.00	1.6%
-Checking and approving interim and final travel plans standard developments (one off fee)		3,932.00	3,870.00	1.6%
-Checking and approving interim and final travel plans large/complex developments (one off fee)		533.00	525.00	1.5%
Auditing Of Road Safety Audits		416.00	409.00	1.7%
Design Of Street Lighting Schemes				
Relocation Of Street Light Equipment				
-Residential with Advantage Card		(actual cost)	(actual cost)	
-Commercial	Single Item:	(actual cost + 20%)	(actual cost + 20%)	
	Act' Cost Plus 20% Admin Fee			
Technical Approval Of Traffic Signals				
-Standard (Four Way) Installation		707.00	696.00	1.6%
-Complex Installation		1,185.00	1,166.00	1.6%

Infrastructure Overview and Scrutiny Panel

ADULTS, HEALTH & COMMISSIONING DIRECTORATE	Unit Cost	2021/22 £	2020/21 £	% Increase
HIGHWAY COMMUTED SUMS:				
-soakaways over 20 years		19,937.00	19,623.00	1.6%
-high friction surfacing over 5 years	Per m2:	10.00	10.00	0.0%
-pumping stations over 10 years	Min':	18,332.00	18,043.00	1.6%
-standard street lighting over 20 years		1,235.00	1,216.00	1.6%
-ornamental lighting over 20 years	Per Item:	2,038.00	2,006.00	1.6%
-traffic signals over 20 years per single pole	Per Item:	14,180.00	13,957.00	1.6%
-extra height pole	Per Item:	15,387.00	15,145.00	1.6%
-cantilever pole	Per Item:	16,780.00	16,516.00	1.6%
-illuminated traffic signs and bollards over 10 years	£540/m2 & £1,100 over 1m2			
-illuminated traffic signs and bollards over 10 years				
-road markings 50% of initial cost	Min':	927.00	912.00	1.6%
-CCTV cameras over 10 years	Per Item:	16,083.00	15,830.00	1.6%
-structures (Cost to be agreed between local authority and contractor)	50% of initial cost			
Pedestrian Safety Barriers (Cost to be agreed between local authority and contractor)	50% of initial cost			
Trees on adopted highway (standard tree up to 12cm girth) each		618.00	608.00	1.6%
Trees on adopted highway (heavy standard tree between 12cm to 14cm girth) each		747.00	735.00	1.6%
Trees on adopted highway (extra heavy standard tree between 14cm to 20cm girth) each		1,135.00	1,117.00	1.6%
Trees on adopted highway (semi-mature tree 20cm girth or larger) each	£2,245 min to £5,400 max			
Grass cutting on adopted highway	Per m2	10.00	10.00	0.0%
Shrubs and planting areas maintenance	Per m2	107.00	105.00	1.9%
Other Commuted Sums	Full cost or by agreement			
Developer site Signage				
-Application Fee (Up to 1 m2, thereafter, pro-rata)		124.00	122.00	1.6%
-Inspection Fee		73.00	72.00	1.4%
-Removal Of Illegal Directional Signs	Per sign	236.00	232.00	1.7%
Removal of illegal signs for repeat offenders	Flat fee	523.00	515.00	1.6%

Adults, Commissioning & Health Directorate

		2021/22 £	2020/21 £	% Increase
PARKING SERVICE				
CAR PARKS				
	No. of Spaces			
	Chargeable Free			
Alexandra, Windsor *	198			
Charges apply Monday - Sunday between 9am-9pm (including Bank Holidays)				
Up To 1 Hour		1.70	1.60	6.2%
1 To 2 Hours		3.40	3.20	6.2%
2 To 3 Hours		5.10	5.00	2.0%
3 To 4 Hours		6.80	7.00	-2.9%
4 To 5 Hours		11.00	10.50	4.8%
Over 5 Hours		14.00	13.00	7.7%
Evening Charge		Tariff removed	2.00	
Season Tickets (3 Months)		380.00	370.00	2.7%
Season Tickets (6 Months)		750.00	735.00	2.0%
Season Tickets (Per Annum)		1480.00	1450.00	2.1%
Alma Road, Windsor * (See separate tariff For Windsor Dials)	130			
Charges apply Monday - Sunday between 9am-9pm (including Bank Holidays)				
Up To 1 Hour		1.70	1.60	6.2%
1 To 2 Hours		3.40	3.20	6.2%
2 To 3 Hours		5.10	5.00	2.0%
3 To 4 Hours		6.80	7.00	-2.9%
4 To 5 Hours		11.00	10.50	4.8%
Over 5 Hours		14.00	13.00	7.7%
Evening Charge		Tariff removed	2.00	
Season Tickets (3 Months)		380.00	370.00	2.7%
Season Tickets (6 Months)		750.00	735.00	2.0%
Season Tickets (Per Annum)		1480.00	1450.00	2.1%

Adults, Commissioning & Health Directorate

		2021/22 £	2020/21 £	% Increase
Ascot High Street The Avenue, Datchet *	113			
Charges apply Mon - Sat between 9am-6pm (Sundays and Bank Holidays free)				
Up To 1 Hour		1.00	1.00	0.0%
1 To 2 Hours		1.60	1.50	6.7%
2 To 3 Hours		3.20	3.10	3.2%
3 To 4 Hours		4.00	4.00	0.0%
4 to 5 Hours		6.00		
Over 5 Hours		7.20	7.00	2.9%
Season Tickets (3 Months)		230.00	225.00	2.2%
Season Tickets (6 Months)		435.00	425.00	2.4%
		98		
Boulter's Lock, Maidenhead *	87			
Charges apply Mon - Sun between 9am-9pm (Incl Bank holidays)				
Up To 1 Hour		1.00	1.00	0.0%
1 To 2 Hours		1.50	1.00	50.0%
2 To 3 Hours		2.00	1.00	100.0%
3 To 4 Hours		3.00	1.50	100.0%
4 to 5 Hours		4.00	1.50	166.7%
Over 5 Hours		5.00	1.50	233.3%
Evening Charge		Tariff removed	1.00	
		12		
Braywick Nature Park, Maidenhead (8am - 9pm)		0.00	0.00	
Braywick Sports Ground, Maidenhead (Mon - Sat 9am - 9pm)	48			
Charges apply Mon - Sat between 9am-9pm (Incl Bank holidays)				
Up To 1 Hour		1.20	1.10	
1 To 2 Hours		2.40	1.50	
2 To 3 Hours		3.60	2.20	
3 To 4 Hours		4.80	3.00	

Adults, Commissioning & Health Directorate		2021/22	2020/21	%
		£	£	Increase
4 to 5 Hours		7.50	7.20	4.2%
Over 5 Hours		10.00	9.50	5.3%
Season Tickets (3 Months)		155.00	150.00	3.3%
Season Tickets (6 Months)		295.00	290.00	1.7%
Season Tickets (Per Annum)		580.00	570.00	1.8%
Centrica, Windsor *	134	0.00	0.00	
(Saturdays, Sundays & Bank Holidays In Peak Periods Only- Locked at 7pm)				
Coronation Road, Littlewick Green	24	0.00	0.00	
East Berks College, Windsor *	112			
Charges apply Mon - Sun between 9am-9pm (Incl Bank holidays)				
Up To 1 Hour		1.50	1.40	7.1%
1 To 2 Hours		2.10	2.00	5.0%
2 To 3 Hours		3.00	2.80	7.1%
3 To 4 Hours		4.50	4.40	2.3%
4 To 5 Hours		7.00		
Over 5 Hours		9.00	8.80	2.3%
Evening Charge		Tariff removed	2.00	
Eton Court, Eton *	57			
Charges apply Mon-Sun between 9am-9pm (Incl Bank Holidays)				
Up To 1 Hour		1.60	1.60	0.0%
1 To 2 Hours		3.20	3.10	3.2%
2 To 3 Hours		4.80	4.50	6.7%

Adults, Commissioning & Health Directorate

			2021/22 £	2020/21 £	% Increase
3 To 4 Hours			8.00	8.00	0.0%
4 To 5 Hours			10.00	9.00	11.1%
Over 5 Hours			11.50	11.00	4.5%
Season Tickets (3 Months)	1,260	25.6%	315.00	310.00	1.6%
Season Tickets (6 Months)	1,240	50.4%	620.00	610.00	1.6%
Season Tickets (Per Annum)			1230.00	1215.00	1.2%
Grenfell Park, Maidenhead (Dawn - Dusk)		18	0.00	0.00	
Grove Road, Maidenhead (2 Hours max)		82			
Charges apply Mon - Sat between 9am-9pm (Sunday and Bank Holidays free)					
Up To 1 Hour			1.50	1.40	7.1%
1 To 2 Hours			3.00	2.80	7.1%
Evening Charge			Tariff removed	1.80	
Hines Meadow Multi Storey Maidenhead *		1,280			
Charges apply Mon - Sat between 9am-9pm (Sunday and Bank Holidays free)					
Up To 1 Hour			1.20	1.10	9.1%
1 To 2 Hours			2.40	2.20	9.1%

Adults, Commissioning & Health Directorate		2021/22	2020/21	%
		£	£	Increase
	2 To 3 Hours	3.60	3.40	5.9%
	3 To 4 Hours	5.40	5.20	3.8%
	4 To 5 Hours	6.00	5.90	1.7%
	Over 5 Hours	10.00	9.50	5.3%
	Evening Charge	Tariff removed	2.00	
	Season Tickets (3 Months)	275.00	270.00	1.9%
	Season Tickets (6 Months)	540.00	530.00	1.9%
	Season Tickets (Per Annum)	1050.00	1035.00	1.4%
	Home Park, Windsor >			
				181
	Charges apply Mon - Fri between 9am-4pm (Weekends and Bank Holidays free)			
	Signs will indicate when the car park is not in use due to events or functions			
	Up To 1 Hour	1.10	1.00	10.0%
	1 To 2 Hours	2.20	2.00	10.0%
	2 To 3 Hours	4.00	4.00	0.0%
	3 To 4 Hours	5.00	7.00	-28.6%
	4 To 5 Hours	6.00	7.00	-14.3%
	Over 5 Hours	7.50	7.00	7.1%
	4pm To 9am	0.00	0.00	
	Season Tickets (3 Months)	230.00	225.00	2.2%
	Season Tickets (6 Months)	455.00	445.00	2.2%
	Season Tickets (Per Annum)	900.00	880.00	2.3%
	Horton Road, Datchet *			
				60
	Charges apply Mon - Sat between 9am-6pm (Sundays and Bank Holidays free)			
	Up To 1 Hour	0.50	0.20	150.0%
	1 To 2 Hours	1.00	0.50	100.0%
	2 To 3 Hours	2.00	1.00	100.0%
	3 To 4 Hours	3.00	1.00	
	4 to 5 Hours	4.00	1.50	166.7%
	Over 5 Hours	5.00	5.00	0.0%
	6pm To 9am	0.00	0.00	
	King Edward VII Ave, Windsor			
				192
	Charges apply Mon-Sun between 9am-9pm (Including Bank Holidays)			
	Up To 1 Hour	1.60	1.60	0.0%
	1 To 2 Hours	3.00	2.90	3.4%
	2 To 3 Hours	4.80	4.70	2.1%

Adults, Commissioning & Health Directorate		2021/22	2020/21	%
		£	£	Increase
3 To 4 Hours		6.60	6.50	1.5%
4 To 5 Hours		8.20	8.00	2.5%
Over 5 Hours		9.50	9.30	2.2%
Evenings (6pm - Midnight)		Tariff removed	2.00	
Season Tickets (3 Months)		330.00	325	1.5%
Season Tickets (6 Months)		650.00	640	1.6%
Season Tickets (Per Annum)		1280.00	1265	1.2%
King Edward VII Hospital, Windsor	150			
Charges apply Saturdays, Sundays and Bank Holidays between 9am-6pm				
Up To 2 Hours		1.00	1.00	0.0%
2 To 4 Hours		2.00	2.00	0.0%
Over 4 Hours		5.00	5.00	0.0%
Meadow Lane, Eton *	102			
Charges apply Mon-Sun between 9am-9pm (Incl Bank Holidays)				
Up To 1 Hour		1.60	1.60	0.0%
1 To 2 Hours		3.20	3.10	3.2%
2 To 3 Hours		4.80	4.50	6.7%
3 To 4 Hours		8.00	8.00	0.0%
4 To 5 Hours		10.00	9.00	11.1%
Over 5 Hours		11.50	11.00	4.5%
Season Tickets (3 Months)		315.00	310.00	1.6%
Season Tickets (6 Months)		620.00	610.00	1.6%
Season Tickets (Per Annum)		1230.00	1215.00	1.2%
Nicholsons MultiStorey, Maidenhead *	734			

Adults, Commissioning & Health Directorate

	2021/22 £	2020/21 £	% Increase
Charges apply Mon - Sat between 9am-9pm (Sunday and Bank Holidays free)			
Up To 30 Mins	0.70	0.70	0.0%
30 Mins To 1 Hour	1.40	1.30	7.7%
1 To 2 Hours	2.40	2.30	4.3%
2 To 3 Hours	3.60	3.60	0.0%
3 To 4 Hours	4.80	4.70	2.1%
4 To 5 Hours	10.00	9.50	5.3%
Over 5 Hours	15.00	13.50	11.1%
Evening Charge	Tariff removed	2.00	
Season Tickets (1 Month)	160.00	155.00	3.2%
Season Tickets (3 Months)	460.00	450.00	2.2%
Season Tickets (6 Months)	910.00	895.00	1.7%
Season Tickets (Per Annum)	1780.00	1760.00	1.1%
Oak Lane (Annual Contract Spaces For Residents Only)	60.00	60.00	0.0%
River St, Windsor *		145	
Charges apply Mon-Sun between 9am-9pm (Incl Bank Holidays)			
Up To 1 Hour	5.20	5.00	4.0%
1 To 2 Hours	8.00	7.70	3.9%
2 To 3 Hours	10.00	9.90	1.0%
3 To 4 Hours	13.50	13.20	2.3%
4 To 5 Hours	15.50	15.40	0.6%
Over 5 Hours	19.00	18.70	1.6%

Adults, Commissioning & Health Directorate

		2021/22	2020/21	%
		£	£	Increase
Romney Lock, Windsor *	94			
Charges apply Mon-Sun between 9am-9pm (Incl Bank Holidays)				
Up To 1 Hour		1.60	1.60	0.0%
1 To 2 Hours		3.00	2.90	3.4%
2 To 3 Hours		4.80	4.70	2.1%
3 To 4 Hours		6.60	6.50	1.5%
4 To 5 Hours		8.20	8.00	2.5%
Over 5 Hours		9.50	9.30	2.2%
		0.00	2.00	-100.0%
Season Tickets (3 Months)		330.00	325.00	1.5%
Season Tickets (6 Months)		650.00	640.00	1.6%
Season Tickets (Per Annum)		1280.00	1265.00	1.2%
Stafferton Way Multi Storey, Maidenhead *	576			
Charges apply Mon - Sat between 9am-9pm (Sundays and Bank Holidays free)				
Daily charge		8.00	7.50	6.7%
Evenings (6pm - Midnight)		Tariff removed	1.80	
Season Tickets (3 Months)		275.00	270.00	1.9%
Season Tickets (6 Months)		540.00	530.00	1.9%
Season Tickets (Per Annum)		1055.00	1035.00	1.9%
Town Moor, Maidenhead (Blackmoor Lane)	28	0.00	0.00	
Charges apply Mon - Sun between 9am-9pm (Incl Bank holidays)				
Up To 3 Hours		1.00	1.00	0.0%
Over 3 Hours		4.00	1.50	166.7%
Evening Charge		Tariff removed	1.00	
Victoria Street Multi Storey, Windsor *	206			
Charges apply Mon - Sun between 9am-9pm (Incl Bank Holidays)				

Adults, Commissioning & Health Directorate

		2021/22 £	2020/21 £	% Increase
Up To 1 Hour		2.30	2.20	4.5%
1 To 2 Hours		3.70	3.60	2.8%
2 To 3 Hours		6.00	5.60	7.1%
3 To 4 Hours		10.50	10.00	5.0%
4 To 5 Hours		11.50	11.00	4.5%
Over 5 Hours		16.00	15.50	3.2%
Evening Charge		Tariff removed	2.20	
West Street, Maidenhead (3 Hours Max) *	59			
Charges apply Mon - Sat between 9am-9pm (Sundays and Bank Holidays free)				
30 Mins To 1 Hour		1.50	1.40	7.1%
1 To 2 Hours		3.00	2.80	7.1%
2 To 3 Hours		4.50	4.00	12.5%
Evening Charge		Tariff removed	1.80	
Windsor Dials (via Alma Road), Windsor *	250			
Charges apply Mon - Sun between 9am-9pm (Incl bank holidays)				

Adults, Commissioning & Health Directorate		2021/22	2020/21	%
		£	£	Increase
Car Park only available on Saturdays, Sundays, Bank Holidays				
		1.70	1.60	6.2%
		3.40	3.20	6.2%
		5.10	5.00	2.0%
		6.80	7.00	-2.9%
		11.00	10.50	4.8%
		14.00	13.00	7.7%
		Tariff removed	2.00	
Windsor Library	15			
Charges apply Mon - Sat between 9am-9pm (Sunday and Bank Holidays free)				
		0.40	0.30	33.3%
		2.50	2.50	0.0%
		5.00	5.00	0.0%
		Tariff removed	1.80	
York House, Windsor	92			
Charges apply Mon - Sun between 9am-9pm (Incl Bank Holidays)				
		3.50	3.50	0.0%
		7.00	7.00	0.0%
		Tariff removed	1.80	
Coach Park (Alma Road), Windsor	74			
Charges apply Mon-Sun between 9am-9pm (Incl Bank Holidays)				
		12.00	11.00	9.1%
		11.00	11.00	0.0%
		25.00	22.00	13.6%
		21.00	18.50	13.5%
		33.00	33.00	0.0%
		28.00	26.00	7.7%
		3.00	2.50	20.0%
Magnet Leisure Centre - Maidenhead >	248			
Charges apply Mon - Sat 9am to 9pm (Sundays and Bank Holidays free)				
		1.10	1.10	0.0%
		1.50	1.50	0.0%
		2.20	2.20	0.0%
		3.00	3.00	0.0%
		7.20	7.20	0.0%
		9.50	9.50	0.0%
Windsor Leisure Centre >	249			

Adults, Commissioning & Health Directorate		2021/22	2020/21	%
		£	£	Increase
Charges apply Mon - Sun between 9am-9pm (Incl Bank Holidays)				
		1.30	1.20	8.3%
		2.00	1.80	11.1%
		3.80	3.70	2.7%
		11.50	11.00	4.5%
		13.50	13.00	3.8%
		18.00	17.50	2.9%
Bowden Road, Sunninghill				
	15			
Charges apply Mon - Fri between 9am-5pm (Sat & Sun residents only)				
		0.50	Free	
		1.00	Free	
		2.50	Free	
Brockenhurst Road, South Ascot				
	12			
Charges apply Mon - Fri between 9am-5pm (5pm to 9am & Sat & Sun residents only)				
		0.50	Free	
		1.00	Free	
		2.50	Free	
Clewer Memorial Park, Windsor				
	50			
Charges apply Mon - Sun between 9am-5pm				
		Free	Free	
		1.00	Free	
		2.00	Free	
		5.00	Free	
Desborough Road, Maidenhead				
	18			
Charges apply Mon - Sun between 9am-5pm				
		0.50	Free	
		1.00	Free	

Adults, Commissioning & Health Directorate		2021/22	2020/21	%
		£	£	Increase
Over 2 Hours		2.50	Free	
Guards Club Open Space, Maidenhead	20			
Charges apply Mon - Sun between 9am-5pm				
Up to 1 Hour		0.50	Free	
Up to 2 Hours		1.00	Free	
Over 2 Hours		2.50	Free	
Haywards Mead, Eton Wick	25			
Charges apply Mon - Sun between 9am-5pm				
Up to 1 Hour		0.50	Free	
Up to 2 Hours		1.00	Free	
Over 2 Hours		2.50	Free	
High Street, Hurley	60			
Charges apply Mon - Sun between 9am-5pm				
Up to 1 Hour		1.00	Free	
Up to 2 Hours		2.00	Free	
Over 2 Hours		5.00	Free	
London Road, Sunningdale	210			
Charges apply Mon - Sun between 9am-5pm (in short stay spaces only)				
Up to 1 Hour		0.50	Free	
Up to 2 Hours		1.00	Free	
Up to 3 Hours		3.00	Free	

Adults, Commissioning & Health Directorate		2021/22	2020/21	%
		£	£	Increase
Oaken Grove, Maidenhead	50			
Charges apply Mon - Sun between 9am-5pm				
Up to 1 Hour		0.50	Free	
Up to 2 Hours		1.00	Free	
Over 2 Hours		2.50	Free	
Queens Road, Sunninghill	52			
Charges apply Mon - Sat between 9am-5pm (5pm to 9am & Sun residents only)				
Up to 1 Hour		0.50	Free	
Up to 2 Hours		1.00	Free	
Over 2 Hours		2.50	Free	
Sutton Road, Cookham	18			
Charges apply Mon - Sun between 9am-5pm (5pm to 9am residents only)				
Up to 1 Hour		0.50	Free	
Up to 2 Hours		1.00	Free	
Over 2 Hours		5.00	Free	
Upper Village Road, Sunninghill	32			
Charges apply Mon - Fri between 9am-5pm (5pm to 9am & Sat & Sun residents only)				
Up to 1 Hour		0.50	Free	
Up to 2 Hours		1.00	Free	
Over 2 Hours		2.50	Free	
On-Street Parking				
Barry Avenue *				
Up To 1 Hour		2.20	2.10	4.8%
1 To 2 Hours		4.40	4.20	4.8%
St. Leonards Road (Shops) *				
Up To 1 Hour		0.70	0.60	16.7%
1 To 2 Hours		1.90	1.80	5.6%
Central (Includes Datchet Road, Park Street, Sheet Street, Victoria Street, Farm Yard & Thameside (1 Hour Maximum				
Up To 1 Hour		1.30	1.20	8.3%
Albert St, Alma Rd, Beaumont Rd, Bexley St, Clarence Rd, Duke St, Fawcett Rd, Frances Rd, Oxford Rd, Queens Rd,				
Up To 1 Hour		0.60	0.50	20.0%
1 To 2 Hours		1.30	1.20	8.3%
Alma Rd, Clarence Rd, St Leonards Rd. * (Where Charges Apply Mon-Sun 8am - 8pm)				
Up To 1 Hour		0.60	0.50	20.0%
1 To 2 Hours		1.30	1.20	8.3%

Adults, Commissioning & Health Directorate	2021/22	2020/21	%
	£	£	Increase
Alexandra Rd, Claremont Rd, Devereux Rd, Dorset Rd, Grove Rd, St Leonards Ave, St Marks Rd, Helena Rd *			
Up To 1 Hour	0.90	0.80	12.5%
The Avenue & Windsor Road (Datchet) *			
Up To 1 Hour	0.90	0.80	12.5%
1 To 2 Hours	1.60	1.50	6.7%
2 To 3 Hours	3.20	3.00	6.7%
3 To 4 Hours	4.00	3.60	11.1%
Over 4 Hours	6.00	6.00	0.0%
Eton (2 Hour Maximum Stay) *			
Up To 30 Mins	0.50	0.40	25.0%
Up To 1 Hour	2.00	2.00	0.0%
Up to 2 Hours	3.00	N/A	
<u>Other Parking Fees And Charges</u>			
Penalty Charge Notices			
Higher Level Contraventions	70.00	70.00	0.0%
-Discounted If Paid Within 14 Days	35.00	35.00	0.0%
Lower Level Contraventions	50.00	50.00	0.0%
-Discounted If Paid Within 14 Days	25.00	25.00	0.0%
Business Permits			
Business Parking Permits			
Windsor: Outer Areas			
First Permit	660.00	650.00	1.5%
Second Permit	760.00	750.00	1.3%
Third Permit	860.00	850.00	1.2%
Windsor: Inner Areas	330.00	325.00	1.5%
Eton and Datchet:			
First Permit	180.00	175.00	2.9%
Second Permit	380.00	375.00	1.3%
Third Permit	530.00	525.00	1.0%
Fourth Permit	735.00	725.00	1.4%
Parking Suspensions and Dispensations			
Suspension Of Parking Bay (Per Bay)	20.00	20.00	0.0%
Parking Dispensations - Late Charge	50.00	50.00	0.0%
Parking Dispensations - 1st Day	20.00	20.00	0.0%
Parking Dispensations - Additional Days	5.00	5.00	0.0%
Parking Dispensations - 1 Week	40.00	40.00	0.0%
Parking Dispensations - 2 Weeks	70.00	70.00	0.0%
Parking Dispensations - 3 Weeks	100.00	100.00	0.0%
Parking Dispensations - 4 Weeks	125.00	125.00	0.0%

Adults, Commissioning & Health Directorate

	2021/22 £	2020/21 £	% Increase
Special Parking/ Access Permit	50.00	50.00	0.0%
Resident Permits			
1st	50.00	50.00	0.0%
2nd	70.00	70.00	0.0%
3rd	100.00	100.00	0.0%
Electric Vehicles	Free	Free	
Visitor Vouchers			
2 Hours	1.00	1.00	0.0%
6 Hours	2.00	2.00	0.0%
24 Hours	4.00	4.00	0.0%
Parking Administration Charges			
Replacement Parking Permit for Replacement Vehicles (admin fee)	10.00	N/A	
Electric Car Permit			
RBWM residents only. Where a resident has a fully electric car, the resident may apply for a permit which allows free parking to any RBWM car park where charges would normally apply.	FREE		

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ADULTS, HEALTH & COMMISSIONING

