

NOTICE OF MEETING

CABINET

will meet on

THURSDAY, 29TH APRIL, 2021

At 6.15 PM

by

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

TO: MEMBERS OF CABINET

Councillor Johnson, Leader of the Council and Chairman of Cabinet, Business, Economic Development and Property

Councillor Rayner, Deputy Leader of the Council, Resident & Leisure Services, HR, IT, Legal, Performance Management & Windsor

Councillor Carroll, Deputy Chairman of Cabinet, Adult Social Care, Children's Services, Health and Mental Health

Councillor Cannon, Public Protection and Parking

Councillor Clark, Transport and Infrastructure

Councillor Coppinger, Planning, Environmental Services and Maidenhead

Councillor Hilton, Finance and Ascot

Councillor McWilliams, Housing, Communications and Youth Engagement

Councillor Stimson, Climate Change, Sustainability, Parks and Countryside

Karen Shepherd – Head of Governance - Issued: Wednesday, 21 April 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 **David Cook** 07827 308651

Recording of Meetings – In line with the council's commitment to transparency the Part I (public) section of the virtual meeting will be streamed live and recorded via Zoom. By participating in the meeting by audio and/or video, you are giving consent to being recorded and acknowledge that the recording will be in the public domain. If you have any questions regarding the council's policy, please speak to Democratic Services or Legal representative at the meeting.

AGENDA

PART I

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6.	<u>CABINET MEMBERS' REPORTS</u> Public Protection and Parking	-
	i. RBWM Enforcement & Prosecution Policy 2021	23 - 36
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Leader of the Council and Chairman of Cabinet, Business, Economic Development and Property

vi. Affordable Housing Windsor

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7. LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

-

To consider passing the following resolution:-

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

PART II

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
8.	<u>CABINET MEMBERS' REPORTS</u> Leader of the Council and Chairman of Cabinet, Business, Economic Development and Property	-
	i. <u>MAIDENHEAD TOWN HALL</u> <i>(Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972)</i>	225 - 234
	ii. <u>AFFORDABLE HOUSING WINDSOR</u> <i>(Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972)</i>	235 - 236
	Details of representations received on reports listed above for discussion in the Private Meeting: None received	

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MEMBERS' GUIDE TO DECLARING INTERESTS IN MEETINGS

Disclosure at Meetings

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

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

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

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

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

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

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

Prejudicial Interests

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

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

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

Personal interests

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

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

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Agenda Item 3

CABINET

THURSDAY, 25 MARCH 2021

PRESENT: Councillors Andrew Johnson (Chairman), Stuart Carroll (Vice-Chairman), David Cannon, David Coppinger, Samantha Rayner, David Hilton, Gerry Clark, Donna Stimson and Ross McWilliams

Also in attendance: Councillor Christine Bateson, Councillor Gurch Singh, Councillor Helen Taylor, Councillor Mandy Brar and Councillor Gurpreet Bhangra, Barbara Richardson (RBWM Property Company, Lucy Kourpas (AFC) and Sian Wicks (AFC).

Officers: Duncan Sharkey, Emma Duncan, Adele Taylor, Andrew Vallance, Hilary Hall, Kevin McDaniel, Nikki Craig, Mark Beeley and David Cook.

APOLOGIES FOR ABSENCE

There were no apologies for absence.

DECLARATIONS OF INTEREST

There were no declarations of interest received.

MINUTES

RESOLVED UNANIMOUSLY: That the minutes of the meeting held on 25 February 2021 were approved.

APPOINTMENTS

None

FORWARD PLAN

Cabinet considered the contents of the Forward Plan for the next four months and noted the changes made since last published, including the addition of RBWM Enforcement & Prosecution Policy 2021 to April 2021.

REFERRAL FROM OVERVIEW AND SCRUTINY

Item not required.

CABINET MEMBERS' REPORTS

C) ACHIEVING FOR CHILDREN RESERVED MATTER OWNERSHIP DECISIONS

Cabinet considered the report regarding Achieving for Children reserve matters.

The Deputy Chairman of Cabinet, Adult Social Care, Children's Services, Health and Mental Health informed that the paper sought approval of the reserve matters which is a positive decision to approve the company's:

- strategic direction through the adoption of the updated Business Plan,
- the Company's budget for 2021/22,

- approval of the arrangements for managing cashflow through the adoption of the Financial Plan (known as the Treasury Plan) for 2021/22,
- approval of arrangements for the appointment / recruitment of Non Executive Independent Board Directors over the coming year.

The Royal Borough of Windsor and Maidenhead owns 20% of Achieving for Children Community Interest Company (AfC). The AfC Joint Committee considered and approved a number of changes to the ownership governance of AfC in March 2020. The three council's constitutions have now been updated to reflect those changes.

The previous Joint Committee will now be used for dispute resolution mechanism and meetings will be arranged only if required.

The reserved matter decisions that would have been previously made by the Joint Committee will now be taken by each of the three owning councils individually as part of their established governance processes. Councillors from each owning council still meet twice yearly via an Ownership Board to discuss strategic direction and performance. The new arrangements would increase transparency and accountability.

The Chief Operating & Finance Officer AfC informed Cabinet that the report and appendices had been produced with engagement with RBWM Councillors and officers. They outlined the strategy in terms of how they planned to develop and improve services over the coming years. How they aimed to achieve financial sustainability given the expected challenging years ahead. The plans give the best opportunity to manage service demand as well as providing quality services for the borough. As well as quality affordability was also important, so their commissioning function and placements was very important. Good social care placements would be improved by the development of their own independent fostering agency.

The Lead Member for Finance and Ascot welcomed the move to have the reserved matter brought to Cabinet for approval as it improved transparency and member input. He pointed out the tables on agenda pack page 250 that showed the values for money the company was providing for children's social care, however the cost of education services was above the average. The report also showed that RBWM were achieving their savings targets.

The Lead Member for Finance and Ascot also pointed out that page 269 highlighted a budget shortfall of £396k associated with unfunded staffing levels in Social Care and operating budget shortfalls for RBWM. He asked how this would be mitigated and was informed that it was usual to have a number of unfunded pressures especially given the national situation. There would be strict vacancy controls in place looking at if there was a need to recruit and how they recruit, opportunities of budget reprofiling will be looked at as well reviewing the use of agency staff and undertaking recruitment campaigns. There was also plans to maximise external funding sources. Progress on mitigating actions would be reported via the Director of Children's Services and the RBWM finance team.

The Deputy Leader of the Council, Resident & Leisure Services, HR, IT, Legal, Performance Management & Windsor informed that she welcomed the report and that it showed the way forward children's services were improving with AfC. She was also pleased to see the sustainability elements within the report and asked what the opportunities for innovation were that arose as a result of the pandemic. In response Cabinet were informed that the pandemic caused a number of services to go digital; this had been a success and it was planned to build upon it by using a hybrid model. Another area was they had to evaluate their working models and due to how well it went how the flexibility and opportunities could be expanded upon.

Resolved unanimously: that Cabinet notes the report and:

- i) **Approves the Business Plan including the Business Development Strategy and Medium Term Financial Strategy (Annex A,B,C)**

- ii) Approves the detailed 2021/22 budget (Annex D)
- iii) Approves the Treasury Plan (Annex E)
- iv) Agrees to delegate the reappointment / recruitment of Non Executive Independent Directors to the Council's Managing Director in consultation with the Leader of the Council

(Cllr Carroll left the meeting)

A) COMPULSORY PURCHASE ORDER - NICHOLSON'S WALK SHOPPING CENTRE, MAIDENHEAD

Cabinet considered the report to enable the voluntary or compulsory acquisition of all necessary third-party land interests to bring forward comprehensive regeneration of the town centre.

The Leader of the Council and Chairman of Cabinet, Business, Economic Development and Property informed Cabinet that the report related to the Nicholson's Quarter. He reminded Cabinet that in July 2019 Full Council approved the sale of the Council's freehold interest in part of the Nicholson's Walk Shopping Centre and Central House and to enter into an agreement to relocate the Nicholson's Car Park as part of a new masterplan for the regeneration of the town centre.

This was an important foundation for the new chapter of Maidenheads history and one which could provide the blueprint for post-covid transformation of the town centre. There would be a sustainable development of mixed uses from residential to a new type of retail. However large schemes such as this were not always straightforward to deliver and as planning consent had been passed it was time for the delivery phase. The report would allow the voluntary or compulsory acquisition of third party land interests. Prior to any CPO the council would be entering into an indemnity agreement with the developer who would be responsible for costs and liabilities. The aim was to reach a negotiated settlement with the third parties rather than using CPO, as this was not always possible this report was required.

It was noted that the report was in Part I to be open and transparent and dispel any misunderstanding and misinformation.

The Lead Member for Planning, Environmental Services and Maidenhead informed that this development was important for current and future residents of Maidenhead and thus it was important to get it going ahead as soon as possible. Compared to other town centres across the country we were in a fortunate position to being able to rebuild with the type of buildings and services that are needed in the new world. This is a backstop position if a negotiated settlements could not be reached.

The Lead Member for Finance and Ascot informed that he had been a member of the planning panel that had approved the planning application. He mentioned the high quality of the proposed development and documents provided. He also agreed that the CPO was there as a last resort.

Mr Hill addressed Cabinet and said that a few weeks ago RBWM approved the permanent loss of more than 50% of its existing retail space in Maidenhead. The developers have been open that they preferred a model of smaller independent retail over national brands. Tesco has already left but the report said that 13 retailers did not wish to go and may be forced to leave. The report says CPO should be a last resort but just a few days after planning consent you are considering this report at Cabinet. It seems to be full steam ahead over those who wish to stay or get a fair price for their properties. The report states that demolition should start in a few months so this does not seem to be the last resort. He mentioned that he felt that the external auditors had not yet signed of the last years accounts in part due to their investigation if selling part of the Nicholson's site was lawful. What happens to income loss to business rates when you close 50 stores as well as the loss in car parking income. Having an

empty town centre will result in driving customers to surrounding areas. There would also be a drop in footfall which would endanger remaining and future retail.

The Chairman thanked Mr Hill and said that all major developments faced short term challenges as they move from being a vision to reality. It was also fair to say that retail has been in decline or facing challenges for a number of years and our high streets were changing. There will be a balance between the online offer and Highstreet shopping. It was reasonable to say that in the future there would be an excess of retail floor space that would need to be repurposed. He felt that the scheme offered the ideal mix of independent stores that will command more loyalty from shoppers. There are also other parts of the town centre that offered retail space. It was important not to delay the scheme so we do not wish to continue negotiations for a couple of parties to delay progress, hence we are proposing having the CPO in place if required.

The Managing Director informed Cabinet that with regards to timing it was important to note that the negotiations with the retailer had not just started but had been ongoing for the past year, so the CPO proposals are not the starting point. The Council does not wish to talk down the town centre but we could also not allow vacant units to continue as other stores would continue to leave. During development there will be an impact on income but this would come back with a regenerated centre.

The Director for Resources (S151 Officer) informed that work was ongoing with the external auditors and the final accounts were due very soon. The delay was not just because of this project but a couple of areas being reviewed. She did not expect anything in the audit to impact on tonight's report.

Resolved unanimously: that Cabinet notes the report and the attached draft Statement of Reasons and:

- I. Authorises the use of CPO powers to acquire all property interest in the site known as the Nicholson's Walk Shopping Centre, Nicholson's Car Park, Siena Court and adjoining areas identified in the plans contained in Appendix C, Maidenhead.**
- II. Approves that council officers continue to negotiate the acquisition by agreement of all third-party interest in the land in advance of confirmation of a CPO.**
- III. Approve the Council entering the CPO Deed of Indemnity with Denhead S.A.R.L. to ensure all liabilities and costs will be the responsibility of the developer.**
- IV. Authorises the Managing Director in consultation with the Lead Member for Business, Economic Development and Property to take all necessary steps required for the making, confirmation, and implementation of the CPO.**

B) FINANCE UPDATE: MARCH 2021

Cabinet considered the report that detailed the latest financial position.

The Lead Member for Finance and Ascot informed that he was pleased to report a favourable movement of £775K in service variances since the January monitoring report. However, this is offset by a number of non-service movements which include transferring £748K to capital to cover some Covid related capital costs, an additional £485K is transferred to the Covid earmarked reserve and a reduction of £173k in anticipated Covid fees and charges funding for December 2020 to March 2021.

Over the past months, a total of £4.535k has been transferred to earmarked reserves. The Covid-19 reserve now stands at £3.485M and general reserves have reduced to £6.473M just £100K above the minimum level. The Lead Member provided the following highlights.

The second tranche of £2.486M in Fees and Charges compensation had been received.

The Savings tracker showed that since September last year unachievable savings had increased by £540K but £300K of this related to a management fee that will now be received in the next financial year and we will have achieved £4.7M of the projected £7 million, the shortfall is caused by Covid-19

Land Charge income has gradually increased over the year and the negative variance has fallen to £15K on the £240K budget. Being optimistic he viewed this as a lead indicator that our local economy was starting to come back into life.

He had previously mentioned the increased workload that Covid has brought for the Revenues and Benefits team. The team were at the forefront of administering the governments business support grants that support our retail and hospitality sector. Up to now there had been 33 different grants many with different eligibility criteria. This was a challenge the team were happy to accepted and so far, nearly £13M had been distributed to local businesses.

Lastly he mentioned that there had been significant slippages of more than £30 million in the capital programme. For members who are interested there was a detailed variance and slippage report at appendix D.

The Lead Member for Climate Change, Sustainability, Parks and Countryside thanked the Lead Member and officers for looking after our finances and provided such a robust report. It was good to see provisions were in place for next year.

Mr Hill addressed Cabinet and referred to item 32 of appendix I on agenda pack page 173 called the Council Tax Hardship Relief. He said that back in February a statement was given that the council got £564K from the Government and that this year it was expected to get £599K. last year it was used to provide £150 discount to people on council tax reduction scheme. It was said that it was intended to replicate last year's scheme. Could you please confirm that the Government distributed the £599k and that this would be replicated last year's scheme.

The Lead Member informed that not all of this year's funding had been spent and it would be rolled over to support residents under hardship. The Director for Resources informed that the money for next year had not yet been received but it was anticipated it would be soon and we were anticipating replicating the scheme, however next year we should have more leeway in how we use it to help those in hardship. With regards to moving this year's fund forward we also needed to be mindful that claims could still be made for the current year and goes to those who need it. There may also be more people who become eligible for the hardship fund when furlough scheme ends and the impact of the pandemic increases.

Resolved unanimously: that Cabinet:

i) Notes the report including:

- a. The Council's projected revenue and capital position for 2020/21; and**
- b. The budget movements.**

ii) Agrees the capital variances and notes the slippage which will be recommended to Council for formal approval.

The meeting, which began at 6.15 pm, finished at 7.15 pm

CHAIRMAN.....

DATE.....

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Agenda Item 5

CABINET

FORWARD PLAN - CHANGES MADE SINCE LAST PUBLISHED:

ITEM	SCHEDULED CABINET DATE	NEW CABINET DATE	REASON FOR CHANGE
Provision for and Arrangement of Legal Services to the Council	April 2021	May 2021	Further work required.
RBWM Statement of Licensing Policy – Five Year Review	May 2021	n/a	New Item.
Boulton Lock, Maidenhead	May 2021	n/a	New Item.
Library Transformation and Reductions	May 2021	June 2021	Further work required.
Maidenhead Vision	April 2021	May 2021	Further work required.
Borough Local Plan – Next Steps	May 2021	n/a	New Item.

FORWARD PLAN OF CABINET DECISIONS

NB: The Cabinet is comprised of the following Members: Councillor Johnson, Leader of the Council and Chairman of Cabinet, Business, Economic Development and Property, Councillor Rayner, Deputy Leader of the Council, Resident and Leisure Services, HR, IT, Legal, Performance Management and Windsor, Councillor Carroll, Deputy Chairman of Cabinet, Adult Social Care, Children's Services, Health and Mental Health, Councillor Cannon, Public Protection and Parking, Councillor Clark, Transport and Infrastructure, Councillor Coppinger, Planning, Environmental Services and Maidenhead, Councillor Hilton, Finance and Ascot, Councillor McWilliams, Housing, Communications and Youth Engagement, Councillor Stimson, Climate Change, Sustainability, Parks and Countryside. The Council is comprised of all the elected Members.

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

FORWARD PLAN

ITEM	Private Meeting - contains exempt/confidential information? See categories below.	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings	Date and name of meeting	Date of Council decision (if required)
16 Provision for and Arrangement of Legal Services to the Council	Open -	To consider the options for the provision of corporate legal services to the Council	Yes	Deputy Leader of the Council, Resident and Leisure Services, HR, IT, Legal, Performance Management and Windsor (Councillor Samantha Rayner)	Duncan Sharkey	Internal consultation	Cabinet 27 May 2021	
Community Facilities Review	Fully exempt - 3	Strategic Asset Management and Assessment of community assets.	Yes	Leader of the Council and Chairman of Cabinet, Business, Economic Development and Property (Councillor Andrew Johnson)	Duncan Sharkey	Internal process	Cabinet 27 May 2021	

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

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date and name of meeting	Date of Council decision (if required)
17 RBWM Statement of Licensing Policy – Five Year Review	-	The Licensing Act 2003 requires that, every five years, licensing authorities prepare and publish a statement of its licensing policy. This report presents and seeks the endorsement and adoption by Cabinet of the RBWM Licensing Policy Statement 2021 – 2026	Yes	Lead Member for Public Protection and Parking (Councillor David Cannon)	Tracey Hendren		Cabinet 27 May 2021	
Boulton Lock, Maidenhead	-	Asset review of Boulton Lock Maidenhead	Yes	Leader of the Council and Chairman of Cabinet, Business, Economic Development and Property (Councillor Andrew Johnson)	Andrew Durrant		Cabinet 27 May 2021	
Finance Update	-	Latest financial update.	No	Lead Member for Finance and Ascot (Councillor David Hilton)	Adele Taylor		Cabinet 27 May 2021	

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

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date and name of meeting	Date of Council decision (if required)
Maidenhead Vision Charter	Open -	A vision document for Maidenhead.	Yes	Leader of the Council and Chairman of Cabinet, Business, Economic Development and Property (Councillor Andrew Johnson)	Duncan Sharkey	Consultation with some stakeholders and local residents.	Cabinet 27 May 2021	
18 Borough Local Plan – Next Steps	-	The purpose of the report is to: Update Cabinet on the Inspector's advice following the Stage 2 examination hearings. Authorise the Head of Planning to publish a Schedule of Proposed Main Modifications for public consultation.	Yes	Planning, Environmental Services and Maidenhead (Councillor David Coppinger)	Adrian Waite		Cabinet 27 May 2021	

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

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19 Library Transformation Strategy and Reductions	Open -	A library strategy is required to help release the power and assets within communities to meet local need The strategy outlines how the library service will adapt to changing circumstances, opportunities and demands, and will assist councillors, senior officers, library professionals, stakeholders, communities and customers to understand the role that library services can play in delivering other priorities and shared objectives. The report will include reductions in the library estate in order to make essential savings and related mitigations.	Yes	Deputy Leader of the Council, Resident and Leisure Services, HR, IT, Legal, Performance Management and Windsor (Councillor Samantha Rayner)	Adele Taylor	Internal and External	Cabinet 24 Jun 2021	

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

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date and name of meeting	Date of Council decision (if required)
Appointments to Outside Bodies	Open -	To make appointments of council representatives on outside and associated bodies.	No	Leader of the Council and Chairman of Cabinet, Business, Economic Development and Property (Councillor Andrew Johnson)	Emma Duncan	Internal	Cabinet 24 Jun 2021	
Annual Performance Report	-	Report detailing performance of the Council against the corporate scorecard for Q3 and 4.	Yes	Deputy Leader of the Council, Resident and Leisure Services, HR, IT, Legal, Performance Management and Windsor (Councillor Samantha Rayner)	Emma Duncan		Cabinet 24 Jun 2021	
20 Finance Update	-	Latest financial update.	No	Lead Member for Finance and Ascot (Councillor David Hilton)	Adele Taylor		Cabinet 22 Jul 2021	
Revised Medium Term Financial Strategy	-	To recommend the new MTFS	Yes	Lead Member for Finance and Ascot (Councillor David Hilton)	Adele Taylor		Cabinet 22 Jul 2021	

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

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

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

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

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Report Title:	RBWM Enforcement & Prosecution Policy 2021
Contains Confidential or Exempt Information	No - Part I
Lead Member:	Councillor D Cannon, Lead Member for Public Protection and Parking
Meeting and Date:	
Responsible Officer(s):	Tracy Hendren – Head of Housing & Environmental Health Service
Wards affected:	All

www.rbwm.gov.uk



REPORT SUMMARY

This report seeks the endorsement by Cabinet of an updated RBWM Enforcement and Prosecution Policy. This Policy sets out the general principles that the Council intends to follow in relation to enforcement action and prosecutions that can be taken by a wide range of Council services. It is for the benefit of those who are subject to regulatory and enforcement activity and for use by RBWM officers to demonstrate that the Council is taking a fair and consistent approach across all of its regulatory functions.

Once agreed by Cabinet the Policy can be implemented by all relevant Council services.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) **Agrees that the RBWM Enforcement & Prosecution Policy 2021 be formally adopted as RBWM policy and be implemented by relevant Council services.**

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

Table 1: Options arising from this report

Option	Comments
Cabinet agrees that the RBWM Enforcement & Prosecution Policy 2021 be formally adopted as RBWM policy and be implemented by relevant Council services	RBWM will comply with statutory requirements and provide a consistent approach for both officers and those subject to regulatory activities
This is the recommended option	
Cabinet does not agree that the RBWM Enforcement & Prosecution Policy 2021 be formally adopted as RBWM policy and be implemented by relevant Council services	RBWM would not have a working enforcement and prosecution policy and would not be able to demonstrate compliance with a statutory requirement and code of practice

- 2.1 One of the main functions of a local authority is to act as a regulator and an enforcement agency across a wide range of legislation covering many different functions.
- 2.2 Since 1998 local authorities have been encouraged and then required to comply with a policy setting out their approach to their regulatory and enforcement activity. This is for the benefit of both officers within local authorities and those who are subject to regulatory and enforcement activity.
- 2.3 The purpose is to demonstrate that the local authority is acting fairly, consistently and transparently when carrying out regulatory and enforcement activity, including taking prosecutions in the criminal courts.
- 2.4 The approach to setting out local authority enforcement policy has evolved over the years. This report presents an up to date RBWM Enforcement and Prosecution Policy and seeks its endorsement and adoption by Full Council for use across all RBWM services.
- 2.5 Without such a policy RBWM would not have a working enforcement and prosecution policy and would not be able to demonstrate compliance with a statutory requirement and code of practice.
- 2.6 Further, there would be no consistent approach to enforcement and prosecution across RBWM regulatory services. Those subject to regulation and enforcement action would not be able to determine RBWM's approach to these activities and the Council would be open to criticism from defence lawyers and the courts during legal proceedings.

3. KEY IMPLICATIONS

- 3.1 By agreeing to the recommendation of this report, Cabinet will ensure that RBWM will comply with statutory requirements and provide a consistent approach to regulation and enforcement for both officers and those subject to regulatory activities.

Table 2

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
RBWM will comply with statutory requirements, provide a consistent approach to regulation and enforcement, avoid legal challenges, provide a	Prior to date of adoption of this Policy	From date of adoption of this Policy	n/a	n/a	Date of Cabinet

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
clear guide to service users					

4. FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 There are no direct financial implications from approving the recommendations in this report. However, having a consistent approach to regulation and enforcement will ensure that resources are well managed and minimise the risk of abortive costs from legal proceedings and other related costs.

5. LEGAL IMPLICATIONS

- 5.1 The Legislative and Regulatory Reform Act 2006 (“the Act”) requires the Council to have regard to the Principles of Good Regulation. These are that the Council carries out regulatory activities in a way which is proportionate, accountable, consistent, transparent, and targeted to situations which need action.
- 5.2 Section 24 of the Act makes provision for an Order specifying the regulatory functions to which the duties in sections 21 and 22 of the Act apply. This Order (The Legislative and Regulatory Reform (Regulatory Functions) Order 2007 as amended) includes most local authority regulatory functions.

6. RISK MANAGEMENT

- 6.1 There are several risks identified

Table 3: Impact of risk and mitigation

Risk	Level of uncontrolled risk	Controls	Level of controlled risk
Legal challenge to civil and criminal proceedings taken by RBWM regulatory services	High	Clear policy in place	Medium to Low
Lack of consistency in approach by different Council regulatory services	Medium	Clear policy in place	Medium to Low
Lack of information for those subject to regulatory activity	Medium	Individual services could provide their own information to service users	Low

7. POTENTIAL IMPACTS

- 7.1 An EQIA screening assessment has been completed and a full assessment is not required. See <https://www.rbwm.gov.uk/sites/default/files/2021-03/2021-eqia-rbwm-enforcement-and-prosecution-policy.pdf>
- 7.2 There are no climate change/sustainability implications.
- 7.3 The RBWM Enforcement & Prosecution Policy 2021 has no direct data protection/GDPR implications in itself. Data collected and processed by individual services in the course of regulatory or enforcement activity will comply with all applicable data protection and GDPR policies and requirements.
- 7.4 The RBWM Enforcement & Prosecution Policy 2021 requires all Council officers carrying out enforcement activity to abide by the statutory requirements that apply to such activity. This includes, but is not limited to, the Human Rights Act 1998.

8. CONSULTATION

- 8.1 The RBWM Enforcement & Prosecution Policy 2021 has been written in consultation with managers from across RBWM's regulatory services and with advice from the Council's legal advisors. All are in agreement with the policy which has been drawn up.

9. TIMETABLE FOR IMPLEMENTATION

- 9.1 Implementation date if not called in: 28 April 2021. The full implementation stages are set out in table 4.

Table 4: Implementation timetable

Date	Details
28/04/2021	Cabinet agrees to adopt the RBWM Enforcement & Prosecution Policy 2021 with immediate effect

10. APPENDICES

- 10.1 This report is supported by one appendix:
- The RBWM Enforcement & Prosecution Policy 2021

11. BACKGROUND DOCUMENTS

- 11.1 None

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Date returned
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Cllr D Cannon	Lead Member for Public Protection and Parking	09/03/2021	10/03/2021
Duncan Sharkey	Managing Director	09/03/2021	30/03/2021
Adele Taylor	Director of Resources/S151 Officer	09/03/2021	15/04/2021
Andrew Durrant	Director of Place	09/03/2021	n/a
Kevin McDaniel	Director of Children's Services		
Hilary Hall	Director of Adults, Health and Commissioning	09/03/2021	17/03/2021
Andrew Vallance	Head of Finance	09/03/2021	n/a
Elaine Browne	Head of Law	09/03/2021	19/03/2021
Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer	09/03/2021	15/04/2021
Nikki Craig	Head of HR Corporate Projects and IT	09/03/2021	15/03/2021
Louisa Dean	Communications	09/03/2021	n/a
Karen Shepherd	Head of Governance	09/03/2021	09/03/2021
Tracy Hendren	Head of Housing & Environmental Health Service	09/03/2021	11/03/2021

REPORT HISTORY

Decision type:	Urgency item?	To follow item?
Cabinet report First entered into the Cabinet Forward Plan: 23/03/2021	No	No

Report Author: Greg Nelson, Trading Standards & Licensing Manager
07970 446 526

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

ENFORCEMENT AND PROSECUTION POLICY

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1.0 INTRODUCTION

1.1 One of the core functions of the Royal Borough of Windsor & Maidenhead (“the Council”) is to act as a regulator and enforcement agency across a wide range of legal duties set out in acts of parliament, regulations and orders (including byelaws).