Project	Description of Scheme	2021/22 First Estimate			2022/23 First Estimate Indicative			2023/24 First Estimate Indicative		
		Gross	Income	Estimate	Gross	Income	Estimate	Gross	Income	Estimate
		£000	£000	£000	£000	£000	£000	£000	£000	£000
Head of	Commissioning - Infrastructure									
CC25	M4 Smart Motorway	50	(50)	0	0	0	0	0	0	0
CC62	Maidenhead Missing Links (LEP Match Funded)	328	(328)	0	0	0	0	0	0	0
CC85	Major Footway Construction/Maintenance	200	(200)	0	0	0	0	0	0	0
CC95	Cookham Bridge Refurbishment & Structural Repair	0	0	0	0	0	0	0	0	0
CD10	Traffic Management	200	(153)	47	0	0	0	0	0	0
CD12	Roads Resurfacing-Transport Asset & Safety	1,517	(1,517)	0	0	0	0	0	0	0
CD13	Bridge Assessments	150	(150)	0	0	0	0	0	0	0
CD23	Local Safety Schemes	195	(195)	0	0	0	0	0	0	0
CI83	Ditch Clearance and Soakway Improvement Programme	100	(100)	0	0	0	0	0	0	0
CI84	Eton High Street Unsafe Electrical Boxes Removal	125	(125)	0	0	0	0	0	0	0
CI85	Column Replacement Safety Improvements	150	(150)	0	0	0	0	0	0	0
CI86	Bridge Strengthening Scheme	100	(100)	0	0	0	0	0	0	0
CI87	Street Lighting Structural Testing	191	(191)	0	0	0	0	0	0	0
CI90	Soakaway/Manhole Clearance Programme	100	(10)	90	0	0	0	0	0	0
CI93	Highway Drainage Schemes	200	(32)	168	0	0	0	0	0	0
CD37	Car Park Improvements	100	(11)	89	0	0	0	0	0	0
CD43	Flood Prevention	100	(100)	0	0	0	0	0	0	0
CD54	River Thames Scheme Infrastructure Project	450	0	450	450	0	450	8,650	0	8,650
CD83	Traffic Signal Review	0	0	0	0	0	0	0	0	0
CD91	Windsor Town Centre Package - LEP	850	(850)	0	0	0	0	0	0	0
CI94	Vicus Way Waste Transfer Station Site Works	70	(25)	45	0	0	0	0	0	0
CI88	Car Park Lighting	50	(50)	0	0	0	0	0	0	0
CI89	Car Park Surfacing and Lining	100	(100)	0	0	0	0	0	0	0
CI91	Car Park Signage	30	(21)	9	0	0	0	0	0	0
CI92	Parking Reviews	75	(5)	70	0	0	0	0	0	0
	Total Head of Commissioning - Infrastructure	5,431	(4,463)	968	450	0	450	8,650	0	8,650

PLACE

Project	Description of Scheme	2021/22 First Estimate			2022/23 First Estimate			2023/24 First Estimate		
		Gross	Income	Estimate	Gross	Indicative Income	Estimate	Gross	Indicative Income	Estimate
		£000	£000	£000	£000	£000	£000	£000	£000	£000
Infrastructure, Sustainability & Transport										
CD97	Cycling Action Plan-Delivery	405	(405)	0	0	0	0	0	0	0
CY33	Climate Strategy-Projects	165	(27)	138	0	0	0	0	0	0
CY34	Major Scheme Business Case Development	265	(160)	105	0	0	0	0	0	0
Total Infrastructure, Sustainability & Transport		835	(592)	243	0	0	0	0	0	0

Report Title:	2020/21 Q2 Performance Report
Contains Confidential or Exempt Information?	No - Part I
Lead Member:	
Meeting and Date:	Infrastructure Overview and Scrutiny Panel, 19 January 2021
Responsible Officer(s):	Chris Joyce, Head of Infrastructure, Sustainability and Economic Growth, Tracy Hendren, Head of Housing and Environmental Health, Adrien Waite, Head of Planning, Simon Dale, Interim Head of Highways
Wards affected:	All

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REPORT SUMMARY

1. The Council Plan 2017-21 and associated strategic priorities remained current up to 30 July 2020 when Cabinet approved an Interim Council Strategy 2020/21 for immediate adoption on the basis that the Covid-19 pandemic had significantly altered the context in which the council is currently operating.
2. The Interim Council Strategy clarifies the three revised priorities to which the council is responding. The Q2 Performance Report for Infrastructure Overview and Scrutiny Panel has therefore been refocused to provide insights into the Interim Council Strategy's delivery as fully as possible, see Appendix A. Performance of measures previously reported to the Panel are included on the basis that these measures provide insights into current service delivery, and remain important for future trend visibility.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That the Infrastructure Overview and Scrutiny Panel notes the report and:

- i) Notes the 2020/21 Infrastructure Overview and Scrutiny Panel Q2 Performance Report in Appendix A.
- ii) Requests relevant Lead Members, Directors and Heads of Service to maintain focus on improving performance.

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

Options

Table 1: Options arising from this report

Option	Comments
Accept the recommendations in this report.	This will allow continuing insight into the delivery of the council's agreed

Option	Comments
This is the recommended option	priorities in order to aid decision-making and maintain focus on continuous improvement.
Reject the recommendations in the report.	The failure to use relevant performance information to understand delivery against the council's agreed priorities impedes the council's ability to make informed decisions and seek continuous improvement.

- 2.1 The Council Plan 2017-21 remained current up to 30 July 2020 when Cabinet approved an Interim Council Strategy 2020/21 for immediate adoption on the basis that the Covid-19 pandemic has significantly altered the context in which the council is currently operating. The Interim Council Strategy clarifies the three revised priorities to which the council is responding, acknowledging that any instances where previous objectives can still be delivered without affecting delivery of interim objectives is a good thing and will be supported.
- 2.2 Performance reports for Q2 2020/21 onwards have therefore been refocused to provide insights into the Interim Council Strategy's three priorities and how they are progressing. Performance of measures previously reported to Corporate OSP are also included in order to continue to provide insights into current service delivery and maintain visibility of future trends.
- 2.3 Appendix A sets out the Q2 Performance Report. It details the council's immediate response to the first wave of the Covid-19 pandemic, particularly in terms of the community response. It also demonstrates the development of major workstreams such as the Transformation Strategy and Climate Strategy alongside the requirement to step services back up and make necessary adaptations in order to be Covid-secure. Adaptations have been made across a number of services, including library and resident services with the introduction of "click and collect" and "click and deliver" offers.
- 2.4 Whilst much has been achieved in the first six months of the year, the impact of Covid on the community and the economy has been felt in a number of areas of the council's operations. Examples include: the increased volumes of households in temporary accommodation as a result of the "everybody in" campaign from central government, and the unavoidable fall in town centre footfall figures as a result of lockdown restrictions.
- 2.5 Table 2 summarises the position of all reported key performance indicators as at the close of Q2 and, encouragingly, shows that all indicators are on or near target. Appendix A sets out performance trends and related commentary for each indicator, acknowledging where the pandemic has impacted performance.

Table 2: Summary KPI Q2 position

Q2 RAG	Total	Measure
Green (Succeeding or achieved)	6	Percentage emergency 2 hr orders responded on time (Highways)
		No. households where prevention duty has been ended successfully
		Monthly Footfall: Maidenhead Town Centre
		Monthly Footfall: Windsor Town Centre
		Percentage of Major Planning Applications processed in time
		Percentage of Minor Planning Applications processed in time
Amber (Near target)	1	Percentage of "Other" Planning Applications processed in time
Red (Needs improvement)	0	
Non-targeted performance for Q2	1	No. homeless households in temporary accommodation
Total	8	

3. KEY IMPLICATIONS

3.1 The key implications of this report are set out in table 3.

Table 3: Key Implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
The council is on target to deliver its strategic priorities	< 100% priorities on target	100% priorities on target			30 September 2020

4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1 There are no direct 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 control are set out in table 4.

Table 4: Impact of risk and mitigation

Risks	Uncontrolled risk	Controls	Controlled risk
Poor performance management practices resulting in lack of progress towards the council’s agreed strategic priorities and objectives.	HIGH	Robust performance management within services to embed a performance management culture and effective and timely reporting.	LOW

7. POTENTIAL IMPACTS

7.1 There are no Equality Impact Assessments or Data Protection Impact Assessments required for this report. There are no climate change or data protection impacts as a result of this report.

8. CONSULTATION

8.1 Performance against the strategic priorities is regularly reported to the council’s four Overview and Scrutiny Panels. Comments from the Panels are reported to Lead Members and Heads of Service as part of an ongoing performance dialogue.

9. TIMETABLE FOR IMPLEMENTATION

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

Table 5: Implementation timetable

Date	Details
Ongoing	Comments from the Panel will be reviewed by Lead Members and Heads of Service.

10. APPENDICES

10.1 This report is supported by one appendix:

- Appendix A: Infrastructure Overview and Scrutiny Panel Q2 Performance Report.

11. BACKGROUND DOCUMENTS

11.1 This report is supported by two background documents:

- Interim Council Strategy 2020/21:
<https://rbwm.moderngov.co.uk/ieListDocuments.aspx?CId=132&MId=7763&Ver=4>

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Date returned
Russell O'Keefe	Director of Place	01.12.20	
Hilary Hall	Director of Adults, Health and Commissioning	01.12.20	17.12.20
Tracy Hendren	Head of Housing and Environmental Health Service	01.12.20	
Adrien Waite	Head of Planning	01.12.20	
Chris Joyce	Head of Infrastructure, Sustainability and Economic Growth	01.12.20	16.12.20
Ben Smith	Head of Commissioning - Infrastructure	01.12.20	
Simon Dale	Interim Head of Highways	17.12.20	07.01.21

REPORT HISTORY

Decision type:	Urgency item?	To Follow item?
Non-key decision	No	No
Report Author: Rachel Kinniburgh, Strategy and Performance Team Leader, 01628 796370		

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Infrastructure Overview and Scrutiny Panel

Q2 2020-21 Data and Performance Report

Date prepared: 1 October 2020

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1. Executive Summary

- 1.1 The Council Plan 2017-21 remained current up to 30 July 2020 when Cabinet approved an Interim Council Strategy 2020/21 for immediate adoption on the basis that the Covid-19 pandemic has significantly altered the context in which the council is currently operating.
- 1.2 In the interests of good governance and transparency, the Interim Council Strategy gives clarity to the three revised priorities to which the council is responding, acknowledging that any instances where previous objectives can still be delivered without affecting delivery of interim objectives is a good thing and will be supported. The three revised priorities for 2020/21 are:
 - **Covid-19 objectives:** focusing on the immediate response, long-term recovery, and new service requirements.
 - **Interim Focus Objectives 2020-21:** focusing on revised service operating plans, development of the Transformation Strategy, Climate Strategy, Governance, and People Plan.
 - **Revised Medium Term Financial Strategy:** focusing on the impact of Covid-19, economic downturn, and government policy.
- 1.3 With the introduction of the Interim Council Strategy, performance reports for 2020/21 have necessarily been refocused to respond to this strategy as fulsomely as possible at the current time. This report is therefore structured to provide insight into the three priorities and how they are progressing (section 2).
- 1.4 Performance of measures previously reported to the Infrastructure Overview and Scrutiny Panel are also included (section 3) on the basis that these measures provide some insights into service delivery (priority 2) and also remain important for the future, in which case ongoing visibility of trends is desirable. These measures are grouped in this report by the lead service. Additional datasets and key performance indicators will be added over time as new data-sources are set up as part of delivery of the priorities.

2. Interim Council Strategy: Delivery of priorities

2.1 This section provides a brief overview of key activities and milestones achieved by the council in the first six months of the financial year.

Priority	Item	Achievements and key milestones
<p>Covid-19 objectives</p>	<p>Response (immediate)</p>	<p>The Covid-19 Community Response was established to support residents across the borough during the Covid-19 pandemic. A coordinated team of staff drawn from all services in the council maintained regular contact with residents who were shielding and took any action that may be appropriate to ensure that these individuals' needs were met. This role has now been taken on by the Library and Residents service who continue to make contact with residents and to be a helpline to any vulnerable service users in the borough. Using community groups, either already established or newly formed, in response to the pandemic has helped to identify where we can help the vulnerable. A public-facing online directory of Covid-19 Support Groups to which residents may turn to for particular needs was quickly developed.</p> <p>The Outbreak Control Plan Summary was published on the RBWM website on 30 June 2020 in line with national instruction from the Department of Health and Social Care. The plan was produced in collaboration with the NHS and Public Health to guide our response to the ongoing Covid-19 pandemic, to put in place measures to identify and contain outbreaks and to protect the public's health.</p>
	<p>Recovery (long-term)</p>	<p>The council has worked in partnership with organisations across the Thames Valley to develop a recovery framework across the region. A set of actions for Berkshire is being developed to enable sharing of best practice and coordination of activity where it is most appropriately undertaken at a county-level.</p> <p>On 24 September 2020 Cabinet approved the RBWM Recovery Strategy (targeted at borough-level) to move into delivery phase. The strategy sets out the council's approach to supporting residents and businesses, empowering communities to thrive and building lasting partnerships with businesses.</p> <p>A new database (Lyon 2.0) has also been developed. It is a free online platform and app</p>

		<p>which will simply and securely help community organisations connect with residents. The system will also enable registration of individuals who may require support, and individuals who wish to volunteer their time to the community effort. The Lyon system is presently in soft-testing.</p>
	New service requirements	<p>As part of the organisational recovery strategy, service-level step-up plans were implemented, as were changes to existing operating models to allow services to continue in a socially distanced and safe way. One example has been our new alternative operation in the library service to be able to provide a COVID-safe environment for both our service-users and residents and our staff. We introduced a phased opening up of services focussing on a “click and collect” and “click and deliver” service initially alongside a resumption of home delivery services. There has been a further opening up of services in two main sites including bookable access to PCs and browsing for books to ensure there is a balance between accessing services whilst protecting the health and wellbeing of our residents and staff.</p> <p>A key concern across the borough has been the disruption to household waste and recycling collections. The impact on residents has had a knock-on effect on the volume of calls to the customer contact centre and the online report it function. The council continues to work with its contractor to improve the service.</p>
Interim Focus Objectives 2020-21	Revised Service Operating Plans	<p>The Transformation Strategy 2020-2025 was unanimously approved by the Cabinet Transformation Sub-Committee on 22 September 2020. Setting out a vision of “building a community-centric borough of opportunity and innovation”, the Strategy aims to deliver radical changes to the way in which the council operates and identifies 6 key areas for transformation (finance, culture, environment, prevention, digital and process redesign).</p> <p>The strategy’s development is the council’s response to key challenges around its financial position and builds upon the strong foundations of innovation and community-empowerment that quickly developed in response to the Covid-19 pandemic. Action plans by which to deliver the Strategy are presently being developed.</p>
	Transformation Strategy	<p>The draft Climate Change Strategy was approved for public consultation at the appropriate time by Full Council on 23 June 2020. The strategy’s preparation followed the council’s declaration of an environment and climate emergency in June</p>
	Climate Strategy	

Infrastructure Overview and Scrutiny Panel: Q2 2020-21 Performance Report

		2019 and subsequent stakeholder and community engagement on its development led by a cross-party working group. The updated Environment and Climate Strategy was approved by Cabinet for adoption on 17 December 2020.
	Governance	We have an agreed governance action plan arising from the Annual Governance Statement with updates coming forward to Corporate Overview and Scrutiny Panel throughout the year. In addition, the Council engaged CIPFA during 2019/20 to undertake a review of financial governance. An action plan addressing outstanding issues has been developed and will be reported via the Corporate Overview and Scrutiny Panel on a quarterly basis from November.
	People Plan	<p>A key foundation of the council's future People Plan is the agreement of organisational values. Following extensive consultation with employees a suite of new organisational values was launched on 19 June 2020. Each value is underpinned by positive behaviours illustrative of each value. These values and associated behaviours are key in supporting the council to deliver well for residents and partners, and to achieve organisational objectives. The new values are:</p> <ul style="list-style-type: none"> • Invest in strong foundations • Empowered to improve • One team and vision • Respect and openness. <p>An implementation plan is in place to support the embedding of the new values across the organisation.</p>
Revised Medium Term Financial Strategy		An extraordinary Council meeting was held on the 14 October 2020 to discuss a refreshed Medium Term Financial Strategy. The actual strategy had not been changed (other than to update any factual changes around dates and technical updates) but the financial modelling was updated to reflect the latest information as we currently know it, changes in assumptions around central government funding, inflation assumptions and other emerging issues. This is the start of the budget setting process for 2021/22 and the supporting Medium term financial plan.

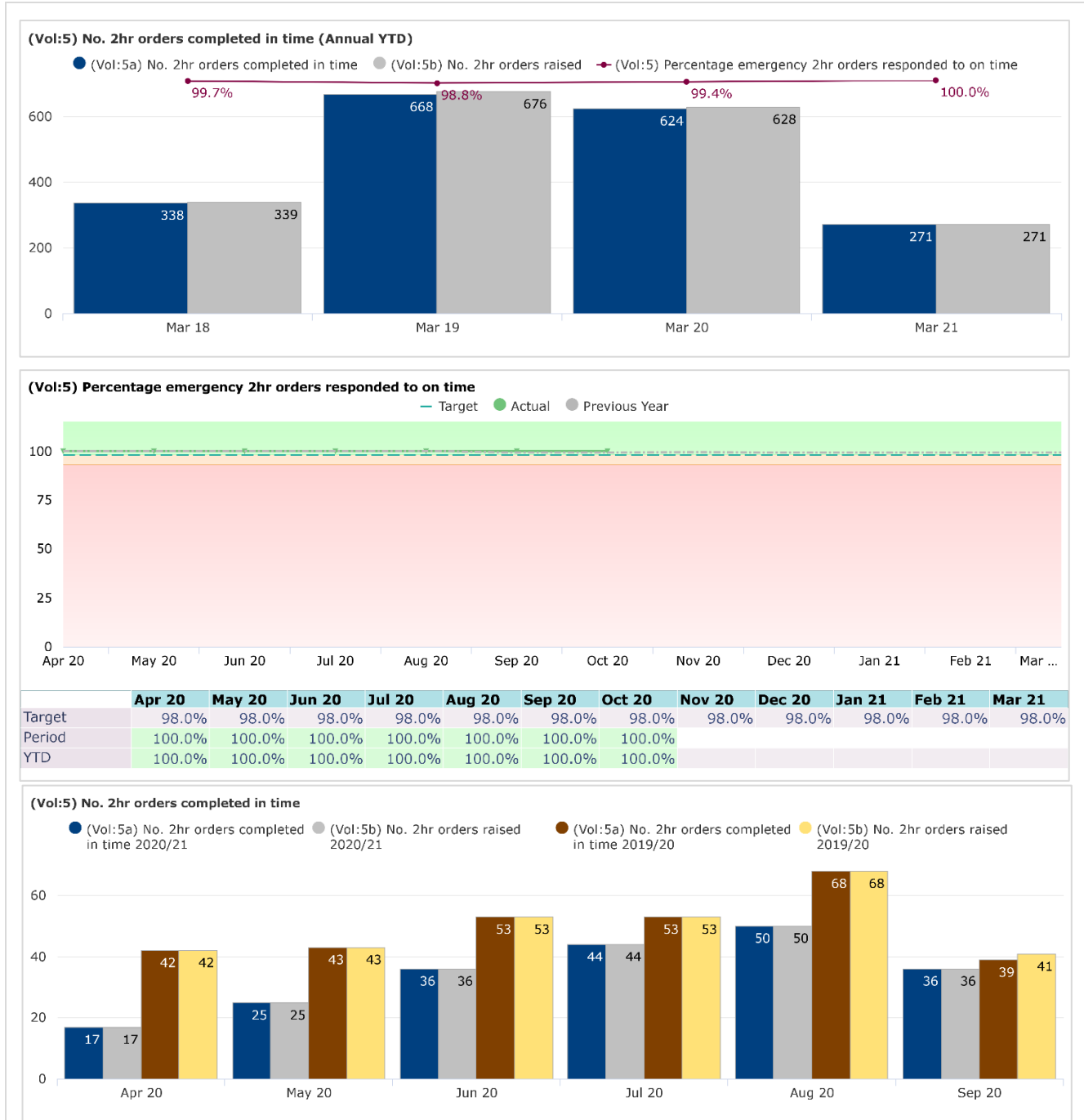
3. Service Performance Summary Report (YTD)

3.1 Performance of measures previously reported to the Infrastructure Overview and Scrutiny Panel are set out here on the basis that these measures provide some insights into service delivery (priority 2) and also remain important for the future, in which case ongoing visibility of trends is desirable.

Q2 RAG	Count	Measure	Lead Service
Green (Succeeding or achieved)	6	Percentage emergency 2 hr orders responded on time (Highways)	Commissioning - Infrastructure
		No. households where prevention duty has been ended successfully	Housing
		Monthly Footfall: Maidenhead Town Centre	Infrastructure, Sustainability and Economic Growth
		Monthly Footfall: Windsor Town Centre	
		Percentage of Major Planning Applications processed in time	Planning
		Percentage of Minor Planning Applications processed in time	
Amber (Near target)	1	Percentage of "Other" Planning Applications processed in time	Planning
Red (Needs improvement)	0		
Non-targeted performance for Q2	1	No. homeless households in temporary accommodation	Housing
Total	8		

4. Commissioning – Infrastructure: Performance Trends

4.1. Highways



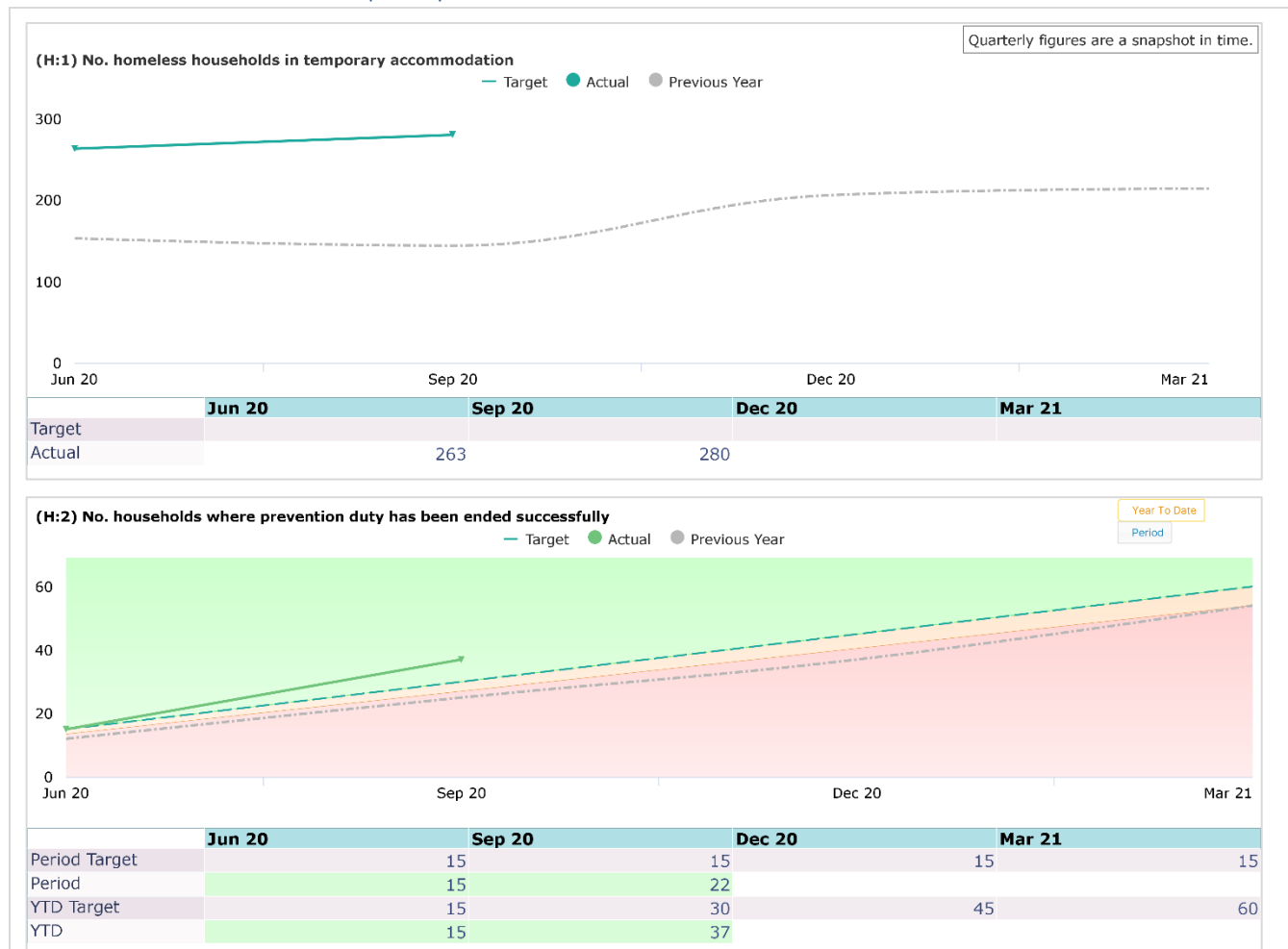
Q2 Commentary

The target for this measure is 98% with red flag raised if performance is equal to/below 93%. This is a new measure to the 2020/21 reporting framework and is monitored routinely as part of the contractor’s performance framework.

The aim of this indicator is to ensure the maintenance of a safe highway network for all road-users by monitoring the contractor’s responsiveness to urgent safety hazards. Available data shows that that the contractor is consistently performing above target at 100% in 2020/21. The volume of reported emergencies in Q1 (Apr-Jun, total 78) is lower than Q1 2019/20 (total 138), likely due to the Covid-19 pandemic and fewer road-users on the network in this period. Volumes have increased month on month since April 2020, coinciding with the phased easing of lockdown restrictions and increased usage of the road network.

5. Housing: Performance Trends

5.1. Homelessness and temporary accommodation



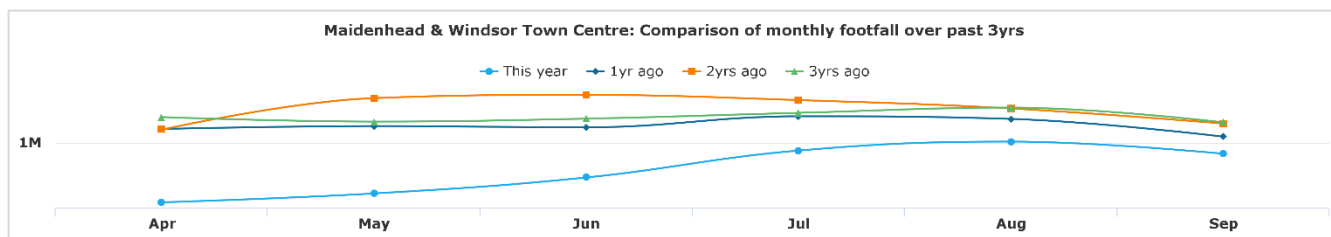
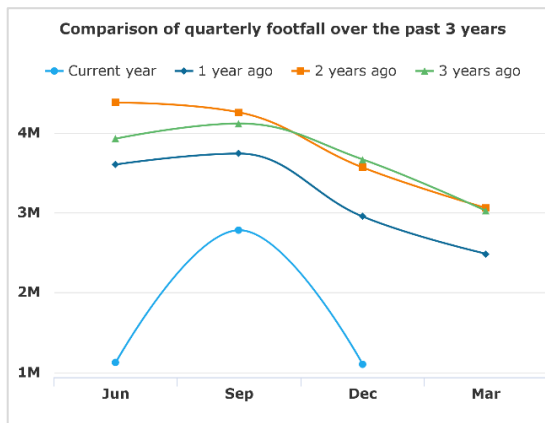
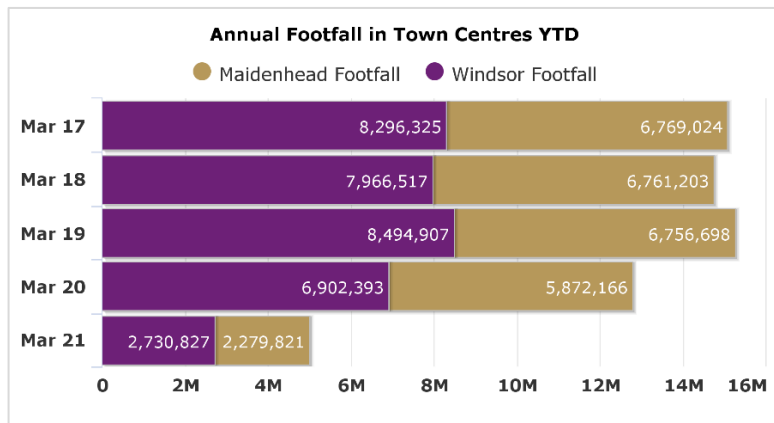
Q2 Commentary

(H:1) No. homeless households in temporary accommodation: Temporary accommodation is provided to households when they have approached the local authority and are deemed to be homeless with no other housing options. Local authorities will monitor numbers of households (and types) in temporary accommodation with a view to reducing numbers quarter by quarter. Due to the current pandemic and “everybody in” campaign from the Government, temporary accommodation numbers are increasing and targets cannot currently be set. Target-setting will be reviewed in Q4.

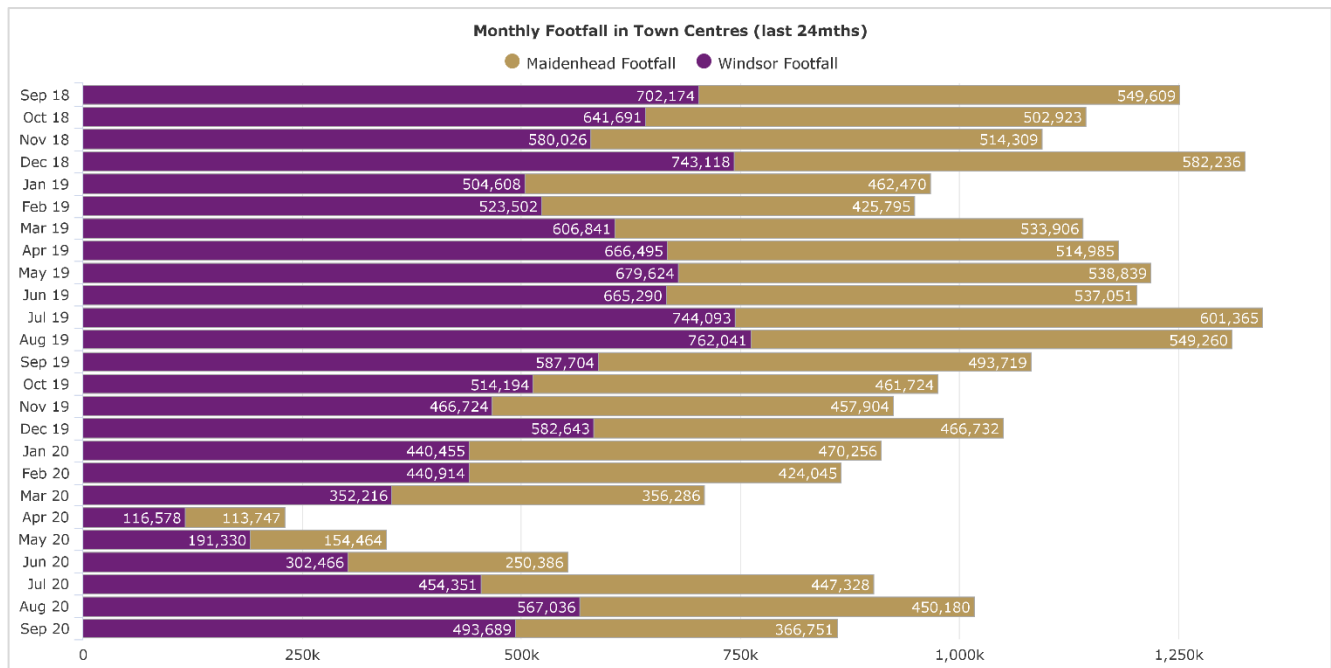
(H:2) No. households where prevention duty has been ended successfully: *The year end target for this measure is 60 and profiled monthly. A red flag is raised if volumes are at/fall below 10% of the target. The target and tolerance thresholds are unchanged from 2019/20.* As part of the housing options role, officers are constantly looking at ways to prevent homelessness and support households into accommodation options. We have been very successful recently with accessing the private rented sector for longer term housing options and in some cases preventing households needing to go into temporary accommodation at all.

6. Infrastructure, Sustainability and Growth: Performance Trends

6.1. Footfall in Town Centres (combined)



	Apr	May	Jun	Jul	Aug	Sep
(IS:1c) Daily footfall in town centres	230,325	345,794	552,852	901,679	1,017,216	860,440
1yr ago	1,181,480	1,218,463	1,202,341	1,345,458	1,311,301	1,081,423
2yrs ago	1,172,407	1,581,226	1,622,911	1,555,028	1,446,825	1,251,783
3yrs ago	1,334,794	1,276,530	1,314,663	1,390,030	1,457,727	1,266,765



Q2 Commentary

In both town centres, the phased lifting of lockdown restrictions has resulted in gradual increase in footfall. To assist with the recovery of town centres and retail outlets, free parking of up to 3 hours for Advantage Card holders was introduced in all Royal Borough operated car parks from 15 June to 13 July 2020 inclusive. The central government scheme 'Eat out to Help Out' was introduced from 3 August to 31 August to boost restaurants' business during school summer

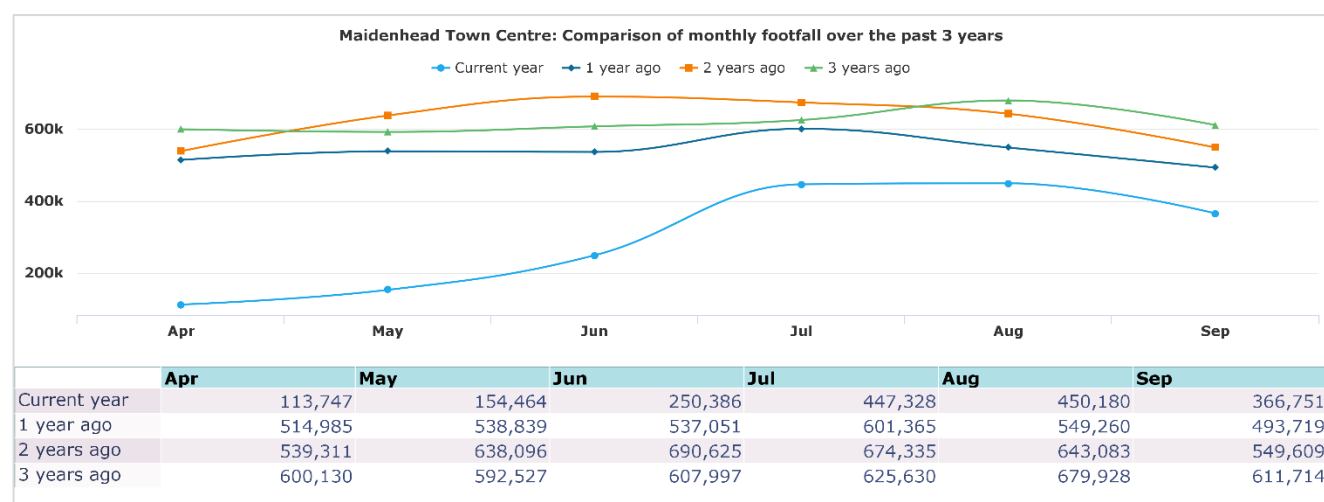
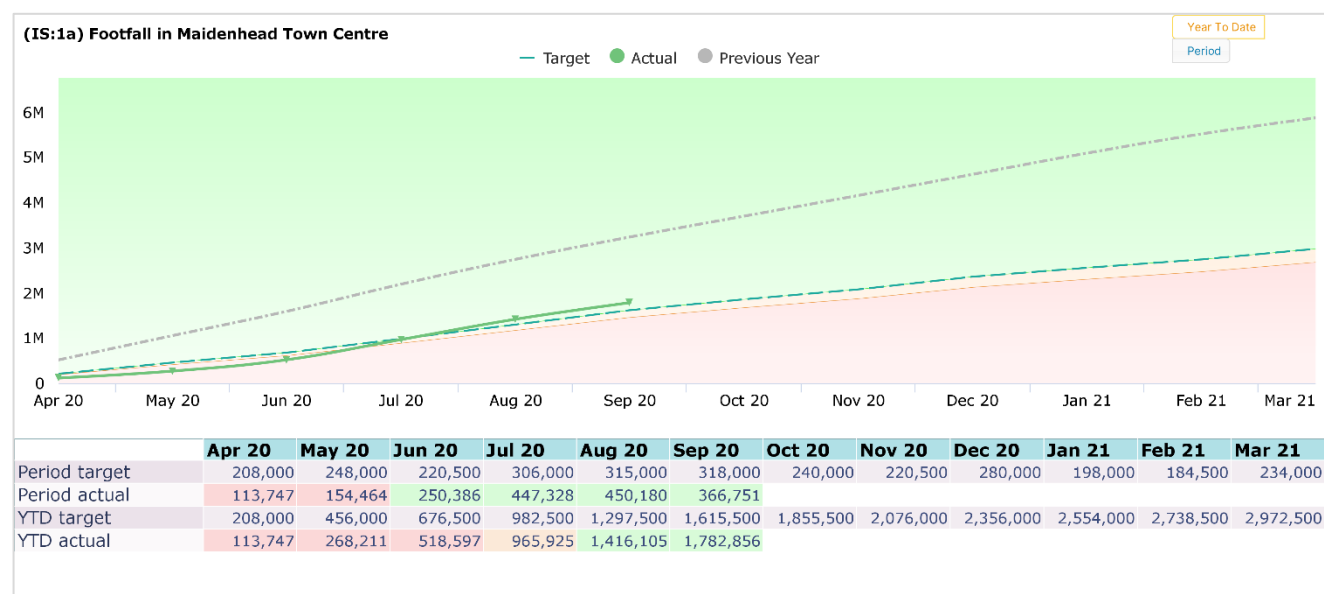
Infrastructure Overview and Scrutiny Panel: Q2 2020-21 Performance Report

holidays. This has increased the footfall in the months of July, August and September. The total footfall for both town centres at the end of Q2 is 3,908,306.

There is a clear evidence-base emerging that, prior to Covid-19, consumer spending patterns are continuing to move away from physical goods (more inclined to online shopping) and towards leisure experiences, including eating and drinking. Consumer behaviours are likely to change further after this pandemic which will likely have an overall impact on footfall figures.

The impact of the second national lockdown (effective 5 November – 2 December 2020) will reflect in Q3 figures. On 24 September 2020 Cabinet approved the RBWM Recovery Strategy (targeted at borough-level) to move into delivery phase. The strategy sets out the council's approach to supporting residents and businesses, empowering communities to thrive and building lasting partnerships with businesses.

6.2. Maidenhead Town Centre footfall



Q2 Commentary

As acknowledged in the Q1 Performance Report, monthly footfall targets have been profiled to reflect the current economic climate and restrictions during the Covid-19 pandemic. The year-end target for 2020/21 is 2,972,500 which is a 49.4% reduction on the 2019/20 outturn of 5,872,166. There is a 10% tolerance for this measure, unchanged from previous years. It is acknowledged that the Covid-19 pandemic creates a great deal of uncertainty with regards to the appropriateness of the monthly target profile as the year continues. The target for this

Infrastructure Overview and Scrutiny Panel: Q2 2020-21 Performance Report

measure in 2020/21 is therefore set as a reasonable expectation against which to track emerging trends rather than a definitive statement of success/failure.

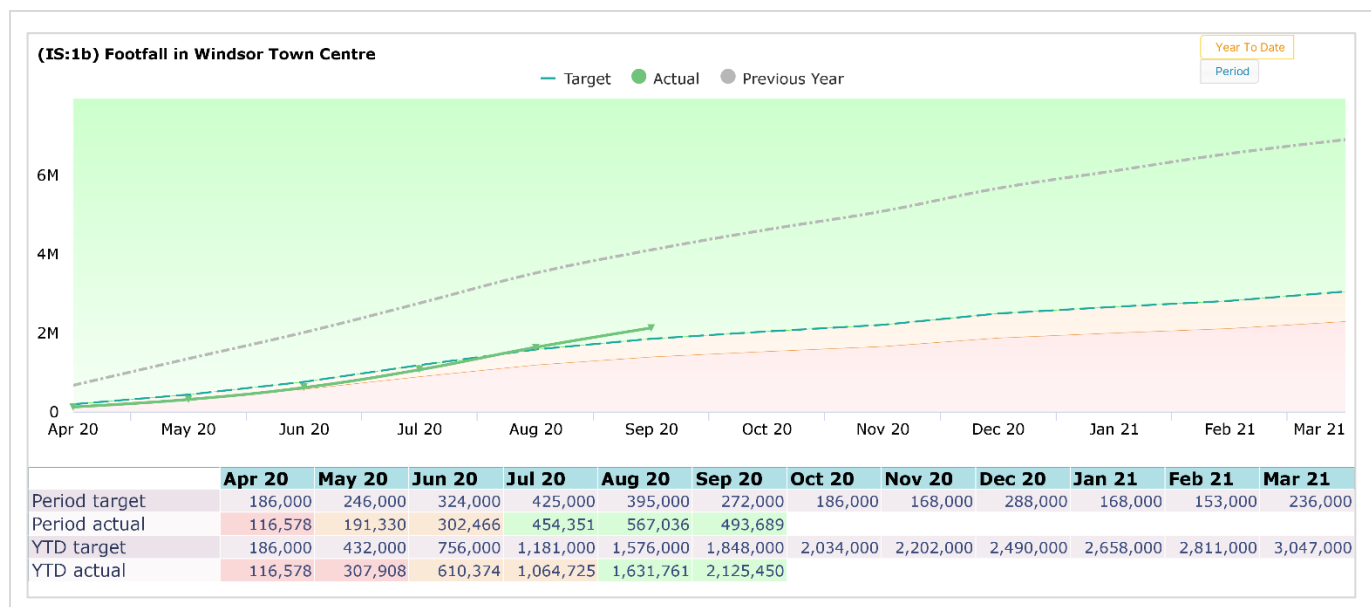
At the close of Q2 the year-to-date footfall in Maidenhead Town Centre is 1,782,856, above target (1,615,500) by 167,356. Footfall has steadily increased across the summer months, coinciding with the free parking initiative in borough car parks (15 June – 13 July) and “Eat out to help out” scheme (3 – 31 August).

As the restrictions were lifted on the 15 June the borough started campaigns online to support local businesses including a ‘Shop Local, Support Local’ campaign, ‘Independents Day’ campaign and ‘Rediscover Your Royal Borough’ – these were promoted via RBWM, Visit Windsor, Make Maidenhead and My Royal Borough.

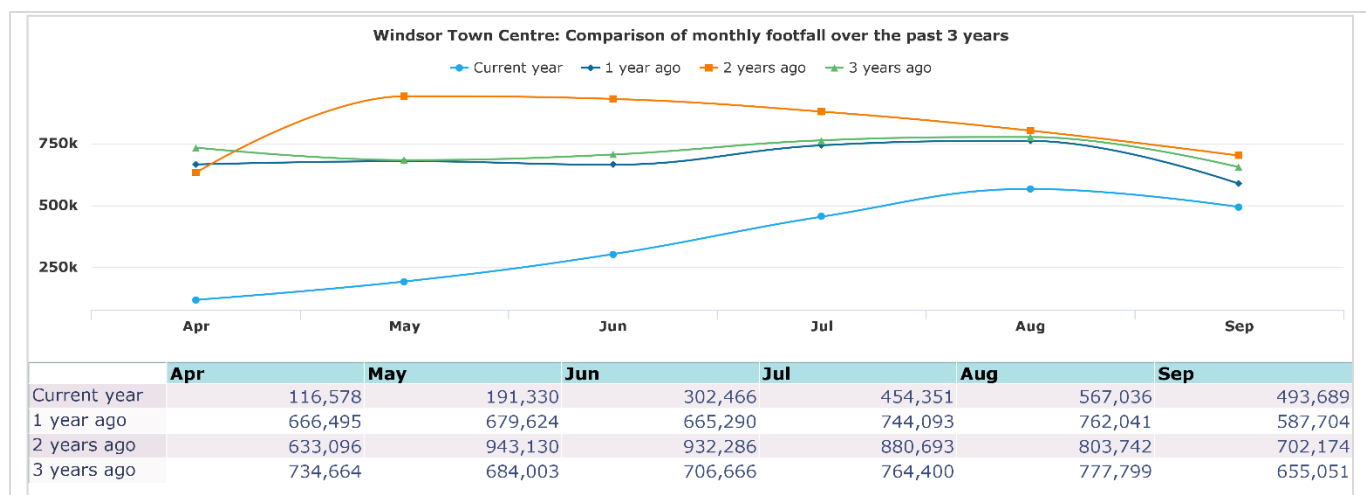
England entered a further national lockdown between the 5 November and 2 December with all non-essential retail again closing. At the end of the lockdown RBWM has been placed in tier 2 which results in significant restrictions still on businesses, particularly the hospitality industry. The usual launch of the Christmas events programme in the borough with large scale events has not been possible. A borough wide Christmas brochure has been produced to encourage residents to support local businesses and to promote events and activities that are still able to take place. The business community is being offered toolkits and training via My Royal Borough and a programme of digital training will be launched to upskill local businesses.

It is anticipated that as town centre regeneration plans continue there will be a further loss of retail units in the short term with an expected further corresponding reduction in footfall. Despite the disruption to the town as a result of the regeneration schemes that are either underway already or will be started in the near future, the end result will be a redeveloped town centre where people will want to be, and this will help to restore overall footfall for the town.

6.3. Windsor Town Centre footfall



Infrastructure Overview and Scrutiny Panel: Q2 2020-21 Performance Report



Q2 Commentary

The year-end target and monthly target profile for 2020/21 has been updated to reflect the current economic climate for footfall during the Covid-19 pandemic. The year-end target for 2020/21 is 3,047,000 which is a 55.9% reduction on the 2019/20 outturn of 6,902,393. It is acknowledged that the Covid-19 pandemic creates a great deal of uncertainty with regards to the appropriateness of the monthly target profile as the year continues. The target for this measure in 2020/21 is therefore set as a reasonable expectation against which to track emerging trends rather than a definitive statement of success/failure. The tolerance for this measure has been adjusted from 10% to 25% to take account of the pandemic's impact on the tourist industry, a major source of footfall in Windsor more so than Maidenhead, and related restrictions on international travel throughout the pandemic.

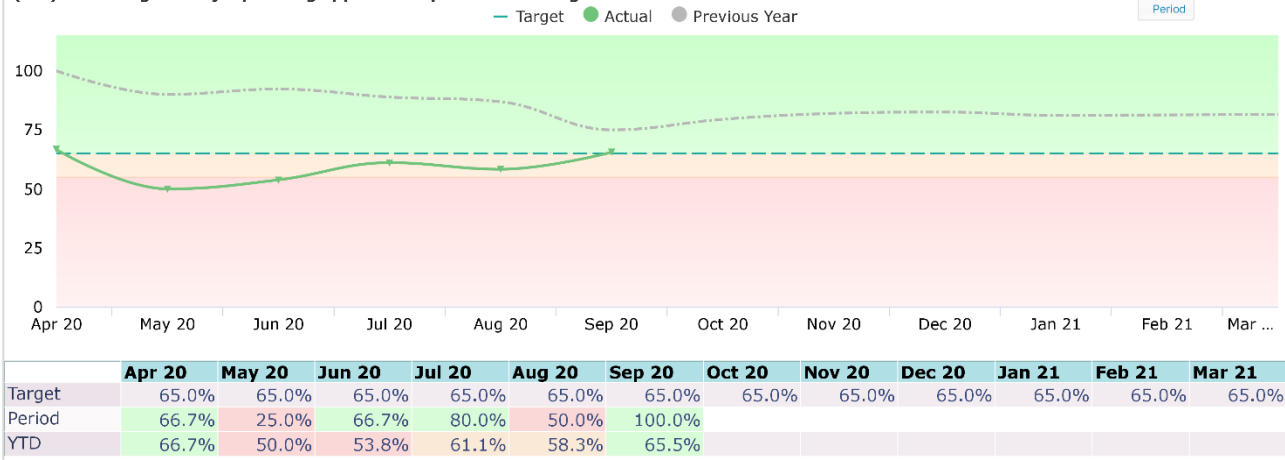
As at the close of Q2 the year-to-date footfall stands at 2,125,450, exceeding the target of 1,848,000 by 277,450. Footfall has steadily increased in the summer months, coinciding with the free parking initiative in borough car parks (15 June – 13 July) and “Eat out to help out” scheme (3 – 31 August). The councils reopening town centres team, rolled out a reopening programme which included additional signage and social media promoting a shop local message providing reassurance and confidence to visitors and workers to return. Coupled with the warm and dry weather has contributed to figures rising slightly above the revised targets. Visitor attraction numbers still remain very challenging with some only achieving up to 20% of the trade that they would normally expect to see. This is rein-enforced by total coach park users for this period, only reaching 92 for the quarter (2019 figure was 6,969 users).

The decrease in footfall is an expected outcome and will continue throughout 2020/21. Certain areas are not expected to recover in the year 2020/21 such as international travel (30% of footfall) to Windsor and business trips to hotel conferences in the town (33% of footfall). The winter months often see higher footfall alongside the live events and Christmas shopping. Again, this footfall is unlikely to sustain previous levels with live events being moved online and Christmas shopping unlikely to bring the same footfall to the town.