1.2 The Council’s regulatory and enforcement activities are extensive. They cannot all be listed here in full but they include: trading standards, environmental health (health and safety, food safety, residential services) environmental protection (pollution and noise control), planning and development control (including the protection of trees), highways, housing, licensing (for example taxi and premises licensing), dog fouling, litter, waste management, council tax, business rates and electoral registration.

1.3 The Council has two main aims in relation to its regulatory and enforcement functions.

1.4 Firstly it aims to protect residents, visitors, businesses and the environment from harm and nuisance and to promote health, safety and welfare, and in doing so to generally improve the quality of life for its residents and visitors to the Borough.

1.5 Secondly, it aims to undertake its regulatory and enforcement functions in a transparent, accountable, proportionate, consistent and targeted manner.

1.6 This Policy sets out the general principles that the Council intends to follow in relation to enforcement action and prosecutions. It will be used together with any detailed service plans and procedures that have been put in place by individual Council services.

1.7 The Council believes that this Policy reflects the principles of good regulation. It is therefore important that all authorised officers abide by this Policy, and any revisions made to it, when making enforcement decisions. Departures from this Policy will be permitted but only in exceptional cases where the departure can be

fully justified after a detailed consideration of all the circumstances of the particular case, and a record will be made of the decision making process in any such cases.

2.0 WHAT IS “ENFORCEMENT”?

2.1 A definition of “enforcement action” from the Regulatory Enforcement and Sanctions Act 2008 is;

- (a) any action which relates to securing compliance with any restriction, requirement or condition in the event of breach (or putative breach) of a restriction, requirement or condition, for example an enforcement notice;
- (b) any action taken with a view to or in connection with the imposition of any sanction (criminal or otherwise) in respect of an act or omission, for example a fixed penalty or prosecution;
- (c) any action taken with a view to or in connection with the pursuit of any remedy conferred by an enactment in respect of an act or omission, for example an injunction.

2.2 In effect this means that enforcement action is action taken by a Council service to effect compliance with the law or to take action following a breach of the law.

2.3 There is a wide range of enforcement methods that the Council's officers can use depending on the facts of each individual case and the enforcement powers set out in legislation.

2.4 A list of enforcement actions that can be taken is set out below. This is not an exhaustive list and not all of these options are available for all types of breach or offence which a Council service may be investigating:

- (a) No action
- (b) Informal action and advice
- (c) Written warning / advice
- (d) Fixed Penalty Notice
- (e) Penalty Charge Notice
- (f) Formal Notice
- (g) Compliance support
- (h) Seizure of goods, books, documents and equipment
- (i) Forfeiture proceedings
- (j) Tobacco Restriction Orders
- (k) Taking animals into possession
- (l) Undertakings and injunctive actions under the Enterprise Act 2002
- (m) Other civil actions
- (n) Refusal/suspension/revocation/review/ of a licence
- (o) Imposition of licence conditions and/or variation in licence terms (HMO's)
- (p) Banning Orders
- (q) Rent repayment orders
- (r) Simple Caution
- (s) Prosecution
- (t) Proceeds of Crime applications, such as cash seizures.

- (u) Statutory Orders
- (v) Community Protection Notices
- (w) Press releases in relation to product recalls and in connection with undertakings and injunctive actions under the Enterprise Act 2002

2.5 Officers carrying out enforcement action will be properly authorised to do so using delegated powers as currently set out in Part 5 – Scheme of Delegation to Officers of the Royal Borough of Windsor & Maidenhead Constitution.

3.0 ENFORCEMENT PRINCIPLES

3.1 Under section 21 of the Legislative and Regulatory Reform Act 2006 local authorities must have regard to the following principles;

- (a) regulatory activities should be carried out in a way which is transparent, accountable, proportionate and consistent;
- (b) regulatory activities should be targeted only at cases in which action is needed.

3.2 Under section 22 of the Legislative and Regulatory Reform Act 2006 local authorities must have regard to a government issued code of practice in relation to the exercise of regulatory functions. The Regulators' Code 2014 is such a code of practice - see 3.14, below.

3.3 Each of the elements from 3.1, above, are as follows.

Transparency

3.4 Transparency is important to maintain public confidence in the Council's ability to enforce and regulate. It means helping those who are being regulated understand what is expected of them and what they should expect from the Council. The Council will ensure that:

- When action is required, it is clearly explained (in writing if requested) what action is required, why it is required, and when it is required to be done by. A distinction will be made between guidance or good practice, and legal requirements.
- An opportunity will be provided to discuss what is required to comply with the law before formal enforcement action is taken unless urgent action is required. Urgent action may be required to prevent serious harm or to safeguard evidence, or where non-compliance with the law has resulted in serious loss or injury to people and/or the environment.
- Where urgent action is required, a written explanation of the action taken will be given as soon as practicable after the event.
- Where a right of appeal exists against formal enforcement action, a written explanation of the appeal procedure will be given at the time the enforcement

action is taken. This will include details of when the appeal must be made by, to whom, and how information on the grounds of appeal can be accessed.

Accountability

3.5 The Council recognises that it is accountable for its actions and decisions. There are many standards in place against which the Council can be judged and the Council will strive to meet these standards. Any dissatisfaction with the actions of a Council officer will be dealt with under the Council's complaints procedure. Details of our complaints policy and procedure are available on the Council's web site or by contacting the Council by telephoning 01628 683800.

Proportionality

3.6 Proportionality means that any proposed action must be proportionate to the risks involved and the severity of the breach. The concept of proportionality allows for some discretion by officers when considering whether to take enforcement action. However, some legal requirements are mandatory or prescriptive leaving no room for discretion or individual interpretation.

3.7 Some incidents or breaches of regulatory requirements cause or have the potential to cause serious injury to health, financial loss or environmental damage. Others may interfere with people's enjoyment or rights, or the Council's ability to carry out its enforcement functions. Any enforcement action taken by the Council will be proportionate to the seriousness of the breach and the risks posed to people and/or the environment, and serious breaches of the law are likely to be dealt with by firm action.

Consistency

3.8 Consistency of approach means taking similar action or adopting a similar approach in similar circumstances. The Council aims to achieve consistency in relation to advice given, the response to incidents or breaches of legislation, the use of enforcement powers and decisions on whether to prosecute or issue civil penalties/proceedings.

3.9 Officers will be expected to exercise professional judgement and discretion when making enforcement decisions. They will also be expected to be impartial and objective and not to be influenced by the age, disability, gender reassignment, marriage and civil partnership status, pregnancy and maternity, race, religion or belief, or sex of any person that they are dealing with, including any alleged offender, victim or witness.

Targeting

3.10 Targeting means ensuring that regulatory resources are targeted at those areas or activities that are perceived to be causing the greatest harm. It could also mean targeting hazards that are less well controlled or are deliberate or organised criminal activities. Action will be targeted against those who break the law and those who are best placed to secure compliance with the law.

3.11 Individual Council services have systems, plans and procedures in place to prioritise their regulatory and enforcement activities. These systems will continue to be developed and reviewed in order to maintain effective targeting.

The Regulators' Code 2014

3.12 This code has six principles which are;

1. Regulators should carry out their activities in a way that supports those they regulate to comply and grow.
2. Regulators should provide simple and straightforward ways to engage with those they regulate and hear their views.
3. Regulators should base regulatory activities on risk.
4. Regulators should share information about compliance and risk.
5. Regulators should ensure clear information, guidance and advice is available to help those they regulate meet their responsibilities to comply.
6. Regulators should ensure their approach to their regulatory activities is transparent.

3.13 These principles do not apply to all Council services. However, where they do apply, individual Council services will set out in their own plans and procedures how these six principles are delivered.

4.0 STATUTORY REQUIREMENTS

4.1 All Council officers carrying out enforcement activity will abide by the statutory requirements that apply to such activity. This will include, but is not limited to, the Police and Criminal Evidence Act 1984, the Criminal Procedures and Investigations Act 1996, the Human Rights Act 1998, the Regulation of Investigatory Powers Act 2000, the Investigatory Powers Act 2016.

4.2 Compliance with these requirements will be reflected in the policies and procedures of individual Council services.

5.0 THE PROSECUTION PROCESS

5.1 The purpose of a prosecution is to punish the offender for wrongdoing, prevent a recurrence and act as a deterrent to others. The Council recognises that the institution of a prosecution is a serious matter and should not be undertaken lightly, but it remains an important part of enforcement and should be used where appropriate.

5.2 When deciding whether to commence or continue with a prosecution, Council officers will have regard to this Policy, the Code for Crown Prosecutors and any other guidance that is specific to the service which is investigating the alleged offence(s).

5.3 The Crown Code for Prosecutors is found at <https://www.cps.gov.uk/publication/code-crown-prosecutors>

5.5 The Code for Crown Prosecutors sets out two general principles that prosecutors should follow when they make decisions on cases;

1. The evidential test - is there enough evidence against the defendant?
When deciding whether there is enough evidence to charge, prosecutors must consider whether evidence can be used in court and is reliable and credible, and there is no other material that might affect the sufficiency of evidence. Prosecutors must be satisfied there is enough evidence to provide a "realistic prospect of conviction" against each defendant.
2. The public interest test - is it in the public interest for the case to be brought to court?
A prosecution will usually take place unless the prosecutor is satisfied that the public interest factors are tending against prosecution

5.6 Under the evidential test the Code for Crown Prosecutors asks the following questions;

- a) Can the evidence be used in court?
- b) Is the evidence reliable?
- c) Is the evidence credible?
- d) Is there any other material that might affect the sufficiency of evidence?

5.7 Each of these questions is supported by notes in the Code which Council officers will consider when assessing whether a case passes the evidential test.

5.8 If a case does not pass the evidential test it will not go ahead, no matter how important or serious it may be, and in these circumstances a simple caution shall not be used as an alternative.

5.9 It may, however, be appropriate to pursue other methods of enforcement such as a formal notice, financial penalty or warning. Cases should not be abandoned simply because they are difficult.

5.10 Where a case passes the evidential test Council officers will then have to satisfy themselves that the case passes the public interest test. The Code for Crown Prosecutors includes a non-exhaustive list of questions that prosecutors should ask when considering whether a prosecution is in the public interest. These are;

- a) How serious is the offence committed?
- b) What is the level of culpability of the suspect?
- c) What are the circumstances of and the harm caused to the victim?
- d) What was the suspect's age and maturity at the time of the offence?
- e) What is the impact on the community?
- f) Is prosecution a proportionate response?
- g) Do sources of information require protecting?

5.11 Each of these questions is supported by detailed notes in the Crown Code which Council officers will consider when assessing whether a case passes the public interest test.

5.12 Council officers may also take into account the attitude of the alleged offender when deciding whether to bring a prosecution. That is, has the offender been honest, have they willingly engaged and are they remorseful. Alternatively are they reluctant to engage, dismissive or even aggressive.

5.13 Prosecutions will be taken against those responsible for the breach or against relevant individuals. Where the offence is committed as a result of a company's activities, action would normally be taken against the company. However, the investigation will look into part played in any alleged offences by directors, officers and managers of the company. If it determines that the commission of the offence was committed with their consent, was due to their neglect, or that they turned a blind eye to commission of the offence or the events leading up to it, then action will be taken against those individuals as well as against the company unless there are exceptional circumstances. The Code for Crown Prosecutors will be followed in respect of prosecutions against corporate bodies.

5.14 The initial decision to prosecute will be taken by the relevant Council officer who is empowered to make that decision. That officer will make a record of their decision and complete a Legal Instruction Form instructing the Council's Shared Legal Solutions team to take on the case.

5.15 In all cases, the legal officer who is allocated the case must be satisfied that the prosecution passes both the evidential test and the public interest test. If it does, the legal officer will complete the prosecution decision making record prior to instituting proceedings on behalf of the Council.

5.16 In cases of urgency or other appropriate circumstances, the Council will also consider seeking an injunction in the County Court or High Court or consider seeking a Community Protection Notice/Order (CPN). An injunction or CPN is a judicial remedy by which a person is ordered to refrain from doing something or ordered to do a particular act or thing. In appropriate cases an injunction/CPN may be sought prior to, or simultaneously with, the commencement of an investigation/prosecution.

5.17 In all cases the Council will seek to recover the costs of investigating the offence and instituting proceedings from the offender as it does not consider that such costs should be borne by the Borough's general taxpayers.

5.18 There may be occasions where officers of the Council and other enforcing authorities, such as the Health and Safety Executive, the Environment Agency and the police, both have the power to prosecute. In such cases, the Council will liaise with the other enforcing authorities to ensure effective co-ordination and co-operation

in gathering and sharing information. Every effort will be made to avoid duplication of work or inconsistencies and to ensure that where proceedings are to be instituted, this is undertaken by the most appropriate enforcing authority and for the most appropriate offence(s).

6. REVIEW

6.1 This Policy will be reviewed every three years, or sooner if required.

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Report Title:	Housing Strategy 2021-26: 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:	Cabinet – 29 th of April 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 2021 - 2026 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. 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. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) Delegates authority to the Head of Service in consultation with the Lead Member for Housing, Communications and Youth Engagement, to publish the Housing Strategy 2021-2026**

2. 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 2003 conferred the power on the Secretary of State to require local housing authorities to publish a housing strategy, this was repealed by section 29 of the Deregulation Act 2015. This means that there is no statutory requirement for the Council to have a Housing Strategy.</p>

3. KEY IMPLICATIONS

- 3.1 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.

4. FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 There are no direct financial implications in setting a housing strategy. However, adopting a strategy will ensure that the Council has set the context within which it will allocate its resources to support its ambitions in regards to Housing services within the Borough through the delivery plan.

5. LEGAL IMPLICATIONS

- 5.1 The Deregulation Act 2015 abolished the statutory requirement for English local authorities to produce a housing strategy as previously required by section 87 of the Local Government Act 2003.
- 5.2 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.

6. RISK MANAGEMENT

- 6.1 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
- 6.2 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.

7. POTENTIAL IMPACTS

- 7.1 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.
- 7.2 The EQIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken.
- 7.3 The Housing Strategy includes objectives and associated actions to encourage sustainability and reduced carbon technologies, which supports the Council’s climate change obligations.

8. CONSULTATION

- 8.1 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. 48 Survey Monkey responses were received and collated in the first consultation round.
- 8.2 The public consultation on the Housing Strategy began on the 24th of December 2020 and will ended on the 3rd of February. A total of 134 Survey Monkey responses were received and collated on the second consultation round.

9. TIMETABLE FOR IMPLEMENTATION

- 9.1 The full implementation stages are set out in table 2.

Table 2: Implementation timetable

Date	Details
29 th April 2021	Cabinet

10. APPENDICES

- 10.1 This report is supported by 1 appendix:
 - The Housing Strategy 2021-2026

11. BACKGROUND DOCUMENTS

11.1 This report is supported by 1 background documents:

- Equality Impact Assessment - <https://www.rbwm.gov.uk/sites/default/files/2021-04/2021-eqia-housing-strategy-2021-2026.pdf>

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Date returned
Cllr McWilliams	Lead Member for Housing, Communications and Youth Engagement	24 March 2021	29 March 2021
Duncan Sharkey	Managing Director	19 April 2021	
Adele Taylor	Director of Resources/S151 Officer	19 April 2021	20 April 2021
Andrew Durrant	Director of Place	19 April 2021	
Kevin McDaniel	Director of Children's Services	19 April 2021	
Hilary Hall	Director of Adults, Health and Commissioning	19 April 2021	
Andrew Vallance	Head of Finance	19 April 2021	
Elaine Browne	Head of Law	19 April 2021	20 April 2021
Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer	19 April 2021	
Nikki Craig	Head of HR Corporate Projects and IT	19 April 2021	
Louisa Dean	Communications	19 April 2021	
Karen Shepherd	Head of Governance	19 April 2021	

REPORT HISTORY

Decision type:	Urgency item?	To follow item?
Key decision date it was first entered into the Cabinet Forward Plan: October 2020	No	No

Report Author: Emma Congerton, Housing Strategy & Residential Services Manager, 01628 683628
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**The Royal Borough of Windsor and Maidenhead
Housing Strategy 2021 - 2026:
Creating a Borough of Opportunity and Innovation**



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Foreword

The debate around housing often focuses too much on housing targets and loses focus on why building homes is so important to creating a thriving local economy and a strong community. Delivering new homes is about much more than hitting housing targets 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 happy society.

The Royal Borough of Windsor and Maidenhead 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-quality support 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. This has added to our Borough's economic strength, wealth of ideas, talent, and community spirit, which is welcome.

However this success has not been without some losers and no doubt some younger residents, vulnerable residents, and even some life-long residents, who have fallen on hard times, 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 live here.

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 which promote health and wellbeing. We want to be a Borough that seeks to proactively support our vulnerable people by having a mixture of different homes with a mixture of affordability. A key part of this is seeking to deliver on our objectively assessed housing need, particularly relating to affordable housing, which means there will be a greater emphasis on delivering affordable homes for rent, particularly social rent.

The statistics around home ownership amongst young people are truly shocking and no doubt we all know someone who has been forced to move away to secure a home of their own or the children/grandchildren of someone we know. It is a sad situation across our country, but it does not have to be something we accept locally. By using council-owned land, we can work with joint-venture partners to deliver a mixture of different types of homes and a greater variety of price points, as well as including affordable housing products, such as shared ownership. We do not want to lose talented young people and stretch family support networks because of the unaffordability of housing in the Borough.

The global pandemic has shown that when the economy receives a significant shock the number of people requiring housing support increases with job losses, family breakdowns and homelessness all contributing. To ensure the Royal Borough responds to this and future economic shocks, it is important for the Borough to build up the amount of affordable rented units available and consider how best to deliver units through its own Property Company. This will ensure that all Royal Borough residents and families will be able to access high-quality affordable rented accommodation whilst they rebuild their lives.

Of course, government and local councils cannot deliver homes for everyone and there will always be a limit to what the state can reasonably deliver. By having good working relationships with developers and housebuilders, we can maximise investment into the Borough. Having clear strategies, including an adopted Local Plan, create clarity and clearly set out development and housing objectives. Honest and robust discussions can then take place on how to deliver on these objectives. The Royal Borough of Windsor and Maidenhead will soon adopt a new Local Plan and this new Housing Strategy, along with our Climate Change Strategy and Homelessness & Rough Sleeping Strategy, firmly set out our vision for the Borough's housing market.

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 objectives for achieving our vision for the Borough and a series of practical commitments for how we will do this.



A handwritten signature in black ink, reading "R McWilliams". The signature is written in a cursive style with a large, sweeping underline.

Cllr Ross McWilliams, Lead Member for Housing

Executive Summary

Our vision

To create a Borough of opportunity and innovation with a clear focus on improving social outcomes and supporting vulnerable residents

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 approximately £476,000, which is over 15 times 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.

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Although the requirement to develop and publish a Housing Strategy is no longer a statutory duty for local authorities, it is imperative The Royal Borough develops a strategy that clearly states its housing ambitions and goals for the future benefit of the residents of The Royal Borough. The Housing Strategy has been fully consulted upon, ensuring that the ambitions of The Royal Borough reflect those of our residents, partners and colleagues.

The Royal Borough of Windsor and Maidenhead's Housing Strategy 2021-2026: Creating a Borough of Opportunity and Innovation sets out our plans to increase the supply of affordable and private sector housing, improve accommodation standards in all housing sectors and ensure that support is available in maintaining suitable, quality accommodation for those who need extra support. To this end our Housing Strategy is based around three core objectives, each with a number of specified commitments, and a robust action plan that will be regularly monitored and updated through the 2021-2026 period.

Our objectives

Deliver new homes - Deliver thousands of new high-quality homes with a mixture of tenures and sustainable infrastructure to provide a range of housing solutions for our residents

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
2. Create homes for ownership by working with partners to create a ladder of housing opportunity, particularly for social housing tenants
3. Liaise with business to ensure we are building homes to support a modern workforce and to help support continued economic growth
4. Support house building in the appropriate location (as per the Local Plan) with the right infrastructure in place
5. Work with Registered Providers to monitor customer satisfaction to enable improved leaseholder and tenant satisfaction and services
6. Work with private sector landlords to improve accommodation standards in the private rented sector, including the provision of appropriate guidance
7. Assess the needs of Gypsy and Traveller communities within the Borough and seek appropriate sites to increase supply and support sustainable communities
8. Expand the Property Company's house building programme to push forward social regeneration and neighbourhood renewal projects

Promote health & wellbeing - Use development to drive positive physical and social regeneration, maximise health and social outcomes and reduce health inequalities through the use of green technology and innovative built environments

1. 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
2. Improve health outcomes by supporting innovative designs that promote well-being and better health (including mental health) outcomes - particularly gardens and green open spaces
3. 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
4. Tackle digital inequality and digital poverty by working with housing associations to improve opportunities for their residents to benefit from super-fast broadband
5. 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 (DFGs) process, maintaining strong partnership working for the successful delivery and implementation of grant-funded interventions
6. 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

Support vulnerable residents to obtain and sustain accommodation - Increase support and prevention for homelessness by providing excellent customer service, a range of housing options and good quality temporary accommodation for those in need

1. Create a coalition of temporary accommodation landlords to provide sustainable, reliable, cost-effective temporary accommodation to support homeless households into long-term solutions
2. Strengthen working relationships with existing partner organisations and seek to develop new relationships in order to increase support provision to our residents
3. Consider the purchase of units of quality temporary accommodation to replace those leased from the private sector and ensure value for money
4. Optimise revenue available to create new services by monitoring funding opportunities and bidding for funding where this could fill gaps in service provision
5. Use technology to improve access to services and clearly demonstrate outcomes
6. To improve access to the private rented sector for households who are homeless or threatened with homelessness
7. Explore and optimise opportunities to support vulnerable residents in maintaining accommodation and reduce instances of repeat homelessness
8. Maximise effectiveness of the new 'Tap & Donate' scheme – *Tap 4 Lasting Change*

We will only be able to deliver on our ambitious Housing Strategy with the assistance of our partners and communities, who have already assisted us to develop the Housing Strategy through the consultation process. The Housing Strategy contains a live action plan which will be regularly monitored and updated throughout the 2021-2026 period. Copies of the current version of the action plan can be obtained using the contact details below.

Email: housing@rbwm.gov.uk

Telephone: 01628 683803

Write to: Housing Strategy, The Royal Borough of Windsor and Maidenhead, Town Hall, St Ives Road, Maidenhead, SL6 1RF

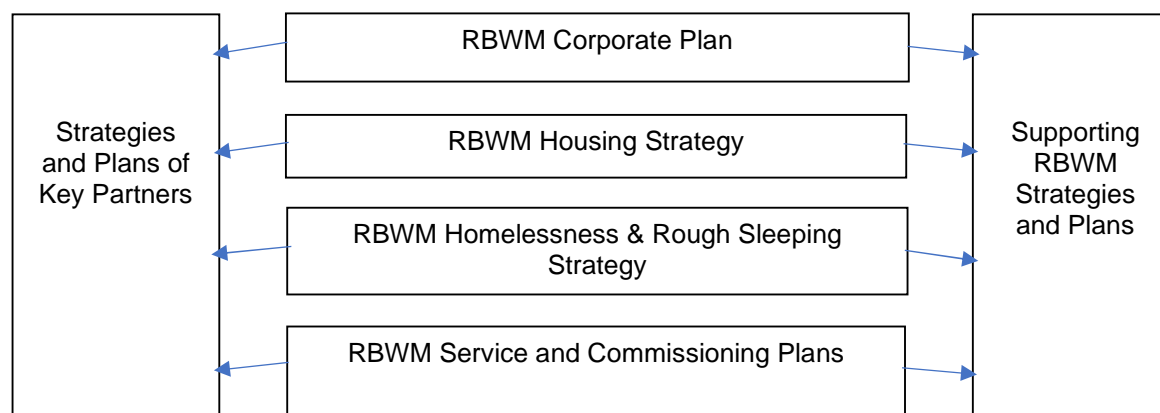
Introduction

The population of the Borough had 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 good quality 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 2021 to 2026 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 which the Council and partners will deliver, and which are designed to ensure we meet the housing aspirations of our residents. The Housing Strategy forms part of the council's overall corporate plan, as depicted below:

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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.

It is expected that developers and housebuilders seeking planning permission will give due regard to the Housing Strategy and set out their response.

Key objectives



Deliver new homes

Deliver thousands of new high-quality homes with a mixture of tenures and sustainable infrastructure to provide a range of housing solutions for our residents.



Promote health & wellbeing

Use development to drive positive physical and social regeneration, maximise health and social outcomes and reduce health inequalities through the use of green technology and innovative built environments.



Support vulnerable residents to obtain and sustain accommodation

Increase support and prevention for homelessness by providing excellent customer service, a range of housing options and good quality temporary accommodation for those in need.

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 which 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	Support house building in the appropriate location (as per the Local Plan) with the right infrastructure in place
Commitment 5	Work with Registered Providers to monitor customer satisfaction to enable improved leaseholder and tenant satisfaction and services

Commitment 6	Work with private sector landlords to improve accommodation standards in the private rented sector, including the provision of appropriate guidance
Commitment 7	Assess the needs of Gypsy and Traveller communities within the Borough and seek appropriate sites to increase supply and support sustainable communities
Commitment 8	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 Royal Borough, 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 staircasing approach
- To maximise developer 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

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 9	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 10	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 11	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 12	Tackle digital inequality and digital poverty by working with housing associations to improve opportunities for their residents to benefit from super-fast broadband

<p>Commitment 13</p>	<p>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 (DFGs) process, maintaining strong partnership working for the successful delivery and implementation of grant-funded interventions</p>
<p>Commitment 14</p>	<p>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</p>

How we will deliver:

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

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- To assess levels of deprivation within the area to ensure a targeted approach to regeneration
- To work with our Registered Providers to ensure those in 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 RBWM 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, the Government’s Rough Sleeping Strategy and the forthcoming Violence against Women and Girls (VAWG) 2021-24 Strategy are paving 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 15	Create a coalition of temporary accommodation landlords to provide sustainable, reliable, cost-effective temporary accommodation to support homeless households into long-term solutions
Commitment 16	Strengthen working relationships with existing partner organisations and seek to develop new relationships in order to increase support provision to our residents
Commitment 17	Consider the purchase of units of quality temporary accommodation to replace those leased from the private sector and ensure value for money
Commitment 18	Optimise revenue available to create new services by monitoring funding opportunities and bidding for funding where this could fill gaps in service provision
Commitment 19	Use technology to improve access to services and clearly demonstrate outcomes

Commitment 20	To improve access to the private rented sector for households who are homeless or threatened with homelessness
Commitment 21	Explore and optimise opportunities to support vulnerable residents in maintaining accommodation and reduce instances of repeat homelessness
Commitment 22	Maximise effectiveness of the new 'Tap & Donate' scheme – <i>Tap 4 Lasting Change</i>

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 the offer is comparable with our neighbouring authorities
- To refresh the Allocations Policy to ensure that it meets all legislative requirements, taking into consideration the transfer lists help by our Registered Provider partners
- To continue to use technology to find innovative ways of working with partner organisations and maximising support to vulnerable residents, such as the new Tap 4 Lasting Change initiative
- To work with the Ministry of Housing, Communities and Local Government (MHCLG) to secure additional funding for John West House and consider investment plans to improve the support offer further

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 and Homes England 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 2021-2026.

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 2021-2026 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.

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The Borough Local Plan aims to accommodate a significant increase in housing provision over the plan period. This includes 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.

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 ending of an AST with interpersonal issues, such as relationship breakdown or friends and family no longer 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. In 2020/21 a total of 908 households have already approached the Council for assistance; this is an increase of 40% 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*.