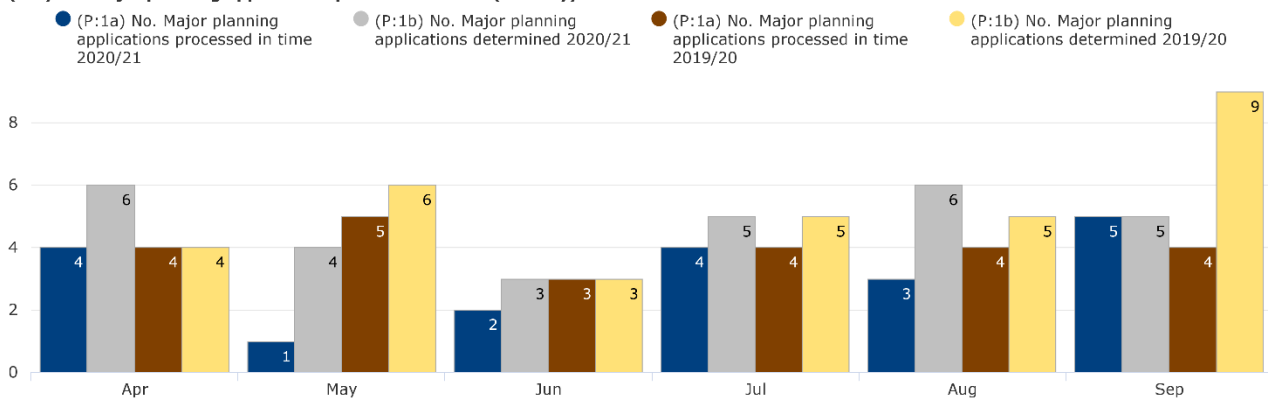
7. Planning: Performance Trends

7.1. Planning Applications: Major

(P:1) Percentage of Major planning applications processed in target timeframe

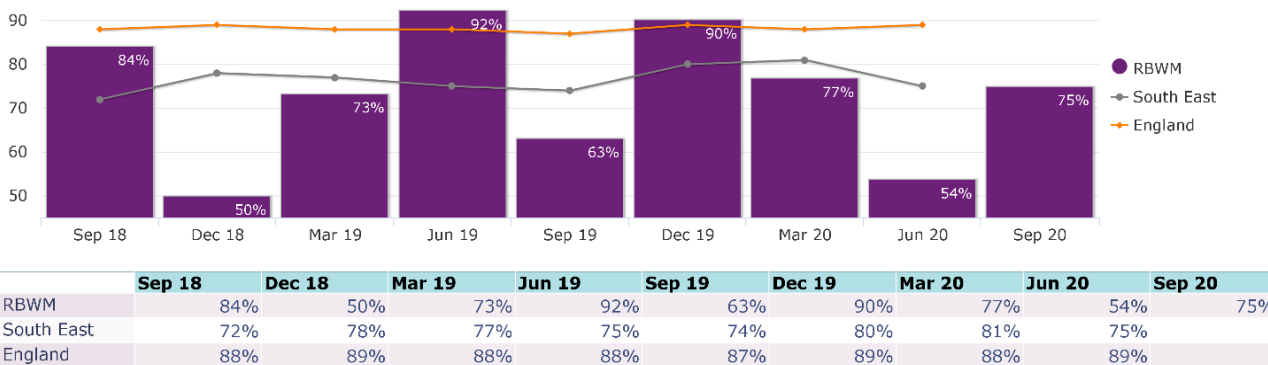


(P:1) No. Major planning applications processed in time (Monthly)



Benchmarking: Quarterly Figures (P:1) Percentage of Major planning applications processed in target timeframe

Source: <https://www.gov.uk/government/statistical-data-sets/live-tables-on-planning-application-statistics>



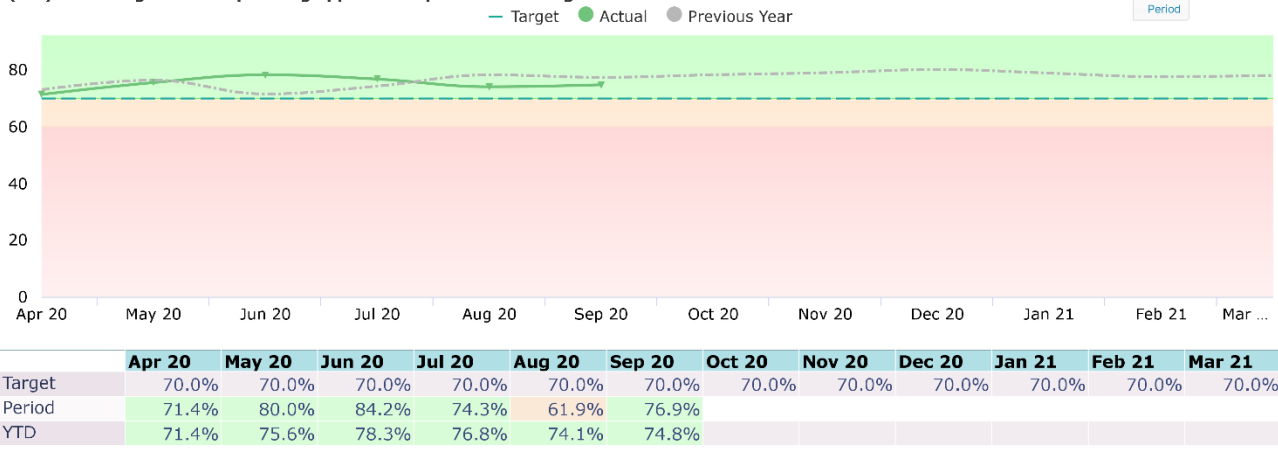
Q2 Commentary

The target for this measure is 65% with red flag raised if performance is equal to or below 55%. The target and tolerances are unchanged from 2019/20. As at the end of Q2 year-to-date performance stands at 65.5% (19/29), above target by 0.5 but lower than year-to-date performance in in Q2 2019/20 (75%, 24/32). YTD performance has been mostly impacted by Q1 (Apr-Jun) when performance fell below target and outside of tolerance (53.8%, 7/13). This is partly attributed to a change in working arrangements as a result of the Covid-19 pandemic, as well as a number of applications being determined for which it was not possible to agree extensions to the deadline. Benchmarking data available up to the end of Q1 2020/21 shows the fluctuation in the council's performance compared to the relatively stable figures for South East and England. Performance is expected to continue its upward trend into Q3.

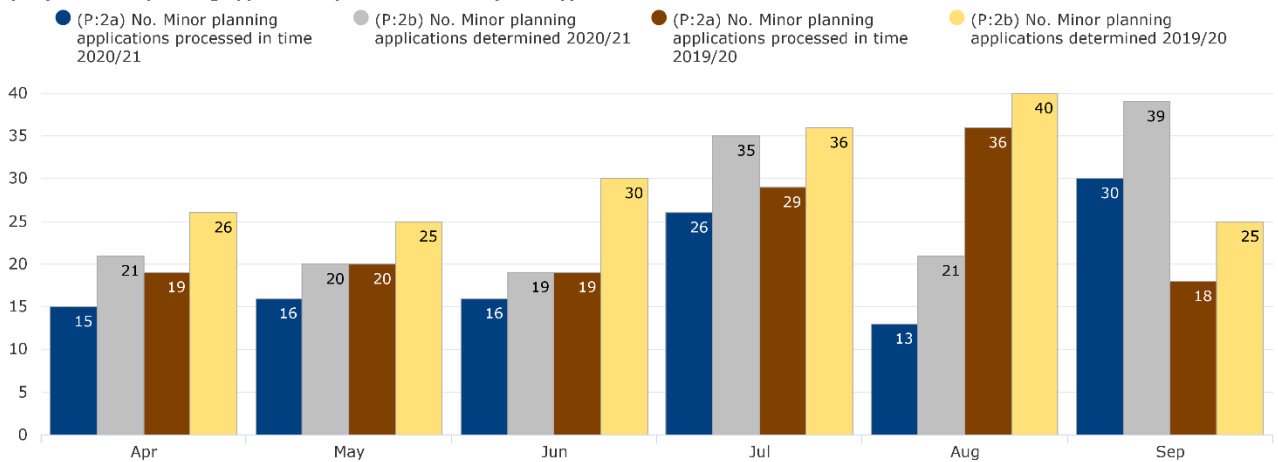
Infrastructure Overview and Scrutiny Panel: Q2 2020-21 Performance Report

7.2. Planning Applications: Minor

(P:2) Percentage of Minor planning applications processed in target timeframe

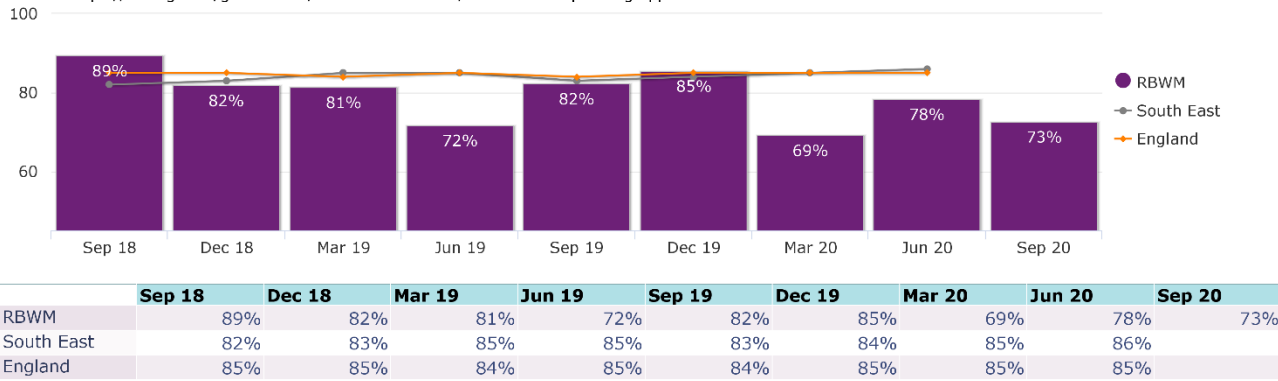


(P:2) No. Minor planning applications processed in time (Monthly)



Benchmarking: Quarterly Figures (P:2) Percentage of Minor planning applications processed in target timeframe

Source: <https://www.gov.uk/government/statistical-data-sets/live-tables-on-planning-application-statistics>



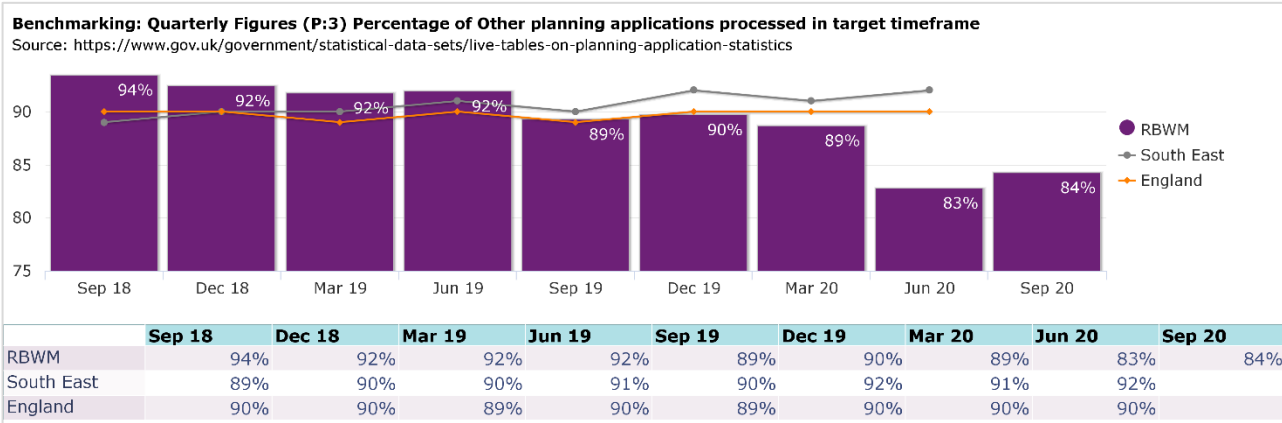
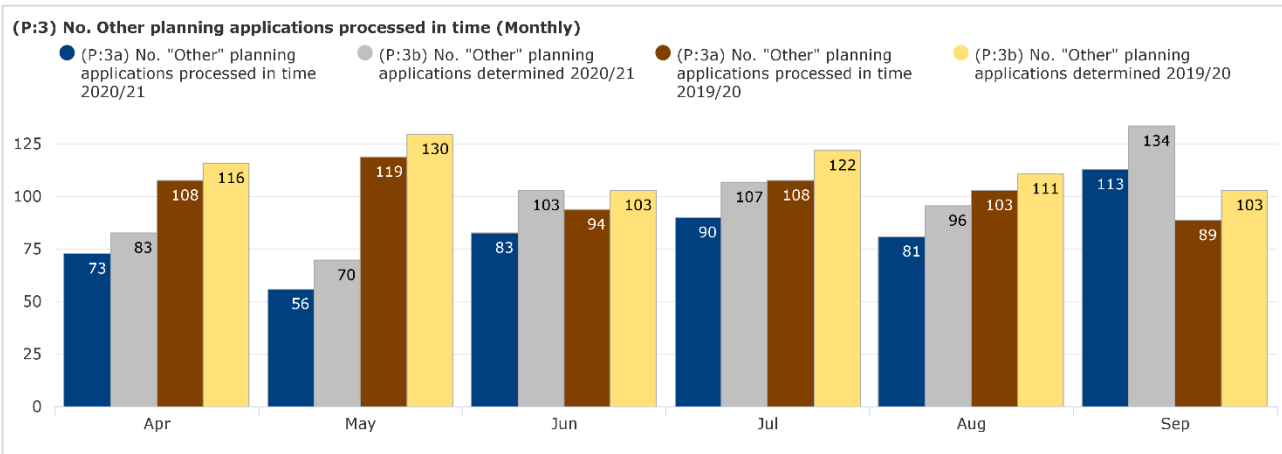
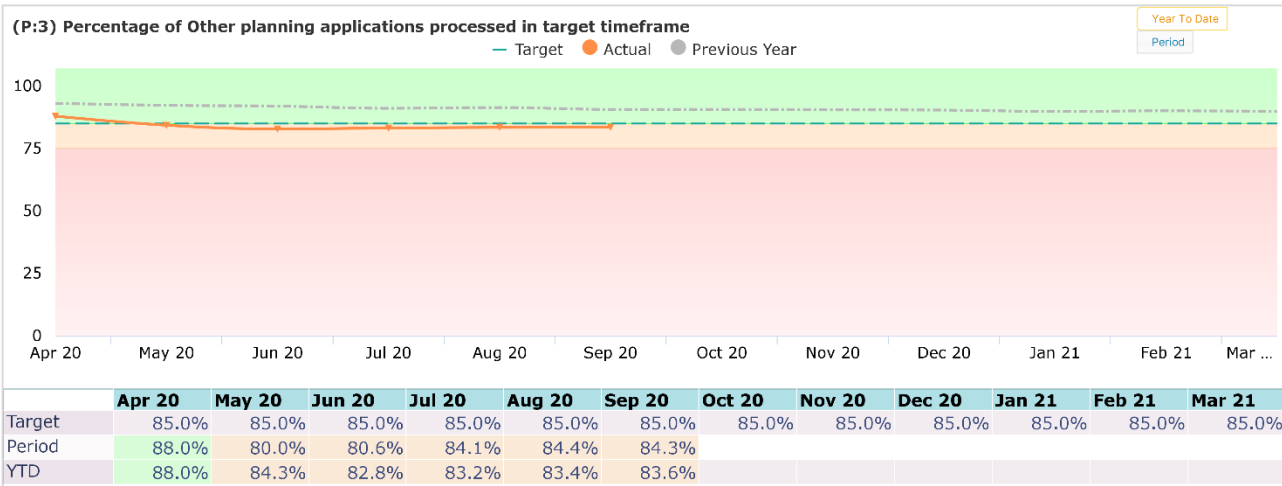
Q2 Commentary

The target for this measure is 70% with red flag raised if performance is equal to or below 60%. Targets and tolerances are unchanged from 2019/20.

As at the end of Q2 year-to-date performance stands at 74.8% (116/155), above target by 4.8 but lower than year-to-date performance in Q2 2019/20 (77.5%, 141/182). There are no major concerns regarding performance against this measure; the volume of incoming applications is broadly consistent with 2019/20 volumes and monthly performance has remained above target with a dip in August to 61.9% (within tolerance). Benchmarking data available up to the end of Q1 shows that quarterly performance is broadly in line with South East and England performance.

Infrastructure Overview and Scrutiny Panel: Q2 2020-21 Performance Report

7.3. Planning Applications: Other



Q2 Commentary

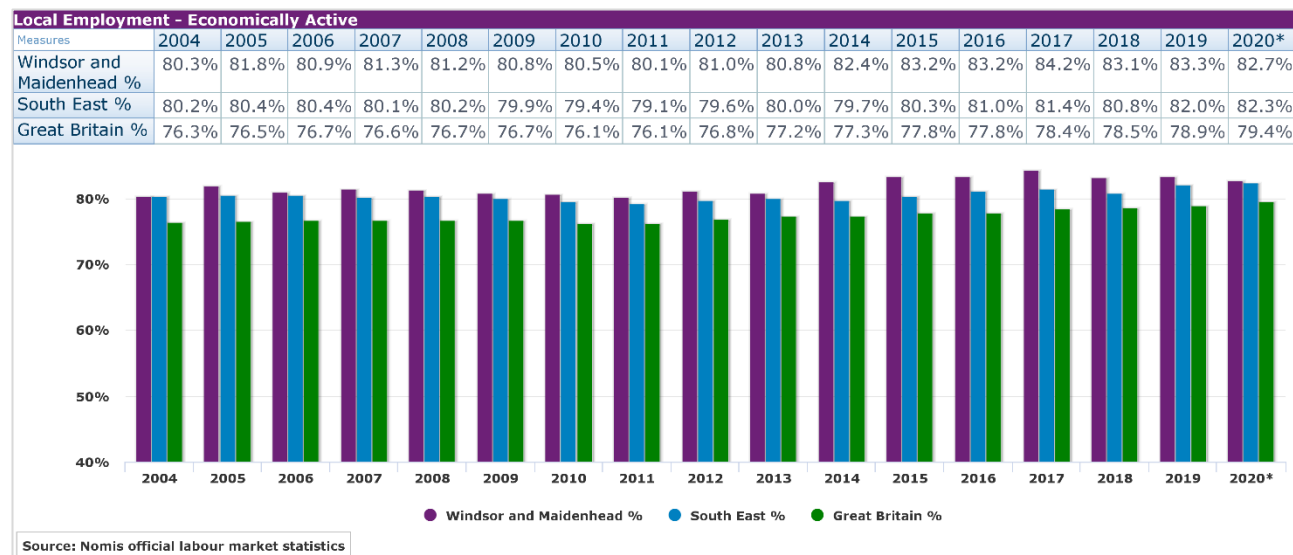
The target for this measure is 85% with red flag raised if performance is equal to or below 75%. Targets and tolerances are unchanged from 2019/20.

As at the end of Q2 year-to-date performance stands at 83.6% (496/593), below target by 1.4% and lower than year-to-date performance in Q2 2019/20 (90.7%, 621/685). The volume of incoming applications is broadly consistent with 2019/20 volumes and monthly performance has slightly dipped since April, however, has remained within tolerance since then. Benchmarking data is available up to the end of Q1 2020/21 shows that quarterly performance is broadly in line with South East and England performance.

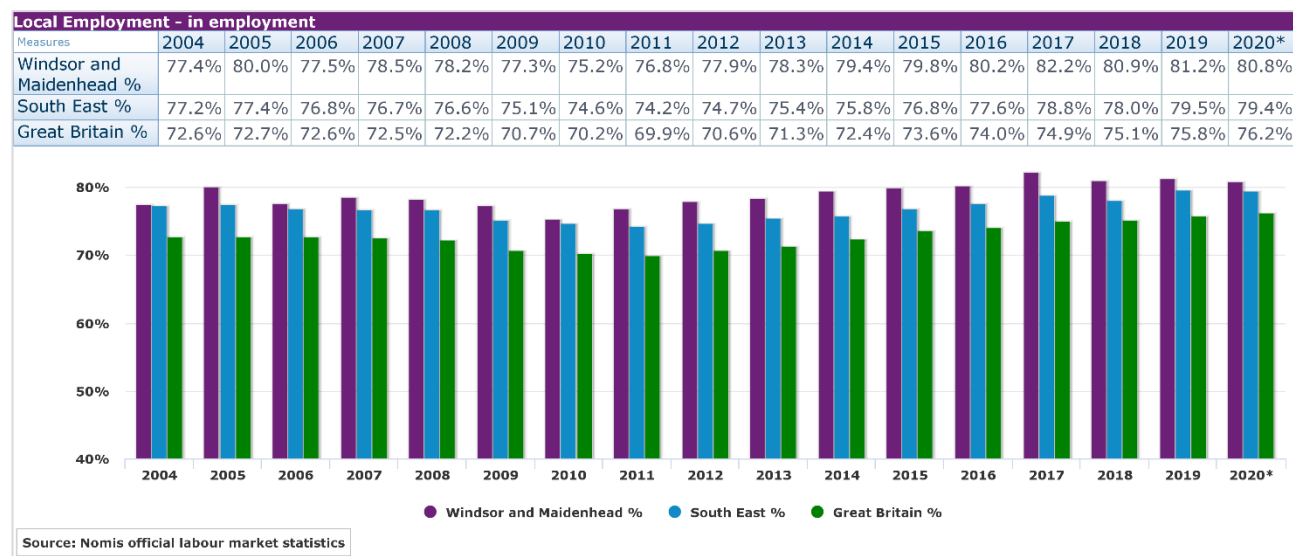
8. Business Intelligence: Local employment trends

8.1 This section includes the most recent Local Employment data available from the Nomis Official Labour Market Statistics.

Economically active

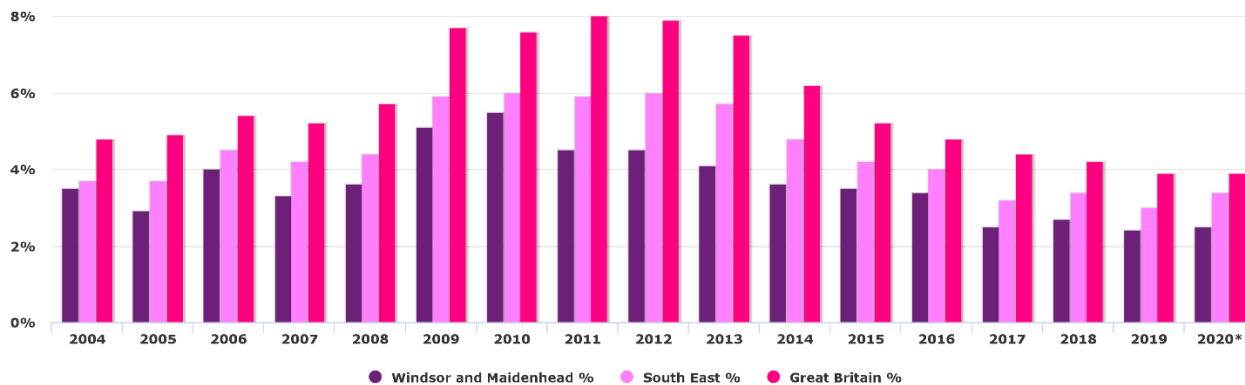


In employment



Unemployed

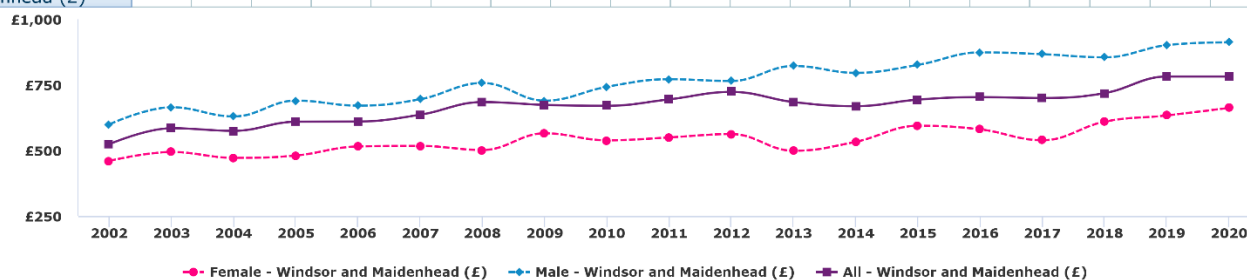
Local Employment - Unemployed																	
Measures	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020*
Windsor and Maidenhead %	3.5%	2.9%	4.0%	3.3%	3.6%	5.1%	5.5%	4.5%	4.5%	4.1%	3.6%	3.5%	3.4%	2.5%	2.7%	2.4%	2.5%
South East %	3.7%	3.7%	4.5%	4.2%	4.4%	5.9%	6.0%	5.9%	6.0%	5.7%	4.8%	4.2%	4.0%	3.2%	3.4%	3.0%	3.4%
Great Britain %	4.8%	4.9%	5.4%	5.2%	5.7%	7.7%	7.6%	8.0%	7.9%	7.5%	6.2%	5.2%	4.8%	4.4%	4.2%	3.9%	3.9%



Source: Nomis official labour market statistics

Gross weekly pay

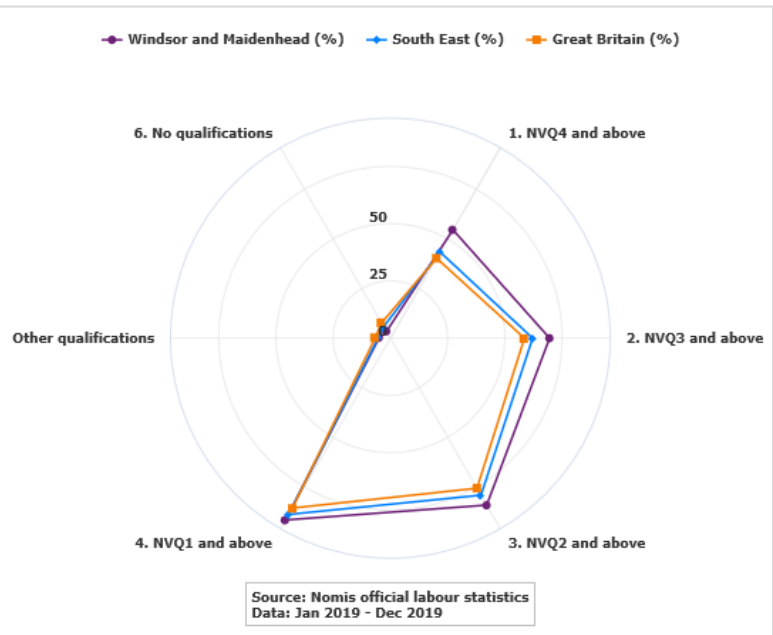
Local Employment - Gross Weekly Pay																			
Measures	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Female - Windsor and Maidenhead (£)	£461	£494	£472	£481	£516	£518	£502	£566	£539	£550	£563	£499	£533	£594	£581	£539	£610	£634	£663
Male - Windsor and Maidenhead (£)	£600	£665	£630	£690	£671	£696	£757	£690	£743	£772	£765	£822	£796	£827	£874	£867	£855	£902	£912
All - Windsor and Maidenhead (£)	£524	£585	£575	£610	£610	£637	£685	£674	£670	£695	£723	£685	£669	£694	£703	£700	£719	£782	£782



Source: Nomis official labour statistics

Qualifications

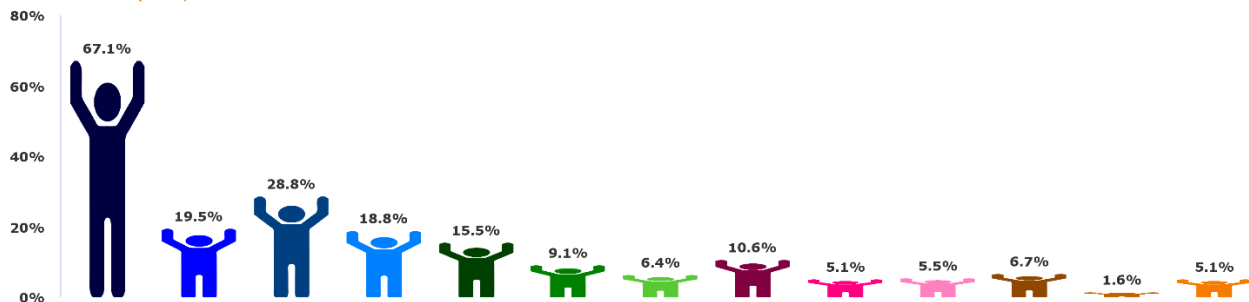
Qualification levels	Windsor and Maidenhead (%)	South East (%)	Great Britain (%)
1. NVQ4 and above	55%	43%	40%
2. NVQ3 and above	70%	62%	59%
3. NVQ2 and above	84%	79%	76%
4. NVQ1 and above	92%	89%	86%
5. Other qualifications	5%	5%	7%
6. No qualifications	3%	6%	8%



Employment by occupation and industry

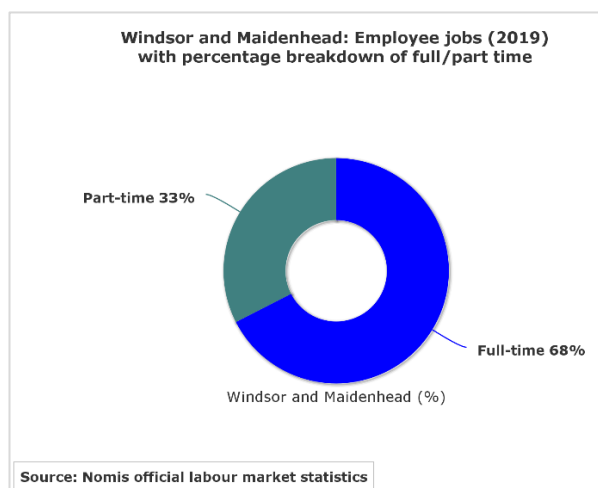
Standard Occupational Classification	Windsor and Maidenhead (%)
Soc 2010 major group 1-3	67.1%
1 Managers, directors and senior officials	19.5%
2 Professional occupations	28.8%
3 Associate professional & technical	18.8%
Soc 2010 major group 4-5	15.5%
4 Administrative & secretarial	9.1%
5 Skilled trades occupations	6.4%
Soc 2010 major group 6-7	10.6%
6 Caring, leisure and Other Service occupations	5.1%
7 Sales and customer service occs	5.5%
Soc 2010 major group 8-9	6.7%
8 Process plant & machine operatives	1.6%
9 Elementary occupations	5.1%

- Soc 2010 major group 1-3 1 Managers, directors and senior officials 2 Professional occupations 3 Associate professional & technical
- Soc 2010 major group 4-5 4 Administrative & secretarial 5 Skilled trades occupations Soc 2010 major group 6-7
- 6 Caring, leisure and Other Service occupations 7 Sales and customer service occs Soc 2010 major group 8-9 8 Process plant & machine operatives
- 9 Elementary occupations



Source: Nomis official labour market statistics
Data: Jul 2019-Jun 2020

Infrastructure Overview and Scrutiny Panel: Q2 2020-21 Performance Report



Local Employment - employee jobs by Industry			
Measure	Windsor and Maidenhead (%)	South East (%)	Great Britain (%)
B : Mining and quarrying	0.2%	0.1%	0.2%
C : Manufacturing	3.0%	6.6%	8.0%
D : Electricity, gas, steam and air conditioning supply	0.7%	0.4%	0.4%
E : Water supply; sewerage, waste management and remediation activities	0.5%	0.8%	0.7%
F : Construction	7.2%	5.3%	4.9%
G : Wholesale and retail trade; repair of motor vehicles and motorcycles	15.7%	16.4%	15.0%
H : Transportation and storage	1.5%	4.5%	4.9%
I : Accommodation and food service activities	9.6%	7.7%	7.7%
J : Information and communication	10.8%	5.7%	4.3%
K : Financial and insurance activities	1.8%	2.7%	3.5%
L : Real estate activities	1.8%	1.4%	1.7%
M : Professional, scientific and technical activities	13.3%	9.1%	8.8%
N : Administrative and support service activities	6.0%	8.4%	8.9%
O : Public administration and defence; compulsory social security	1.5%	3.2%	4.4%
P : Education	9.6%	10.0%	8.7%
Q : Human health and social work activities	8.4%	12.9%	13.1%
R : Arts, entertainment and recreation	5.4%	2.3%	2.5%
S : Other service activities	3.0%	2.4%	2.0%

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Report Title:	Housing Strategy 2020-25: Building a Borough of Opportunity and Innovation
Contains Confidential or Exempt Information?	No - Part I
Lead Member:	Councillor McWilliams, Lead Member for Housing, Communications and Youth Engagement
Meeting and Date:	Infrastructure Overview and Scrutiny Panel – 19 th January 2021
Responsible Officer(s):	Hilary Hall, Director of Adults, Health and Commissioning and Tracy Hendren, Head of Housing and Environmental Health Service
Wards affected:	All

www.rbwm.gov.uk



REPORT SUMMARY

1. There is a housing affordability crisis in the UK and in RBWM our residents face particularly acute housing costs. The average house price in RBWM is approximately £476,000, which is over 15 times higher than the average UK salary (£30,420). This has made getting into sustainable rented accommodation and onto the house ladder difficult for many RBWM residents. In order to address this key issue, RBWM has submitted a Local Plan for inspection and requires a Housing Strategy to clearly set out the Council's priorities for addressing the housing challenges our residents face.
2. To this end and building on the Council's draft Local Plan and the recently adopted Homelessness & Rough Sleeping Strategy, the Housing and Environmental Health Service completed a comprehensive Housing Strategy evidence base and undertook an initial round of consultation with councillors and partner organisations."
3. The draft Housing Strategy 2020 - 2025 has been developed around three key objectives; Deliver New Homes; Promote Health & Wellbeing; Support Vulnerable Residents to Obtain and Sustain Appropriate Accommodation. The Strategy's Delivery Plan will be monitored and reviewed, including updates which will be published annually.
4. If approved the draft Housing Strategy 2020 - 2025 will undergo a formal public consultation to listen to the views of all our residents on this critically important issue. The feedback we receive will be collated and analysed. The final Housing Strategy 2020 – 2025 will be considered by Cabinet for adoption following the public consultation period.
5. Although the requirement to develop and publish a Housing Strategy is no longer a statutory duty for the Council, it is imperative the Council develops a strategy that clearly states its housing ambitions and goals for the future benefit for the residents of the Royal Borough.

6. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Infrastructure Overview and Scrutiny Panel notes the report and provide feedback for consideration as part of the consultation.

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

Options

Table 1: Options arising from this report

Option	Comments
<p>Publishing a Housing Strategy is strongly recommended. It is vital for the Council to provide a clear and accessible statement of intent to its staff, residents and stakeholders, reflecting its firm commitment to meet the identified housing needs of the Borough.</p> <p>This is the recommended option</p>	<p>The Council is committed to delivering best practice housing services and to doing all it can to meet the identified housing needs of the Borough. It is considered best practice for a local housing authority to set out its future strategic plan in a housing strategy and for that strategy to have been developed through evidence and consultation. The draft Housing Strategy supports the aims to improve opportunity and innovation in the Borough, as reflected in the title.</p>
<p>There is no requirement to publish a Housing Strategy and therefore there is the option of not publishing a strategy, however this is strongly discouraged.</p> <p>This is not recommended</p>	<p>Whilst section 87 of the Local Government Act 2002 conferred the power on the Secretary of State to require local housing authorities to publish a housing strategy, this was repealed by section 209 of the Deregulation Act 2015. This means that there is no statutory requirement for the Council to have a Housing Strategy.</p>

8. KEY IMPLICATIONS

- 1.1 Adopting the Housing Strategy will enable the related action plan to be implemented, monitored and fed back through the appropriate channels. The action plan will highlight the agreed priorities for housing within the Borough

through full consultation and adoption at Cabinet. Without adoption of the strategy there will be no delivery plan mechanism in place and no opportunity for monitoring. The action plan will be SMART, including milestones, ownership and proposed outcome dates enabling demonstration of its effectiveness.

9. FINANCIAL DETAILS / VALUE FOR MONEY

- 1.2 No financial implications.

10. LEGAL IMPLICATIONS

- 1.3 Having a Housing Strategy and associated action plan will enable the Borough to be prepared and mitigate any legal risk, preventing the risk of challenge.

11. RISK MANAGEMENT

- 1.3 Two key risks have been identified in the development of the Housing Strategy 2020 - 2025. These risks are, to an extent, beyond the Council's control and relate to:
- a) The potential for economic factors leading to an increased demand on statutory services
 - b) Future changes to national policy and in particular planning policy which could impact on the Council's ability to deliver new housing that meets locally identified needs
- 1.4 The Housing Strategy includes actions to support risk management in this context and the risk will be managed as part of the delivery of the strategy.

12. POTENTIAL IMPACTS

- 1.5 The strategy will impact positively on significant numbers of individuals in housing need by increasing the supply of affordable homes in the Borough, preventing and relieving homelessness and rough sleeping and creating sustainable and diverse communities
- 1.6 The EQIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken.
- 1.7 The Housing Strategy includes objectives and associated actions to encourage sustainability and reduced carbon technologies, which supports the Council's climate change obligations.

13. CONSULTATION

- 1.8 Members and partner organisations were consulted on the Housing Strategy in November 2020, including the option to complete a Survey Monkey survey to state their views and to attend a consultation event to discuss in person. 40 Survey Monkey responses were received and collated in the first consultation round.
- 1.9 The public consultation on the Housing Strategy began on the 24th of December 2020 and will end on the 3rd of February.

14. TIMETABLE FOR IMPLEMENTATION

Table 2: Implementation timetable

Date	Details
3 rd February 2021	<i>Public consultation ends</i>
14 th February 2021	<i>Final Housing Strategy copy drafted</i>
25 th February 2021	<i>Housing Strategy presented to Cabinet</i>

15. APPENDICES

- 1.10 This report is supported by three appendices:
- The draft Housing Strategy
 - The Equality Impact Assessment
 - Consultation feedback from partners and Member consultation

**The Royal Borough of Windsor and Maidenhead
Housing Strategy 2020 - 2025:
Creating a Borough of Opportunity and Innovation**



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Foreword

The debate around housing can often focus too much on targets and big numbers and loses focus on why building homes is important to creating a thriving local economy and community. Delivering new homes is about much more than hitting housing target and a home is much more than an investment of bricks and mortar. A home is somewhere to keep warm; somewhere to seek shelter; somewhere to go to rest; somewhere to feel secure; somewhere to raise and protect children; and somewhere to live and enjoy life with friends and family. As policy makers, we cannot see homes simply as financial assets but as the building blocks of a thriving local economy and society.

RBWM is one of the best places to live in the country with an abundance of beautiful green space, safe streets, low council tax, fantastic local schools, highly rated services, strong local businesses and employment opportunities, impressive infrastructure links, and wonderful communities. The huge success of our borough has seen an influx of talented individuals, young families, entrepreneurs, and people seeking a slice of the good life – all of whom should be welcomed, as they have added to our borough's economic strength and wealth of ideas, talent and community spirit.

However, as ever, this success has not been without some losers and no doubt some younger people, vulnerable residents, and life-long residents who have fallen on hard time may feel that they have not benefited from the economic growth and success of our borough. These are not people who have moved to an area they cannot afford, but local people, who feel they are shut out from taking a stake in their own community. We do not want to be a borough where children of life-long residents feel they need to leave to get a place of their own; we do not want to be a borough that does not have sufficient social housing to give our rough sleepers a second chance; we do not want to be a borough where life-long residents are forced to move away because they can no longer afford to rent.

We want to be a borough that delivers new homes not only for those coming into the borough, but for those who are already here. We want to be a borough that creates places that are not just bricks and mortar but promotes health and wellbeing. We want to be a borough that seeks to proactively prevent homelessness and rough sleeping by having a mixture of different homes with a mixture of affordability.

Of course, government and local councils cannot deliver homes for everyone and there will always be a limit to what the state can reasonable deliver. Private developers and investment have a hugely significant role to play in delivering the borough we all want to see – far too often private developers are framed as public enemies by politicians, but in truth without fostering good working relationships many of our objectives cannot be delivered. What makes everyone's life easier is having strategies and adopted

Local Plans that set out development and housing objectives in no uncertain terms. Honest and robust discussions can then take place on how to deliver on these objectives. RBWM will soon adopt a new Local Plan and this new Housing Strategy, along with our Climate Change Strategy, Homelessness & Rough Sleeping Strategy, etc., firmly sets out our vision for RBWM.

Our vision is to create a borough of opportunity and innovation with a clear focus on improving social outcomes and supporting vulnerable residents. Ensuring we have a stable, competitive and effective housing market is crucial to achieve this. This new Housing Strategy sets out of objectives for achieving our vision for the borough and a series of practical commitments for how we will do this. I hope this forward has explained why this is such a crucial document.



A handwritten signature in black ink, appearing to read 'R McWilliams', written over a light-colored background.

Cllr Ross McWilliams, Lead Member for Housing

Executive Summary

There is a housing affordability crisis in the UK and in The Royal Borough our residents face particularly acute housing costs. The average house price in The Royal Borough is c.£476,000, which is over 15 times than the average UK salary (£30,420). This has made getting into sustainable rented accommodation and onto the house ladder difficult for many of The Royal Borough's residents. In order to address this key issue, The Royal Borough has submitted a Local Plan for inspection and requires a Housing Strategy to clearly set out the Council's priorities for addressing the housing challenges our residents face.

To this end and building on the Council's draft Local Plan and the recently adopted Homelessness & Rough Sleeping Strategy, the Housing and Environmental Health Service completed a comprehensive review of the Housing Strategy evidence base and undertook a series of initial consultation events with councillors and partner organisations. From this evidence gathering and initial consultation emerged a clear set of priorities, which have been developed into a draft Housing Strategy for the Borough. The Strategy will directly contribute to the delivery of the Council's Local Plan.

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The draft Housing Strategy 2020 - 2025 has been developed around three key objectives; Deliver New Homes; Promote Health & Wellbeing and Support Vulnerable Residents to Obtain and Sustain Suitable Accommodation. The Strategy's Delivery Plan will be a live document; monitored and reviewed with updates published annually.

If approved, the draft Housing Strategy 2020 - 2025 will undergo a formal public consultation to listen to the views of all our residents on this critically important issue. The feedback we receive will be collated and analysed. The final Housing Strategy 2020 – 2025 will be considered by Cabinet for adoption following the public consultation period.

Although the requirement to develop and publish a Housing Strategy is no longer a statutory duty for the Council, it is imperative the Council develops a strategy that clearly states its housing ambitions and goals for the future benefit for the residents of the Royal Borough.

Introduction

The population of the Borough has grown from 87,231 in 1951 to 145,100 by 2011 when the last census was carried out. The 20-year period from 1951 to 1971 saw a population increase of around 40,000. The borough's estimated midyear 2019 population was 151,200 and this is projected to rise by midyear 2039 to 158,100.

The Royal Borough is building a borough of opportunity and innovation with a clear focus on improving social outcomes and supporting vulnerable residents. Homes are a fundamental building block of stable lives and family units; poor or unsuitable housing impacts negatively on people's lives such that, without decent housing, all aspects of life become more difficult and less manageable and our communities become less sustainable. The Housing Strategy seeks to ensure we have a strong housing market of all different tenures and types to meet a range of needs with high-quality products in sustainable, green built/open environments and necessary infrastructure will deliver better social outcomes and therefore a better place to live for our residents.

The Housing Strategy 2020 to 2025 is a high-level plan that sets the course for our services to develop in partnership in the coming years, whilst drilling down into those priorities to provide a detailed roadmap that will enable us to achieve our aims. It sets out our vision for housing, with inclusive actions the Council and partners will deliver and that are designed to ensure we meet the housing aspirations of our residents.

The Council is a non-stock holding local authority, having transferred its housing stock in 1995. However, the Council has retained its strategic housing responsibilities and continues to act as the enabler of affordable housing in the borough. It also delivers a range of vital services within a complex legal framework, including housing allocations and homelessness support, aids and adaptations, and ensuring decent housing standards.

This strategy is intended to act as a guide for investment and a framework for project management, meeting locally identified needs, including the wider support needs that contribute to individual housing crises. It is aligned to various health and wellbeing priorities, at a national, sub-regional, and local level, because good housing is a proven determinant of healthy communities. The success of this strategy will have a direct bearing on the health and wellbeing of our borough and will contribute to reduced costs to the National Health Service and other parts of the wider system of public services.

Key objectives:

In order to deliver on our vision for RBWM and ensure we have a housing market that works for all our residents, the Housing Strategy sets out to achieve the following:

		
<p>Deliver New Homes</p>	<p>Promote Health & Wellbeing</p>	<p>Support vulnerable residents to obtain and sustain appropriate accommodation</p>

Objective 1: Deliver new homes

In order to ensure that our residents can access good-quality affordable accommodation it is essential that priority is given to driving development within the Borough that will provide a mixture of ownership, shared ownership, social housing and private rented sector opportunities. This development should include making best use of existing properties as well as optimising new build opportunities.

What we will do:

Commitment 1	Deliver a mixture of housing tenures; social rent, affordable rent, private rented sector, shared ownership, ownership; maximising developments which deliver appropriate homes and adaptable spaces to suit the modern workforce, with ambition to deliver on our assessed need
Commitment 2	Create homes for ownership by working with partners to create a ladder of housing opportunity, particularly for social housing tenants
Commitment 3	Liaise with business to ensure we are building homes to support a modern workforce and to help support continued economic growth
Commitment 4	Seek significant infrastructure upgrades alongside further large-scale developments
Commitment 5	Support house building in the appropriate location (as per the Local Plan) with the right infrastructure in place

Commitment 6	Work with Registered Providers to monitor customer satisfaction to enable improved leaseholder and tenant satisfaction and services
Commitment 7	Work with private sector landlords to improve accommodation standards in the private rented sector, including the provision of appropriate guidance
Commitment 8	Assess the needs of Gypsy and Traveller communities within the Borough and seek appropriate sites to increase supply and support sustainable communities
Commitment 9	Expand the Property Company's house building programme to push forward social regeneration and neighbourhood renewal projects

How we will deliver:

In line with these commitments, we commit to carrying out the following actions:

- To strengthen our Housing Enabling function and work with our Registered Providers and Developers to look at future developments and the viability of mixed tenure housing, including lifetime homes
- To fully assess the housing need within the District, using a variety of data streams, to ensure we have robust plans in place to generate appropriate housing pathways
- To review locally available home ownership products and work with Registered Providers to maximise home ownership opportunities for all
- To refresh the empty property strategy to ensure all properties of all tenures are brought back into use where possible, also considering the approach to second homes
- To liaise with local businesses to ensure their workforces can access good-quality and appropriate housing and that suitably skilled employees are attracted to the Borough
- To ensure there is an adequate supply of keyworker accommodation in the private rented sector and suitable home ownership opportunities including try before you buy and submarket rents through a tenure blind stair casing approach
- To maximise Community Infrastructure Levy contributions and ensure appropriate local infrastructure is funded, having regard to promoting wellbeing
- Work with our Registered Provider partners to monitor customer satisfaction data to improve services to leaseholders and tenants

- To develop an offer to landlords to support utilisation of the private rented sector and drive up standards
- To give due regard to levels of air pollution surrounding proposed developments close to busy roads following the recent ruling related to air pollution in Lewisham, in order to provide safe homes for our communities
- To determine when it is appropriate to pursue lifetime homes, using a range of data

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Objective two: Promote Health & Wellbeing

The health and wellbeing of our residents is of paramount importance. We believe that a considered approach to development coupled with the delivery of suitable infrastructure - along with maximisation of open spaces - is of benefit to the whole community and will promote the wellbeing of all of those who live in, work in or visit the Royal Borough.

What we will do:

Commitment 10	Take a targeted approach to areas of high social and economic deprivation through regeneration, which improves the built environment and supports better education, employment and housing outcomes for existing and future residents
Commitment 11	Improve health outcomes by supporting innovative designs that promote well-being and better health (including mental health) outcomes - particularly gardens and green open spaces
Commitment 12	Incentivise developers to bring forward schemes that support our climate change obligations to achieve net zero by 2050, and to consider zero carbon technologies on our existing properties and new homes
Commitment 13	Tackle digital inequality and digital poverty by working with housing associations to improve opportunities for their residents to benefit from super-fast broadband

Commitment 14	Ensure residents with disabilities are not further impacted by their home environment by providing efficient and effective assessment and adaptations through the Disabled Facilities Grants (DFG's) process. Maintaining strong partnership working for the successful delivery and implementation of grant funded interventions
Commitment 15	Assess the need for supported accommodation, including Extra Care, and review our supported accommodation provision to ensure we are able to offer accommodation to support better health and wellbeing outcomes

How we will deliver:

In line with these commitments, we commit to carrying out the following actions:

- To assess levels of deprivation within the area to ensure a targeted approach to regeneration
- To work with our registered providers to ensure those is the most deprived areas have a voice and that we work together to tackle health inequality
- To target areas with high levels of anti-social behaviour or crime and consider whether regeneration could minimise these issues and make better use of space
- To use the housing enabling function to encourage the use of zero carbon technologies
- To work with our registered providers to increase access to high-speed internet connectivity
- To work closely with the RWBM Property Company Limited to ensure social regeneration and neighbourhood renewal projects are promoted in line with our assessed need
- Review the current provision and need for sheltered accommodation, taking into consideration the wider social housing requirement and need for Extra Care accommodation

Objective three: Support vulnerable residents to obtain and sustain appropriate accommodation

A culture of prevention activity and sensitive support is at the heart of our community services in The Royal Borough. The introduction of the Care Act 2014, Homelessness Reduction Act 2017 and the Government's Rough Sleeping Strategy have paved the way to ensure that all households have access to appropriate and sustainable accommodation; an ethos which is echoed here in The Royal Borough.

What we will do

Commitment 16	Create a coalition of temporary accommodation landlords to provide sustainable, reliable, cost-effective temporary accommodation to support homeless households into long-term solutions
Commitment 17	Strengthen working relationships with existing partner organisations and seek to develop new relationships in order to increase support provision to our residents
Commitment 18	Consider the purchase of units of quality temporary accommodation to replace those leased from the private sector and ensure value for money
Commitment 19	Optimise revenue available to create new services by monitoring funding opportunities and bidding for funding where this could fill gaps in service provision

Commitment 20	Use technology to improve access to services and clearly demonstrate outcomes
Commitment 21	To improve access to the private rented sector for households who are homeless or threatened with homeless
Commitment 22	Explore and optimise opportunities to support vulnerable residents to maintain accommodation and reduce instances of repeat homelessness

How we will deliver:

In line with these commitments, we commit to carrying out the following actions:

- To deliver the Homelessness & Rough Sleeping Strategy
- To introduce regular landlord forums to ensure relationships with local landlords are strengthened and maximise the potential for the placement of homeless households
- To work with our registered provider partners to enable them to support us with temporary accommodation needs for homeless households
- To set up a regular charity and volunteer liaison meeting to ensure the voluntary sector are fully supported and are effectively engaging with the Royal Borough
- To work with the RBWM Property Company Limited to ensure opportunities for the purchase of temporary accommodation options are maximised
- To enhance the service plan for Housing & Environmental Health Services, to include new services and provisions that require funding, and to monitor opportunities for funding and develop bids in line with the plan; also ensuring the Royal Borough is equipped to respond quickly and appropriately to such opportunities
- To work with our IT team to ensure we are making the best use of available technology and that residents are supported to use such technology, including self-help tools
- To review our private rented sector, offer and ensure our offer is able to compete with that offered by the surrounding boroughs. Including producing a private sector strategy and reviewing current standards to provide a better-quality accommodation in the private rented sector

- To refresh the Allocation Policy, ensuring priority is given to maximise staircasing opportunities, make best use of all tenures and all legislative requirements are met

Resources

The strategy can only be delivered successfully in partnership, working alongside the private, public, community and voluntary sectors. The Council continues to work closely with the Ministry for Housing, Communities and Local Government to ensure it is well placed to secure additional short-term funding from any housing related bid rounds, particularly when it will directly contribute to the objectives set out in the Housing Strategy 2020-2025.

Monitoring and updating the strategy

This strategy has been developed in partnership and sets out a 5-year plan. During this period, new priorities may emerge, and new national policy landscapes may be introduced. Whilst we can anticipate that key themes will remain relevant during this period, the way we deliver them may need to change. For this reason, it is important that the Housing Strategy remains under review and that it is kept up to date.

The Housing Strategy delivery plan is intended to be a live document, to be updated as necessary and as actions are completed and the plan evolves. An updated version of the action plan will be published on the Council's website and shared with our partners each year, setting out the achievements and the challenges of the preceding year, along with any significant recommended changes to the action plan that may arise from emerging demand, guidance, legislation or policy.

The Delivery Plan

The Housing Strategy delivery plan 2020-2025 sets out specific, measurable, achievable and time-phased (SMART) actions that contribute to meeting the overarching aims. The approach to monitoring and review ensures that in addition to SMART actions and targets, there will be regular evaluation and review (SMARTER). The delivery plan is a live document and will be subject to change during the life of the strategy.