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The Royal Borough of Windsor and Maidenhead has implemented a successful three stage rough sleeper pathway designed to ensure that 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

Council's always need to utilise resources more efficiently whilst still delivering on 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:

- 4,257 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

The Royal Borough has now launched an alternative giving scheme which residents and visitors are encouraged to use instead of making direct cash payments to individuals begging on the street. 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.

Subject to allocation in the Borough Local Plan and planning permission being granted, 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.

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.

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

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

Disabled Facilities Grants

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 impairment 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

By December 2020, a total of 11 Disabled Facilities Grants had been completed for the 2020/21 year

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 our 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.

	2021	2018	2013	2008	3-year change	13-year change
Windsor & Maidenhead	£475,721	£465,000	£338,000	£307,000	2%	35%
South East	£342,420	£321,113	£234,000	£215,000	6%	37%
England	£249,309	£240,000	£188,000	£179,950	4%	28%

<https://landregistry.data.gov.uk/app/ukhpi> (Accessed 31 March 2021)

As indicated in the chart above, average house prices in the Borough have increased by 2% over the last 3 years and 35% over the last 13 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 £249,309 in January 2021. The average house price in the South East was £342,420. 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 whose earnings exceed the average national income and average income for the area.

Market Rents

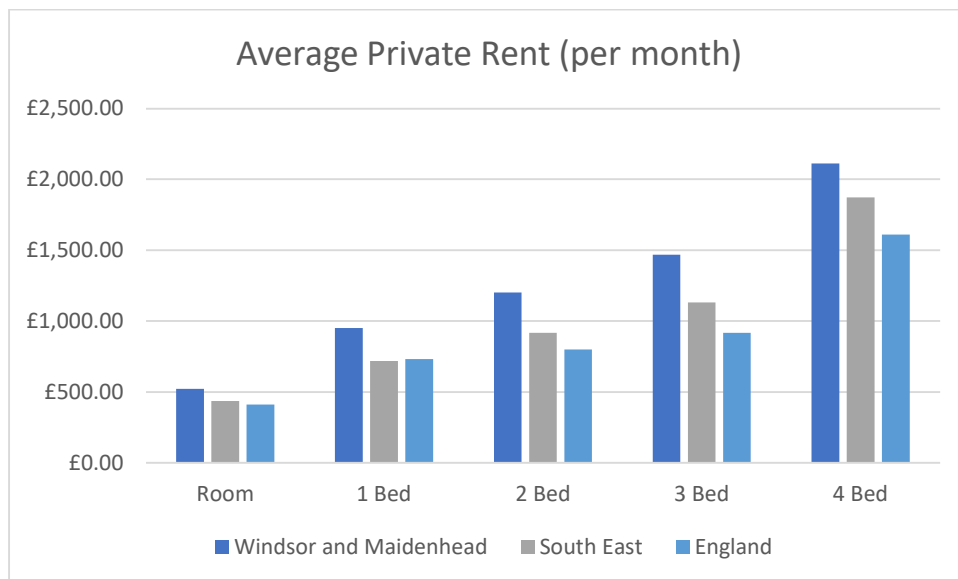
There is an insufficient supply of social rented housing for all of those who need it and there is therefore a heavy reliance on private rented sector housing within the Borough. House prices within the Borough are above the national average, meaning that households who are priced out of the market are also turning to private rented sector accommodation rather than seeking to purchase a home.

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:

	RBWM Average Rent	80% of Average Rent (affordable rent)	50% of Average Rent (social rent)
Monthly rent	£1,252	£1,002	£626
Annual Rent	£15,024	£12,019	£7,512
Affordability threshold: 30% gross income on rent (annual)	£50,080	£40,063	£25,040

ONS, Private rental market summary statistics in England

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.



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

75

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 (LHA) limit 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-bedroom property with a registered provider is on average £121 per week. In comparison, the Local Housing Allowance rate for a shared room is between £89.75 and £109.71 per week, depending on the location within the Borough.

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 Abri 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 need	2 bed need	3 bed need	4 bed need	5 bed need	6 bed need
Households registered at December 2019	292	456	103	30	0	0

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-bedroom accommodation, 16% for 2-bedroom, 13% for 3-bedroom 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 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 need	2 bed need	3 bed need	4 bed need	5 bed need
Households on transfer list December 2020	127	163	179	43	10

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:

- The price of land which has increased fivefold since 1995 and effectively makes building social housing considerably more expensive and limits the 'social value' that can be captured through the planning system
- The availability and viability of land
- 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.

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 - that the individual must engage with the local substance misuse service, for example.

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 in finding 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 of 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 wrote 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.

Action Plan

The action plan will be regularly updated and monitored by the Housing Strategy Group.

Commitment	Related Actions	Review date	Housing Lead	Key Partners
1.1 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	<ul style="list-style-type: none"> To consider taking a Preferred Partners approach to development within The Royal Borough 	31 st December 2021	Strategy & Enabling Officer	Registered Providers
	<ul style="list-style-type: none"> Review and consider examples of good practice across the wider Berkshire authorities, sub-regionally and nationally 	31 st March 2022	Strategy & Enabling Officer	
1.2 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	<ul style="list-style-type: none"> To undertake a detailed local housing needs assessment 	30 th September 2022	Strategy & Enabling Officer	Census, Registered Providers
	<ul style="list-style-type: none"> To develop pathway plans for different household types/needs 	31 st December 2022	Housing Operations Manager	AfC, Optalis, Probation, CCG
1.3 To review locally available home ownership products and work with Registered Providers to maximise home ownership opportunities for all	<ul style="list-style-type: none"> To meet all Registered Providers active in The Royal Borough to discuss home ownership options 	31 st March 2023	Strategy & Enabling Officer	Registered Providers
	<ul style="list-style-type: none"> To conduct a review of available home ownership products and availability at the local level 	30 th September 2022	Strategy & Enabling Officer	

<p>1.4 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</p>	<ul style="list-style-type: none"> To review, refresh and publish the empty property action plan 	<p>31st December 2021</p>	<p>Housing Strategy & Residential Services Manager</p>	
<p>1.5 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</p>	<ul style="list-style-type: none"> To utilise the data from the Census 2021 to inform local housing delivery. To collate the information and generate a report for consideration by Members 	<p>31st September 2022</p> <p>31st January 2023</p>	<p>Housing Managers</p> <p>Strategy & Enabling Officer</p>	
<p>1.6 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</p>	<ul style="list-style-type: none"> To review the definition of keyworker within The Royal Borough To review keyworker information on housing waiting lists and from the Census to identify the need for keyworker housing 	<p>31st October 2021</p> <p>31st January 2022</p>	<p>Housing Strategy & Residential Services Manager</p> <p>Housing Operations Manager</p>	<p>RBWM Property Company, Registered Providers</p> <p>Registered Providers</p>
<p>1.7 To maximise developer contributions and ensure appropriate local infrastructure is funded, having regard to promoting wellbeing</p>	<ul style="list-style-type: none"> To prepare an annual report on our infrastructure spend that exceeds the statutory minimum requirements and monitors impacts on health and wellbeing 	<p>31st March 2022</p>		<p>Infrastructure, Sustainability & Transport</p>

<p>1.8 Work with our Registered Provider partners to monitor customer satisfaction data to improve services to leaseholders and tenants</p>	<ul style="list-style-type: none"> To encourage our Registered Provider partners to develop, and report on, customer satisfaction To establish a joint working group between RBWM and Registered Providers to move forward joint strategic goals and improve customer satisfaction 	<p>31st December 2021</p>	<p>Strategy & Enabling Officer</p>	<p>Registered Providers</p>
<p>1.9 To develop an offer to landlords to support utilisation of the private rented sector and drive up standards</p>	<ul style="list-style-type: none"> To monitor the action plan in the Homelessness & Rough Sleeping Strategy to ensure progression of a private rented sector offer 	<p>31st March 2022</p>	<p>Housing Operations Manager</p>	
<p>1.10 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</p>	<ul style="list-style-type: none"> To conduct a review of available information on local air pollution levels and identify where this may affect local communities, particularly in relation to proposed new developments 	<p>30th August 2021</p>	<p>Strategy & Enabling Officer</p>	<p>Planning</p>
<p>1.11 To determine when it is appropriate to pursue lifetime homes, using a range of data</p>	<ul style="list-style-type: none"> To use the Housing Enabling function to work with developers to provide lifetime homes if there is a demonstrated need following the needs assessment specified in 1.2 	<p>30th November 2021</p>	<p>Strategy & Enabling Officer</p>	<p>Registered Providers & Developers</p>

2.1 To assess levels of deprivation within the area to ensure a targeted approach to regeneration	<ul style="list-style-type: none"> To assess levels of deprivation as part of the needs assessment specified in 1.2 and use this to inform future development decisions 	30 th November 2021	Strategy & Enabling Officer	
2.2 To work with our registered providers to ensure those in the most deprived areas have a voice and that we work together to tackle health inequality	<ul style="list-style-type: none"> To encourage our Registered Provider partners to work with those in the most deprived areas and to tackle health inequalities 	30 th June 2023	Housing Operations Manager	Registered Providers & Public Health
2.3 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	<ul style="list-style-type: none"> To use the needs assessment and work with RPs and developers to ensure targeted regeneration is considered in any future development plans 	31 st May 2022	Strategy & Enabling Officer	Registered Providers & Developers
2.4 To use the housing enabling function to encourage the use of zero carbon technologies	<ul style="list-style-type: none"> Review and consider examples of good practice across the wider Berkshire authorities, sub-regionally and nationally in relation to zero carbon developments 	31 st December 2022	Strategy & Enabling Officer	Planning & Climate Change Groups
2.5 To work with our registered providers to increase access to high-speed internet connectivity	<ul style="list-style-type: none"> To encourage and support our Registered Provider partners in increasing access to high-speed internet connectivity in existing and new-build developments 	30 th June 2022	Strategy & Enabling Officer	Registered Providers & Developers

<p>2.6 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</p>	<ul style="list-style-type: none"> To use the needs assessment and the Enabling function to promote social regeneration and neighbourhood renewal projects to the Property Company 	<p>31st December 2022</p>	<p>Strategy & Enabling Officer</p>	<p>RBWM Property Company</p>
<p>2.7 Review the current provision and need for sheltered accommodation, taking into consideration the wider social housing requirement and need for Extra Care accommodation</p>	<ul style="list-style-type: none"> To collate information on the need for sheltered and Extra Care accommodation as part of the needs assessment specified in 1.2 	<p>30th September 2021</p>	<p>Strategy & Enabling Officer</p>	<p>Optalis & Registered Providers</p>
<p>3.1 To deliver the Homelessness & Rough Sleeping Strategy</p>	<ul style="list-style-type: none"> To review the Homelessness and Rough Sleeping Strategy action plan quarterly with partners. To update the Homelessness and Rough Sleeping Strategy annually 	<p>30th June 2021 (next date)</p> <p>30th November 2021</p>	<p>Housing Operations Manager</p> <p>Housing Operations Manager</p>	<p>Homelessness & Rough Sleeping Strategy Forum Partners</p>
<p>3.2 To introduce regular landlord forums to ensure relationships with local landlords are strengthened and maximise the potential for the placement of homeless households</p>	<ul style="list-style-type: none"> To introduce landlords' forums for local landlords and lettings agents, to be held on a bi-annual basis 	<p>31st October 2021 (first forum)</p>	<p>Strategy & Enabling Officer</p>	<p>Local Landlords & Letting Agents</p>

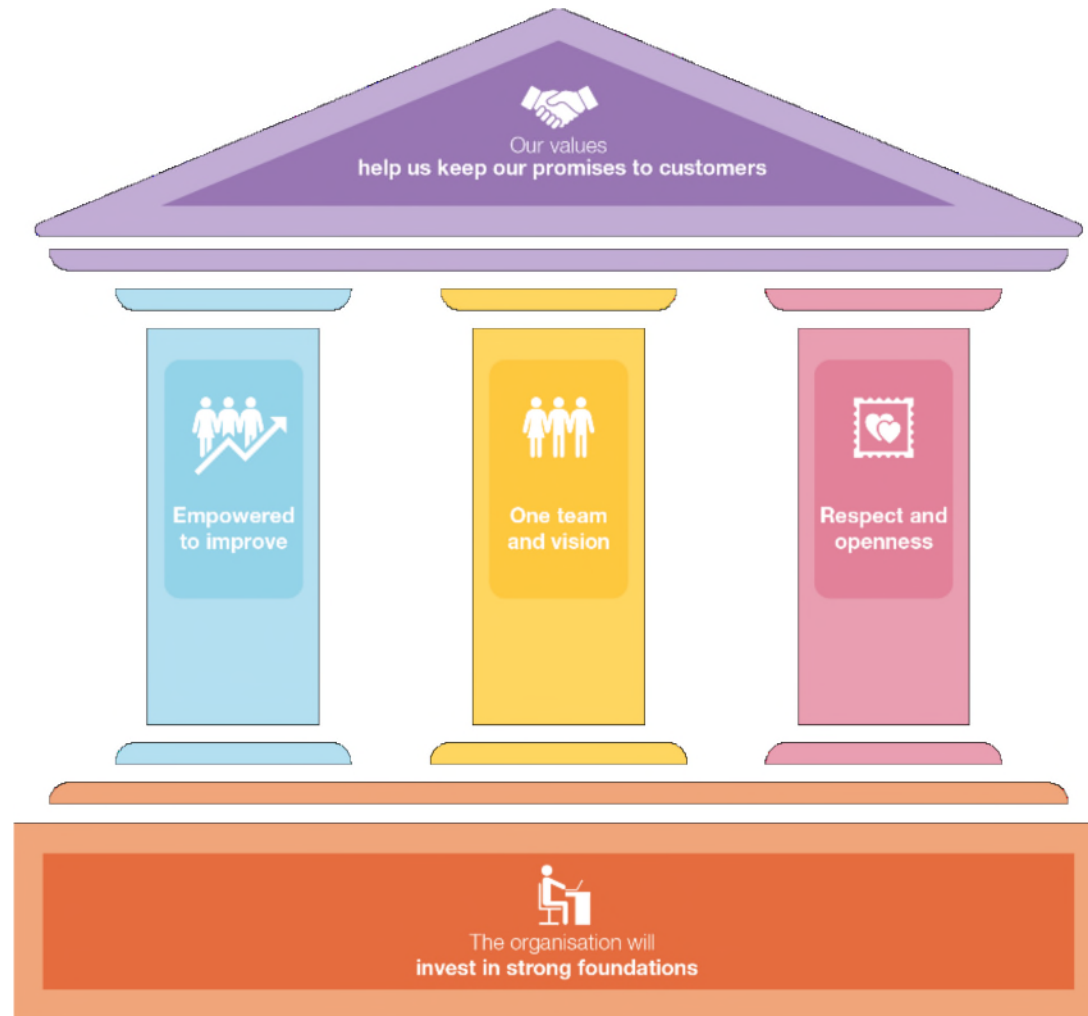
<p>3.3 To work with our registered provider partners to enable them to support us with temporary accommodation needs for homeless households</p>	<ul style="list-style-type: none"> To conduct a review of temporary accommodation requirements for the Borough and to develop a procurement plan to include our Registered Provider partners 	<p>31st March 2022</p>	<p>Strategy & Enabling Officer</p>	<p>Registered Providers</p>
<p>3.4 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</p>	<ul style="list-style-type: none"> To Chair and support the voluntary sector quarterly meetings to promote engagement for the benefit of residents 	<p>30th June 2021</p>	<p>Housing Operations Manager</p>	<p>Voluntary Sector</p>
<p>3.5 To work with the RBWM Property Company Limited to ensure opportunities for the purchase of temporary accommodation options are maximised</p>	<ul style="list-style-type: none"> To use the needs assessment to inform requirements and work with the Property Company to maximise opportunities for procurement 	<p>31st December 2022</p>	<p>Strategy & Enabling Officer</p>	<p>RBWM Property Company</p>
<p>3.6 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</p>	<ul style="list-style-type: none"> To ensure the Strategy & Enabling Officer maintains a list of current requirements across the service and is the dedicated point of contact for future funding opportunities 	<p>31st September 2021</p>	<p>Strategy & Enabling Officer</p>	

<p>3.7 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</p>	<ul style="list-style-type: none"> To work with our Transformation Team to review the available technology and ensure residents can access functional systems, including to self-help tools 	<p>31st December 2021</p>	<p>Housing Managers</p>	<p>Transformation Team</p>
<p>3.8 To review our private rented sector offer and ensure the offer is comparable with our neighbouring authorities</p>	<ul style="list-style-type: none"> To review current standards to provide a better-quality accommodation in the private rented sector To produce a Private Rented Sector Access Strategy 	<p>31st July 2022 28th February 2023</p>	<p>Strategy & Enabling Officer Strategy & Enabling Officer</p>	<p>Residential Services</p>
<p>3.9 To refresh the Allocations Policy to ensure that it meets all legislative requirements, taking into consideration the transfer lists help by our Registered Provider partners</p>	<ul style="list-style-type: none"> To refresh and review the current Allocations Policy To review the Registered Providers transfer lists and consider our approach to social housing transfers 	<p>31st May 2022 31st May 2022</p>	<p>Housing Operations Manager</p>	<p>Registered Providers</p>
<p>3.10 To continue to use technology to find innovative ways of working with partner organisations and maximising support to vulnerable residents, such as the new Tap 4 Lasting Change initiative</p>	<ul style="list-style-type: none"> To use the quarterly Homelessness & Rough Sleeping Forums to discuss emerging initiatives that can support vulnerable residents 	<p>31st March 2026</p>	<p>Housing Operations Manager</p>	<p>All key operational partners</p>

<p>3.11 To work with the Ministry of Housing, Communities and Local Government (MHCLG) and Homes England to explore opportunities for funding for John West House or alternative provision and to consider investment plans to improve the support offer further</p>	<ul style="list-style-type: none"> To regularly monitor opportunities for funding relating to the provision of accommodation for homeless residents 	<p>31st March 2026</p>	<p>Housing Strategy & Residential Services Manager</p>	<p>MHCLG & Homes England</p>
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Our Core Values

In 2020 The Royal Borough adopted a new set of corporate values to reflect our culture and help draw us together as an organisation.



Report Title:	Highways Maintenance Contract – Options for future service delivery.
Contains Confidential or Exempt Information	No – Part I
Lead Member:	Councillor Clark – Lead Member for Transport and Infrastructure
Meeting and Date:	29 th April 2021
Responsible Officer(s):	Andrew Durrant – Executive Director of Place Services
Wards affected:	All



REPORT SUMMARY

This report outlines options for future service delivery on highways maintenance taking account of the current performance of the service provider, VolkerHighways Ltd. (VH). This contract has an initial term which runs until April 2022 with an option to extend for two years up until April 2024 on a 1+1 basis.

It recommends exercising the extension provision, given the performance of VH has been above average in the key areas of public satisfaction, key performance indicators within the contract having been met or exceeded and the Royal Borough’s road condition having been maintained or improved over the period of the contract. Under the terms of the contract, VH are required to bring efficiencies to the Royal Borough such as new ways of working, for example more planned than reactive work, innovation and new technology to the Royal Borough. Some of this is already evident or in the process of being introduced. Good condition roads and pavements is extremely important to residents, businesses and visitors to the Royal Borough.

In granting the extension, the Cabinet allows officers time to explore in greater detail how these services can be developed and delivered in the medium to long term, whether singly, collectively, grouped with other frontline services or in partnership.

1. DETAILS OF RECOMMENDATIONS

RECOMMENDATION: That Cabinet agrees to adopt the extension options to the contract for a further 2 years on a 1+1 basis, given the performance of VH has been above average in the key areas of public satisfaction, key performance indicators within the contract having been met or exceeded and the Royal Borough’s road condition has been maintained or improved over the period of the contract.

2. REASON FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

Background

2.1 Following a competitive tender VolkerHighways Ltd was awarded a contract to deliver highway maintenance services for a period of five years (with the option of an extension for two further years on a 1+1 basis, subject to satisfactory performance each year) with effect from 1st April 2017.

The commissioned service contains the following core elements:

- Highway and Bridge Inspections;
- Highway and Bridge Repairs;
- Drainage and gully clearance;
- Winter Service;
- Street Cleansing;
- Project Delivery;
- Tree Inspections.

The main contractor is VolkerHighways Ltd. who have sub-contracted Street Cleansing to Urbaser and work with Project Centre Ltd. (scheme development and design; specialist professional services activities). The service delivery model was approved by Cabinet in June 2016 and the contract awarded by Cabinet in January 2017.

2.2 Contract performance

- 2.2.1 Performance is managed through a suite of performance measures and is compliant with the council's performance management framework. Contract management includes regular meetings to review operational matters, performance, issues from residents and members, discuss innovation and future efficiencies. There are also quarterly reviews and an annual Contract Board to ensure proper governance with senior management and the lead member. Infrastructure Overview and Scrutiny Committee have scrutinised the service several times over the life of the contract, as part of its work programme.
- 2.2.2 It recently received a presentation from officers on 6 April that offered a detailed insight into the performance measures and outcomes that VH has led on or contributed to during this initial term. There was recognition at the committee of the work done by VH and although some reservations were expressed about value for money aspects on the contract, for example, benchmarking of material costs with other providers, no evidence was presented that VH were not competitive or taking advantage of the council. It was made clear that the contract management in place does not allow for such situations. Overall, there was support for the extension at the end of the presentation which had been mentioned during the meeting as the likeliest option that would be presented to Cabinet.
- 2.2.3 To further ensure that there is scrutiny of VH performance, an overall commissioning report is considered annually by Cabinet which includes a summary of performance on this contract as part of the overall suite of commissioned services. This report includes the current suite of KPI's at **Appendix A.**
- 2.2.4 In addition, to the contract performance indicators, the Royal Borough participates in the Annual National Highways & Transport Benchmarking survey. This is conducted independently and engages directly with Royal Borough residents. 111 local authorities participate in the survey which is considered by industry professionals as an excellent and extremely reliable source of data in order to understand resident satisfaction levels and enable analysis and comparison on the Royal Borough's performance compared to the national

average. In all but two areas the Royal Borough exceeds the national average. **Appendix B** is an executive summary of performance.

2.2.5 In addition, a full audit was undertaken in 2019 of the contract management arrangements, based upon the controls in place. The opinion of the audit was that the controls were '*Complete and Generally Effective*'. In all round terms, key performance indicators, public satisfaction levels and audit, the contract is performing effectively and to an acceptable standard. There is occasional poor quality of work and response times outside of expected timeframes, but, this is the same of any highway maintenance service across the UK. Overall, feedback received around the performance of the existing provider is generally positive.

2.3 Options available

2.3.1 Contractually, the council is required to notify the existing provider within 12 months of the initial term expiring (April 2022) about whether it has an intention to extend the contract using the provisions within the contract. An officer team convened last year has considered options for future service delivery, in line with the adopted Commissioning Strategy. This team has completed an initial diagnostic analysis with further work in progress in the areas listed below. In addition, it has been agreed that the 'task and finish' group set up last year to review the background to the award of the present contract, has within its broader terms of reference, the scope to consider these future service delivery options.

2.3.2 On 10 March 2021, it also received a presentation from officers that offered a detailed insight into the performance measures and outcomes that VH has led on or contributed to during this initial term. The panel heard evidence that further service efficiencies are planned and recognised that in overall terms, the VH contract is working well. One member of the panel commented that graffiti removal should be re-introduced on private property, an arrangement that did exist pre-contract and this will be explored although it will need to be self-funding.

2.3.3 The table below presents the future service delivery options with an update on their current position and a recommended option.

OPTIONS AVAILABLE	UPDATE
1. Extend the contract for 2 years (like for like)	This would be compliant with procurement rules. VolkerHighways performance has been above satisfactory, which can be seen from the KPI's and customer survey data.
2. Extend the contract for 2 years (preferred option)	This would be compliant with procurement rules. VolkerHighways performance has been above satisfactory, which can be seen from the KPI's and customer survey data. However, as the contract has evolved over the past 5 years, there is a need to agree further improvements to service areas rather than simply extend like for like. Appendix C includes proposals to provide further value for money, innovation, savings & sustainability to the contract.

	<p>Given the performance of VH has been above average in the key areas of public satisfaction, key performance indicators within the contract having been met or exceeded and the Royal Borough's road condition has been maintained or improved over the period of the contract. The extension will allow for those further service improvements</p>
3. Re-procure the service on the current basis or with jointly agreed service improvement.	<p>Discounted - this doesn't allow us the opportunity to introduce the service improvements into the contract in advance. We wouldn't be able to prove that refining the service gives added value and service improvement.</p>
4. Re-procure the service on a new delivery model	<p>The current intelligence shows the contract is delivering the customer satisfaction to the set KPI's and delivers this within budget. Moreover, there is no justification for further out-sourcing of highway management services including design services and indeed, future service delivery options for Project Centre are currently under review</p> <p>Note - this option would require additional resources estimated to be £150k by way of legal, procurement and project management. It would also be challenging timescale-wise to develop a new model and conduct a procurement exercise for commencement in April 2022.</p>
5. Deliver services through a partnership / shared service solution	<p>Appendix D sets out the current contracts in neighbouring authorities and their duration. No contracts are 'co-terminus' unless this contract is extended for a minimum of 1 year.</p> <p>Note – this option would require additional resource estimated to be £150k by way of legal, procurement and project management. It would also be challenging timescale-wise to develop and agree a new partnership arrangement and joint procurement process for commencement in April 2022.</p>
6. Deliver all, or elements, of the service through an 'insourced' model	<p>The current customer satisfaction data and KPI's, show the contract is performing within the revised model.</p> <p>When the revised model was introduced in 2017, the budget was reduced by £500,000. To bring services back in house would come with a cost and resource implication. This option would require additional resources to develop the new 'in house' model. The key areas which would need to be addressed but not exhaustive to are: -</p> <ul style="list-style-type: none"> • A new management support structure • The governance • I.T. • Plant /vehicle fleet • HR potential pension fund liability

	<ul style="list-style-type: none"> Finance <p>The timescale is also tight to have all these requirements in place for commencement in April 2022 and a council-wide project delivery team would be required estimated to cost £150k.</p>
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3. KEY IMPLICATIONS

The key implications are set out in table 2.

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
Agree to the extension and implement the changes for 2022.	No option agreed by 1 st April 2022	Option agreed and changes introduced by 1st April 2022	Option introduced by 1 st April 2022 conditional on jointly agreed service improvements, efficiency savings and a revised suite of key performance indicators (KPI's) which are based around improved outcomes for the residents, businesses and visitors to the Royal Borough.		1 st April 2022

4. FINANCIAL DETAILS / VALUE MONEY

- 4.1 The value of the VH contract in 21/22 is £3,886,030, which reflects the 21-22 efficiency savings of £170,000. The proposed extension will explore further service improvements which will lead to additional efficiency savings for 22/23 and 23/24. at this stage it is not possible to define these as cashable or non-cashable. The former is preferable as the 22/23 budget preparation will begin in the next couple of months.

- 4.2 The annual capital investment improvement programme in highway maintenance is largely made up of grant received from DfT. This has been supplemented from the council's own capital programme in previous years and this investment is shown in **Appendix E**. Such has been the impact of that investment that the condition of the Borough's A B and C roads has improved over that same period to ensure that the Royal Borough maintains its Band 3 highway authority rating and is not penalised through a reduction in grant as some councils have experienced. This road condition analysis is shown in **Appendix F**.
- 4.3 It is consistent with the government's requirement to take an asset management approach to highways maintenance and is currently paying off for the Royal Borough, with VH as main contractor. The only disappointing aspect is that DfT grant has fallen for this financial year and the council will have to have regard for this in future years so as to maintain its banding and above average public satisfaction levels with road conditions. It is also vital to have a well-maintained network for business growth, regeneration, inward investment, housing growth and tourism.

5. LEGAL IMPLICATIONS

- 5.1 The council is enabled, by section 111 of the Local Government Act 1972, to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions. The council, therefore, has a general power to enter contracts for the discharge of any of its functions; including the extended contract set out in this report.
- 5.2 The current contract with Volker Highways allows for the contract to be extended for a period of up to two years upon the Council serving notice on the Contractor.

6. RISK MANAGEMENT

Table 3: Risk management

Risks	Uncontrolled Risk	Controls	Controlled Risk
Contractor will not want to extend for a further 2 years	Medium	The borough has a good working relationship with the Contractor.	Low
Delay in Agreeing the option to extend the contract.	Medium	Report has been taken to Cabinet and background work has been carried out to make an informed decision.	Low

7. POTENTIAL IMPACTS

Equality impact assessment screening has been completed.

8. CONSULTATION

- 8.1 Highways Maintenance ‘Task and Finish’ group has been consulted on 10th March and Infrastructure Overview and Scrutiny Committee has been consulted on 6th April 2021.

9. TIMETABLE FOR IMPLEMENTATION

Date	Details
May 2021 - March 2022	Work with the contractor to agree the 2-year extension. This will include agreed service improvements, innovation, revised KPI's and further efficiencies.

10. APPENDICES

Appendix A – KPI'S

Appendix B – Performance benchmarking

Appendix C – Future service improvement proposals

Appendix D – Partnering opportunities

Appendix E – Road investment

Appendix F – Road condition indicators

11. BACKGROUND INFORMATION

Initial contract award by Cabinet in December 2016.

https://rbwm.moderngov.co.uk/documents/s10581/meetings_161215_cab_highways.pdf

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Date returned
Cllr Clark	Lead Member for Transport and Infrastructure	18-3-21	18-3-21
Duncan Sharkey	Managing Director	23-3-21	24-3-21
Adele Taylor	Director of Resources/S151 Officer	23-3-21	24-3-21
Andrew Durrant	Director of Place	23-3-21	-
Kevin McDaniel	Director of Children's Services	23-3-21	-
Hilary Hall	Director of Adults, Health and Commissioning	23-3-21	24-3-21
Andrew Vallance	Head of Finance	04-3-21	
Elaine Browne	Head of Law	04-3-21	18-3-21
Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer	23-3-21	24-3-21

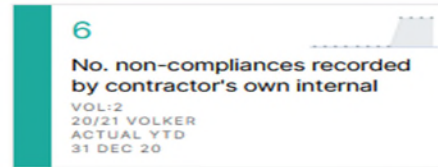
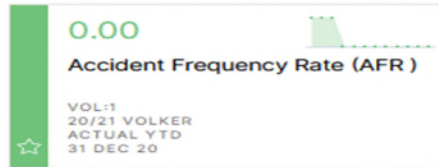
Nikki Craig	Head of HR Corporate Projects and IT	23-3-21	25-3-21
Louisa Dean	Communications	23-3-21	-
Karen Shepherd	Head of Governance	23-3-21	24-3-21

REPORT HISTORY

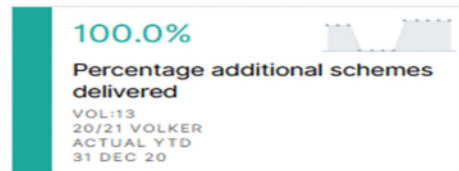
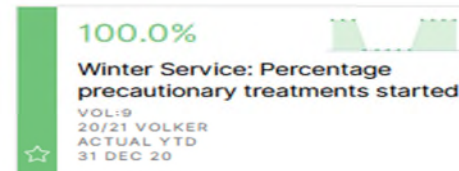
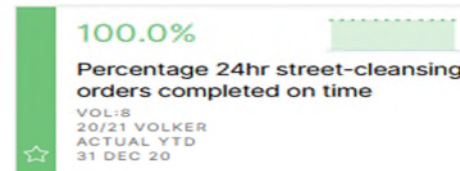
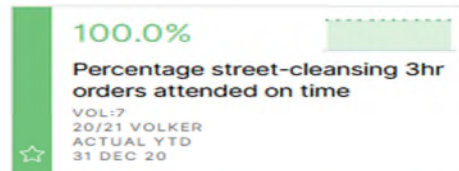
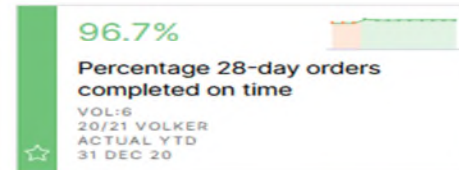
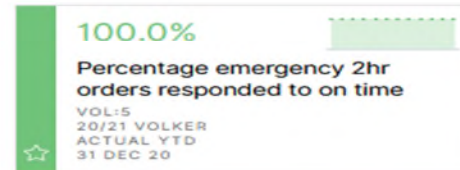
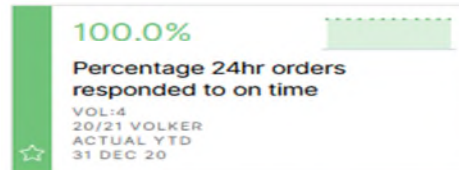
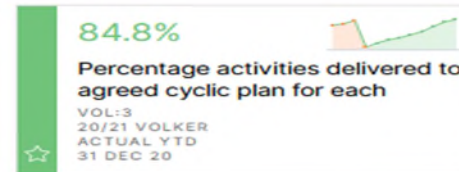
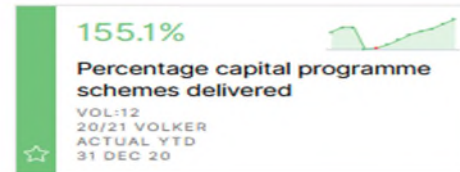
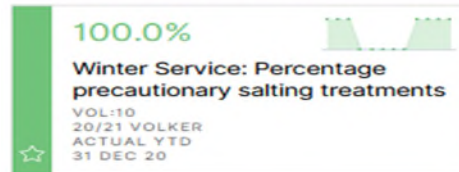
Decision type:	Urgency item?	To follow item?
Key Decision 8 th December 2020	No	No

Report Author: Vikki Roberts and Simon Dale

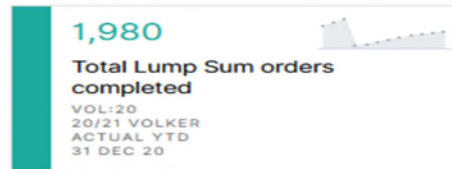
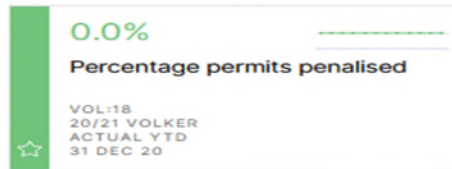
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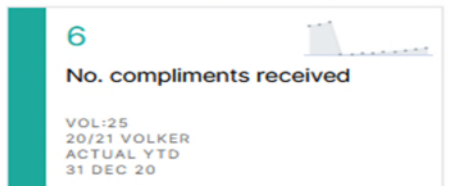
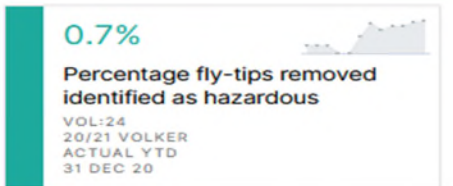
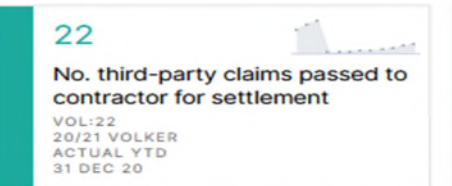
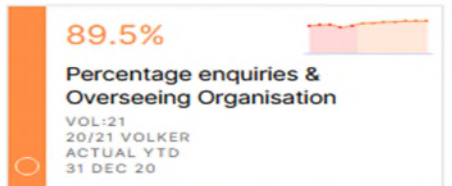
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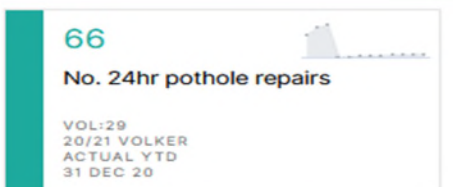
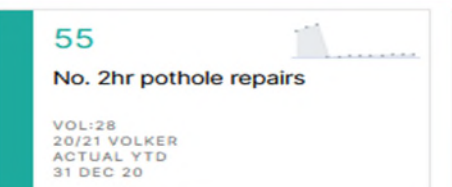
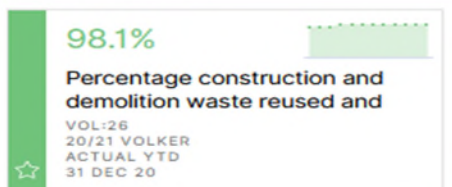
C. Service Provision



D. Customer Care



E. Added Value



National Highways & Transport Survey - Highway Maintenance 2020

Resident satisfaction % by subject	RBWM 2020	National Average	RBWM vs National Average
Condition of highways	40	36	4
Highway maintenance	52	50	2
Condition of road surfaces	42	37	5
Cleanliness of roads	60	54	6
Condition of road markings	61	54	7
Provision of Drains	52	50	2
Keeping drains clear and working	48	46	2
Deals with Potholes and damaged roads	38	35	3
Undertakes cold weather gritting	59	58	1
Deals with mud on the road	51	48	3
Deals with flooding on roads and pavements	43	44	-1
Speed of repair to damaged pavements	35	31	4
Quality of repair to damaged pavements	46	47	-1
Weed killing on pavements	51	45	6
Condition of road signs	64	61	3
Cleanliness of road signs	61	58	3
Speed of repair to damaged roads	35	31	4
Quality of repair to damaged roads	41	38	3
Weed killing on and roads	54	50	4

APPENDIX C - Future service improvement proposals

Optimisation of gully routes and mapping of drainage assets.

Build on the work already underway, of mapping gully assets and the savings given to RBWM on waste disposal.

Moving to a more sustainable delivery ensuring all gully waste is recycled. The gully fleet has been modernised with access to more resources for surveys and jetting.

There are now less days off the road for fleet repairs/breakdowns and RBWM have benefited from the savings achieved by recycling and no longer paying for disposal.

Lower Temperature asphalts for machine lay programme – sustainable saving in reduced energy/whole life saving. Costs the same.

Specification of lower temperature asphalts with higher WRAP content provides a more sustainable resurfacing programme. This can be incorporated into this year surfacing programme and requires PCL to specify in the design.

First time permanent pothole repairs e.g. roadmaster/Roadmole. (<https://www.roadmole.co.uk/>) infra-red repairs.

This will require a plan and programme of works to keep the activity fully utilised and avoid down time. Paid for trials could start once sites/locations and a schedule of work has been identified. Still need to keep network safe for users so emergency repairs will always be required particularly out of hours. RBWM/VH could consider buying a unit but need to consider down time etc and how / where else it could be utilised.

Future service improvement proposals

Providing value for money, innovation, savings & sustainability

Permitting

Avoid restrictions on contractual restrictions, allow road space based on reduced days not extending days – cost savings and less disruption, resulting in more m2 repaired on network.

Rationalise Inspections/Customer service team

To improve customer journey as well as providing efficiencies and better value for money.

Electric vehicles – inspector vans and potentially sweepers

VH have several fully electric vehicles on site to undertake inspections and customer enquiry investigations in.

We have trailed several alternative small tools powered by electric. Urbaser are trialling an electric sweeper in May and VH area trialling an electric truck.

Appendix D – Partnering Opportunities

Details	RBWM	Slough	Reading	Bracknell Forest	Bucks	Wokingham	West Berkshire	Oxfordshire county	Surrey
Highway service provision	VolkerHighways	In house team - DSO Direct Service Organisation	In house service + use of 3rd parties for some activities	3rd party - Ringway	3rd party - Ringway Jacobs	3rd party - Volker	3rd party - Volker	3rd party - Skanska	3rd party - Kier
Contract info	April 2017-April 2022 (+1+1year contract extension provision)	Only contracts for traffic and streetlights (Siemens and VolkerHighways) VolkerHighways via framework set by Wokingham	each capital project tendered separately	Oct 2014- Oct 2021 +potential 7 yrs. (already extended till 2025)	run till at least 2023 (dealt with this contractor since 2009)	2018 - 2025 + potential 3 yrs.	Oct 16 - Oct23	2010 - March 2022 (max March 2030) includes vehicle maintenance	current contract 2011 – March 2022 tender in progress, new contract anticipated 10yrs +
Value pa	£5.5m			£10m	£50m	£68m stated in OJEU	£7m	c£40m	£40m
Assessment of the potential opportunity by Highways		No, because of the in-house model	No, because of the in-house model	Timescales do not align.	potential opportunity to partner, if extend for 2 years.	potential opportunity to use their contract for certain elements of services (not testing the marking and maybe a mark up)	Time scales align, if extend for 2 years. however, a lot of services are 'in house'.	timescales do not align	timescales do not align

Appendix D – Partnering Opportunities

Type of work currently included in the Contract	Highway and Bridge Inspections	N/A	N/A	Routine and extended maintenance works.	Routine and extended maintenance works.	Traffic and road safety	Routine and extended maintenance works.	Routine and extended maintenance works.	Routine and extended maintenance.
	Drainage and gully clearance			Winter service	Drainage works	Asset Management	Winter service	Winter and severe	Winter service
	Routine and extended maintenance			Gully cleansing	Traffic signals	Drainage Structures	Gully cleansing	Design support for engineering schemes	Larger engineering schemes.
	Winter service				street lighting,	Winter service			
	Street cleansing				Larger engineering schemes.	Larger engineering schemes		Asset, safety and congestion improvement schemes	
	Project design								
	Tree Inspections								

Appendix E – Road investment

Budget Description	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Roads Resurfacing-Transport Asset & Safety	£ 1,568,000.00	£ 1,468,500.00	£ 1,490,900.00	£ 3,400,000.00	£ 1,900,000.00	£ 2,000,000.00	£ 1,500,000.00
Pothole Action Fund-DfT Grant		£ 70,200.00	£ 199,295.00	£ 240,900.00	£ 121,018.00	£ 1,537,000.00	£ 1,209,000.00
£965k Local Highways Fund					£ 965,000.00	£ -	£ -
Grand Total	£ 1,568,000.00	£ 1,538,700.00	£ 1,690,195.00	£ 3,640,900.00	£ 2,986,018.00	£ 3,537,000.00	£ 2,709,000.00

Appendix F – Road Condition Indicators



Report Title:	Home to School Transport Policy
Contains Confidential or Exempt Information	No - Part I
Lead Member:	Cllr Carroll, Deputy Chairman of Cabinet, Adult Social Care, Children's Services, Health and Mental Health
Meeting and Date:	Cabinet – 29 April 2021
Responsible Officer(s):	Kevin McDaniel, Director of Children's Services
Wards affected:	All

www.rbwm.gov.uk



REPORT SUMMARY

The Royal Borough of Windsor and Maidenhead and Achieving for Children are proposing changes to the Home to School Transport policy from 1st September 2021. These changes are designed to support the most vulnerable children and families while ensuring fairness across all areas of the borough.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) **Approves the recommended changes to the Home to School Transport policy as set out in table 3 so that it better reflects statutory guidance and is fairer to all residents and schools whilst continuing to support our most vulnerable families.**

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

2.1 The Royal Borough of Windsor and Maidenhead in keeping with national policy, encourages pupils and their parents/guardians to engage in active travel i.e. to walk, scoot or cycle to school (accompanied as appropriate) wherever possible. School travel plans which are managed by the schools themselves help to encourage and develop alternative travel options such as active travel and raise awareness about travel issues such as air pollution and road safety.

2.2 The council is required by law to provide free home to school transport where a child meets certain eligibility criteria. These criteria are set out in table 1 and form the basis of the statutory elements of the policy.

Table 1: Statutory Home to School Transport Eligibility

Age	School	Distance
1. Statutory home to school transport eligibility.		
Aged 5 to 8 years old National Curriculum Year 1 to 3	Attend the nearest suitable school.	Live more than 2 miles from that school.
Aged 8 to 16 years old National Curriculum Year 4 to 11		Live more than 3 miles from that school.
2. Statutory home to school transport eligibility for low income families.		
Aged 8 to 10 years old National Curriculum Year 4 to 6	Attend the nearest suitable school.	Live more than 2 miles from that school.
Aged 11 to 16 years old National Curriculum Year 7 to 11	Attend one of the three nearest suitable schools.	Live between 2 and 6 miles from that school.
Aged 11 to 16 years old National Curriculum Year 7 to 11	Attend their nearest school preferred on grounds of religion or belief.	Live between 2 and 15 miles from that school.
3. Statutory eligibility when no safe walking route.		
Aged 5 to 16 years old National Curriculum Year 1 to 11	Attend the nearest suitable school.	Have no safe walking route to that school, regardless of distance.
4. Statutory home to school transport eligibility for special educational needs (SEN)		
Aged 5 to 8 years old National Curriculum Year 1 to 3	Attend the nearest suitable school.	Live two miles or less from that school and has a special educational need, disability or mobility issue that means he or she cannot reasonably be expected to walk to that place.
Aged 8 to 16 years old National Curriculum Year 4 to 11		Live three miles or less from that school and has a special educational need, disability or mobility

		issue that means he or she cannot reasonably be expected to walk to that place.
5. Excluded children		
Aged 5 to 16 years old National Curriculum Year 1 to 11	Attend the place other than the registered school, due to exclusion.	Have no safe walking route to that school, regardless of distance.

2.3 Local authorities also have a duty to encourage, enable and assist young people of sixth form age and adults aged 19 and over (including those with an Education, Health and Care (EHC) plan) to participate in education and training. [The Post-16 Home to School Transport policy 2020-2021](#) Supporting Statement details the assistance available to:

- Young people aged 16 to 18.
- Young people aged 16 to 18 with special educational needs, a disability or other mobility difficulty.
- Young people aged 19 to 25 with high needs.

2.4 Like many other local authorities, the Royal Borough offers additional assistance above the statutory minimum. A review of the borough's home to school transport policy has concluded that it needs to be more consistent, reflecting the statutory guidance so that it is fair to all residents including our most vulnerable families. The current, non-statutory transport concessions are set out in table 2.

Table 2: Non-statutory transport concessions in the Royal Borough

1. Holyport Village Residents Concession
Holyport Village residents are automatically entitled to free bus passes on public transport services to Cox Green School and are therefore not being assessed by the same rules as all our other residents.
2. Eton Wick Residents Concession
Eton Wick residents who are fare payers (not entitled to free transport) currently receive a discount so they will pay £351 (21-22) for a season ticket on a school coach. All other RBWM residents who are fare payers will pay a minimum of £651 (21-22) if they are buying a season ticket on a school coach. Eton Wick fare payers travelling on public bus services also receive discounts.
3. Post 16 students with Special Educational Needs and Disabilities

(SEND) (all RBWM) Concession
<p>Post 16 students do not have a statutory entitlement to transport assistance but are able to purchase a season ticket on a school route for £651 (£3.43 per day) per academic year. All students are travelling within the Borough and the average cost of their transport is £918 (£4.83 per day) per academic year.</p> <p>Post 16 students with SEND are also able to purchase a season ticket on a school route for £651 per academic year. Students are travelling in the Borough and to neighbouring authorities. The average cost of their transport is £6,731 per academic year or £35.42 per day (2019-2020). Students from low income families currently make no contribution to their transport costs.</p>
4. Low income families who are fare payers (statutory school age), all Borough concession
<p>Low income families who are fare payers (not entitled to free transport) currently make no contribution towards the cost of a season ticket on a school coach.</p>
5. All families (all Borough) “(temporary residential, looked after children, children with a medical condition, parents with a medical condition)” Exceptional Circumstances Concession
<p>Policy currently allows for home to school transport assistance to be provided in ‘Exceptional circumstances’ for up to 24 weeks where the pupil would not normally be entitled to transport under policy.</p>
6. All families (all Borough) Primary Concession
<p>Children awarded transport to a primary school or entry level are not normally reassessed when they reach the age of 8 - when the statutory distance criteria for awarding transport assistance changes from 2 to 3 miles.</p>
7. All families (all Borough) Nursery Concession
<p>Policy currently allows for transport to school to be provided to nursery pupils from the age of 4 (normally in National Curriculum Year R); the statutory age for transport provision is 5 years of age.</p>

2.5 The council approved budget for 2021/22 is £2,641,000 and includes a targeted saving of £280,000 in the cost of providing home to school transport. It is estimated that the proposed changes in policy will contribute approximately £74,000 towards that savings target. Additional savings are anticipated through the retendering of home to school transport contracts.

2.6 The borough has consulted with parents/guardians, schools, stakeholders, and other interested parties. Section 8 explains the process and the two appendices to the report contain the consultation responses. This feedback has been considered in the recommended options set out in table 3.

Options

Table 3: Options arising from this report

Option	Comments
<p>1a. Holyport Village residents concession Removal of automatic free transport provision to Cox Green School for existing and future pupils from Holyport Village. Residents of Holyport Village will be required to apply for transport assistance via a home to school transport application in line with all other RBWM residents.</p> <p>This is the recommended option</p>	<ul style="list-style-type: none"> • 6.7% of consultees agreed with this option (24/360 responses) • This option does not follow good practice guidance which suggests that changes to school transport arrangements should be phased in so children continue to benefit from an arrangement until they leave or change school. • This concession is unfair to children of other residents and to other schools who do not have the equivalent provision. If it is removed children will be reassessed under current policy and may still be eligible for transport support or grounds such as distance from school or low income. • Non entitled pupils will be able to purchase a bus pass on either the White Bus service (direct service to Cox Green school) or the Courtney Bus service (Holyport to Frascati Way (change) - Cox Green). The council currently purchases bus passes on these services for children living in Holyport Village. We do not operate a school bus. • Some parents may be able to apply for school bursary funding to mitigate the cost of transport. • Holyport College has changed its intake criteria

Option	Comments
	<p>and is now accepting more local pupils into the school for Year 7, reducing the likely need for this journey from September 2021.</p> <ul style="list-style-type: none"> • Maximises financial savings from this policy change.
<p>1b. Holyport Village residents concession Removal of automatic free transport provision for future pupils from Holyport Village; retain entitlement for current student cohort until they reach the age of 16.</p> <p>This is not recommended</p>	<ul style="list-style-type: none"> • 15.6% of consultees agreed with this option (56/360 responses). • This option follows good practice guidance which suggests that changes to school transport arrangements should be phased in so children continue to benefit from an arrangement until leave or change school. • This concession is unfair to children of other residents and to other schools who do not have the equivalent provision. If it is removed children will be reassessed under current policy and may still be eligible for transport support or grounds such as distance from school or low income. • Non entitled pupils will be able to purchase a bus pass on either the White Bus service (direct service to Cox Green school) or the Courtney Bus service (Holyport to Frascati Way (change) - Cox Green). The council currently purchases bus passes on these services for children living in Holyport Village. We do not operate a school bus. • Some parents may be able to access school bursary funding to mitigate the cost of transport.

Option	Comments
	<ul style="list-style-type: none"> • Holyport College has changed its intake criteria and is now accepting more local pupils into the school for Year 7. • Financial saving will accrue over five years from September 2021, putting pressure on short and medium term budget.
<p>1c. Holyport Village residents concession Policy is unchanged.</p> <p>This is not recommended</p>	<ul style="list-style-type: none"> • 44.4% of consultees agreed the policy should not change (160/360 responses). • Inequality of provision compared to other borough residents – risk of challenge if other policy changes are accepted. • Alternative savings in home to school transport would need to be found <p>33.3% of consultees expressed no opinion regarding this concession (120/360 responses)</p>
<p>2a. Eton Wick residents concession Remove the Eton wick residents concession for September 2021. Eton Wick residents will pay the same for a season ticket on a school coach (£651) as other residents. Eton Wick residents will not receive discounts on public bus services.</p> <p>This is the recommended option</p>	<ul style="list-style-type: none"> • 10.0% of consultees agreed with this option (36/360 responses). • Residents may still be eligible for support under statutory policy e.g. distance from school; low income families. • The substantial increase in season ticket cost is significant. It is possible to pay the cost in termly instalments. • The actual cost to the council of a season ticket on an Eton Wick school coach varies between £855-£1005 dependent on route and loading. Eton Wick residents will therefore still be receiving a substantial discount. • Cost of RBWM season ticket is still low relative to neighbouring authorities

Option	Comments
	<p>and non-residents (£893 average).</p> <ul style="list-style-type: none"> • Parents may be able to access School bursary funding to mitigate the cost of transport. • Maximises ability to achieve financial savings target in 2021/22.
<p>2b. Eton Wick residents concession Retain the Eton Wick concession but increase fares annually by a minimum of 10% until Eton Wick residents pay the same fare as other residents using school coaches. Eton Wick residents will not receive discounts on public bus services.</p> <p>This is not recommended</p>	<ul style="list-style-type: none"> • 15.6% of consultees agreed with this option (56/360 responses). • Residents may still be eligible for support under statutory policy e.g. distance from school; low income families. • The actual cost to the council of a season ticket on an Eton Wick school coach varies between £855-£1005 depending on route and loading. Eton Wick residents will therefore still be receiving a substantial discount. • Cost of RBWM season ticket is still low relative to neighbouring authorities and non-residents (£893 average). • Parents may be able to access School bursary funding to mitigate the cost of transport. • It will take a number of years to realise the savings from this change and alternative options will need to be found for 2021/22.
<p>2c. Eton Wick residents concession Policy is unchanged.</p> <p>This is not recommended.</p>	<ul style="list-style-type: none"> • 37.8% of consultees agreed the policy should not change (136/360 responses). • Inequality of provision compared to other borough residents - risk of

Option	Comments
	<p>challenge if other option accepted.</p> <ul style="list-style-type: none"> No contribution to budget position, resulting in pressure and the need to find alternative options. <p>36.7% of consultees expressed no opinion regarding this concession (132/360 responses).</p>
<p>3a. Post 16 students with Special Educational Needs and Disabilities (SEND) (all RBWM) Concession All Post 16 Students with SEND will make a contribution towards the cost of their home to school or college transport that increases as distance travelled increases:</p> <p>0-5 miles £ 651 (equivalent to the cost of a season ticket on a school bus) 5-10 miles £ 851 10-15 miles £1051 15 miles + £1251</p> <p>Students from low income families will receive a 50% discount on the cost of their transport.</p> <p>This is not recommended</p>	<ul style="list-style-type: none"> 4.4% of consultees agreed with this option (16/360 responses). Post 16 students with SEND currently pay £639 towards the cost of their transport on a school route, rising to £651 in September 2021. Low income Post 16 students with SEND currently make no contribution to the cost of their transport. Transport for students with SEND is more costly because vehicles are usually people carriers or minibuses carrying smaller numbers of students. There may also be a passenger assistant to support the students whilst travelling. 16 to 19 Bursaries: <ul style="list-style-type: none"> Young people in education or training can apply for a bursary from their school, college or institution for financial support to help them remain in education. There are two types of bursary: A vulnerable person's bursary, which is worth up to £1,200 per year and

Option	Comments
	<p>available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication).</p> <ul style="list-style-type: none"> ○ A discretionary bursary that schools, colleges and institutions award to meet individual needs, including help with the cost of transport, meals, books and equipment. ○ Applications for both types of bursary are made through schools, colleges and institutions. ○ Details of the Bursary scheme and how to apply, together with the options available for Post 16 transport in RBWM can be found here Post-16 Home to School Transport Policy 2020-21 Supporting Statement ○ The Transport Team will actively promote these options to Parents, Schools and Colleges and stakeholders in May 2021 ready for September 21. <ul style="list-style-type: none"> ● Maximises ability to achieve financial savings target in 2021/22.
<p>3b. Post 16 students with Special Educational Needs and Disabilities (SEND) (all RBWM) Concession</p>	

Option	Comments
<p>All post 16 Students with SEND will continue to make a contribution towards the cost of their home to school or college transport by paying a flat rate charge of £651. Students from low income families will receive a 50% discount on the cost of their transport,</p> <p>This is the recommended option</p>	<ul style="list-style-type: none"> • 23.1% of consultees agreed with this option (83/360 responses). • Post 16 students with SEND currently pay £639 towards the cost of their transport on a school route, rising to £651 in September 2021. A flat rate charge, regardless of distance travelled, could make continued education more accessible. • Low income Post 16 students with SEND currently make no contribution to the cost of their transport. • Transport for students with SEND is more costly because vehicles are usually people carriers or minibuses carrying smaller numbers of students. There may also be a passenger assistant to support the students whilst travelling. • 16 to 19 Bursaries: <ul style="list-style-type: none"> ○ Young people in education or training can apply for a bursary from their school, college or institution for financial support to help them remain in education. There are two types of bursary: ○ A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication).