Local Policy Context

Local Plan

One of the central functions of the Local Plan is to ensure an adequate and continuous supply of land for housing development in accordance with the requirements of the Structure Plan. It is equally important, however, that the scale and location of new housing development is consistent with the Green Belt and other environmental objectives of the Plan.

Good quality housing is a fundamental need that plays a significant role in shaping our lives and our communities. A home is a vital part of people's lives and contributes to creating a safe, healthy and prosperous society. The planning system can play a positive and supporting role in the delivery of homes to meet the full range of housing needs of society, within the wider framework of sustainable development. The Borough Local Plan is a vital tool in addressing the scale, distribution and type of new homes that need to be provided up to 2033.

The Borough Local Plan aims to accommodate a significant increase in housing provision over the plan period. This includes work to identify emerging windfall wights and working with other agencies such as central government, to ensure the optimum use of surplus land and facilities to accommodate need as well as working with Neighbourhood Plan groups to identify further sites for housing. This is placed against a background of positively seeking opportunities to meet housing need and the Borough Local Plan takes a proactive approach to providing for the identified level of need across the Borough.

Homelessness and Rough Sleeping Strategy

Following a review of homelessness in the Royal Borough, the new Homelessness and Rough Sleeping strategy 2020-2025 was published. The strategy sets out a collaborative approach to tackling homelessness and rough sleeping in the Royal Borough over the next five years working closely with partners from the statutory and voluntary sectors.

The strategy highlights the Council's firm belief that the most effective way to deal with homelessness and rough sleeping is to prevent it from happening with great emphasis placed

The Homelessness and Rough Sleeping strategy 2020-2025 sets out five key priorities:

1. Reducing the number of people becoming homeless
2. Reducing the number of households in temporary accommodation and improving the quality of that accommodation
3. Supporting people into good quality, affordable and sustainable accommodation options
4. Reducing rough sleeping and supporting those who find themselves on the street
5. Improving the customer service provided to people approaching the housing service

An initial Homelessness and Rough Sleeping Strategy forum to consider the strategy action plan took place in September 2020 and was attended by stakeholders and partner organisations from across the Royal Borough. The Strategy action plan is a live document updated quarterly through the forum.

Local Context

Homelessness presentations

Homelessness is caused by a complex interplay between a person's individual circumstances and adverse 'structural' factors outside their direct control. Structural causes of homelessness are social and economic in nature and are often outside the control of the individual or family concerned. The structural causes of homelessness include poverty, lack of affordable housing and policy changes. There are often multiple and complex reasons for the loss of a home, but common causes of homelessness acceptances amongst applications to the council are: end of assured shorthold Tenancy (AST), relationship breakdown or friends or family no longer able to accommodate.

In Windsor and Maidenhead in 2018/19, the main reasons for approach were rooted in the end of an AST with interpersonal issues such as relationship breakdown or friends and family no longer or willing to accommodate being the next largest reason for approach.

In 2019/20 a total of 648 households who were homeless or threatened with homelessness approached the Council for assistance. To date, in 2020/21 (April to November) a total of 501 households have already approached the Council for assistance; this is an increase of 33% on the previous year.

Rough sleeping in the Royal Borough

The annual rough sleeping snapshot provides information about the estimated number of people sleeping rough on a single night between 1 October and 30 November each year and some basic demographics details (age, gender, nationality). These statistics provide a way of estimating the number of people sleeping rough across England on a single night and assessing change over time.

Local authorities across England take an annual autumn snapshot of rough sleeping using either a count-based estimate of visible rough sleeping, an evidence-based estimate meeting with local partners, or an evidence-based estimate meeting including a spotlight count in specific areas. This methodology has been in place since 2010.

In 2019, The Royal Borough of Windsor and Maidenhead reported a total number of 40 individuals sleeping rough in the Borough on the evening of the spotlight count. This was an increase of 264% on the previous year. 2020's spotlight count is due to take place on 24 November with reported rough sleeping numbers expected to be significantly lower than the previous year as a result of the Government's *Everyone in scheme*.

The Royal Borough of Windsor and Maidenhead has implemented a successful three stage rough sleeper pathway designed to ensure individuals rough sleepers are able to access the right support at the right time; from initial identification through to independent accommodation. The Government's *Everyone in scheme*, designed to ensure nobody slept rough on the streets of England during the Covid-19 pandemic, placed significant strain on the capacity of the Council's rough sleeper pathway, to which the Council has quickly responded securing an additional £145,000 funding under the Government's *Next Steps Accommodation Programme*.

Partnership working; RBWM Property Company Limited

Financial pressures on councils are creating a need to utilise resources more efficiently whilst still delivering their key objectives – not least enhancing their communities, creating attractive, safe and economically prosperous places, and meeting the urgent need for new housing.

The vision of RBWM Property Company Limited is to deliver a regeneration programme of residential and commercial assets for the borough with a focus on affordable housing. The diverse development pipeline being coordinated by RBWM Property Company

Limited now comprises over 4,000 homes which comprises a combination of joint venture sites, enabling provision and the company's own affordable development programme, guided by a design-led placemaking approach including:

- 4,275 homes over 14 sites
- 2,664 market sale
- 1,269 affordable homes
- 324 market rent

Our achievements so far

Rough sleeper pathway

In December 2019 The Royal Borough implemented a three-stage rough sleeper pathway for those who are rough sleeping or at risk of rough sleeping. A full assessment is undertaken for those admitted to stage one of the pathway to ensure that support needs are fully understood and tailored support in place. Individuals move through the pathway via a range of intensive support including but not limited to support with life skills, budgeting, cooking, assistance with tackling substance misuse, help to address mental health issues and support with training and employment needs.

Rough Sleeper Initiative (RSI) funding

The Rough Sleeping Initiative was first announced in March 2018 to make an immediate impact on the rising levels of rough sleeping. In January 2020, the Ministry for Housing, Communities and Local Government announced allocations of a £112 million Rough Sleeping Initiative fund to provide local support for those living on the streets. Councils across England received a share of the funding.

In 2020, The Royal Borough of Windsor and Maidenhead was allocated £490,000 Rough Sleeper Initiative Funding. The funding was the second round of Rough Sleeper Initiative funding allocated by the government, with £86,000 Rough Sleeper Initiative Funding being allocated in 2019. The 2020 funding allowed The Royal Borough to embed the pathway within the approach including supporting the pathway with accommodation options and intense support staff.

Alternative giving scheme

Windsor is a beautiful city and people from all over the world visit, particularly to see Windsor Castle. This makes Windsor an ideal place for street beggars, and such activity can be astoundingly lucrative.

We will soon be launching an alternative giving scheme which residents and visitors are encouraged to use instead of making direct cash payments to street beggars. The funds raised from the alternative giving scheme will be used to support local services who contribute towards ending rough sleeping and multiple disadvantage.

Maidenhead Regeneration

Maidenhead has arrived at an exciting period of change as ambitious plans for regeneration become a reality and the council, together with its partners, looks to build a town for everyone. The Royal Borough's joint venture partner for the Maidenhead Golf Course site is CALA Homes, whose business is based upon the principle of 'people and community first'. CALA Homes have developed a proven model of genuine partnership to help deliver regeneration objectives and investment in other areas of the community.

The site will deliver more than 2,000 homes, including 30% affordable, as well as a new primary and secondary school, public open space, community hub and supporting infrastructure. The golf course offers a highly sustainable location to provide housing in the borough with excellent transport links, including short walking distance to forthcoming Crossrail services at Maidenhead railway station and the wider town centre amenities.

CALA Homes are also working with the council over proposals to build 80 new properties at Ray Mill Road East, Maidenhead, comprising of 42 Private houses and 38 Affordable units.

Implementation of an online housing register

A clear, transparent and customer centric housing register application and allocations process is a fundamental requirement of any local authority housing department.

Prior to 2020, residents in housing need wishing to apply to join Royal Borough of Windsor's housing register were required to complete a paper application and produce physical copies of supporting documentation. In 2020 the Housing Service successfully

implemented an online housing register which also provided residents with the ability to upload information from the comfort of their own home using a handheld device such as a mobile phone. At any time, applicants can log into their customer portal account to view the status of their application and complete tasks such as updating their contact information or providing information about a change in their circumstances.

The newly implemented system not only helps to ensure a smooth application process for residents but also enables the Council to demonstrate the application of its current housing allocation policy, in line with statutory requirements.

Affordable housing delivery with breakdown

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

The high cost of home ownership in the Borough has always presented an issue of affordability for many of the Borough's residents and leaves many people unable to afford market housing. In addition, the high cost of renting on the open market leaves many local people unable to afford this tenure and can lead to increasing dependency on benefits. This increases the demand for the provision of affordable housing. The Strategic Housing Market Assessment shows that there is a need for an additional 434 new affordable homes in the Borough every year.

The Council successfully completed the following affordable housing delivery in previous years:

- 2019 / 20 – 70 units comprising of 62 shared ownership units and 8 units for affordable rent
- 2020 / 21 – Projected to be 58 by year end comprising of 51 shared ownership units and 7 units for social rent
- 2021 / 22 – Projected to be 77 by year end comprising of 15 units for social rent, 25 for affordable rent and 37 for shared ownership

DFG stats

A Disabled Facilities Grant (DFG) is a means-tested grant for people with a permanent disability of any sort – including physical and learning disabilities, sensory impairments and mental illness.

Disabled Facilities Grants can be used to fund work such as:

- installing a walk-in shower
- installing a stair lift
- converting a downstairs room to an accessible toilet or bathroom
- adding ceiling track hoists
- widening doorways
- fitting handrails
- making outside steps easier to use or installing ramps
- improving central heating or adapting heating or lighting controls to make them easier to use.

In 2018/19 a total of 79 Disabled Facilities Grants were completed

In 2019/20 a total of 69 Disabled Facilities Grants were completed

So far in 2020 a total of 11 Disabled Facilities Grants have been completed

Local testing and contact tracing

We want to keep our residents as safe as we can from COVID-19 until better treatments for Covid-19 and/or a vaccine is available and, as such, have developed a comprehensive outbreak plan.

The outbreak plan has eight key themes:

1. Prevent and manage outbreaks in specific individual settings e.g. schools and care homes
2. Prevent and manage outbreaks in other high-risk locations, workplaces and communities
3. Deploy local testing capacity optimally
4. Deliver contact tracing for complex settings and cohorts
5. Access the right local data to enable the other themes and prevent outbreaks
6. Support vulnerable people and ensure services meet the needs of diverse communities

7. Take local actions to contain outbreaks and communicate with the general public
8. Keep out workforce safe

Effective local testing and contact tracing is imperative to all three Housing Strategy objectives. It will enable those working in the construction industry to work safely, regenerating and developing the homes identified within strategy objective one. It will support and promote the Health and Wellbeing of all residents in the borough as identified within strategy objective two and it will help to ensure continuity of support for vulnerable residents in the borough.

Our challenges

Home ownership

The average income for all Windsor and Maidenhead residents working full time is £743.20 per week (gross). This breaks down to £890.70 per week for males and £595.90 per week for females. The lower quartile property in Windsor and Maidenhead is £465,000. Households in the borough therefore require an income of £109,500 to afford one of these properties (based on 30% of gross income spent on a mortgage). Achieving home ownership in Windsor and Maidenhead is a challenge; even for people earning above the average income.

	2018	2013	2008	% change 5 years	% change 10 years
Windsor and Maidenhead	£465,000	£338,000	£307,000	38	51
South East	£321,113	£234,000	£215,000	37	49
England	£240,000	£188,000	£173,950	28	40

Table showing average house prices and comparisons

As indicated in the chart above, average house prices have increased by 48% over the last 5 years and 51% over the last 10 years. The increases over this time have been higher than those experienced regionally and nationally. Whilst the Bank of England suggested that the impact of Britain's exit from the European Union could impact property prices by as much as 30%, currently there are no clear indications that house prices will reduce in the Borough.

According to the UK house price index the average house price across England was £247,886 in December 2018. The average house price in the South East was £324,729. The table above shows the average house prices in Windsor and Maidenhead are significantly higher than the rest of the country (excluding London). Access to home ownership is a major challenge for people looking to secure owner occupation in Windsor and Maidenheads. This is not only true for those on low incomes, but also those for whom earnings exceed the average national income and average income for the area.

Market Rents

The tables below identify that residents in Windsor and Maidenhead require an annual income of £26,863 to access a lower quartile private rented sector property in the borough with rental costs equating to 54% of their income:

Private rent December 2018 (all properties)	Windsor and Maidenhead Average Mean rent
Monthly rent	£1252
Annual rent	£15,024
Affordability threshold: 30% gross income on rent	
Annual income required to rent affordably	£50,080

ONS, Private rental market summary statistics in England: October 2018 to September 2019

	Lower quartile annual pay	Lower quartile annual rental costs	Rental costs as % of earnings
Windsor and Maidenhead	£26,863	£14,400	54%

ONS, Private rental market summary statistics in England: October 2018 to September 2019

Average Mean Private Rent (monthly) by property size, 1 April 2018 to 31 March 2019

	Room	1 bed	2 bed	3 bed	4 bed
Windsor and Maidenhead	£521	£950	£1202	£1468	£2111

South East	£436	£718	£916	£1131	£1873
England	£411	£731	£800	£916	£1611

VOA, Private rental market summary statistics: April 2018 to March 2019

Average private rented figures in Windsor and Maidenhead are substantially higher than both the South East and England, which impacts on the amount of affordable private rented accommodation locally. As there is a lack of affordable market rented properties in Windsor and Maidenhead, any decline in properties available could result in a rental price increase reducing the affordability of private rented properties in the future.

Affordable housing

Registered Providers (RPs) charge Affordable Rents set at up to 80% of the open market rent in keeping with the MHCLG and HCA Affordable Homes Programme Framework.

Due to changes in the welfare system which includes extending the Local Housing Allowance Cap (LHA) to social landlords, capping benefits at £20,000 (£13,400 for single people), reducing the amount of Housing Benefit the under 35s with no children will be entitled to (from a 1 bedroom flat to a room in a shared house), and the high cost of 4-bedroom properties in Windsor and Maidenhead, this impacts on the affordability of wider Registered Provider properties.

In Windsor and Maidenhead, the cost for a single person aged under 35 years renting a 1-bed property with a registered provider is on average £121 per week. In comparison, the Local Housing Allowance rate for a shared room is just £66 per week. This leaves a potential shortfall for residents of £220 per month.

The Council is continually working with Registered Provider partners to try to address the ongoing affordability issues within the borough. In addition, it is apparent that for households affected by the benefit cap, becoming economically active must be a priority with employment for 16 hours or more per week triggering exemption from the benefit cap.

There is a very real risk for out of work households, and particularly larger out of work households; that all available housing options in Windsor and Maidenhead will become too expensive. This could result in households having to move to other areas in order to secure housing they can afford.

Demand for housing

The Windsor and Maidenhead Housing Register provides an indication of the current housing need within the borough. The register is composed of households seeking housing association rented accommodation and housing association tenants who are not tenants of either Radian or Housing Solutions.

In December 2019 there were, on average 900 applicants on the housing register. Of these, just under 30% were registered as requiring 1-bedroom accommodation. 70% of applicants on the housing register have dependent children, with over 50% of households being registered for 2 bed accommodation.

	1 bed	2 bed	3 bed	4 bed	5 bed	6 bed
Households registered Dec 2019	292	456	103	30	nil	nil

Breakdown of Windsor and Maidenhead's Housing Register as of December 2019

The statistics above do not correlate with the available accommodation in the Borough. On average, 62% of nominations are for 1 bed accommodation, 16% for 2 bed, 13% for 3 bed and only 12% registered for sheltered accommodation.

The Council is currently reviewing the housing register data available with a view to reviewing the housing allocation policy in early 2021.

The Borough's largest Registered Providers, Abri and Housing Solutions manage their own internal transfer lists. Work will be undertaken to ensure the housing register and transfer lists are more closely aligned. As of December 2020, their identified needs are:

	1 bed	2 bed	3 bed	4 bed	5 bed
Households on transfer list December 2020	127	163	179	43	10

There is an insufficient supply of social rented housing for all of those who need it and there is therefore a heavy reliance on private rented sector housing within the Borough.

The tables below identify that residents in The Royal Borough require an annual income of £26,863 to access a lower quartile private rented sector property in the borough with rental costs equating to 54% of their income:

Private rent December 2018 (all properties)	Windsor and Maidenhead Average Mean rent
Monthly rent	£1252
Annual rent	£15,024
Affordability threshold: 30% gross income on rent (annual)	£50,080

Furthermore, house prices within the Borough are above the national average, meaning that households who are priced out of the market are also turning to private rented sector accommodation rather than seeking to purchase a home.

	2018	2013	2008	% change 5 years	% change 10 years
Windsor and Maidenhead	£465,000	£338,000	£307,000	38	51
South East	£321,113	£234,000	£215,000	37	49
England	£240,000	£188,000	£173,950	28	40

As indicated in the chart above, average house prices have increased by 48% over the last 5 years and 51% over the last 10 years. The increases over this time frame have been higher than those experienced regionally and nationally. Whilst the Bank of England suggested that the impact of Britain's exit from the European Union could impact property prices by as much as 30%, currently there are no clear indications that house prices will reduce in the borough.

According to the UK house price index the average house price across England was £247,886 in December 2018. The average house price in the South East was £324,729. The table above shows the average house prices in Windsor and Maidenhead are significantly higher than the rest of the country (excluding London).

Housing supply

The UK is in the midst of a housing crisis. 2019 marked 100 years since the Addison Act was passed, which introduced the notion of councils building social housing on a large scale. 5.5 million social homes were built over the next century, but the trend has slowed massively since the 1980s. In 2018-19, only 6,287 social rented homes were built.

The need for a large-scale social housebuilding programme is increasingly recognised by organisations across the political spectrum but a number of issues must be overcome to build the next generation of affordable homes. These include but are not limited to:

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- The price of land which has increased fivefold since 1995 and effectively makes building social housing considerably more expensive and means that little can be gained from private developers through the planning system
- The availability of land, especially as government and councils have hist
- A reduction in the capacity of local government as funding has decreased, reducing the ability to develop new homes in the way they may have done previously
- Developing at the scale and speed we need to, while embracing new environmentally sustainable methods necessary to curb the carbon emission contributions of housing and construction in the UK

National Policy Context

Since 2011 there have been significant national policy developments that have impacted on our residents and the services that The Royal Borough provides.

Laying the Foundations: A Housing Strategy for England 2011

The National Housing Strategy for England, Laying the Foundations: A Housing Strategy for England was published in 2011. The Strategy set out ideas on the then Government's preferred shape of housing provision, which centred on 'the primacy of home ownership; social housing as welfare; and an increasing role for the private rented sector'.

The Strategy presented both existing initiatives and policies, and introduced a series of other interventions and approaches, along the following themes:

- Increasing supply, more homes, stable growth
- Social and affordable housing reform
- A thriving private rented sector
- A strategy for empty homes
- Quality of housing experience and support
- Quality, sustainability and design

Localism Act 2011

The Localism Act 2011 provided new freedoms for Councils in terms of how they manage and develop housing. It provided greater local discretion in the management of waiting lists, the discharge of homeless duty and provided the freedom to offer fixed term tenancies. As part of the Localism Act, local authorities were required to produce a Tenancy Strategy and were provided more flexibility to use the private rented sector to house homeless households.

Welfare Reform Act 2012

In 2012 the Welfare Reform Act received Royal Assent. The Act legislated for the biggest change to the welfare system for over 60 years. It introduced a wide range of reforms that were designed to make the benefits and tax credits system fairer and simpler around three principles:

- creating the right incentives to get more people into work
- protecting the most vulnerable in our society
- delivering fairness to those claiming benefit and to the taxpayer

The Government introduced a cap on the total amount of benefit that working age people can receive so that no workless family can get more in benefit than the average weekly wage earned by working households. The cap applied to the combined income from out-of-work benefits plus child benefit and tax credits. Changes brought about by the Welfare Reform Act also affected tenants who were under occupying in the social rented sector with housing allowances restricted to the number of bedrooms designated as appropriate for the household.

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Anti-Social Behaviour, Crime and Policing Act 2014

In 2014 the Anti-Social Behaviour, Crime and Policing Act came into effect and brought with it a number of measures to give local authorities, police and landlords the ability to tackle anti-social behaviour at a local level. These measures include the ability to close residential premises that are involved in the distribution of illegal drugs or extreme anti-social behaviour; the ability for landlords to seek mandatory possession of residential premises where it can be evidenced that the occupants are involved in local criminality; and, the ability for the courts to issue injunctions to prevent individuals from attending places where they are causing anti-social behaviour or conducting criminal activity, which may include positive requirements, for example that the individual must engage with the local substance misuse service.

Care Act 2014

A fundamental component of the Care Act is the 'suitability of accommodation' in meeting the at home care and support needs of older and vulnerable people. The Act and the accompanying regulations and guidance outline how housing can support a more integrated approach and set out local implementation requirements by April 2015.

Of particular note:

- A general duty to promote wellbeing makes reference to suitable accommodation
- Housing not just the 'bricks and mortar', also includes housing related support or services
- Housing must be considered as part of an assessment process that may prevent, reduce or delay an adult social care need
- Information and advice should reflect housing options, as part of a universal service offer
- Care and support delivered in an integrated way with cooperation with partner bodies, including housing

Housing and Planning Act 2016

The Housing and Planning Act 2016 provides the necessary legislation for government to implement the sale of higher value local authority homes, starter homes and a number of other measures, mainly intended to promote homeownership and boost levels of housebuilding in England.

Key measures include:

- Extension of the right to buy whereby housing associations can extend the right to buy to their tenants on a voluntary basis. The Act enables the government to make payments to associations to compensate them for the cost of the discounts on offer
- Starter homes; a new type of affordable home ownership product available exclusively for first time buyers aged over 23 and under 40 and will be sold at 20 per cent below normal market prices. The Act created a general duty on all local authority planning departments to promote the supply of starter homes in their area
- Mandatory use of fixed term tenancies; The Act requires that most new local authority tenancies are granted for fixed terms of between two and 10 years
- The Act included a package of measures to help tackle rogue landlords in the private rented sector

Homelessness Reduction Act 2017

The Homelessness Reduction Act 2017 brought in a package of measures aimed at reducing and relieving homelessness and placed new duties on local authority housing services to actively work with households to prevent or relieve homelessness. When a household is identified as being at risk of homelessness, local authorities must provide them with a personalised housing plan and confirm in writing that they are subject to a Prevention Duty under the Act. The Prevention Duty last for at least 56 days or until the household actually become homeless. For households who are already homeless or whose homelessness has not been prevented, a Relief Duty under the Act is owed, and a personalised housing plan is required in addition to support to find alternative accommodation.

The Rough Sleeping Strategy 2018

In 2018 the Government published its *Rough Sleeping Strategy* in which it set out its commitment to halve rough sleeping by 2022 and end it by 2027. The strategy called on central and local government as well as businesses, communities, faith and voluntary groups and the general public to work together in new ways. The strategy was backed by £100 million funding and marked the beginning of the government's ambition to ensure no one has to sleep rough again.

Homes England Strategic Plan 2018-2023

In 2018, Homes England published its five-year strategic plan which sought to:

- Support the affordable housing market
- Provide investment products, including for major infrastructure
- Unlock and enable land
- Deliver home ownership products, such as Help to Buy
- Supporting Modern Methods of Construction (MMC)
- Address the barriers facing smaller builders
- Provide expert support to priority locations

Domestic Abuse Bill

The Domestic Abuse Bill is currently progressing through the required stages to make its contents a legislative requirement. The new Domestic Abuse Act will place duties on local authorities to assess the need for abuse support locally, produce and publish a strategy and monitor and evaluate the effectiveness of the strategy. A Domestic Abuse Partnership Board will need to be formed from local partnerships to advise on the formation of the strategy.

Coronavirus

On 26 March 2020, the Minister for Local Government and Homelessness write to local authorities asking them to urgently accommodate all rough sleepers and focus on the provision of adequate facilities to enable people to adhere to the guidance on hygiene or isolation, including for those who are at risk of sleeping rough.

Furthermore, in May 2020, the Minister for Rough Sleeping and Housing requested that when arranging move-on accommodation for people sleeping rough, local authorities provide short-term accommodation whilst looking for long term options. The impact of this being an increased number of individuals with complex needs requiring accommodating in the short and longer term by the local authority.

In the Royal Borough we have successfully moved all of our rough sleepers from the streets and have provided them with accommodation, support and move on plans to ensure no-one needs to return to the streets. This has put significant pressure on existing resources and work is ongoing to ensure additional funding is sought from Government as required so that services can be maintained at an excellent standard.