Option	Comments
	<ul style="list-style-type: none"> ○ A discretionary bursary that schools, colleges and institutions award to meet individual needs, including help with the cost of transport, meals, books and equipment. ○ Applications for both types of bursary are made through schools, colleges and institutions. ○ Details of the Bursary scheme and how to apply, together with the options available for Post 16 transport in RBWM can be found here Post-16 Home to School Transport Policy 2020-21 Supporting Statement ○ The Transport Team will actively promote these options to Parents, Schools and Colleges and stakeholders in May 2021 ready for September 2021. <ul style="list-style-type: none"> ● Increased ability to achieve financial savings target in 2021/22.
<p>3c. Post 16 students with Special Educational Needs and Disabilities (SEND) (all RBWM) Concession Policy is unchanged. Post 16 students with SEND will continue to make a contribution towards the cost of their home to school or college transport by paying a flat rate charge of £651.</p>	<ul style="list-style-type: none"> ● 52.2% of consultees agreed the policy should not change (188/360 responses) ● No contribution to budget position, resulting in pressure and the need to find alternative options.

Option	Comments
<p>Students from low income families currently make no contribution to their transport costs.</p> <p>This is not recommended</p>	<p>20.3% of consultees expressed no opinion regarding this concession (73/360 responses).</p>
<p>4a. Low income families who are fare payers (statutory school age, all Borough) concession From September 2021, the concession will be removed altogether and low income families who are fare payers will pay the full cost of a season ticket on a school coach (£651 in 2021/22)</p> <p>This is not recommended</p>	<ul style="list-style-type: none"> ● 1.1% of consultees agreed with this option (4/360 responses). ● Parents may be able to access School bursary funding to mitigate the cost of transport. ● Parents may still be eligible for support under policy on other grounds. ● Maximises ability to achieve financial savings target in 2021/22.
<p>4b. Low income families who are fare payers (statutory school age, all Borough) concession From September 2021, low income families who are fare payers will pay a contribution of £325 (50% of the normal cost of a season ticket on a school coach)</p> <p>This is not recommended</p>	<ul style="list-style-type: none"> ● 7.5% of consultees agreed with this option (27/360 responses). ● Parents may be able to access School bursary funding to mitigate the cost of transport. ● Parents may still be eligible for support under policy on other grounds. ● Some contribution to financial savings target in 2021/22.
<p>4c. Low income families who are fare payers (statutory school age, all Borough) concession The policy will remain unchanged and low income families who are fare payers will continue to make no contribution towards the cost of a season ticket on a school coach.</p> <p>This is the recommended option</p>	<ul style="list-style-type: none"> ● 62.8% of consultees agreed the policy should not change (226/360 responses). ● Saving targets potentially unachieved. ● Targeted support for our most vulnerable families is continued while enabling them to seek education in schools which may be further from home.

Option	Comments
	<p>10.0% of consultees disagreed with all options (36/360 responses).</p> <p>18.6% of consultees expressed no opinion regarding this concession (67/360 responses)</p>
<p>5a. All families (all Borough) (temporary residential, looked after children, children with a medical condition, parents with a medical condition) Exceptional Circumstances Concession From September 2021, the 'Exceptional circumstances' concession will be removed from policy.</p> <p>This is not recommended</p>	<ul style="list-style-type: none"> ● 2.5% of consultees agreed with this option (9/360 responses). ● Parents may be able to access School and College bursary funding to mitigate the cost of transport. ● All residents can still be reviewed for support under policy. ● Maximises ability to achieve financial savings target in 2021/22.
<p>5b. All families (all Borough) (temporary residential, looked after children, children with a medical condition, parents with a medical condition) Exceptional Circumstances Concession From September 2021, 'Exceptional circumstances' transport assistance will be reduced from 24 weeks to a maximum of one school term (approximately 13 weeks).</p> <p>This is the recommended option</p>	<ul style="list-style-type: none"> ● 19.7% of consultees agreed with this option (71/360 responses). ● Parents may be able to access School bursary funding to mitigate the cost of transport. ● All residents can still be reviewed for support under policy. ● Support given for one term to deal with temporary situations. Longer term support to be agreed with School/College, family and others as needed. ● Earlier review will contribute to financial savings target in 2021/22.
<p>5c. All families (all Borough) (temporary residential, looked after children, children with a medical condition, parents with a medical condition) Exceptional Circumstances Concession The policy will remain unchanged.</p> <p>This is not recommended</p>	<ul style="list-style-type: none"> ● 52.8% of consultees agreed the policy should not change (190/360 responses). ● Inequality of provision compared to other borough residents - risk of challenge under a range of 'fairness' comparisons.

Option	Comments
	<ul style="list-style-type: none"> Unlikely to make significant contribution to savings target in 2021/22. <p>25.0% of consultees expressed no opinion regarding this concession (90/360 responses).</p>
<p>6a. All families (all Borough) Primary Concession To remove the concession and reassess pupils (including SEND pupils) for transport assistance when they reach the age of 8.</p> <p>This is not recommended</p>	<ul style="list-style-type: none"> 5.3% of consultees agreed with this option (19/360 responses). Parents may be able to access School bursary funding to mitigate the cost of transport. Some residents may still be eligible for support under policy on other grounds. Maximises ability to achieve financial savings target in 2021/22.
<p>6b. All families (all Borough) Primary Concession To retain the concession and only reassess a pupil when they move school or if they change address.</p> <p>This is the recommended option</p>	<ul style="list-style-type: none"> 45.8% of consultees agreed with this option (165/360 responses). Parents may be able to access School bursary funding to mitigate the cost of transport. This better reflects the range of education options across the Royal Borough with both 2 and 3 tier education systems. Some residents may still be eligible for support under policy on other grounds. Reduced ability to achieve financial savings target in 2021/22.
<p>6c. All families (all Borough) Primary Concession The policy will remain unchanged.</p> <p>This is not recommended</p>	<ul style="list-style-type: none"> 26.1% of consultees agreed the policy should not change (94/360 responses); <p>22.8% of consultees expressed no opinion regarding this concession (82/360 responses)</p>

Option	Comments
<p>7a. All families (all Borough) Nursery Concession To remove the concession and only assess pupils for transport assistance when they reach the age of 5</p> <p>This is not recommended</p>	<ul style="list-style-type: none"> ● 5.6% of consultees agreed with this option (20/360 responses). ● Parents may be able to access School bursary funding to mitigate the cost of transport. ● Maximises ability to achieve financial savings target in 2021/22.
<p>7b. All families (all Borough) Nursery Concession To change the concession so that nursery pupils from the age of 4 who are assessed as entitled to transport assistance will be required to make a contribution towards the cost of their home to school nursery transport by paying a flat rate charge of £651 (the cost of a season ticket on a school coach). Pupils from low income families will receive a 50% discount.</p> <p>This is the recommended option</p>	<ul style="list-style-type: none"> ● 17.2% of consultees agreed with this option (62/360 responses). ● Parents may be able to access School bursary funding to mitigate the cost of transport. ● Mirrors proposed policy for post 16 education. ● Lower level of contribution to financial savings target in 2021/22.
<p>7c. All families (all Borough) Nursery Concession Policy is unchanged.</p> <p>This is not recommended</p>	<ul style="list-style-type: none"> ● 44.2% of consultees agreed the policy should not change (159/360 responses). ● Parents may be able to access School bursary funding to mitigate the cost of transport. ● No scope for contribution to savings target. <p>33.1% of consultees expressed no opinion regarding this concession (119/360 responses)</p>

3. KEY IMPLICATIONS

Table 4: Key Implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Recommended Home to school transport policy changes accepted in full	Not approved	Recommended options Approved and policy published by 31 st May 2021, operational 1 st			

4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1 If the recommendations are not taken then there is a resulting pressure on the budget for 2021-22.

5. LEGAL IMPLICATIONS

5.1 Home to school travel and transport guidance (July 2014) refers to the following:

- Sections 444, 508A, 508B, 508C, 508D, 509AD and Schedule 35B of the Education Act 1996 (the Act), as inserted by Part 6 of the Education and Inspections Act 2006 (the EIA 2006)
- Regulation 5 and Part 2 of Schedule 2 to The School Information (England) Regulations 2002, as amended
- Equality Act 2010
- School Admissions Code
- European Convention on Human Rights
- The School Travel (Pupils with Dual Registration)(England) Regulations 2007
- Public Service Vehicles (Carrying Capacity) Regulations 1984
- Section 48 of the School Standards and Framework Act 1998

5.2 Section 508C of the Education Act 1996 provides local authorities with discretionary powers to go beyond their statutory duties and provide transport for children who are not entitled to free transport.

5.3 Individual local authorities can decide whether to apply their discretion regarding concessionary transport provision based on local needs and circumstances. The support available should be communicated through the Home to school transport policy.

5.4 In order to comply with their home to school transport duties local authorities must promote the use of sustainable travel and transport and make transport arrangements for all eligible children. The Royal Borough's Local Transport Plan and the Home to school transport policy set out how these duties will be met.

5.5 The Royal Borough's Local Transport Plan (LTP) 2012-2026 ([Local Transport Plan LTP 2012-2026](#)) was adopted in July 2012. The LTP is currently the main policy document which guides the future direction of transport strategy and delivery in

the Borough. It provides details of the key transport challenges faced in the Borough and outlines the Council's vision and strategic plans with regard to transport infrastructure and service provision.

5.6 The key objectives outlined within the LTP are as follows:

- to improve access to everyday services and facilities for everyone;
- to improve road safety and personal security for all transport users;
- to support sustainable economic growth;
- to improve quality of life and minimise the social, health and environmental impacts of transport; and
- to mitigate and adapt to the effects of climate change.

5.7 The Royal Borough of Windsor and Maidenhead's home to school transport policy ([Home to school transport policy 2020/21](#))

sets out what help and support we give to eligible children and young people who are travelling between home and school/college.

5.8 The policy covers the assistance available for:

- Children of statutory school age (aged 5 to 16).
- Children of statutory school age (aged 5 to 16) with special educational needs, a disability or other mobility difficulties.
- Young people aged 16 to 18.
- Young people aged 16 to 18 with special educational needs, a disability or other mobility difficulty.
- Young people aged 19 to 25 with high needs.

5.9 The policy also covers the assistance available to families which is concessionary or at the discretion of the council.

6. RISK MANAGEMENT

6.1 Without consideration of non-statutory concessions RBWM risks challenge from residents who consider they are not treated equitably.

Table 5: Impact of risk and mitigation

Risk	Level of uncontrolled risk	Controls	Level of controlled risk
Equitable application of home to school transport policy	Low	Amend policy to ensure inequities are removed	Low
Savings targets not achieved	Medium	Adopt recommended policy changes to ensure savings targets are achieved	Low

7. POTENTIAL IMPACTS

7.1 Equalities

7.2 The council has to give due regard to its Equalities Duties, in particular with respect to general duties arising pursuant to the Equality Act 2010, section 149. Having due regard to the need to advance equality involves, in particular, to the need to remove or minimise disadvantages suffered by persons who share a relevant characteristic that are connected to that characteristic. Further details about the Equalities Duties are set out in the Equality Impact Assessment, which all councillors should read before taking the decisions identified in this report. The Equality Impact Assessment can be found here: [council's website](#).

7.3 The Equality Impact Assessment has been updated to include comment regarding potential equality issues highlighted through the consultation (see key themes at 8.8 and Appendix 5). The specific issues that have been highlighted are not unexpected and the mitigations to ensure the impact of policy change is kept low have been noted in the Assessment.

7.4 Climate change/sustainability

There are no implications arising from this report.

7.5 Data Protection/GDPR.

Personal data received as part of the informal consultation has been processed in accordance with the requirements of the Data Protection Act 2018.

8. CONSULTATION

8.1 Statutory guidance for home to school transport states that best practice is that a consultation should run for 28 working days during term time. This consultation has run for 28 calendar days and has included part of the Easter holiday, 15th March 2021 to 12th April 2021.

8.2 The timetable reflects that we were unable to begin the consultation until the council's budget was approved in February 2021. To ensure we publish our amended transport policy by 31st May 2021 (as required) and in order to give families sufficient time to consider their options for the September 2021 return to school we have consulted over 28 calendar days. If the consultation had run for 28 working days during term time the proposals couldn't have been implemented until September 2022.

8.3 In order to mitigate the impact of partly consulting over a holiday, the Transport Team Leader has specifically targeted the stakeholder consultees by contacting them via email and by text as necessary. The targeted stakeholder consultees are noted at Appendix 3 and are summarised as follows:

- parents/guardians of all current recipients of home to school transport (922);
- schools and colleges in RBWM (68);
- schools and colleges outside RBWM area currently served by school transport (57);

- local user groups/parent representative groups (11);
- Ward Councillors, Parishes and other interested stakeholders (56).

8.4 The targeted groups were contacted via email and text and were directed to the online consultation. Recipients were also given the option of contacting the home to school transport team if they required the consultation in a different format.

8.5 In addition to the targeted approach, the consultation was made available through the RBWM website and the Local Offer website: [Home to school transport consultation 2020/21](#) It has been widely covered in the local press.

8.6 We have received 360 responses in total; 262 responses from 1114 direct invitations to the targeted groups mentioned in section 8.3 which represents a 23.5% response rate. The consultation channel has been left open to enable us to gather further information and comment. As the response to the consultation has been good it is therefore considered unlikely that the duration and timing of the consultation will be considered material.

8.7 The statistical summary of the consultation is listed in Appendix 1 and the comments have been grouped and listed in full in Appendix 2. A list of the targeted stakeholders can be found at Appendix 3. A copy of the consultation can be found at Appendix 4.

8.8 The key themes in responses received from residents and interested parties have been recorded verbatim below:

- Cox Green is the only local school to Holyport.
- The change of policy when parents have already made their school choice is unfair.
- It is only fair that the concession should be retained for those who already have it.
- Other parents have to pay, why shouldn't Holyport Village be the same.
- There is no local middle or secondary school for Eton Wick residents; residents have no choice.
- Proposed increases in fares are too high and will result in an increase in traffic as parents will have to drive their children to school.
- The proposed increase in fares is too much (*this was a comment received in respect of all the concessionary items: Eton Wick, Holyport, SEND Post 16, Low income, Nursery provision*).
- There is no safe walking route to my child's school.
- The changes will restrict the choice of school for parents.
- Covid has had a huge impact on income. This is the wrong time to be considering any changes.
- Public transport is very limited.
- Post 16 SEND students have to travel greater distances to education placements.
- Post 16 transport should be free until 18 years of age.
- The proposed changes are discriminatory to SEND students.
- Low income families will be hugely disadvantaged.
- Provision under exceptional circumstances should not be time limited.
- Transport provision should not be reassessed at 8 years of age.

- SEND students should be exempt from the Nursery proposals.

8.9 In making its decision in relation to the amended Home to School Transport Policy, the Council must conscientiously take into account the feedback from the consultation process including any alternative proposals suggested as to savings/revenue generation.

8.10 In conclusion, nothing unexpected has arisen from the results of the consultation and therefore the recommendations remain the same.

9. TIMETABLE FOR IMPLEMENTATION

9.1 Implementation date if not called in: 1st September 2021

Table 7 : Implementation timetable

Date	Details
January 2021 - February 2021	Review of non-statutory elements of home to school transport policy
February 2021	Council budget agreed
March 2021- April 2021	Consultation with stakeholders
April 2021	Report to Cabinet
May 2021	Publication of Home to school transport policy 2021/22
September 2021	Implementation of policy from 1 st September 2021

10. APPENDICES

10.1 This report is supported by 5 appendices:

- Appendix 1 – Consultation - summary of responses.
- Appendix 2 – Consultation – comments received.
- Appendix 3 - Consultation – list of targeted stakeholder consultees
- Appendix 4 - Consultation – copy of consultation form
- Appendix 5 – Consultation – Post 16 SEND Students concession – Comments and Mitigations

11. BACKGROUND DOCUMENTS

11.1 This report is supported by the following background documents:

- RBWM Local Transport Plan 2012-2026 ([Local Transport Plan LTP 2012-2026](#))
- RBWM Home to school transport policy 2020/21 ([Home to school transport policy 2020/21](#))
- Home to school travel and transport guidance, DfE, July 2014 ([Home to school travel and transport guidance](#))
- Post-16 transport to education and training, DfE, January 2019 ([Post-16 transport to education and training](#))

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Date returned
Cllr Stuart Carroll	Lead Member for Adult Social Care, Children's Services, Health and Mental Health.	14/04/21	20/04/21
Duncan Sharkey	Managing Director	14/04/21	
Adele Taylor	Director of Resources/S151 Officer	14/04/21	15/04/21
Kevin McDaniel	Director of Children's Services	08/04/21	15/04/21
Hilary Hall	Director of Adults, Health and Commissioning	14/04/21	19/04/21
Andrew Vallance	Head of Finance	14/04/21	16/04/21
Elaine Browne	Head of Law	14/04/21	20/04/21
Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer	14/04/21	
Nikki Craig	Head of HR Corporate Projects and IT	14/04/21	19/04/21
Louisa Dean	Communications		
Karen Shepherd	Head of Governance	14/04/21	15/04/21

REPORT HISTORY

Decision type:	Urgency item?	To follow item?
Key decision	No	No

Report Author: Lynne Penn, Support Services Manager, 07887 635 049
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Appendix 1 -
Consultation Commer



Appendix 2 Home to
School Transport Poli



Appendix 3 -
Consultation Distribut



Appendix 4 - Home
to School Transport P



Appendix 5 - Post 16
SEND Students Conce

Home to School Transport Policy Consultation - Results Breakdown

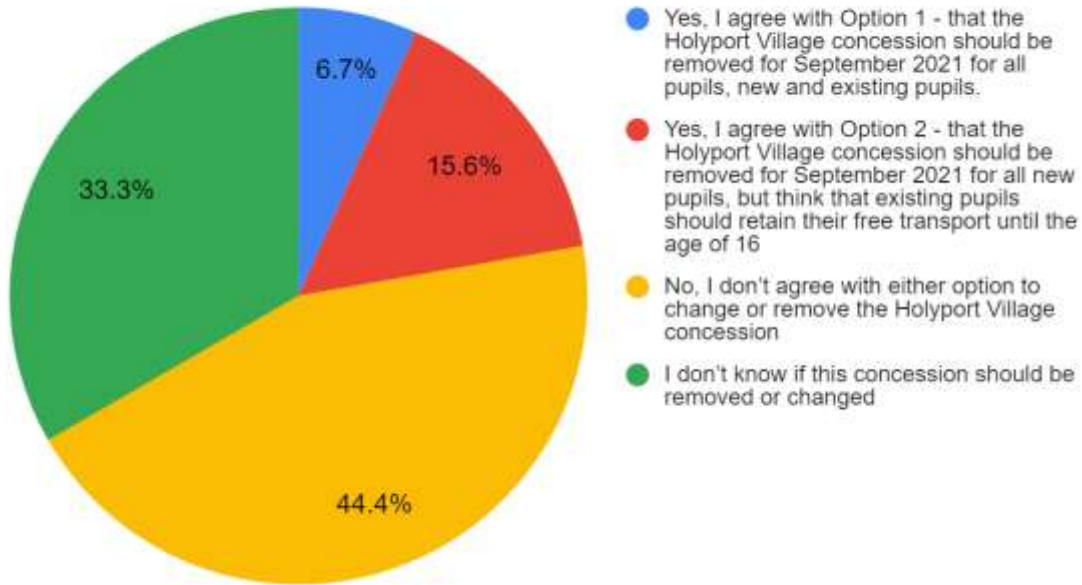
Notes

- Results as at 13 April 2021 - 360 unique responses received.
- Duplicate submissions from same individual removed
- 214 received from parents of children already receiving school transport assistance
- 98 received from parents of children not receiving school transport assistance
- 48 received from schools, organisations, or other interested parties

Holyport Village Residents Concession	Total	Organisation/ Other	Parent of a child ON transport	Parent of a child NOT ON transport
Yes, I agree with Option 1 - that the Holyport Village concession should be removed for September 2021 for all pupils, new and existing pupils. This is the Council's preferred option	24	3	15	6
Yes, I agree with Option 2 - that the Holyport Village concession should be removed for September 2021 for all new pupils, but think that existing pupils should retain their free transport until the age of 16	56	5	41	10
No, I don't agree with either option to change or remove the Holyport Village concession	160	25	82	53
I don't know if this concession should be removed or changed	120	15	76	29
Total	360	48	214	98

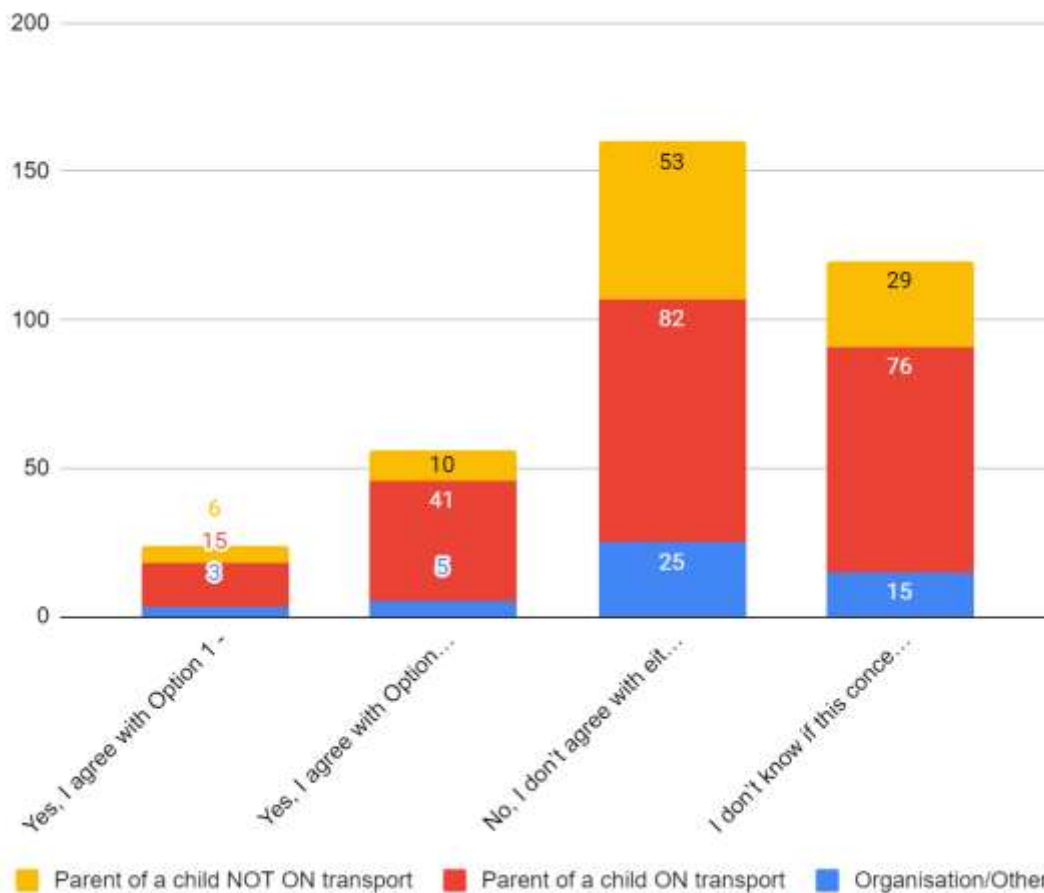
All results breakdown

Holyport Village Residents Concession



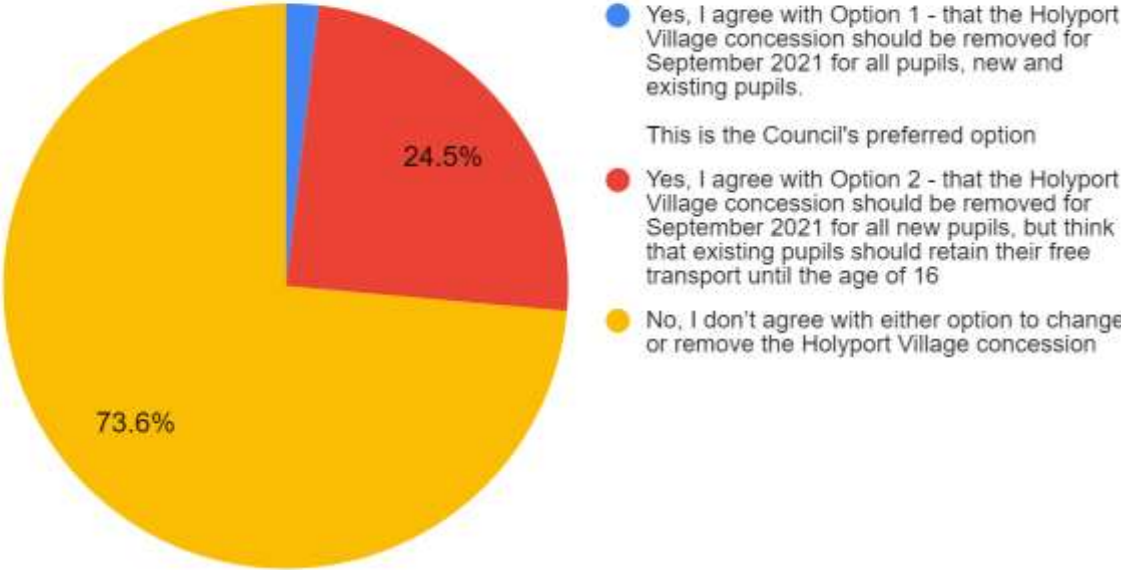
Results breakdown by respondent group

Holyport Village Residents Concession



Results breakdown for affected parties only

Breakdown of those affected or potentially affected by changes to Holyport Concession (58 total)

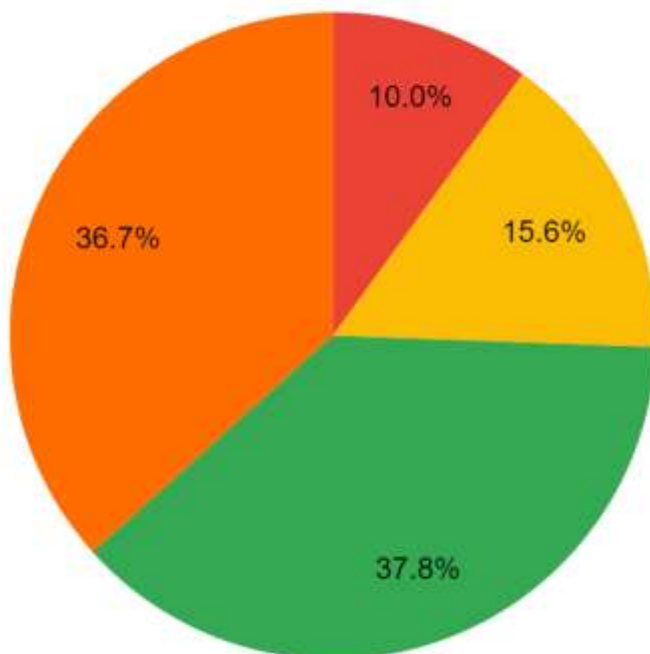


- Yes, I agree with Option 1 - that the Holyport Village concession should be removed for September 2021 for all pupils, new and existing pupils.
This is the Council's preferred option
- Yes, I agree with Option 2 - that the Holyport Village concession should be removed for September 2021 for all new pupils, but think that existing pupils should retain their free transport until the age of 16
- No, I don't agree with either option to change or remove the Holyport Village concession