DRAFT

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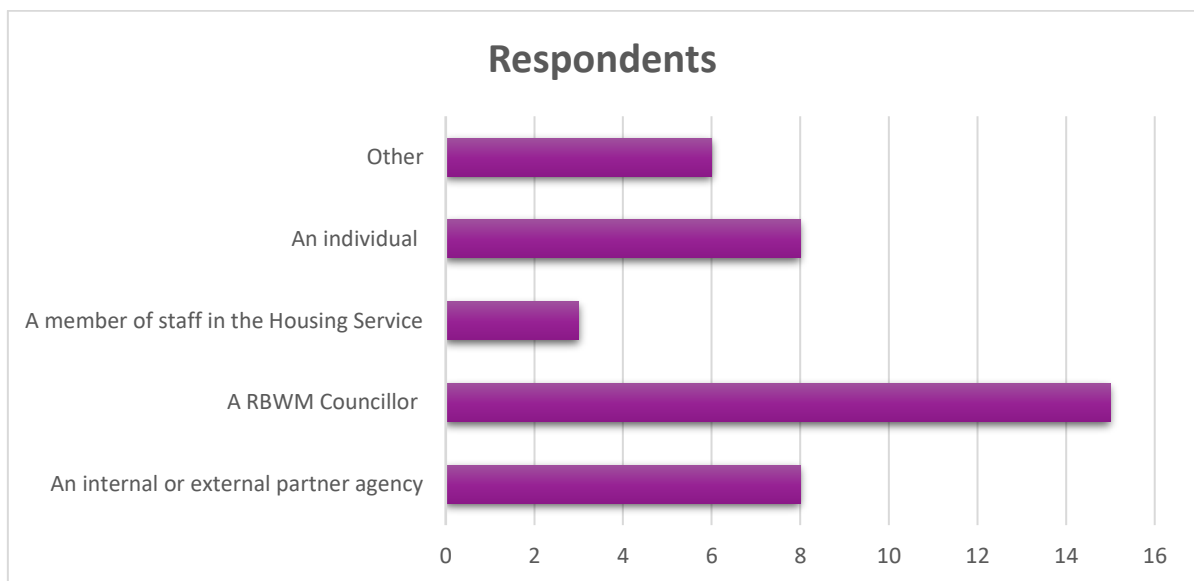
Royal Borough of Windsor and Maidenhead

Housing Strategy Consultation responses

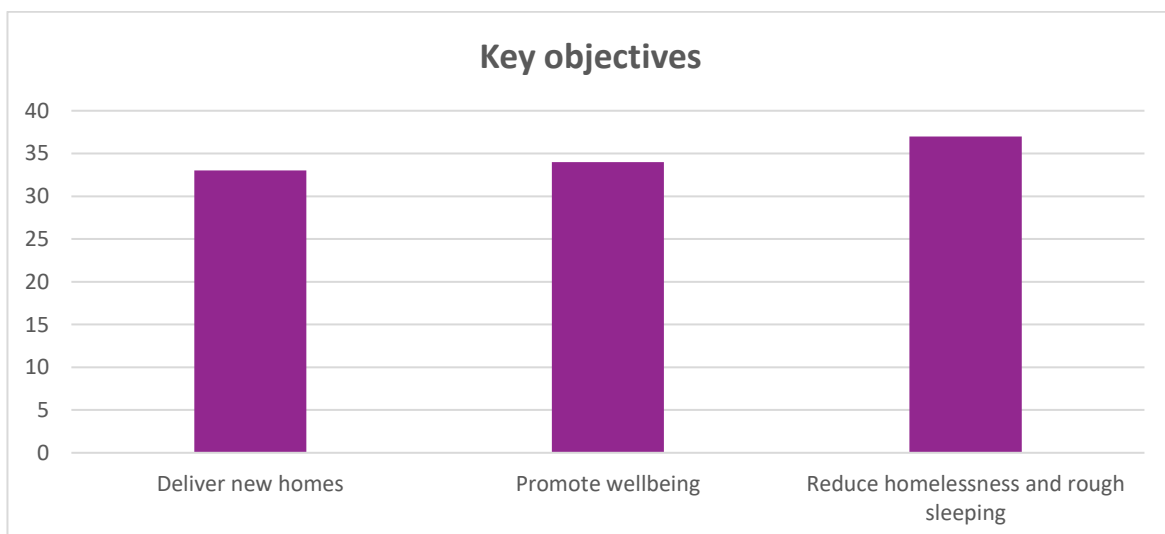
Background:

On 6th November Royal Borough of Windsor and Maidenhead launched a four week consultation of its draft Housing Strategy 2021 – 2025. Feedback was sought from a wide range of respondents including but not limited to Members, partner organisations, stakeholders, members of the Housing Service, wider council departments and members of the public. Feedback was gathered through a series of focus groups and via an online survey. Feedback received during the consultation is presented below:

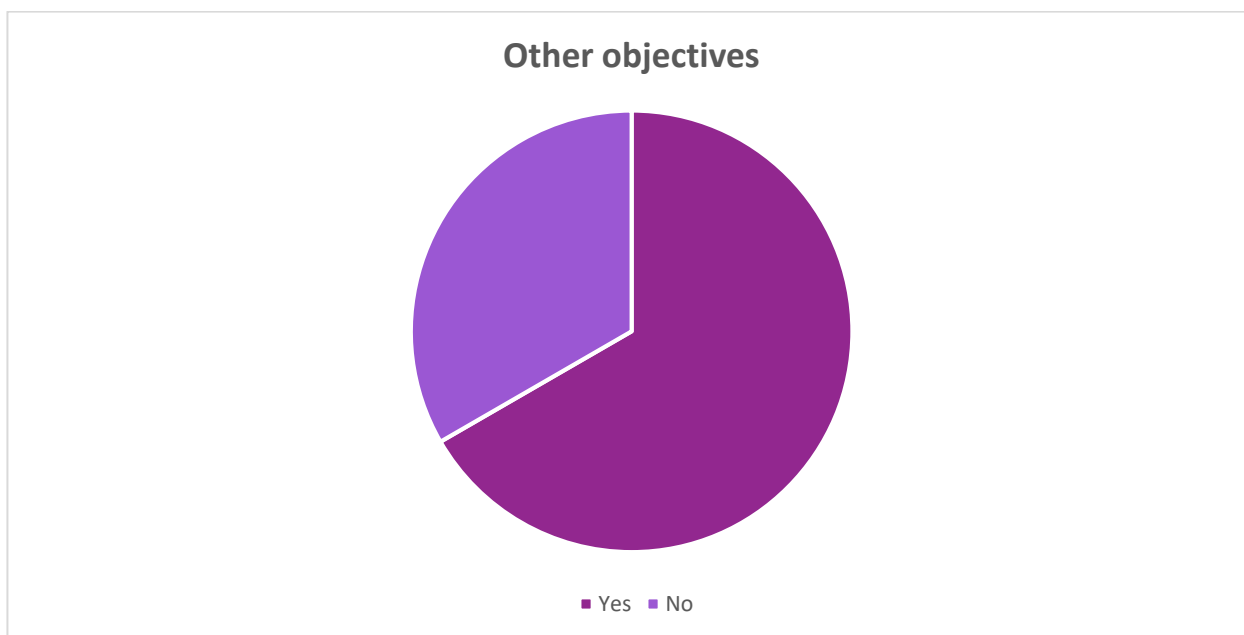
1. I am providing my view as:



2. The draft of the Council's Housing Strategy has 3 key objectives, please tick all those which you think are appropriate:



3. Are there other objectives the council should consider including in the Housing Strategy?



Comments:

More affordable housing, also more housing that can easily be adapted for disabled people or the elderly, providing homes for a lifetime
Climate change, although mentioned in the strategy, deserves a category of its own as it is so important
Fair access and support to make housing options a successful choice
New homes need to have greater space to allow for home working
Mental health and links to supported living accommodation
under occupation of current homes within the borough to release more family housing
Sustainability
Work with all landlords to ensure that rental properties meet appropriate standards. The Objective could be to promote the highest standards for rental properties.
Delivery new homes must be of the right type in the right place
Housing numbers alone is not the answer. We need sensible numbers
Increase social housing stock
Regular landlord and accommodation checking & supervision
Reduce the carbon footprint of new homes and improve affordability
Additional social housing for Over 50's in areas with accessible facilities. Therefore, freeing up larger units for families currently in smaller units.
Sustainability and a route to Zero Carbon / carbon neutral housing. This approach can link to reducing fuel poverty. Lack of provisions for Vulnerable groups i.e., Supported housing for mental health, Autism groups etc
Protect the green belt
Preservation of open spaces, green belt and recreational space to promote wellbeing.
Real affordable housing in line with average wage index or current model of living wage
More social housing
Environment and wildlife preservation, maintenance of the green belt and creating human environments that are sustainable
More, well realistically some, affordable and accessible housing

Suggest adding to second objective something about building communities, which would align with the recovery strategy which talks about empowering communities and would acknowledge the role of housing in the wider placemaking agenda.

Not build on green belt flood plain

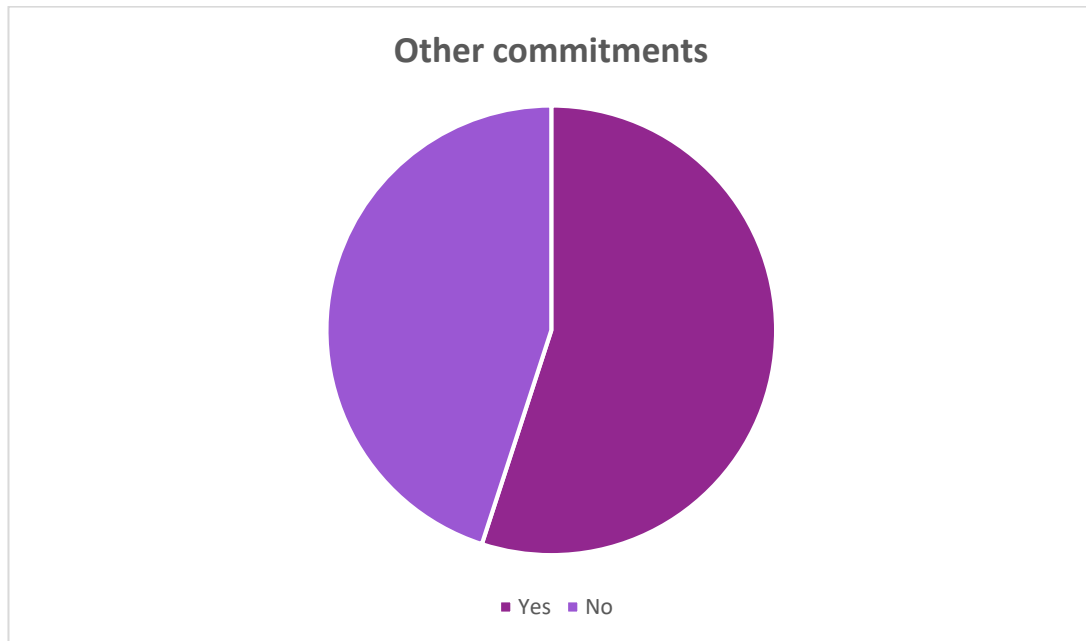
Provision of increased housing stock

Environmental Impact

4. Please tick which of the following commitments you think will ensure we meet our objective to deliver new homes:



5. Are there other commitments which would ensure we meet our objective to deliver new homes?



Comments:

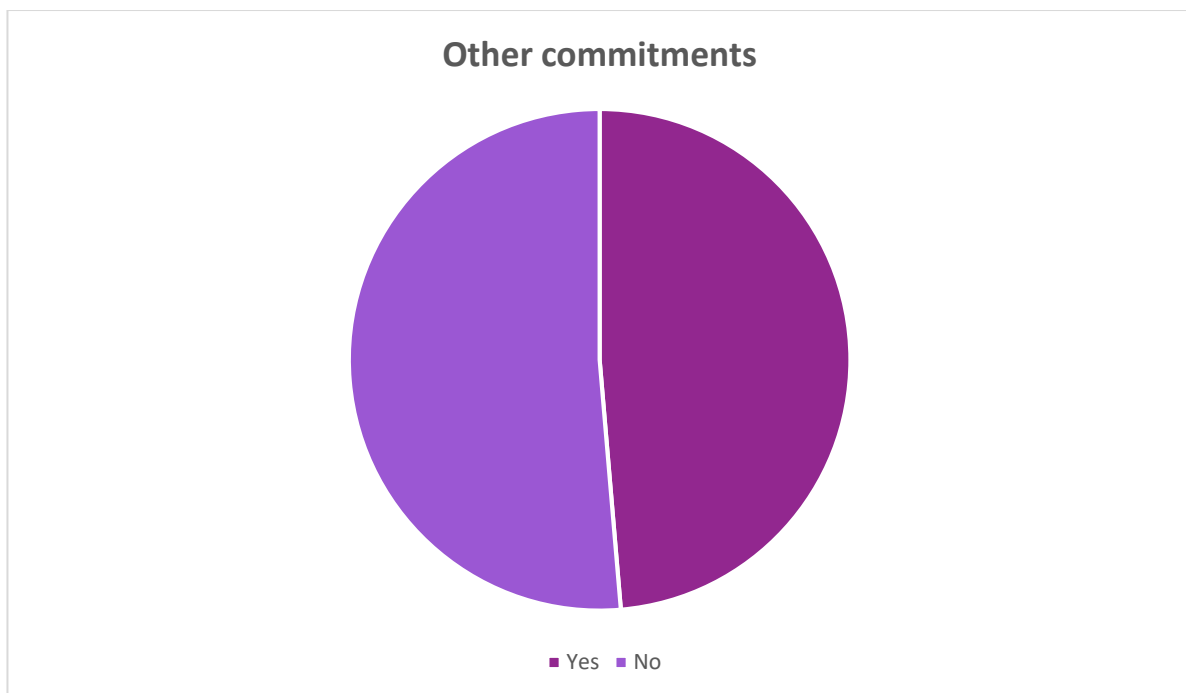
A new commitment would be to pro-actively tackle empty housing in the borough, with a goal that no home sits empty for more than six months (understanding the sensitivities required around bereavement) and to proactively seek out brownfield sites for development/change of use. I haven't ticked the last box about the Local Plan, as I don't think the current draft is supporting housebuilding in appropriate locations, and I don't want a tick to imply endorsement of the plan as it stands. We should be working with neighbouring boroughs and doing all we can to save the green belt and avoid areas at risk of flooding. The bullet about 'ladders of opportunity' sounds nice in principle, but we need to acknowledge that not everyone will want or be able to buy.
Commitments to air quality concerns around the Borough and particularly near proposed locations for housing. The high levels on congestion on the A308 is of particular concern in this regard
Agree to reach carbon neutral by 2050
Ongoing consultation with impacted communities
Ensure all homes have private amenity space and are above min space requirements
Given the overcrowded and polluted roads we already have it is important that any housing deal element takes this into account
I will send in an email
review of existing private rented accommodation with a view to compulsory purchase
Create and enhance communities
Identify the need. Age range, needs. Ensure social housing /affordable housing is available in all communities
Need to look at housing requirements and desires for over 55's as shelter should not be the only option for people over 55 or how do you encourage people to downsize. As the population's health improves as we age people do not want to live in sheltered accommodation just because they are 55 or older. The question is how affordable is affordable housing in this Borough? Even at 80% of market rents, it probably is unaffordable for most borough residents. The council need not focus not only on discharging responsibility, but also ensure there is decent provision for Social rent tenants.

Listen to the local people
Increase capital gains tax on second homes or personal property portfolios
Ensure all new development is counted - thousands of new homes have been built across the borough in recent years and the council are struggling to provide basic services despite receiving additional income
sustainable human and wildlife environment
Why should council supply private rentals?
More effective and determined pre-application negotiation with developers
Can we rephrase commitment to infrastructure to 'alongside' rather than 'before'
Give proper consideration to gypsy and traveller issues
Review current social housing provision and management, could in house ownership increase council assets and revenue in the future?
With a 9-year waiting list Social House is the most important
Commitments need to have an emphasis on regeneration that new build. Links to the Council's climate change strategy
Ensure that we make the best use of empty properties
Consider how we ensure that any new homes include the right mix of housing types
How can we make sure that developments which receive planning permission move through to build stage?
Consider the need for supported or semi supported accommodation in the Borough
We need accessible and adaptable wheelchair user homes
Ensure that we make the best use of empty properties
Question whether a focus on home ownership detracts from other tenures needed i.e. the Council delivers home ownership products every year but are these what is needed?
Take a common sense approach to development proposals
Ensure we define what we mean by 'appropriate' – one size doesn't fit all
Consider the approach the Council takes to second homes in the Borough

6. Please tick which of the following commitments you think will ensure we meet our objective to promote wellbeing



7. Are there other commitments which would ensure we meet our objective to promote wellbeing?



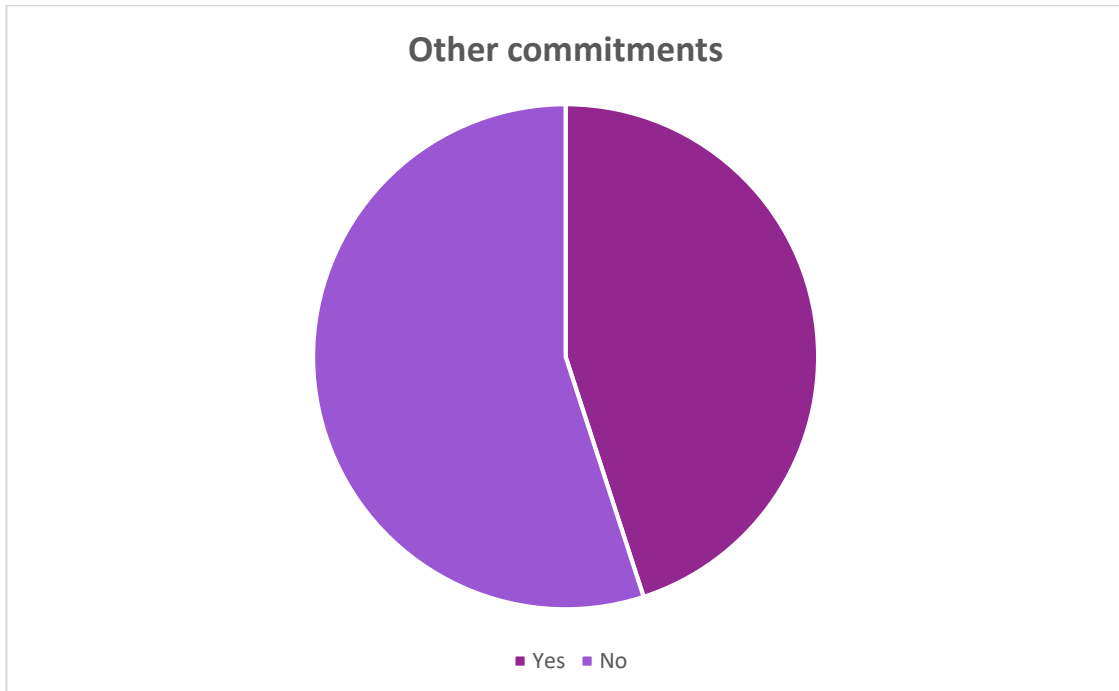
Comments:

<p>These are all worthy goals, hard to disagree with any of them. Would add that in light of the pandemic, we also need to consider light and space. If any of us were under the illusion that cramming people into small, dark shoe boxes might be a good idea, we should no longer be. We can't look on new homes as a place where people will simply rest their heads at night — COVID has shown us that homes can quickly become prisons. I visited one resident who was shielding, and her living room was almost pitch black on a bright, sunny day, because the room was north-facing, bounded by a tall hedge and had a balcony above the window. Another resident came to the door in floods of tears because she felt so isolated and depressed. COVID should force us to completely rethink what constitutes minimum requirements for housing.</p>
<p>I like the bullet about climate change obviously but wonder what is meant by 'incentivise'. Couldn't we simply 'require' them to support our climate change targets?</p>
<p>Disabled Facilities Grants: not just the most vulnerable, but anyone who needs them.</p>
<p>Ensure there are suitable pavements and walkways on any roads with housing Oakley Green Road is a case in point). Suitable cycle ways as well</p>
<p>Preserve integrity of local communities</p>
<p>Expand abilities for green spaces and community gardens</p>
<p>I will include in an email</p>
<p>More interaction with local community/on the ground organisations</p>
<p>Ensure that home sizes are larger than national minimums and have a decent sized private external amenity space. This is key for family occupation as evidenced in current Covid period</p>
<p>Providing the right housing in the right place to support existing communities and the needs of current residents.</p>
<p>More funding for mental health support for example Floating support. More funding towards the older generation to promote Health, Wellbeing and Digitisation - modern feeling day centres - work with Housing Providers over 55 accommodation to bring services to the schemes to utilise what can sometimes be unused space - consider more Extra Care services</p>
<p>More focus on suitably designed new build housing for households with mobility and wheelchair needs.</p>
<p>Keep rural areas rural</p>
<p>Control building and population density</p>
<p>Request a change to the equation to affordable housing and start using wage index to set affordability rates</p>
<p>Get the overcrowded families into more space. Single adults in their 30s still living at home into flats</p>
<p>Creating a sustainable human and wildlife environment</p>
<p>A greater emphasis on genuinely sustainable development.</p>
<p>Our commitment is to be 'net zero by 2050, at the latest'</p>
<p>Look to preserve rather than replace, the impact of acres of concrete are proven to be of impact to people's mental health</p>
<p>protect the environment at all costs</p>
<p>Consider the impact that unemployment has on health and wellbeing; should there be actions to help people to find suitable employment to improve their access to the housing market</p>
<p>Should an overarching element to the commitments be to work closely with other departments and partners?</p>
<p>Suggestion to move the commitment relating to expanding the housebuilding of the Property Company into objective 1</p>
<p>Question relating to how health outcomes will be improved</p>
<p>Reflection that this granular detail belongs in the delivery plan</p>
<p>Really good set of commitments</p>
<p>Insist on facilities and infrastructure in any new developments</p>
<p>Some concerns shared in relation to central government planning policy hindering development</p>

8. Please tick which of the following commitments you think will ensure we meet our objective to reduce homelessness and rough sleeping



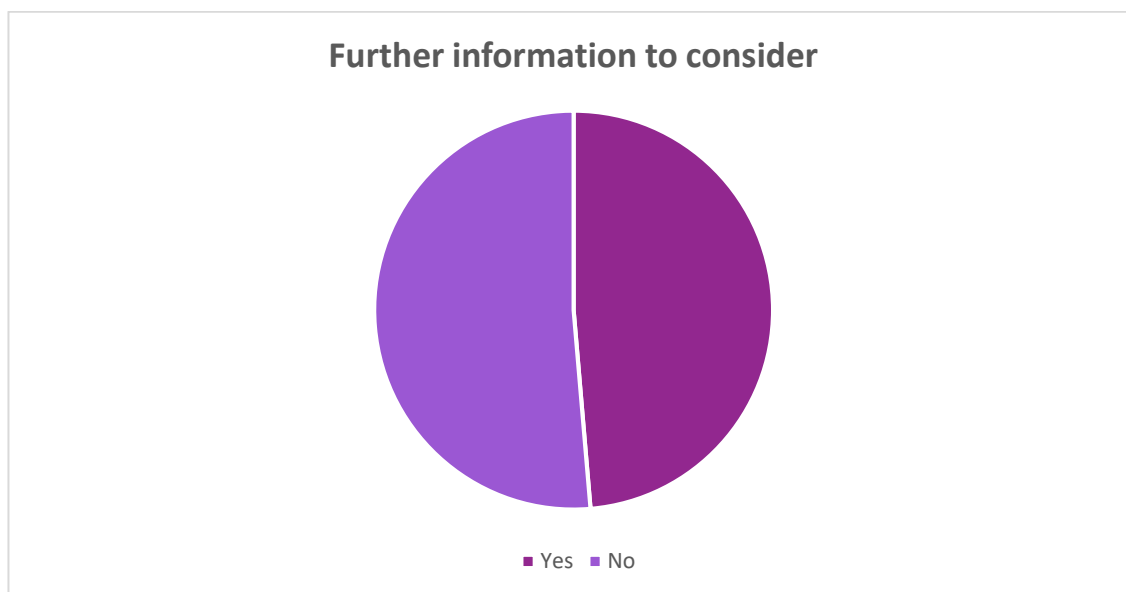
9. Are there other commitments which would ensure we meet our objective to reduce homelessness and rough sleeping?