Your response - Eton Wick Residents Concession	Total	Organisation/ Other	Parent of a child ON transport	Parent of a child NOT ON transport
Yes, I agree with Option 1 - that the Eton Wick residents concession should be removed for September 2021. Eton Wick residents will pay £651 for a season ticket on a school coach and will not receive discounts on public bus services. This is the Council's preferred option	36	5	21	10
Yes, I agree with Option 2 - that the Eton Wick concession should be retained, but that fares should increase annually by a minimum of 10% until Eton Wick residents pay the same fare as other residents using school coaches and that discounts on public bus services should be removed	56	11	34	11
No, I don't agree that the Eton Wick concession should be removed or changed	136	21	67	48
I don't know if this concession should be removed or changed	132	11	92	29
Total	360	48	214	98

All results breakdown

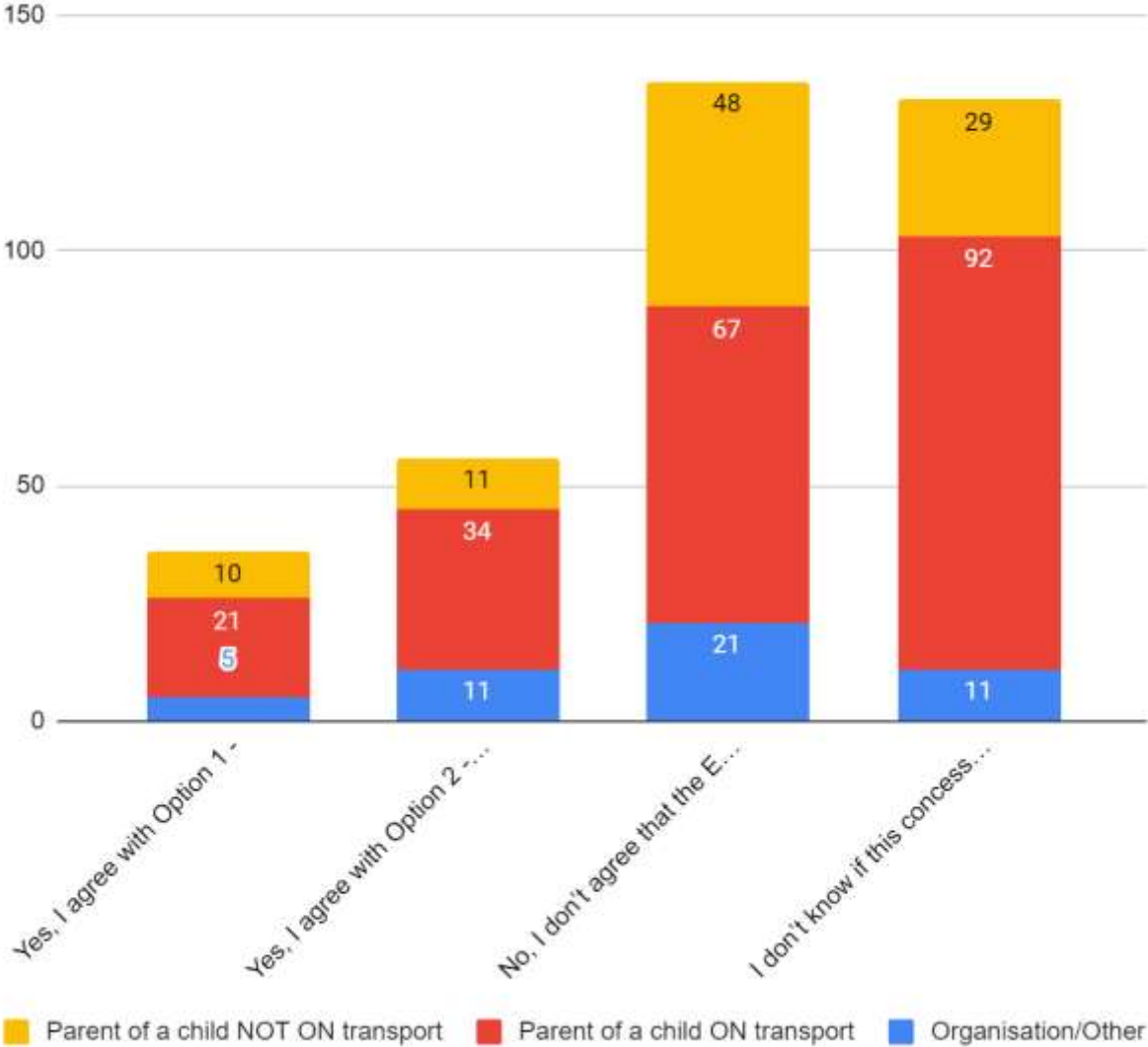
Eton Wick Residents Concession



- Yes, I agree with Option 1 - that the Eton Wick residents concession should be removed for September 2021. Eton Wick residents will pay £651 for a season ticket on a school coach and will not receive discounts on public bus services.
- Yes, I agree with Option 2 - that the Eton Wick concession should be retained, but that fares should increase annually by a minimum of 10% until Eton Wick residents pay the same fare as other residents using school coaches and th...
- No, I don't agree that the Eton Wick concession should be removed or changed
- I don't know if this concession should be removed or changed

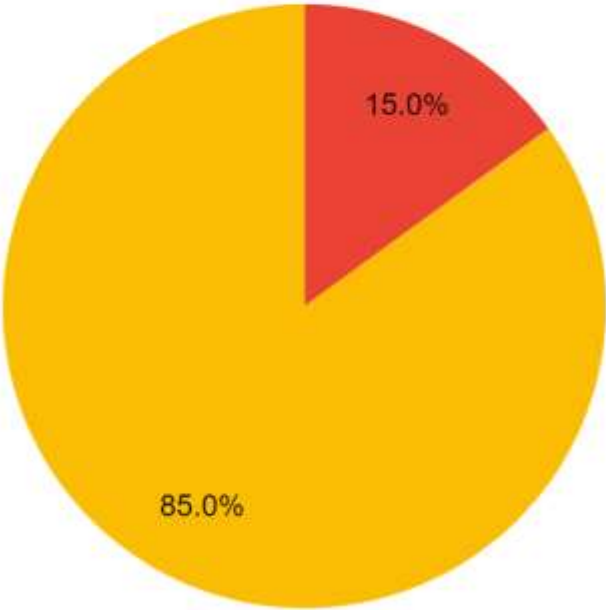
Results breakdown by respondent group

Eton Wick Residents Concession



Results breakdown for affected parties only

Breakdown of those affected or potentially affected by changes to Eton Wick concession (65 total)

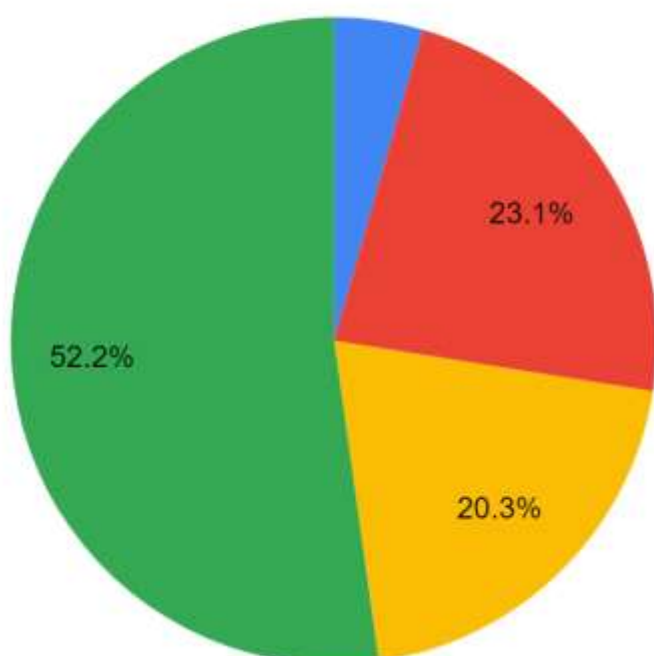


- Yes, I agree with Option 2 - that the Eton Wick concession should be retained, but that fares should increase annually by a minimum of 10% until Eton Wick residents pay the same fare as other residents using school coaches and that discounts on public bus services should be removed
- No, I don't agree that the Eton Wick concession should be removed or changed

Your response - Post 16 SEND Students Concession	Total	Organisation/ Other	Parent of a child ON transport	Parent of a child NOT ON transport
Yes, I agree with Option 1 - that all Post 16 Students with SEND should make a contribution towards the cost of their home to school or college transport and that distance travelled should be taken into account. Students from low income families should receive a 50% discount on the cost of their transport.	16	3	10	3
Yes, I agree with Option 2 - that all post 16 Students with SEND should make a contribution towards the cost of their home to school or college transport by paying a flat rate charge of £651. Students from low income families should receive a 50% discount. This is the Council's preferred option	83	9	48	26
I don't know if this concession should be changed	73	9	42	22
No, I don't agree that the post 16 pupils with SEND transport concession should be changed	188	27	114	47
Total	360	48	214	98

All results breakdown

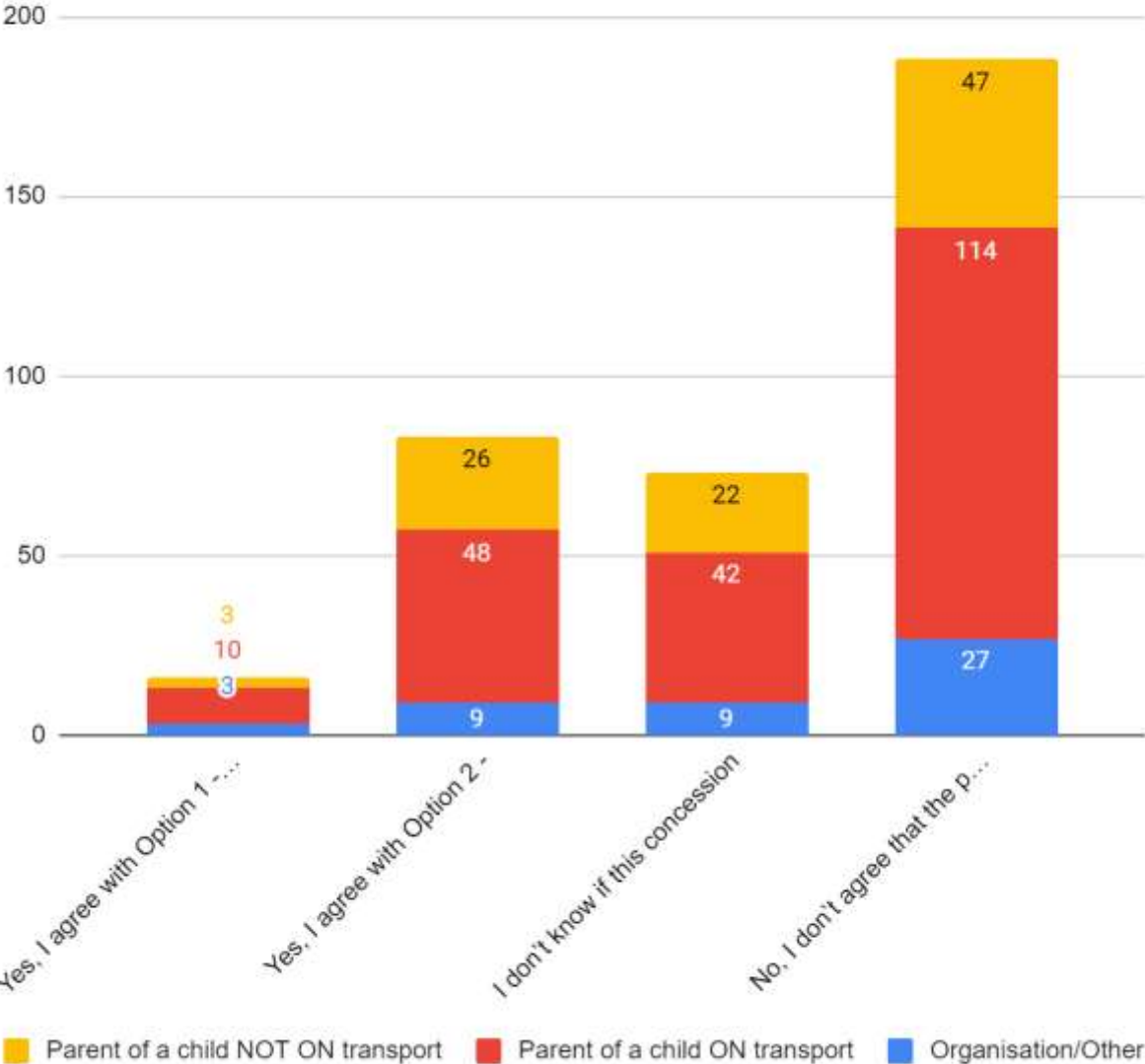
Post 16 SEND Students Concession



- Yes, I agree with Option 1 - that all Post 16 Students with SEND should make a contribution towards the cost of their home to school or college transport and that distance travelled should be taken into account. Students from low incom...
- Yes, I agree with Option 2 - that all post 16 Students with SEND should make a contribution towards the cost of their home to school or college transport by paying a flat rate charge of £651. Students from low income families sho...
- I don't know if this concession should be changed
- No, I don't agree that the post 16 pupils with SEND transport concession should be changed

Results breakdown by respondent group

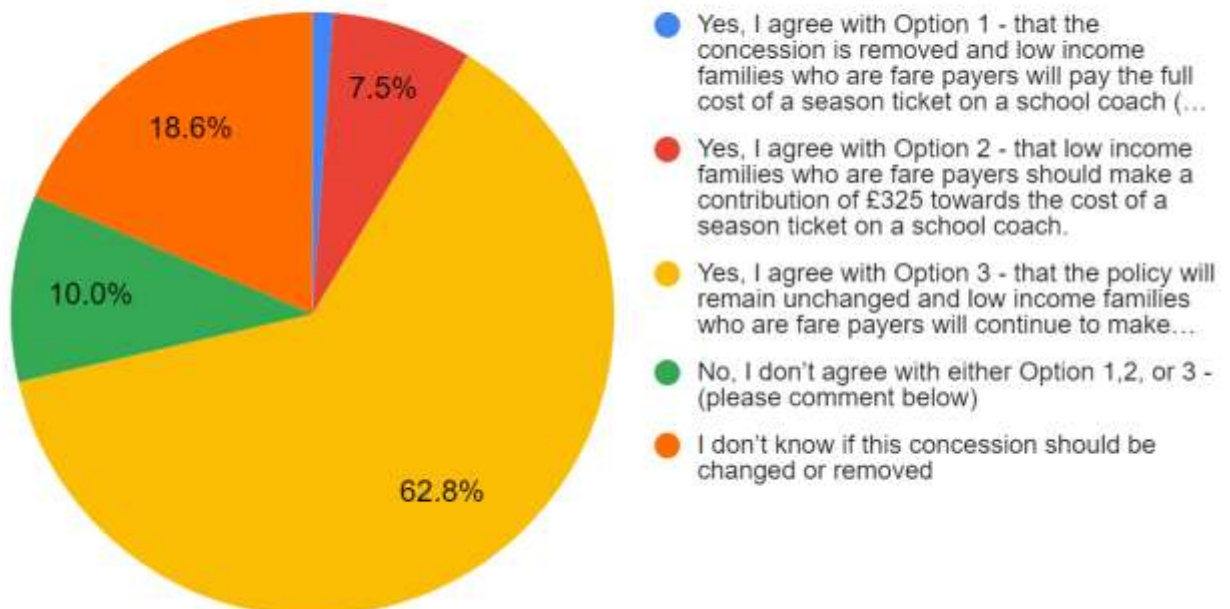
Post 16 SEND Students Concession



Your response - Low Income Families who are Fare Payers (not entitled to free home to school transport) Concession	Total	Organisation/ Other	Parent of a child ON transport	Parent of a child NOT ON transport
Yes, I agree with Option 1 - that the concession is removed and low income families who are fare payers will pay the full cost of a season ticket on a school coach (£651 in 2021/22)	4	0	2	3
Yes, I agree with Option 2 - that low income families who are fare payers should make a contribution of £325 towards the cost of a season ticket on a school coach.	27	4	13	9
Yes, I agree with Option 3 - that the policy will remain unchanged and low income families who are fare payers will continue to make no contribution towards the cost of a season ticket	226	31	130	65
This is the Council's preferred option				
No, I don't agree with either Option 1,2, or 3 - (please comment below)	36	5	27	4
I don't know if this concession should be changed or removed	67	8	42	17
Total	360	48	214	98

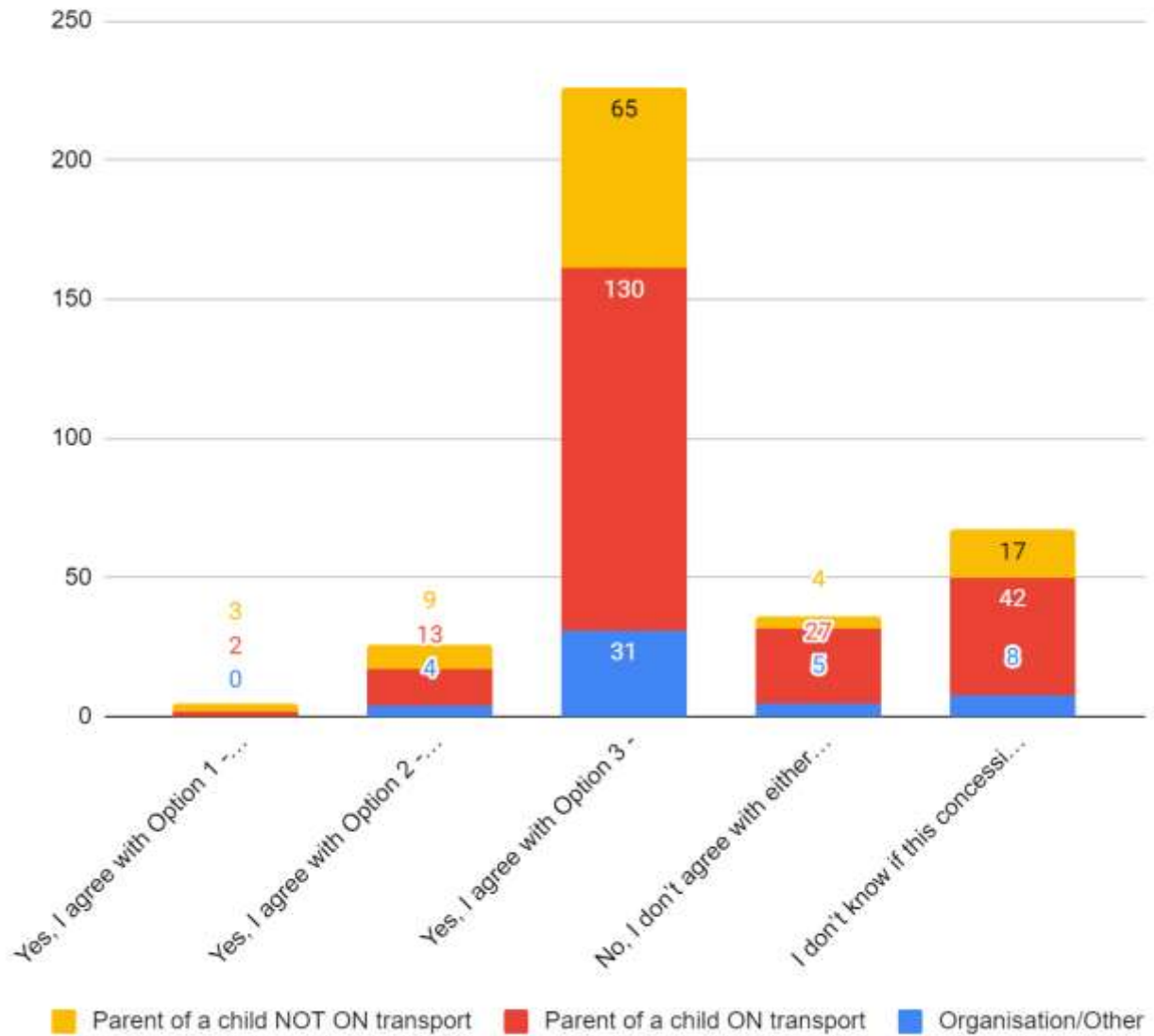
All results breakdown

Low Income Families who are Fare Payers (not entitled to free home to school transport) Concession



Results breakdown by respondent group

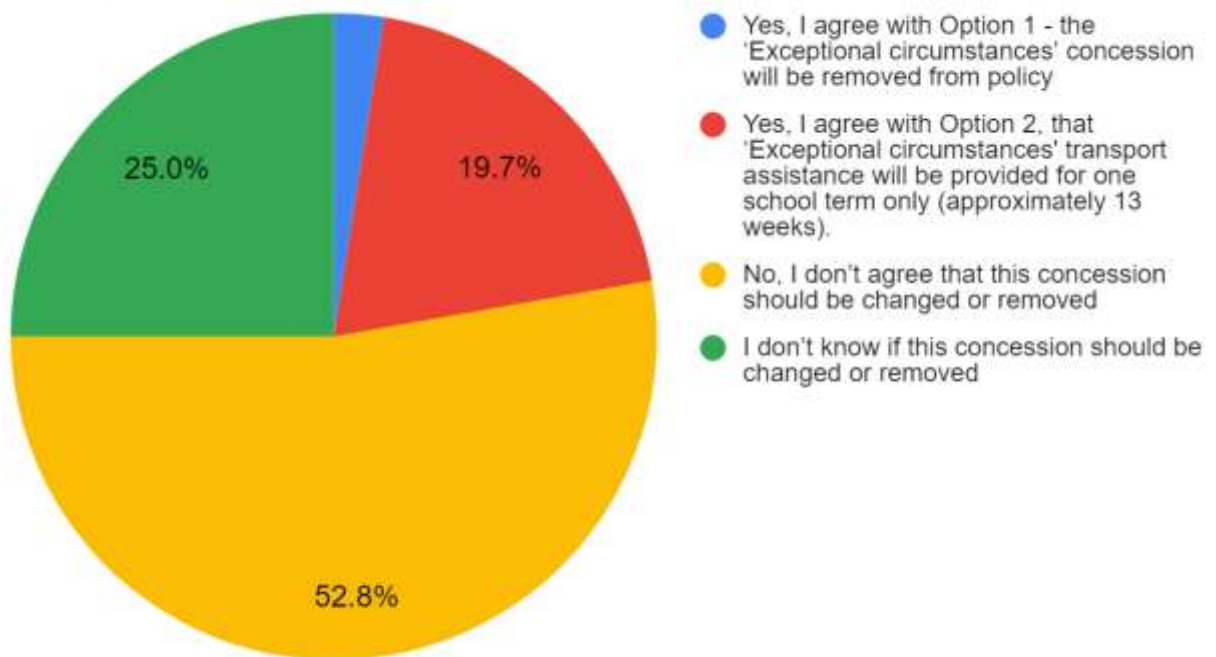
Low Income Families who are Fare Payers (not entitled to free home to school transport) Concession



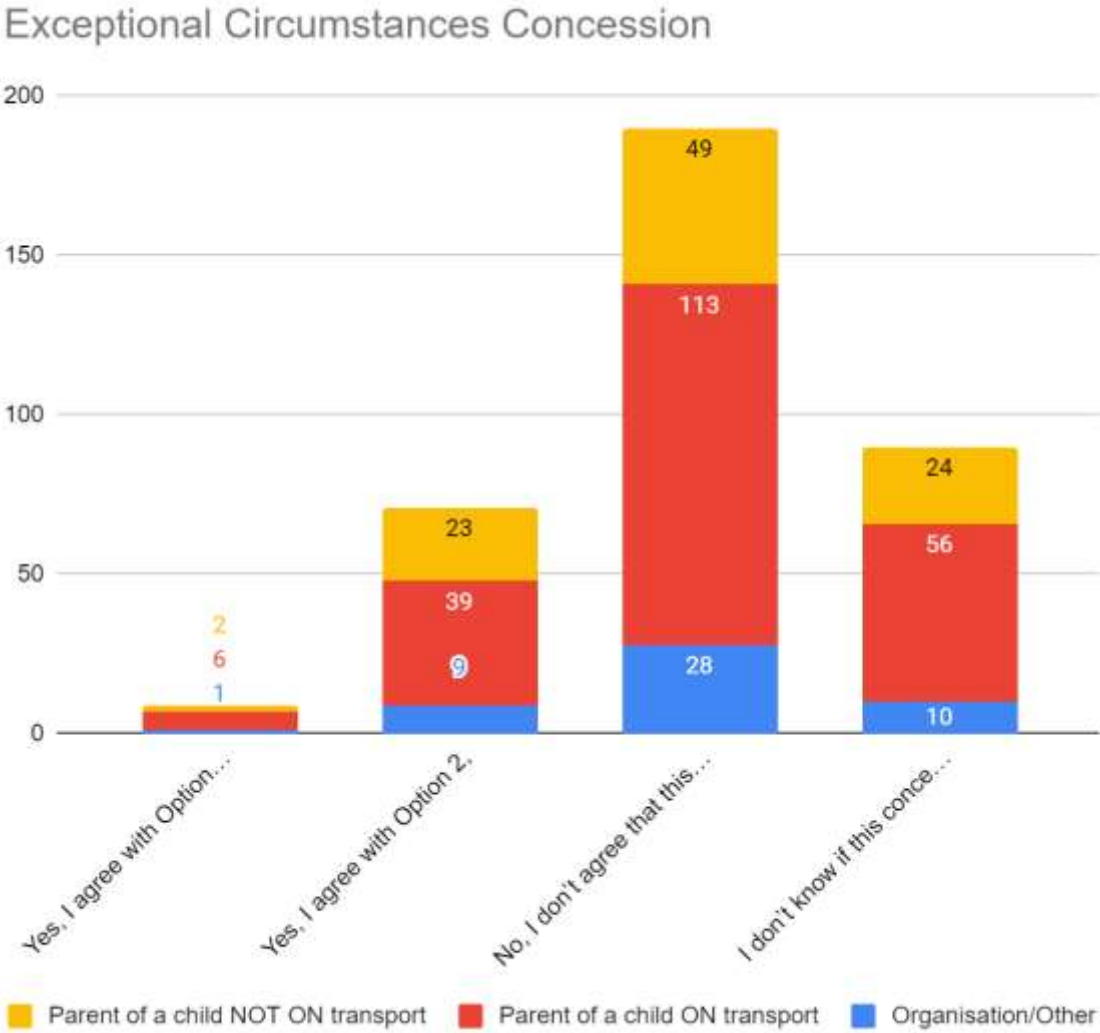
Your response - Exceptional Circumstances Concession	Total	Organisation/ Other	Parent of a child ON transport	Parent of a child NOT ON transport
Yes, I agree with Option 1 - the 'Exceptional circumstances' concession will be removed from policy	9	1	6	2
Yes, I agree with Option 2, that 'Exceptional circumstances' transport assistance will be provided for one school term only (approximately 13 weeks). This is the Council's preferred option	71	9	39	23
No, I don't agree that this concession should be changed or removed	190	28	113	49
I don't know if this concession should be changed or removed	90	10	56	24
Total	360	48	214	98