Comments:

<p>A new commitment would be to explore the idea of street ‘pods’ where people can check themselves in, in an emergency. We have to accept the fact that not everyone will be able to cease taking drugs and alcohol in exchange for more formal accommodation, and, therefore, we need to consider alternative success pathways. This article suggests the idea will save Reading Council money: https://www.getreading.co.uk/news/reading-berkshire-news/reading-pods-homeless-given-green-18716927 Again, hard to disagree with any of these. Would caution against seeking out new charitable partners until we’re confident that we’re supporting the existing ones in every way we can – because it may be that with the proper support, they meet the needs of residents. Let’s not dilute the support they’re able to give. The technology bullet is too vague to assess, really. Leveraging technology obviously sounds like a good idea, but we need to consider how people who are genuinely homeless / sleeping rough will access it.</p>
<p>More attention given to mental health issues</p>
<p>Local temp units that are inside the borough</p>
<p>Will include in an email</p>
<p>More pro-active interaction with on-the-ground organisations who provide help to rough sleepers</p>
<p>Reduce the number becoming homeless and provide support to get them back to work</p>
<p>Provide temporary accommodation in the central areas so it is easier for residents to access public transport, support services etc.</p>
<p>Need to work to identify the root causes and create solutions which reduce the causes rather than the symptoms. Earlier interventions and wider support for those individuals who may be heading towards homelessness. Provide Supported housing for these groups to help them manage their tenancies and build independent living skills. Ensure a holistic provision of support for the individuals to prevent them from being homeless multiple times. Create an accredited landlord scheme to show landlords what safe, secure & sustainable accommodation looks like</p>
<p>Adopt the principles of Housing First which has been very successful in some countries e.g., Finland</p>
<p>Ask the charities such as “shelter” or “crisis at Christmas” what would help</p>
<p>Long term support for health, addiction, and intervention to re-establish those less fortunate back into society and not create short term solutions without the right support services</p>
<p>Contact empty buildings companies and work with them to house rough sleeping and homelessness and have some volunteering opportunities for them to give back e.g., Foodshare</p>
<p>speak with the long term homeless to understand what they want and why.</p>
<p>Utilising technological, especially digital, solutions is wasted effort. The homeless can’t get to them.</p>
<p>Ensure that any interventions result in permanent improv</p>
<p>The only long-term solution is to increase and improve social housing stock and provision, not rely on slum landlords for a solution.</p>
<p>Reorder the structure of the commitment so that the focus is on prioritising the strengthening of existing partnerships and in addition seeking new opportunities</p>
<p>Change maximise to optimise</p>
<p>Concerns raised my several in relation to the ability of residents in particular groups to access digital services</p>
<p>People don’t always realise what technology is available</p>

10. Is there any further information you think the Council needs to consider?



Comments:

<p>We have to stop talking about affordable housing and tenure mixes in such vague terms. Residents still have no idea how much social housing will be supplied. We have people sleeping on sofas, adults sharing bedrooms with children etc. They are joining the waiting list with no idea they have 5+ years to wait. We need to see demand for social housing against what we can reasonably deliver and a plan for those who fall outside of that delivery. Maidenhead is very expensive, and even affordable homes for sale will be out of the reach of many.</p>
<p>There is no point building hundreds of houses if the infrastructure is not sufficient to support them. Congested roads and long delays at junctions will lead to huge frustration from existing residents</p>
<p>Trust is important and takes time with anyone facing difficulties, retention of good, trained communicators is important</p>
<p>In a market with limited supply Help to Buy has pushed up house prices making the transition from rent to buy more difficult for some. Any entry level properties that the Council builds and retains must remain affordable</p>
<p>Ensure housing development is spread over the borough . Avoiding green belt . Maintaining green spaces between locations .</p>
<p>Properly review new and existing development plans to avoid rogue landlord situations</p>
<p>ensure that local character and street scene is preserved</p>
<p>The strategy consultation needs to provide all the information regarding housing need fit the borough.</p>
<p>Strengthen links with MHCLG and Homes England to maximise funding opportunities for all tenures of housing to be delivered across the Borough. Early conversations are vital to ensure opportunities can be captured when funding programmes are announced. The Council needs to invest in the Support services that currently exist, for example the Mental Health Floating support service which is beneficial to mental health clients in the borough. There is a growing need for these types services which complement some of the work done by the Housing Options team to prevent Homelessness, and support people to live independently. Have one</p>

housing register for applicants and tenants to ensure allocations are transparent across the district
Spend the people's money wisely and fairly, forget party politics and work for the community
Deciding upon appropriate sites for development requires deep analysis of infrastructure and transport links as well as the full impact on the environment.
Residents of a certain age cannot downsize as they have adult sons/daughters sliving at home
Far, far too much to enter in this push poll.
Consider the unequal distribution of gypsies across the Borough
We should require RPs to submit customer satisfaction data when submitting for RBWM's S106 proprieties.
Prioritise brown field development over green belt as an implacable aim
The current strategy was not made available and cannot be found on the website
There is no mention of the Transformation strategy and how these work together, yet we have been told that this is central to all activities within the Borough going forward. There is no mention of communities, yet this is at the heart of much of the transformation strategy. This is where building communities based on current and future need, could be implemented. For example, we would like to see consideration of over 50s communities being developed with mixed ownership including, social housing, owned and equity release homes. These would be built in a manner that would allow easy adaptation as the residents needs change, this would support the aging population to remain in their own homes for life or at least as long as feasible.
The figures in the presentation state the average number of social housing properties allocated in a year is 124 (including sheltered) compared with the 769 households applying to join the council's housing register. Neither of these figures include the overcrowded families waiting to be allocated a larger property. There is no identification of current housing need by any demographics and therefore no projection as to the demographic need going forward. Unless that is identified we have no evidence base to set a strategy, that must include, Social, affordable rent, affordable ownership and sheltered housing. We have been told by housing associations that there is a shortage of three bedroomed houses, this needs to be quantified and evidenced so the strategy is reflecting current and expected future needs.
We would like to see some research into the number of empty properties in the RBWM, these cause a nuisance to neighbours when they are left unmaintained, we would also like to know the number of empty investment properties that are left empty while they appreciate. The RBWM should include a no long-term empty property policy within the strategy.

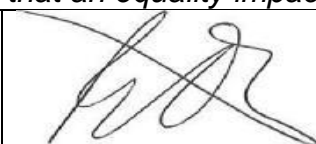
Next steps:

Feedback provided during the consultation will now be analysed and key themes identified. The draft strategy will be uploaded in line with feedback received and a final draft presented to Cabinet for approval at the February cabinet meeting.

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ROYAL BOROUGH OF WINDSOR & MAIDENHEAD EQUALITY IMPACT ASSESSMENT

ESSENTIAL INFORMATION

Item being assessed (Please tick):	Strategy		Policy		Plan		Project	<input checked="" type="checkbox"/>	Service/Procedure	
Responsible Officer:	Russell O'Keefe				Service:	Place				
					Directorate:	Place				
STAGE 1: EqIA SCREENING (MANDATORY)						STAGE 2: FULL ASSESSMENT (IF APPLICABLE)				
Date created:	10 November 2020				Date created:					
					Date reviewed by Law & Governance:					
Approved by Head of Service / Overseeing group/body / Project Sponsor:	<p><i>"I am satisfied that an equality impact has been undertaken adequately."</i></p>									
	Signed:									
	Date:	10 November 2020								

GUIDANCE NOTES

What is an EqIA and why do we need to do it?

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advancing equality of opportunity between those with 'protected characteristics' and those without them.
- Fostering good relations between those with 'protected characteristics' and those without them.

EqIAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups.

What are the “protected characteristics” under the law?

The following are protected characteristics under the Equality Act 2010: age; disability (including physical, learning and mental health conditions); gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

What's the process for conducting an EqIA?

The process for conducting an EqIA is set out at the end of this document. In brief, a Screening Assessment should be conducted for every new or reviewed strategy, policy, plan, project, service or procedure and the outcome of the Screening Assessment will indicate whether a Full Assessment should be undertaken.

Openness and transparency

RBWM has a 'Specific Duty' to publish information about people affected by our policies and practices. Your completed assessment should be sent to the Strategy & Performance Team for publication to the RBWM website once it has been signed off by the relevant manager, and/or Strategic, Policy, or Operational Group. If your proposals are being made to Cabinet or any other Committee, please append a copy of your completed Screening or Full Assessment to your report.

Enforcement

Judicial review of an authority can be taken by any person, including the Equality and Human Rights Commission (EHRC) or a group of people, with an interest, in respect of alleged failure to comply with the general equality duty. Only the EHRC can enforce the specific duties. A failure to comply with the specific duties may however be used as evidence of a failure to comply with the general duty.

STAGE 1: SCREENING (MANDATORY)

1.1 What is the overall aim of your proposed *strategy/policy/project etc* and what are its key objectives?

There is a housing affordability crisis in the UK and in RBWM our residents face particularly acute housing costs. The average house price in RBWM is £476,000, which is over 15 times high than the average UK salary (£30,420). This has made getting into sustainable rented accommodation and onto the house ladder difficult for many RBWM residents. In order to address this key issue, RBWM has submitted a Local Plan for inspection and requires a Housing Strategy to clearly set out the Council's priorities for addressing the housing challenges our residents face.

To this end and building on the Council's draft Local Plan and the recently adopted Homelessness & Rough Sleeping Strategy, the Housing and Environmental Health Service completed a comprehensive Housing Strategy evidence base and undertook an initial round of consultation with councillors and partner organisations."

The draft Housing Strategy 2020 - 2025 has been developed around three key objectives:

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- Deliver New Homes
- Promote Health & Wellbeing
- Support vulnerable residents to obtain and sustain suitable accommodation

The Strategy's Delivery Plan will be monitored and reviewed, including updates which will be published annually.

If approved the draft Housing Strategy 2020 - 2025 will undergo a formal public consultation to listen to the views of all our residents on this critically important issue. The feedback we receive will be collated and analysed. The final Housing Strategy 2020 – 2025 will be considered by Cabinet for adoption following the public consultation period.

Although the requirement to develop and publish a Housing Strategy is no longer a statutory duty for the Council, it is imperative the Council develops a strategy that clearly states its housing ambitions and goals for the future benefit for the residents of the Royal Borough.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics?

*Consider each of the protected characteristics in turn and identify whether your proposal is **Relevant** or **Not Relevant** to that characteristic. If **Relevant**, please assess the level of impact as either **High** / **Medium** / **Low** and whether the impact is **Positive** (i.e. contributes to*

*promoting equality or improving relations within an equality group) or **Negative** (i.e. could disadvantage them). Please **document your evidence** for each assessment you make, **including** a justification of why you may have identified the proposal as “Not Relevant”.*

Protected characteristic	Relevance	Level	Positive / Negative	Evidence
Age 134	Relevant	Medium	Positive	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p> <p>The population of the borough has grown from 87,231 in 1951 to 145,100 by 2011 when the last census was carried out. The 20 year period from 1951 to 1971 saw a population increase of around 40,000. The borough’s estimated midyear 2019 population was 151,200 and this is projected to rise by midyear 2039 to 158,100.</p> <p>The population in Windsor and Maidenhead is relatively young (median age 40) and whilst only 18% of the population (28,400) is aged 65 or over, this is expected to grow to 26% (40,400) by 2039 when the borough population is expected to be 158,100. More importantly, the growth in the over 85 cohort is expected to rise from 4,500 currently to 8,400 by 2036 with significant implications for health, housing and social care going forward.</p> <p>The Housing Strategy objectives to ensure residents can access good-quality affordable accommodation, to promote health and wellbeing and prevent homelessness and rough sleeping will have a positive impact on all age groups. The benefits include increased life expectancy, reduced health inequalities, improved mental and physical health, promotion of social health and independent living, and reduced admissions to hospitals and to care homes.</p>
Disability	Relevant	Medium	Positive	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p>

135				<p>At 2011, 12% of Windsor and Maidenhead residents had a long-term health problem or disability which limited their day-to-day activities. This is lower than the South East at 15.7%</p> <p>For 4.9% of Windsor and Maidenhead residents, day-to-day activities were limited a lot. This is lower than the South East at 6.7%.</p> <p>According to the 2011 Census, 9.2% of all usual residents in households in Windsor and Maidenhead provide unpaid care. This is lower than the South East at 9.8%</p> <p>1.5% of all usual residents in households in Windsor and Maidenhead provided 50 or more hours of unpaid care a week. This is lower than the South East at 2%</p> <p>The Housing Strategy objectives to ensure residents can access good-quality affordable accommodation, to promote health and wellbeing and prevent homelessness and rough sleeping will have a positive impact on all age groups. The benefits include increased life expectancy, reduced health inequalities, improved mental and physical health, promotion of social health and independent living, and reduced admissions to hospitals and care homes.</p>
Gender reassignment	Not relevant	None	None	<p>The 2021 Census topic consultation identified a need for gender identity data. There is limited data available at a local level about this protected characteristic for the population.</p> <p>The charity GIRES estimated in their Home Office funded study in 2009 the number of transgender people in the UK to be between 300,000 and 500,000. Although Gender Reassignment is a protected characteristic under equalities legislation, there is insufficient data and no evidence that the</p>

				proposal will have a negative impact on any individual or group due to gender reassignment
Marriage and civil partnership	Not relevant	None	None	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p> <p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. Of these 60,863 (42%) residents were in a marriage. 264 residents were in a same-sex civil partnership (<1%).</p> <p>There is no evidence that the proposal will have a negative impact on any individual or group due to marriage or civil partnership.</p>
Pregnancy and maternity	Not relevant	None	None	<p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. Limited data is available in relation to this particular protected characteristic however ONS provides that in 2016 (latest available data) there were 1757 live births where the child's mother stated she was usually resident in the Borough.</p> <p>There is no evidence that there will be a negative impact on any individual or group due to pregnancy and maternity.</p>
Race	Relevant	Medium	Positive	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p> <p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. Ethnicity data from the 2011 Census indicates that the majority of people living in Windsor and Maidenhead describe themselves as White British (78%). The Black and Minority Ethnic (BME) population in the borough decreased slightly from 15% in 2001 to 14% in 2011. The largest BME group living in Windsor and Maidenhead in 2011 was Asian or Asian British (10%). There was also a growing</p>

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				<p>number of people (7%) who classified themselves as 'Other White'.</p> <p>The Housing Strategy objectives to ensure residents can access good-quality affordable accommodation, to promote health and wellbeing and prevent homelessness and rough sleeping will have a positive impact on all age groups. The benefits include increased life expectancy, reduced health inequalities, improved mental and physical health, promotion of social health and independent living, and reduced admissions to hospitals and care homes.</p>
<p>Religion or belief</p> <p>137</p>	Relevant	Medium	Positive	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p> <p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. The 2011 census shows that 27% of residents identified as having no religion, 63% identified as Christian, 1% as Buddhist, 3% as Hindu, >1% as Jewish, 3% as Muslim 1% as Sikh and <1% as 'other.'</p> <p>The Housing Strategy objectives to ensure residents can access good-quality affordable accommodation, to promote health and wellbeing and prevent homelessness and rough sleeping will have a positive impact on all age groups. The benefits include increased life expectancy, reduced health inequalities, improved mental and physical health, promotion of social health and independent living, and reduced admissions to hospitals and care homes.</p>
Sex	Relevant	Medium	Positive	<p>Evidence from the Royal Borough of Windsor and Maidenhead 2011 census:</p> <p>In 2011, Royal Borough of Windsor and Maidenhead had a resident population of 144,560. 71,328 (49%) were males and 73,232 (51%) were female.</p>

				<p>The Housing Strategy objectives to ensure residents can access good-quality affordable accommodation, to promote health and wellbeing and prevent homelessness and rough sleeping will have a positive impact on all age groups. The benefits include increased life expectancy, reduced health inequalities, improved mental and physical health, promotion of social health and independent living, and reduced admissions to hospitals and care homes.</p>
138	Sexual orientation	Not relevant	None	<p>The ONS advises that in 201, 2% of the UK population identified themselves as lesbian, gay or (LGB). There is limited data available at a local level about this protected characteristic for the population.</p> <p>Although Sexual Orientation is a protected characteristic under equalities legislation there is insufficient data and no evidence that the proposal will have a negative impact on any individual or group due to their sexual orientation.</p>

Screening Assessment Outcome	Yes / No / Not at this Stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No	N/A	N/A	N/A
Does the strategy, policy, plan etc require amendment to have a positive impact?	No	N/A	N/A	N/A

If you answered **yes** to either / both of the questions above a Full Assessment is advisable and so please proceed to Stage 2. If you answered “No” or “Not at this Stage” to either / both of the questions above please consider any next steps that may be taken (e.g. monitor future impacts as part of implementation, re-screen the project at its next delivery milestone etc).

All completed EqIA Screenings are required to be publicly available on the council’s website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

STAGE 2: FULL ASSESSMENT

2.1 SCOPE & DEFINE

2.1.1 Who are the main beneficiaries of the proposed strategy / policy / plan / project / service / procedure? *List the groups who the work is targeting/aimed at.*

2.1.2 Who has been involved in the creation of the proposed strategy / policy / plan / project / service / procedure? *List those groups who the work is targeting/aimed at.*

2.2 INFORMATION GATHERING/EVIDENCE

2.2.1 What secondary data have you used in this assessment? *Common sources of secondary data include: censuses, organisational records.*

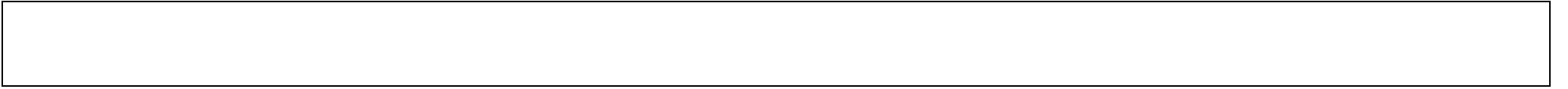
2.2.2 What primary data have you used to inform this assessment? *Common sources of primary data include: consultation through interviews, focus groups, questionnaires.*

140 Equality Duty Statement	Protected Characteristic	Advancing the Equality Duty		Negative impact		Explanation & Mitigations Please provide explanatory detail relating to your assessment and outline any key actions to (a) advance the Equality Duty and (b) reduce negative impact on each protected characteristic
		Does the proposal advance the Equality Duty Statement in relation to the protected characteristic (Yes/No)	If yes, to what level? (High / Medium / Low)	Does the proposal disadvantage them (Yes / No)	If yes, to what level? (High / Medium / Low)	
Eliminate discrimination, harassment, victimisation	Age					
	Disability					
	Gender reassignment					
	Marriage and civil partnership					
	Pregnancy and maternity					
	Race					
	Religion or belief					
Sex						

	Sexual orientation					
Advance equality of opportunity	Age					
	Disability					
	Gender reassignment					
	Marriage and civil partnership					
	Pregnancy and maternity					
	Race					
	Religion or belief					
	Sex					
	Sexual orientation					
Foster good relations 141	Age					
	Disability					
	Gender reassignment					
	Marriage and civil partnership					
	Pregnancy and maternity					
	Race					
	Religion or belief					
	Sex					
	Sexual orientation					

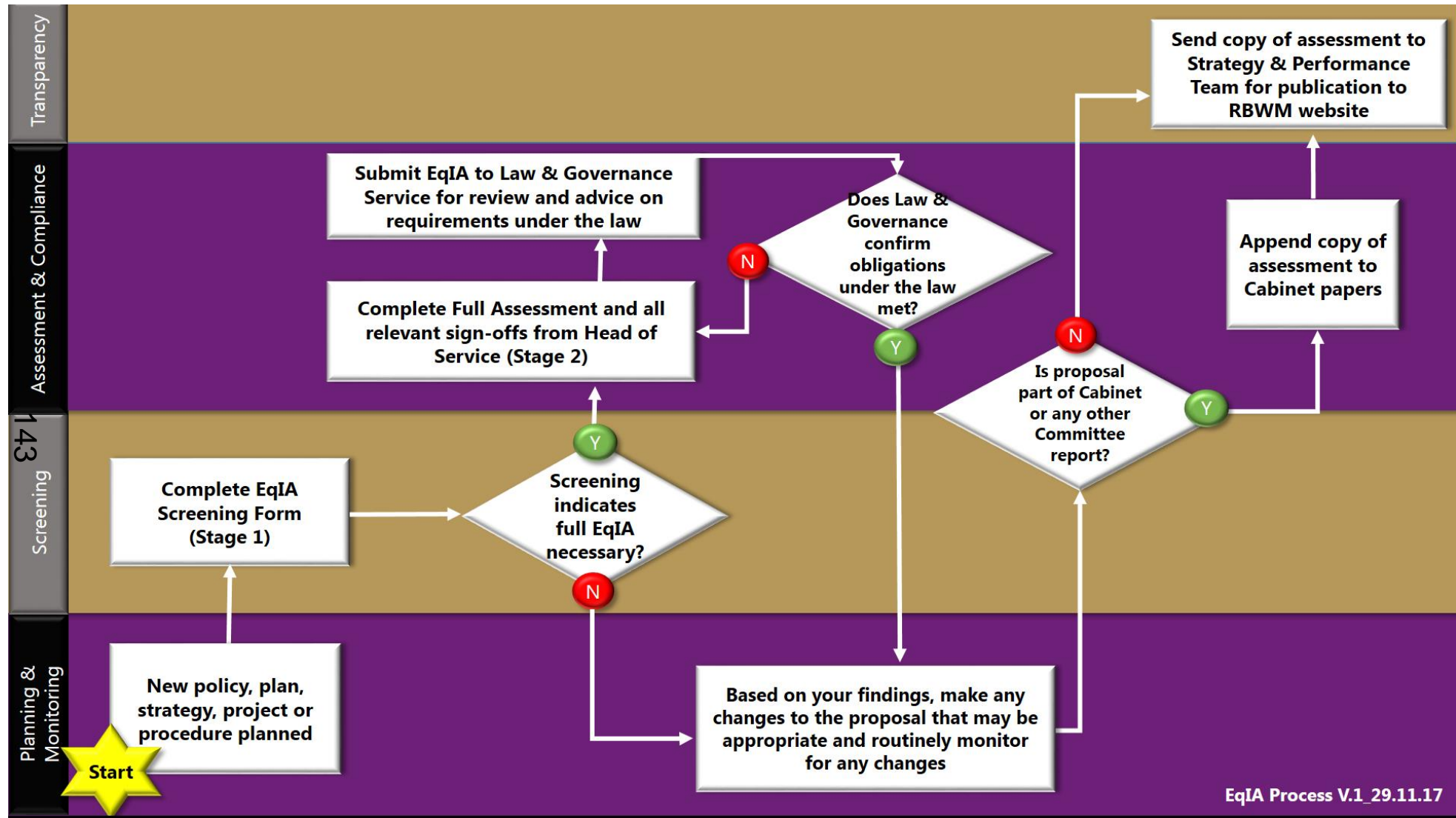
2.4 Has your delivery plan been updated to incorporate the activities identified in this assessment to mitigate any identified negative impacts?

These could be service, equality, project or other delivery plans. If you did not have sufficient data to complete a thorough impact assessment, then an action should be incorporated to collect this information in the future.



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EqIA Process



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Report Title:	xxx Overview and Scrutiny Panel - Annual Report 2020/21
Contains Confidential or Exempt Information?	No - Part I or Yes - Part II delete as appropriate. If yes, state which paragraph(s) of the Access to Information Rules the exemption relates to e.g. 'Not for publication by virtue of paragraph X of Part 1 of Schedule 12A of the Local Government Act 1972.'
Member reporting:	Councillor xxx , Chairman of the Panel
Lead Officers:	Xxx , Director, xxx , Head of xxx
Meeting and Date:	Full Council June 2021

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REPORT SUMMARY

Part 9A B4 of the [council constitution](#) requires an Overview and Scrutiny Panel to report annually to full Council on '*its workings and make recommendations for future work programmes and amended working methods if appropriate*'.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That full Council notes the annual report of the [xxx](#) Overview and Scrutiny Panel

2. CHAIRMAN'S INTRODUCTION

2.1

3. TOPICS SCRUTINISED DURING THE MUNICIPAL YEAR 2020/21

3.1 *Include details of issues called-in and any findings/outcomes including recommendations to Cabinet.*

3.2

4. CALL-INS CONSIDERED DURING THE MUNICIPAL YEAR 2020/21

4.1 *Include details of issues considered and any findings/outcomes.*

4.2

5. RESIDENT SUGGESTIONS CONSIDERED DURING THE MUNICIPAL YEAR 2020/21

5.1 *Include details of issues considered and any findings/outcomes*

5.2

6. TASK AND FINISH GROUPS ESTABLISHED DURING THE MUNICIPAL YEAR 2020/21

6.1 *Include details of issues considered and any findings/outcomes*

6.2

7. PROPOSALS FOR IMPROVED WORKING METHODS

7.1

7.2

8. THANKS

8.1 The Panel would like to thank the following individuals and organisations for their involvement in the scrutiny process this year:

-

9. PROPOSED WORK PROGRAMME FOR THE MUNICIPAL YEAR 2021/22

9.1 The Panel proposes to consider the following topic areas for scrutiny in the coming municipal year:

Topics already in progress/carried over from 2020/21:

-

New topics:

-

10. APPENDICES

10.1 This report is supported by xxx appendices:

-

REPORT HISTORY

Decision type: For information	Urgency item? No	To Follow item? No
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WORK PROGRAMME - INFRASTRUCTURE OVERVIEW AND SCRUTINY PANEL

To include consideration of items scheduled on the [Cabinet Forward Plan](#).

DIRECTORS	<ul style="list-style-type: none"> • Duncan Sharkey (Managing Director) • To be confirmed (Director of Place)
LINK OFFICERS & HEADS OF SERVICES	<ul style="list-style-type: none"> • Tracy Hendren (Head of Housing and Environmental Health Service) • Chris Joyce (Head of Infrastructure, Sustainability & Economic Growth) • Simon Dale (Interim Head of Highways) • Adrien Waite (Head of Planning)

MEETING: 6TH APRIL 2021

ITEM	RESPONSIBLE OFFICER
Q3 Performance Update Report	To be confirmed, <i>Director of Place</i>
Lead Local Flood Authority	Chris Joyce, <i>Head of Infrastructure, Sustainability & Economic Growth</i> Simon Dale, <i>Interim Head of Highways</i>
CCTV System Review	David Scott, <i>Head of Communities</i>
Annual Scrutiny Report (Final version for approval and submission to Full Council)	Chairman & Lead Officers
Work Programme	Panel clerk
TASK AND FINISH	
TBC	

ITEMS SUGGESTED BUT NOT YET PROGRAMMED

ITEM	RESPONSIBLE OFFICER
Homelessness Strategy and Homelessness Forum Update	Tracy Hendren, <i>Head of Housing and Environmental Health Service</i>
Street Lighting Review	Simon Dale, <i>Interim Head of Highways</i>
Bus Routes	Simon Dale, <i>Interim Head of Highways</i>
Junction Improvements	Simon Dale, <i>Interim Head of Highways</i>
Maidenhead Town Centre CIL	Chris Joyce, <i>Head of Infrastructure, Sustainability & Economic Growth</i>
New Schools Infrastructure Plans	Chris Joyce, <i>Head of Infrastructure, Sustainability & Economic Growth</i>

	Kevin McDaniel, <i>Director of Children's Services</i> Ben Wright,
Ascot Redevelopment	Chris Joyce, <i>Head of Infrastructure,</i> <i>Sustainability & Economic Growth</i>
Public Transport Requirements	Simon Dale, <i>Interim Head of Highways</i> Chris Joyce, <i>Head of Infrastructure,</i> <i>Sustainability & Economic Growth</i>
Carbon-free Power Infrastructure	Chris Joyce, <i>Head of Infrastructure,</i> <i>Sustainability & Economic Growth</i>
Air Quality and Traffic Monitoring	Chris Joyce, <i>Head of Infrastructure,</i> <i>Sustainability & Economic Growth</i> Simon Dale, <i>Interim Head of Highways</i>
Annual Monitoring Report	Adrien Waite, <i>Head of Planning</i>

TASK AND FINISH GROUP SUGGESTIONS	RESPONSIBLE OFFICER
CIL	Chris Joyce, <i>Head of Infrastructure,</i> <i>Sustainability & Economic Growth</i>
Homelessness and housing solutions	Tracy Hendren, <i>Head of Housing and Environmental</i> <i>Health Service</i>
Digital Infrastructure	Chris Joyce, <i>Head of Infrastructure,</i> <i>Sustainability & Economic Growth</i>