All results breakdown

Exceptional Circumstances Concession



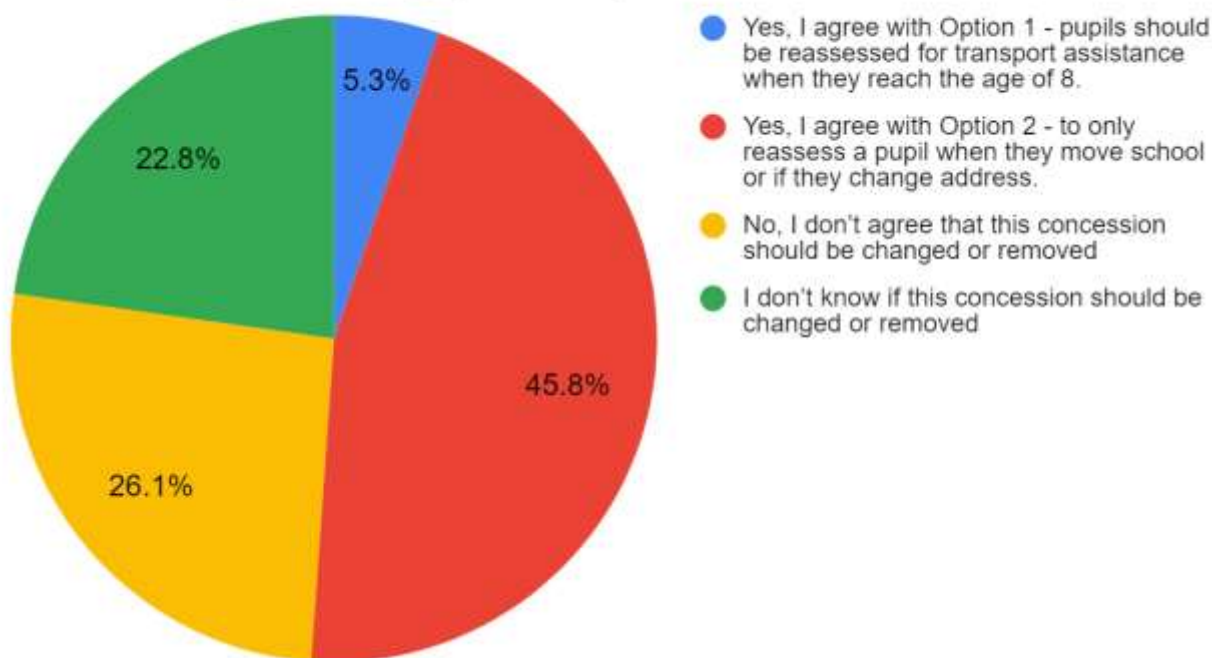
Results breakdown by respondent group



Your response - All families (all Borough) Primary Concession	Total	Organisation/ Other	Parent of a child ON transport	Parent of a child NOT ON transport
Yes, I agree with Option 1 - pupils should be reassessed for transport assistance when they reach the age of 8.	19	3	7	9
Yes, I agree with Option 2 - to only reassess a pupil when they move school or if they change address. This is the Council's preferred option	165	23	91	51
No, I don't agree that this concession should be changed or removed	94	13	62	19
I don't know if this concession should be changed or removed	82	9	54	19
Total	360	48	214	98

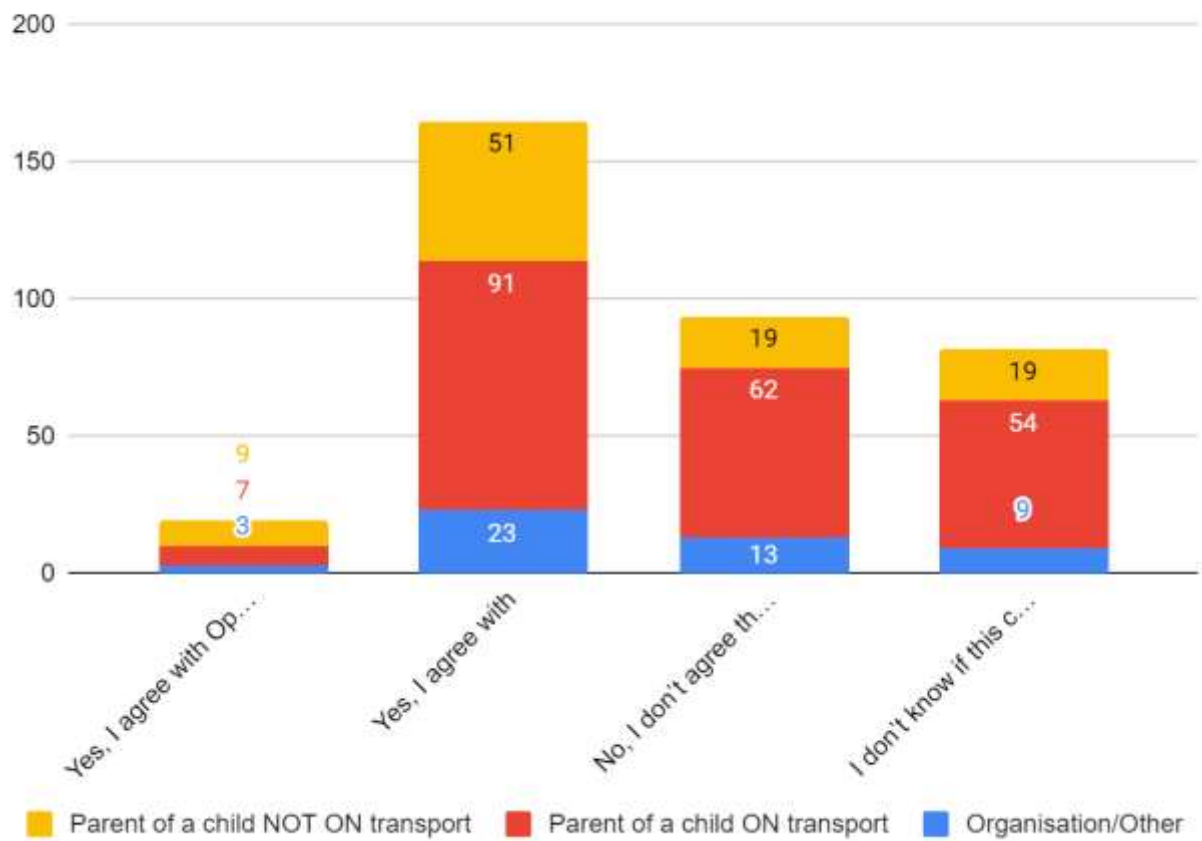
All results breakdown

All families (all Borough) Primary Concession



Results breakdown by respondent group

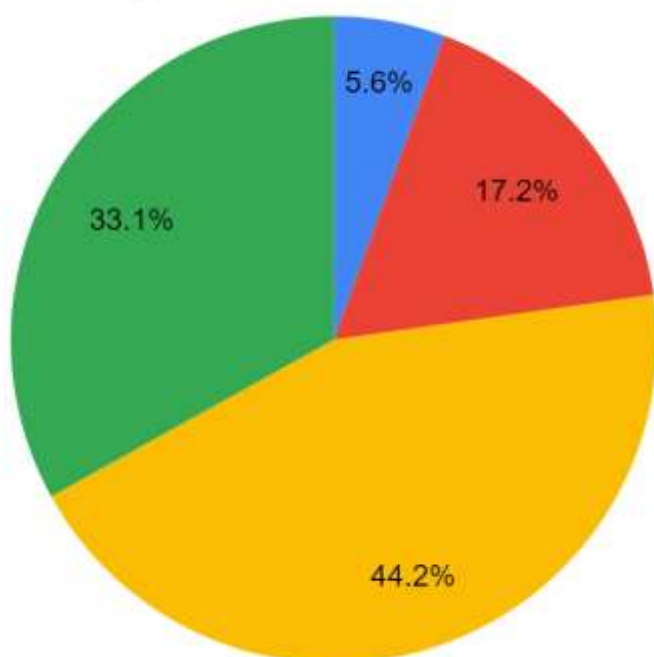
All families (all Borough) Primary Concession



Your response - Nursery Concession	Total	Organisation/ Other	Parent of a child ON transport	Parent of a child NOT ON transport
Yes, I agree with Option 1 - that the concession should be removed.	20	1	10	9
Yes, I agree with Option 2 - that all entitled nursery pupils should make a contribution towards the cost of their home to nursery transport by paying a flat rate charge of £651. Students from low income families will receive a 50% discount. This is the Council's preferred option	62	8	34	20
No, I don't agree that the concession should be removed or changed	159	26	88	45
I don't know if this concession should be removed or changed	119	13	82	24
Total	360	48	214	98

All results breakdown

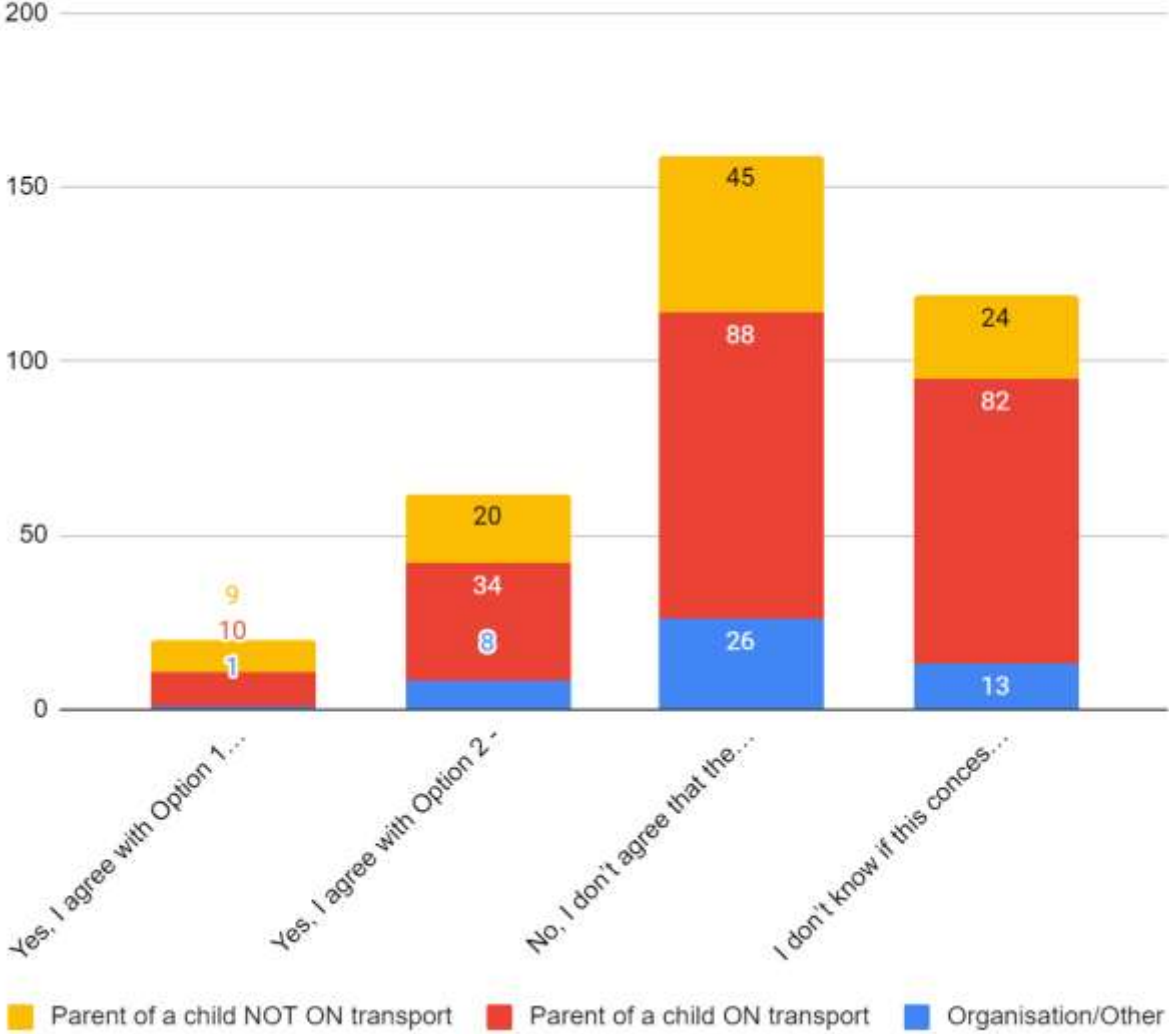
Nursery Concession



- Yes, I agree with Option 1 - that the concession should be removed.
- Yes, I agree with Option 2 - that all entitled nursery pupils should make a contribution towards the cost of their home to nursery transport by paying a flat rate charge of £651. Students from low income families will receive a 50% discount.
- No, I don't agree that the concession should be removed or changed
- I don't know if this concession should be removed or changed

Results breakdown by respondent group

Nursery Concession



Appendix 2: Home to School Transport Policy Consultation - Comments Received

Holyport Village Residents Concession

- 73 comments received
- Main themes:
 - Cox Green is the only local school to Holyport (21 mentions)
 - Proposed changes will result in an increase in traffic (13 mentions)
 - There is no safe route to Cox green School from Holyport (16 mentions)
 - The proposed changes are unfair (7 mentions)
 - The proposed changes restrict the choice of school for Holyport residents (6 mentions)

Comments - Holyport Village Residents Concession
<p>1- does this cover public transport or school buses.</p> <p>2- considering that the availability of school places in Holyport is very limited, and that alternative schools are out of reach for walking/cycling, then it must be the borough's duty to provide accessible transport to said school</p>
<p>After the stressful time we have all experienced over the last year I think it is terrible that you want to remove this concession. It has been a hard time for the children and parents and now that the kids are back to school I think we need to keep things 'normal' for the kids. Some parents cannot afford to pay for bus passes for their kids but also life decisions have been made based on the concession passes o.e moving to area, staying in the area, working longer hours as you don't have to do the commute to and from school. We have all suffered financially but to pay for 2 bus passes for the year wouldnt be sustainable and I wouldnt be able to pay for this option. I would also struggle to pick and drop the kids off and my wife and I both work.</p>
<p>Anything that discourages car use is good</p>
<p>As a single parent who works full time I would not be able to get my daughter to school and be able to get to work on time. My son would also be looking to start the here in 2 years tome. The free bus service for Holyport children attending cox green has been running for years and I do not understand why this is being considered to stop this?</p> <p>As a higher rate tax payer, I would like to think that some of the thousands of tax a year that I pay, could be put towards this bus service that helps many children in Holyport get to school safely, now and in the future years to come</p>
<p>Children already attending the school from Holyport were unfairly disadvantaged in the application process and were completely unable to attend their local school as priority went to children outside the village. While entry criteria have now been amended the children in year 8 and above could not go to the local school. It is therefore not from choice they did not attend it and the bus service was provided and funded as a result. It is also unfair to assume they could now change schools or pay to get them to the school.</p>
<p>Children in Holyport have no choice in going to a school which requires transport, therefore they should be treated fairly. I also believe that children attending 6th form (years 12 & 13) should also be entitled to a concession</p>
<p>Cox green is the only mixed school in the area that children from Holyport can go to. Holyport College is impossible for most Holyport children to get into. There are no safe roads to walk or cycle to cox green school from Holyport, so vehicles are the only option. If you take the free bus away, then there will be many more cars on the road and around school sites, picking up and dropping off students. This is bad for air pollution and obviously impact on parents having to pick up and drop off their children at school when they should be working.</p>
<p>Cox Green School is one of the only secondary schools that Holyport is in catchment for and although Holyport College have increased in the number of pupils from the village it still doesn't cater for everyone. Therefore Holyport residents have no option but to send their children to</p>

Comments - Holyport Village Residents Concession
another village school - many parents are working. The council should continue to provide concessions for the village children.
Due to the lack of local secondary schools in the Holyport area a lot of pupils have no choice but to travel quite some distance to attend school (Cox Green as example). Due to the distance the children have no choice but to be taken by car and go against the environmental progression that the council and government are looking to promote. By putting on a bus service this is helping significantly reduce the carbon footprint and traffic on the roads and offer the pupils access to secondary schools for those with no transport available to them.
Due to the location of Holyport CE Primary School, many pupils have to seek a secondary school which requires bus transport. Removing this concession would be detrimental, as already Holyport pupils already struggle to be allocated their preferences of Maidenhead schools e.g. Newlands for girls, Desborough for boys or Cox Green due to their location - compared to the more central Maidenhead Primary schools and as a result parents have sought places elsewhere. To place additional costs to families who are just wishing to allow their child to attend, now when many have become unemployed or redundant following the effect of the current pandemic also further alienating Holyport from the Maidenhead schools system seems very unfair.
Families should be supported as not the additional costs is a stretch to all. There are no local schools for the village kids therefore they should be supported. Note that Holyport college is not an option for local kids - the admission policy is not supporting local kids getting in their local college therefore the transport should be at least provided to be able to reach other schools.
Given the distance to the nearest secondary school with sufficient places (holoport college is too small) is so far away, it isn't reasonable to cut this.
Holyport College still cannot offer places to all Holyport based children, therefore children have no choice but to travel the distance to Cox Green. The Borough should consider the implications of multiple cars travelling across town to drive children to school and back every day, both from a traffic, emissions and well-being perspective against the cost of running one bus a day back and forth. Even a partially subsidised but centrally managed service would be better than nothing at all...
Holyport students have no local school that they can walk to therefore if you place a child further away you should provide the means to get there and attend. I certainly couldn't afford to pay for any transport as a parent
Holyport students travelling to Holyport College have to pay and seems only fair other parents do too
How are you expecting children to travel to and from school without the facilities of a direct route. There are very limited spaces at the local village school so lots of children will be expected to attend schools outside of the village. It's already a struggle for many families, many families have jobs to get to and multiple school drop offs. This will increase the traffic causing further congestion and impacts on the environment. I can't see how not supporting families in this way is beneficial in the long run.
How can you think it's right to remove concessions for children who have no choice but to need transport to schools when there are no schools in this area?
I agree that families that have the ability to pay towards school busses should
I do not agree with the removal of this vital service. The council are targeting savings that could have a direct impact on the safety and well being of children in the village.
I don't live in holyport
I don't think it is fair to change or remove the Holyport Village concession. Not every pupil living in the local area is fortunate to attend local Holyport college. Cox Green school has been filling the gap for many children living in the area. Please note, there is no public bus connection provided to Cox Green School at all and the factor that RBWM provides the school transport has been important factor in choosing the school placement for our son. The shortest driving distance according to Maps is 3.6 miles. I don't drive and wouldn't be able to assist my son with a

Comments - Holyport Village Residents Concession

transport. My husband is the only driver in the family and working and driving to Slough which is the opposite direction. Due to his work timings/schedule he wouldn't be able to help. The award of transport assistance will end in July 2022 according to the email received on 12th September 2019 and it would be unethical to withdraw it, as proposed, from September 2021. We have made all the arrangements accordingly, knowing that our son can rely on school transport till the date promised which is July 2022. I am sure it has been the case for other local kids and their families who depend on this decision. This a long distance to get to school and there is no safe bicycle path provided. My son is not confident in riding the bicycle and his safety is our priority to us as well. This option would not be feasible either. I would kindly ask RBWM to reconsider this suggestion as proposed Option 1 or 2 would live many families in a limbo, especially families and kids who have already received the decision and depend on this home to school transport as per the award of transport assistance. I truly hope RBWM will kindly reconsider and help my son and other kids concerned as attending school is important and a legal requirement too. Thank you in advance for your consideration and understanding.

I feel that it is unfair to charge residents for transportation to any school within the Borough. Additionally, Holyport suffers from a real lack of local secondary school places, (Despite the presence of Holyport College) which necessitates vehicular transport to school. Unsafe cycle routes and very restricted public bus timetables also add to the issue. Not everyone wants to or is able to drive their child to school and therefore the White Bus Service is so vital. To charge residents for using this vital service just to be able to send their child(ren) to school is unreasonable in my opinion.

I grew up in Holyport and used to get the bus to Altwood school. A great many of the children came from the large council estate so money may be tight.

I think this is a highly inappropriate decision when it is evident that those of us who live locally have limited secondary school option as we don't have a school that can service places needed for the local area. Unless RBWM can provide sufficient local secondary school places it should continue to provide safe transportation for children to attend school. Our children have no other means of travelling to school safely unless parents drive them or fight for bus places.

I've got multiple sclerosis and I don't drive. With all the bus gone I won't be able to get my daughter to school

I'd rather you didn't remove either, but if funding pressures mean you have to cut back, it seems disruptive to force children to change schools by changing the way you treat them after they have already begun a particular school.

It is already a struggle to find a secondary place near Holyport especially for girls. Even if you do get a place, none of them have a safe walking route to school which is realistic especially with heavy school bags.

It seems fair to stop any future concession but deeply unfair to go back on an existing commitment, particularly in challenging economic times for families.

It's important that these children have a way to get to school taking this away from the especially in today's climate could have a devastating affect on families

It's utterly shocking that such a low level provision is being removed.

It's an essentially investment contribution for future of country, community and children education without dependenc and help them fight of Poverty.

It's not clear to me why Holyport would be treated differently. Children in many rural parts of the borough have to travel long distances to school. The LA should support here, but it should be a fair policy for all, not just for one area.

Local children can't get into the nearest school being Holyport College so need transport to school. If you take away free transport people will just drive putting more cars on the road as buses are so expensive.

Many parents will simply drive their children to school, putting even more cars on the road, clogging up the roads and causing more air pollution around the schools - 3 in Cox Green very

Comments - Holyport Village Residents Concession
close together. So much for the borough's carbon emissions policy!
I assume children who receive free school meals won't have to pay but there will be many families who don't qualify for free school meals who still find it very difficult to find the money.
My REDACTED (child) is currently in year 9 at Cox Green School and at the time of applying for a secondary school place, we were aware that it would not be possible for REDACTED (child) to get a place at Holyport College taking into consideration that REDACTED (address) is not within a close enough radius to the school. We therefore applied for REDACTED (child) to go to Cox Green. I believe that it is still challenging now to be accepted into Holyport College due to the distance of REDACTED (address) from the school. Cox Green is 4 miles from REDACTED (address) and there is no safe walking or cycling route and as working parents it is very difficult to drop my daughter at school. In addition, if all children from the Holyport area require parents to drop them at school this would add to the already congested Holyport Road and would also have a negative impact on the environment in terms of road traffic pollution. We therefore think it very important to maintain the concession for Holyport village children.
My REDACTED (child) will be applying for secondary school this year and we had hoped that REDACTED (child) too could go to Cox Green School. If the bus concession were to be withdrawn, it would have a substantial impact on finances.
At the very minimum, it would only be a fair to honour the concession to those children that are already at the school.
Not enough secondary school places at Holyport College - even fewer when many of the children at Cox Green started there as Holyport College have only just increased their intake. Walking from Holyport to Cox Green school is not an option - it is too far and too dangerous.
Not many local children get into Holyport College. The roads are far too busy and distant to walk to other secondary schools. The coaches are vital transportation to safely get children to school. Not everyone has other transportation and can afford to pay full prices. Coaches are greener as less cars on the road.
Other parents have to pay so why shouldn't Holyport be the same.
People rely heavily on this service, me & my partner work but like a lot of families have been effected by the pandemic. It's hard for working family not entitled to any help, yet here we are having another service taken away from us & our child (who hasn't been to school on & off for a year) the free bus pass & knowing he can get to & from safely helps us so much, it's also the reason we were planning on sending out REDACTED (child) to Cox Green something we will now have to reconsider. This is so upsetting for parents & pupils. I am stronger against these proposals.
Please advise what the Holyport concession actually is so we can make an informed decision
Please support low income families who desperately need this
Potentially consider subsidised travel
Removal of bus transportation to schools will increase the number of journeys made by car and thus increase atmospheric pollution in an area where air quality is already acknowledged by RBWM to be a problem; there is a designated Air Quality Management Area in Bray/Holyport.
School age children have already faced huge mental health pressures and significant disruption and change due to the current pandemic. Forcing another change of routine and process on those children already travelling to school via this provision could have a much broader and wider impact than that currently being considered by RBWM. Please do not approach this consultation with tunnel vision on transport but rather on the children's current relationship and experience with school.

Comments - Holyport Village Residents Concession
Should be judged on distance from school and also accessibility and safety of pupils getting to school.
Taking this bus journey away from Holyport will mean my children will have to walk or ride to school and there is no safe route from Holyport. There is no path down Harvest hill road and the road is too dangerous to ride on.
The bus service is a lifeline for my REDACTED (children) to get to school safely . They are REDACTED (ages) There is no other way for them to get to school . I am a single parent on tax credits . I leave my home to go to work at 07:20 am every morning. This is a wonderful service . The school bus is full all the time .
The concession was made as a commitment by the former leader of the council, Simon Dudley, whilst he was leader. This was due to the lack of options for Holyport children at the time, when Holyport College had severely restricted entry for local children, and for girls the only 'choice' that could be made was Cox Green or Altwood. The situation has not changed for these children like my daughter, a commitment is a commitment and as a matter of principle the concession should be maintained at least for those who currently have it. Ideally it should be maintained, as if removed, the reality will be even more cars on the road taking children from Holyport to Cox Green and back.
The document doesn't provide sufficient information, i.e. why was this concession introduced in the first place, to answer this question.
The implications and reasons for this change have not been published, so cannot make a decision (not enough info)
The only real local secondary school is Holyport College, which not all children attend or are able to get in to in Holyport, and even for this school, most pupils walking would require walking along and crossing the very busy Ascot Road, which has no pedestrian crossing in place. Any other secondary schools in Maidenhead do NOT have safe walking routes either and therefore for children from Holyport to attend a secondary school, transport of some kind is a necessity. Far better to have school buses than hundreds of parents driving their children to and from school each day causing a huge increase in traffic and then also the concern of increased pollution too.
The problem for Holyport residents (and it's been this way for years) is that there is no direct public transport link from Holyport to Cox Green . Holyport side of Maidenhead do now have one secondary school locally but places are limited so have no choice but to use the schools in the Cox Green area . Withdrawing concessions will lead to more car journeys and more air pollution (one section of Holyport is already an AQMA area) The journey could be cycled but there is no safe route for the older pupils to use
The school is too far for children to walk to.
There are no local schools within walking distance, it would not be safe for our children to walk from Cox Green to Holyport in the winter
There are no other School options for children in Holyport Village.
There is no safe walking route to Cox Green school for Holyport. In addition, shrinking catchments in recent years have taken away most elements of choice for village children - Newlands is not an option, Holyport College only stretched 1.4 miles this year, and even Wycombe High didn't make it to Holyport this year. To further reduce any choice by removing the option of paid for transport disproportionately impacts Holyport as an outlying village when we are already disadvantaged.
There is no safe way to get to Cox Green School from Holyport
There is no suitable provision for the majority of these children in Holyport and no safe cycling or walking route to Cox Green school (or any other). This travel concession must be retained
There is no valid reason for RBWM to remove this concession. Go and look elsewhere to make savings from previous RBWM mistakes.
This does not affect my situation
This does not apply to me or my family

Comments - Holyport Village Residents Concession
This proposed change seems very unreasonable given that cox green was the nearest secondary school for our daughter
This should be fair to all students at all schools for all villages
To take it away from pupils who are already at the school is shocking. This may have been the only choice for some parents and to take it away when plans around childcare and employment are in place would be unfair and simply unmanageable for some.
Covid has had a huge impact on income and could not afford to pay or manage the logistics to get my child to school if it was taken away.
If it was to be taken away for for future pupils. Places would need to be guaranteed at the local school Holyport College.
This is just wrong full stop
To whoever it concerns I've received an email and read the maidenhead advertiser that you are considering charging people who get the bus in holyport. I find this disgusting that you would even consider charging someone to go to secondary school this is a public school and REDACTED (child) expected to attend every school day and you want to take away his only transport. I work all 5 days that my REDACTED (child) is at school and cannot take him as i work in REDACTED (town name) and REDACTED (child) is in cox green this why REDACTED (child) takes the bus. not only are you taking away REDACTED (child) transport but REDACTED (child) safety as well what happens when an emergency with school closure due to snow or other emergency i have to come out of work just to pick him up and then i lose money and REDACTED (name of child) is stranded at school. covid is still around and you expect REDACTED (child) to get into some persons car/ taxi and get to school. how is REDACTED (child) suppose to be on time when traffic is as a bad as it is in the morning and i thought we were suppose to cut down driving due to global warming. cox green is already as busy area and you take away a bunch students transport there will be no way that my REDACTED (child) will get to school on time if you go through with this. you say that it would be cheaper to get a taxi well i have calculated how this would be and it would be around £2000 just for one year. how you charge anyone to go to school is disgraceful and blaming on low funds is no excuse to take education after saying how important it is to have children back in school then take there only means of travel is stupid and doesn't make any sense. you say your considering which parts of transport are needed but yet your taking away multiple students transport how do you expect others who work like myself to pay for this when i have to pay for rent and council tax's and other bills you want add another bill to pay for something that should and is required to be free. REDACTED (name and address of child) and has taken the bus since REDACTED (child has been in school for a number of years) my REDACTED (child) who previously went to this school also had the bus free so why take away the bus on REDACTED (child 2 and year group) when REDACTED (child) needs to be at school to learn for his GCSEs. think of another way to save money don't mess with children's education REDACTED (name of parent)
True eligibility needs to be considered & assessed and funding/ provision allocated to those who truly need it. Recommend that a personal assessment of young person and families needs are undertaken rather than questionnaires completed on line. Eligibility needs to be clearly communicated and discussions undertaken in person.
We are on the outskirts of Holyport and I could not do without the transport we receive as there are no buses for my REDACTED (child) to access, or close by as the roads do not have a path and have very sharp bends with blind spots. We very much need, the coach transportation that we receive because we are both working parents and unable to collect at pick up time.
We do not live in Holyport and I have no views on this matter

Comments - Holyport Village Residents Concession
we had a school holyport college within 0.7 miles but could not get our REDACTED (child) into the school which is ridiculous as it's our local school. we went to appeal and still couldn't get our daughter into the local school as it took pupils from Windsor first not i. the local area. we finally were given Cox green as a school so why should we pay fir transport when you didn't allow our REDACTED (child) to the closest school. why are you now changing the free bus service mid way through her schooling??? not our fault REDACTED (child) was not allowed to a school that REDACTED (child) could have walked to
When selecting Cox Green School it was an agreed feeder school and as there nearest nonselected mixed school had transport via bus included.
When there is a closer secondary school that can meet a childs needs AND that child be able to reach their FULL POTENTIAL, i do not think LA should provide transport.
With the exception of a very few pupils who are offered the very limited number of places at Holyport College, there are no secondary school places within walking distance on safe routes to the village. This is not placing the village on a level playing field where there is no choice at all.
without knowing why the concession was put in place initially it doesn't seem right to just remove it. however i agree that going forward everyone in RBWM should be treated the same

Eton Wick Residents Concession

- 73 comments received
- Main themes:
 - The proposed cost increase is too high (35 mentions)
 - There is no local middle or secondary school for Eton Wick residents (15 mentions)
 - The proposed changes are unfair (14 mentions)
 - There is no safe route from Eton Wick to Windsor schools (10 mentions)
 - Windsor schools are too far from Eton Wick (8 mentions)
 - Proposed changes will result in an increase in traffic (7 mentions)

Comments - Eton Wick Residents Concession
Again, people will have made decisions based on the existing policy, so an abrupt change seems unfair.
Again, this is an issue about reasonable access to local schools. The council should provide good local schools
All students regardless of school or village should be treated the same.
Another money making scheme by the Borough
As the mum of 3 children and someone that works, if your proposal happens I will have to rethink where I send my children to school, full fares of over £600 per year per child is ludicrous ! The bus service should stay as it is!!
Both my REDACTED (children) have had the advantage of this bus which has suited our family as I am a single full time working mother and have REDACTED (3 children) all currently going to different schools and could not possible get them all to the schools
Children need to be able to attend school regardless of what their parents earn and increasing school transport costs is unfairly limiting this ability for lower income families
Concessions at the lowest rate (£351) should be made available to ALL but again should be only eligible to those who meet rigorous eligibility criteria (i.e) families/ individuals who need financial aid in order to access education. I recommend that greater scrutiny is given to eligibility and is tested in person (virtual / telecom interviews)
Don't think people can afford such price!!
Eton and eton wick children do not get a choice anymore regarding a middle school as eton and eton wick do not have a middle school all middle schools are in windsor neither of my 2 children were offered places at trevelyan or St edwards but got accepted at dedworth I do not drive and I cannot afford over a £1000 a year to get them safely to school every day in September 2021 they will be REDACTED (ages of children) they are not old enough to walk themselves to school and not only that it is not SAFE for them to walk the shortest walking route which is across the field how can you sleep at night thinking that what you are proposing is a good idea if eton had a middle school this side of the river more children would attend that school than those in windsor you cannot cut the subsidy for these children they need it to be able to attend school safely havent they had enough disruption in the last year now you are trying to take away there transport most parents won't be able to afford it and will drive there children to school thus adding to pollution levels traffic jams the relief road is busy enough as it is without adding more cars if you go ahead with this plan I thought the rbwm were trying to cut pollution not add to it
Eton Wick children are too far to walk to middle school.
Eton Wick does not have a middle School or Senior School therefore there is no option but to get the bus to school RBWM Should not be exploiting parents the bus should be free. If you want to charge is should be minimal and you need to justify the cost as it seem the current cheap service you provide is not fit for purpose
Eton Wick is unique in its position in relation to Windsor Schools. The immediate removal of the concession isolates the village even more simply due to its distance from ALL RBWM middle

Comments - Eton Wick Residents Concession
and upper school provisions. This is unacceptable. You can not provide a safe walking/cycling route to the village children - forcing them to either travel along an unlit and wooded river path or take an extended route to school on an immediate increase in fair on many families which can not increase their spend in this way without notice
Eton Wick Residents do not have a local middle or upper school through no fault of our own and so MUST travel in order to meet a statutory requirement of having our children in school until the age of 18. I don't understand the argument that "residents pay the same fare as other residents using school coaches". Do these "other residents" have a local school but are using buses to travel to a more distant school? The reality for us villages is we MUST travel in order to get to ANY school beyond the first school age. I do not see how subsidising necessary travel for children is unfair to other residents. Very soon I will have 2 children in middle and the upper school so will have to find £1300+ per year under your proposals. I understand your finances are in a bit of a state and so you are attempting to cut services to save money. But I do not understand how you can think that this measure is reasonable, sensible or fair for Eton Wick families.
I am not aware enough of the issues
I believe it should be fair across the board to all residents and all children !
I believe it us unfair for parents to pay as much as other residents when that is their only means of transport for their child to attend school.
I believe removing this concession would create an exclusive environment for school attendance based on fiscal ability and geographical location of families.
I do not believe ANY family should have to pay £651 to transport their child to school IF it is the nearest school that can meet the childs needs FULLY.
I don't know the area well enough to comment
I don't live in Erin Wick so find this hard to comment on. Frankly, what a ridiculous survey. These clearly should have been seperate and the cynic in me would think it's been designed to favour one way for the council in terms of response. Absolute shambles
In principal , my response would be similar to previous, Tongan something away when families have planned around it is wrong. It would need better alternatives and sufficient time to plan for any forces change
Perhaps the council should get its house in order before looking to save money against our children and their educations
I don't know why this concession was in place in the first place, however I do not know of any reason why everyone should not pay the same. I would however think it is fairer to do a gradual increase, but maybe it could be at a greater rate than suggested - maybe £100 a year for 3 years?
I doubt if other schools local to Eton wick can take the extra students
I have REDACTED (children) that will be hopefully be going to St Peter's school and I will be unable to afford the fees without any concession
I think it's very unfair that I pay 850 but my daughter get on at common lane eton
I think this is disgraceful to even think about the possibility of considering changing or removing the school transport to St Peters from Eton Wick. I am a single parent and have to save all year to be able to pay the yearly charge for the bus pass as it is. I feel strongly that in the light of things that when school places are allocated by the borough the children from Eton Wick mainly get placed at St Peters. I don't believe there has been any consideration for the children travelling to and from and the impact it will have on parents who can't get their children to school or home again especially those who have to work or don't drive as this is the transport we require to get our children to school for the education they deserve. Another consideration that may not even have been thought about would be the size of the school and where it is situated as this would mean far more traffic coming and going and if you are aware there isn't much road space.

Comments - Eton Wick Residents Concession
If there are no schools near enough, charging to travel seems unfair
In seeking to achieve equality and fairness for all residents across the RBWM all residents should be provided with the discounted option. Expecting those families on low income to meet increases of nearly 100% is a ludicrous expectation. Making these announcements just after schools allocations is also, in my opinion a cheap shot. The transport options for Eton Wick pupils travelling to Windsor are extremely limited. There are no schools within safe walking distance. Cycle routes are restricted and unsafe in places. Price increases to this extreme will force more vehicles onto the road bringing about increased road risk and environmental impact. For those families that have no alternative transportation option, what can they do? I do not believe that this is a way of fairly recouping finances . This feels very unfair.
It is not feasible for children as young as 9 years old to walk to Windsor from Eton Wick. Public transport is very limited
It is the borough's duty to provide free transport to comply with education obligations of the parents
It should be the same for all residents across the county
It's utterly shocking that such a low level provision is being removed.
It's an essentially investment contribution for future of country, community and children education without dependenc and help them fight of Poverty.
My understanding that Eton wick does not have a school within safe walking distance? If this is the case, low income families are being unfairly discriminated against.
N/A
No, I don't agree that the Eton Wick concession should be removed or changed
Not a resident so feel unable to comment
Not living in Eton Wick I think their voices should be heard more than mine. However current children should certainly not have their bills immediately increased by such a lot, this will bring financial hardship on many.
Not sure on the situation of Elton Wick but there was obviously a concession for a reason.
Other residents have an option to send their children to a local school - our children have a right to a free education. The money you are saving by pooling infrastructure and resource costs ,should cover the cost of the transportation concessions. If these savings have already been spent, then that is budget mismanagement.
Please leave this provision and continue to support low income families
School children in Eton Wick have no option other than use this service there is no public transport option from the village, and a council that is promoting less use of the private car due to pollution. This seems a very strange time to be doubting the cost of school transport encouraging more private car journeys.
See response for previous which applies to this. Stop taking your need to make cuts out on our future generations
Sept is 6 months away and you'll put some families in financial hardship by moving the goalpost so drastically and suddenly. The 10% annual increase would make more sense and help budget; especially for those who might have more than one child.
St Peter's Middle School is one of four local middle schools offering places to a wide geographical group of students. This is possible due to the current provision of funded/discounted home to school transport. The school has recently been expanded to create more places for the wider Windsor community which relies on the transport provision currently available.
Should this be removed, there will be a significant impact on many students from the Windsor area (especially Eton Wick) attending both St Peter's and other schools of their choice. This creates an exclusive environment for school attendance based on fiscal ability and geographical location of families.

Comments - Eton Wick Residents Concession

We currently have 33 children using this service, and this will be doubled in September with our new intake of year 5 students. This will have an impact of 1/5 of our student population, and may even prevent students attending school in the first instance until changes can be made. The middle schools in Windsor are fully subscribed and this will cause a significant amount of stress and pressure for families as they may now look to change their choices.

It is worth noting that St Peter's Middle School is the only Church of England Middle School in this area and parents may wish to choose the school on this basis. Again, financial limitations to the transport offer will only go towards excluding them from this option. This would create an inequality of choice for many families.

The impact on our school may leave us unable to fill spaces which have not long been created by yourselves and our recent expansion.

To maintain a balanced and fair approach to creating choice for both families and children, the supported home to school transport should remain.

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Subsidised public transport is vital to reduce the number of car journeys made and therefore reduce air pollution impact. I reject the assertion that "We want the system to be fair to all our pupils and schools" because RBWM's prime motive is quite clearly to save money having brought itself to near-bankruptcy.

The bus service is an important part of getting children to school, raising the cost is a disadvantage to children in the area who may not be able to meet the increase in cost. The current rate is fair and almost doubling the cost would put families into hardship. Children took up school places based on bus availability and should be offered a nearer school if costs were to rise.

Comments - Eton Wick Residents Concession
The children of eton and eton wick are already unfairly disadvantaged by having to travel to Windsor for any middle school. Certainly walking or cycling to St. Peter's is not possible and so the alternative would be driving and adding more cars and pollution to our local roads.
The document doesn't provide sufficient information, i.e. why was this concession introduced in the first place, to answer this question.
The placement of a child in middle school is effectively out of parental/guardian control. This means a child goes where the borough says there is a place. The closest school (St Edwards Middle School) is oversubscribed meaning 'free' school transport is not an option for most parents. The current reduced costs goes some way to addressing the lack of choice (and associated enforced fees) parents/guardians are faced with.
The public transport links for Eton Wick are not suitable due to times of the service and locations of the middle schools. The school transport for Eton Wick is a vital service for our families, and the increase is not justified. Children as young as 9 years old may be forced to cycle if parents can't afford the increase. Due to our location, this could put young lives at risk if this was to happen abs is very concerning. I would also like to add that many families live just on the edge of the breadline. They do not qualify for support and would struggle with this increase.
The school transport fees are already high. We don't have a walking distance school here that is safe for the children to do alone, I will not be able to send my child to school until REDACTED (child) is old enough to make a journey safely REDACTED (child) if these changes comes into play as I simply couldn't afford it. I would then have to take my younger child, to walk my eldest to school then get them all the way back to eton wick in time to start school themselves. I don't drive and I cant believe this is a way the council would like to up funds. Increase costs in fairer places. This is ridiculous and worrying after the year people have had!
The sudden rise risks pupils switching to car for their school transport leading to higher emissions. The gradual increase should mitigate this risk but still bring fares in line with other residents eventually.
There is no safe walking route for my REDACTED (child) to get to her current middle school or the school REDACTED (child) moves to in Sept 21 (WGS).
There is no suitable school provision in Eton Wick and a 5 mile road trip to closest schools. This concession must be retained
They are many patents that can't afford to pay such high bus fee.
This does not apply to me or my family
This is a lifeline for so many parents in Eton wick and. Especially as we have more than one child it's impossible without public transport to get all my children to quite a variety of distanced locations all at similar times of the morning. 9 Years old is far too young to be traveling around by any other means of transport other than the one it currently offers
This is a ridiculous increase in costs. We do not have a middle school within safe walking distance and have no other choice but to use the bus service. It is very unfair and the cost for families with more than one child is unaffordable
This would be disastrous Having REDACTED (children) it's necessary
Unlike residents in Windsor and much of Maidenhead, there are no middle schools in safe walking distance to Eton Wick. The nearest middle school to the village is almost impossible to get into and only one or two village children are offered a place there every year. School transport is the only option for many families and such a substantial increase in fare costs will be unaffordable for many. For those families who do not benefit from free school transport, doubling the fare will make it very difficult for them to be able to get their child to school.
We already pay over £300 per pupil . Most families could not afford such a steep increase . Save money on the £500,000 and above mps expenses
We are not affected by this change and I cannot comment on this matter

Comments - Eton Wick Residents Concession
We have no middle or upper school in Eton Wick and therefore the the council should offer free transport. It's not safe for them to walk or cycle at the age of 9.
We have no middle or upper school that are in reasonable walking distance we should have to be penalised for this and this should not even be up for review. What will parents with no transport or that don't qualify foe benefits but can hardly manage do. This isn't right!
We have no option of middle schools within walking distance of eton wick. The school that is the shortest distance away can NOT be accessed using maintained, safe and well lit direct routes. It is also very unlike for our children to be given a place in this school. Also should I be able to drive my child to REDACTED (child) new school in old Windsor this September with the other parents that cannot afford £651, it will cause horrific congestion in an area that already suffers with parking issues.
We live miles away from a middle school with next to no public transport. The council consistently put Eton Wick children in St Peters which is the middle school furthest away. Makes no sense to penalise families that have no choice in where their children go to school. What is the yearly saving the council will make by cutting this service all together and making residents pay? what's good for the goose....
Which other residents are paying £651? The school bus only picks up eton wick and eton children because they can not walk to school and there is no other option but Windsor schools for them
Why is it that an Eton resident who lives 300m away from the Eton Wick border does not also get the concession.
By removing the concession, what will the increase of funds go towards?
You have no middle school around Eton Wick for the kids to go so they have no choice but to use the bus service.

Post 16 SEND Students Concession

- 68 comments received
- Main themes:
 - The proposed cost of transport provision (39 mentions)
 - SEND students often have to travel greater distances to education placements (23 mentions)
 - The proposed change is discriminatory to SEND students (19 mentions)
 - P16 transport should be free as students must remain in education or training until 18 years of age (12 mentions)
 - There is often no safe route to SEND education placements (5 mentions)

Comments - Post 16 SEND Students Concession
<p>1. Options stated penalise students on UC/ESA who are assessed as 'low income' in their own right. This is direct discrimination against disabled students;</p> <p>2. Options stated do not account for Manor Green not being on a safe walking route. Students of low income families who can't afford to pay or to own cars will have no way of getting there.</p> <p>3. Requiring low income families to pay is indirect discrimination against disabled students and their families since disabilities & caring responsibilities make it impossible or very difficult to work full time. This does not seem to be addressed in the EAIA.</p> <p>4. Requiring low income families to find an additional £350 per year is an onerous obligation, one which the local authority can easily afford.</p> <p>5. Students are required to be in EET up to the age of 18. In the case of SEND students, the local authority has a legal obligation to enable this. Removing free transport for low income students/families only impedes this.</p>
<p>16+ or 16+ SEND should be treated equally. Means tested discounts should remain but I see no reason why there should be a difference in price as it discriminates against non-SEND families</p>
<p>All low income families should continue to receive 100% discount. Those pupils with an EHCP should only pay the flat fee of £651 per annum for transport to their named school. The distance-related contribution might be appropriate in other cases.</p>
<p>As a parent of a young person with send I could not have afforded any transport fees. It's hard enough with all the extra costs incurred with bringing up a youngster with special needs. They can't attend a local school in many cases so why should I as a parent have to stump up for any more costs? I'm appalled as your support for send is pitiful enough already without these changes</p>
<p>As a SEND parent life is hard enough without the worry of the extra expenditure your proposal would cause. This is a ludicrous idea.</p> <p>There would be no way I can see any one on a low income being able to suddenly find the money to pay the 50%</p>
<p>As obliged to attend post 16, I don't see why people should pay. Option 1 is worst, but I dont think payment should occur at all.</p>
<p>both my children have learning difficulties and I could not afford to they that for them both</p>
<p>Children with SEND often do not have an option to attend a very local school or provision is not suitable after a certain age. If a contribution is made I believe a flat rate is farer but low income families should be exempt, They should be going to the most appropriate provision and this cost shouldn't be a barrier</p>
<p>Cost should not disincentivise post 16 placement in the most suitable provision</p>
<p>Depending on the child's medical needs, Many families struggle to manage on low income it is with severe disabled children needing round the clock care putting huge amount of financial and mental strain on families. Past experience of being put in this situation ended with REDACTED (personal information). The transport team kept saying that they are allowed to do this and for us to claim ESA which my child wasn't awarded as REDACTED (child) was severe disabled with,</p>

Comments - Post 16 SEND Students Concession
REDACTED (child's disability) unfortunately due to this my child ended up being home all the time without any support from the transport team to solve the issue, my child REDACTED (child's name) REDACTED (personal information that might identify the child). For severely disabled children as they classed by government until the age 18 should have right to education and transport.
Do not penalise children and families for the council's inability to provide for their educational needs within the borough.
Families with disabled children face greater costs than those without and are also more likely to be lower income. Their children are much less likely to be able to get themselves to school or college independently or to be able to attend their local provision and so will be disproportionately affected
Flat rate seems fairer, or you risk effectively excluding young people with send from reaching their desired / only option placements by charging more for distance. Young people should be treated fairly regardless of where they go, it's not like they've necessarily got the same range of choice as developmentally typical students.
I believe families who are financially able to contribute to the cost of transport for Post 16 Students with SEND should contribute towards the cost of their home to school transport. I think low income families should continue to receive free transport for Post 16 SEND, as even a 50% discount will mean a contribution of more than £300, which many will be unable to afford. These students, who may already be at a disadvantage as a result of SEND, may find themselves further disadvantaged by being unable to access sixth form or equivalent education.
I believe that every child should be given the opportunity of education up to the age of 18 regardless where they live, by charging for transport where pupils are unable to walk/cycle will have detrimental impact on the uptake and attendance of pupils at no fault of their own. I believe every 16-18 year old should make the decision on whether to attend higher education on their own merits with the cost of transport impacting those decisions.
I don't believe it is right to penalise post 16 SEND students by charging them for transport. It is not their fault that they generally have to go to schools outside of catchment, it's because the closest school / college isn't suitable for them.
There must be other areas to save money than looking to Post 16 SEND students who are already at a disadvantage and vulnerable. They also legally need to be in education until they're 18 years old.
It seems quite discriminatory to be honest and is putting Post 16 SEND at even more of a disadvantage, esp as a high percentage of them are from low income families. A little of families wouldn't be able to afford this additional charge.
I don't feel its fair to charge post 16 students, its not like they are able to get a weekend job to help pay for the bus fair or have the ability to get to school safely on their own. My REDACTED (child) is unable to make REDACTED (child) own way to school, and £600+ a year is a lot of money to find towards transport. I'm unable to work because of REDACTED (child) needs so can't afford this, its not like we can afford a holiday. Our spare money goes towards buying food in hospital when REDACTED (child) is admitted. If the students at Manor Green were able to work a part time job like a "normal" students at 16, it would be different, but this is a luxury they can't do, and also a reminder about the unsafe route to get to the school, Canon Lane is dangerous. And as for a child who can't be on their own. I'm disappointed this is suggested. Students with SEN need support not being dropped by the local authority. You should support the vulnerable!!
I have no choice with my REDACTED (child) school in Maidenhead. REDACTED (child) was accepted at a Windsor special school & the borough refused. I am a full time Carer to 2 SEND children & cannot afford this raised charge.

Comments - Post 16 SEND Students Concession
I have REDACTED (children) both with Autism. Both are classed as non verbal autistic . Whilst they understand and can verbally communicate they more often than not do not . They both attend REDACTED (special school). The eldest will be post 16 in two years . They would be classed as coming from a low income family . The strains of bringing up children with special needs is considerable . Adding a financial burden on such families is unacceptable if we are to be a caring society and as Cllr Carol says protecting our most vulnerable . We should not be putting a financial cost on such families it's discrimination
I think low income post 16 should continue to make No contribution.
I think targetting low income families who are already facing dealing with SEND students is grossly unfair. They should continue to get a full rebate. Others should continue as per option 2, but without charging low income families as this could well mean they pull their children out of education altogether, or make them give up another much-needed spend item.
I think this is a very important service and anything that can support parents in getting their children to school should remain in place.
I'm a low income mum and could not afford to pay even if it was 50% discount. I don't have any spare money at all.
If specialist support for a student is only available at a school or college some distance from home, their families should not face additional costs to access that support based on the length of the journey required.
I'm not really sure how this applies when you receive a transport budget payment and/or to an out of borough school without a school route/bus i.e. taxi
In our case it is critical to keep the option of school transport. Continuing the education at 6th form REDACTED (school) will enable my child to have a better chance of developing and becoming more independent & self-reliant in the future. Not being able to attend school last year (due to covid) had very detrimental impact (my REDACTED (child) developed NES or non-epileptic seizures - which stopped once school was back). REDACTED (child) is not ready yet for college / traineeship and having school transport as of Sep 2021 will be absolutely critical.
It is a legal requirement that these children attend school until they are 18. Many will be attending educational settings a long way from home as there is no suitable local provision that meets the needs set out in their EHCP.
It is of great concern that it would be so costly for my son to get to school. It would mean I would have to take him continuously rather than spend on a bus I wouldn't be able to afford even with a 50% discount. Especially as they have to go to school until 18-20 and that's 4 years difference between the statutory age limit of 16
It is unclear whether this option will cover the young people who currently DO NOT travel by bus - as they are incapable of independent travel due to their SEN condition. In my REDACTED (child) case I believe it would be unsafe for REDACTED (child) to be able to travel to / from school unsupervised and absolutely unsafe for REDACTED (child) to get to / from the bus stop independently, in order to catch any bus.
It is unfair to penalise SEND students because of the Council's financial mismanagement.
It's an essentially investment contribution for future of country, community and children education without dependenc and help them fight of Poverty.
Many SEND students have no option but to attend schools a considerable distance away when there are no suitable schools in the local area. SEND families should not be penalised for this when they are very restricted as to which schools may be suitable.
My REDACTED (child) and other children with SEND unfortunately cannot make their own way to and from school independently on public transport. Currently I drive my REDACTED (child) to and from school which is 10 miles away and this takes 2 hours out of my day. This means that I am unable to work. Whether my REDACTED (child) is 14 or 16 makes no difference to REDACTED (child) ability to travel to school independently and therefore the SEND transport

Comments - Post 16 SEND Students Concession
concession should remain to help support my REDACTED (child). Otherwise huge financial burdens are being placed on families that are already at breaking point.
N/A
No child of ANY AGE with SEND should be forced to pay for transport to their nearest school/college that can meet their needs fully.
Of all the consultation - SEN children have not chosen to have a disability that affects their ability to access education. Hence they should not be penalised for their disability. Whereas people who choose to live in Holyport or Eton Wick - have made a choice of where they want to live - hence have chosen their house location away from a school and this in itself has cost implications.
SEN children should not be penalised for having a disability and transport access should not be a further hinderance in their life.
Often SEND pupils have to travel further to find education that meets their specific needs. Of course that costs more, and is a reasonable adjustment for us to make. This concession must stay
On this form you have already said pupils from holy port to cox green travel for free. So your facts are slightly contradictory
Option 1 would be discriminatory. SEND pupils often need to travel further to the nearest suitable placement for their needs. A pupil must not be penalised for having SEND.
Option 2 - I question the justification for the proposal to charge low income families who are presently exempt. Has the LA also considered there will be families above the relevant income threshold who will nonetheless struggle to fund a flat rate? Again, the proposal could be discriminatory if it frustrates pupils' access to education.
Please continue to provide this for this vulnerable group
Please continue to provide this provision for our SEND community
Pupils with SEND can't choose between every school. In most cases, only limited schools can meet needs, and also not all will have places. If your child has a condition that cannot be accomodated in a school nearby, and your child is already disadvantaged with long travel times, why should you have to bear extra financial burden as well. The pressure should be on the council to provide local good education.
Pupils with SEND often need to travel further as they are unable to access education locally, therefore paying more because they travel further is discriminatory under the Equality Act 2010. Pupils must have equal access to education. This would directly discriminate against pupils with a disability.
Removing a transport provision from post 16 SEN will create a larger problem for schools and the local authority. Low income families will not be able to provide the costs offered in option 1 or 2 and as a result we will see a large decrease in attendance of post 16's SEN students.
Scrutinise eligibility . Do they have low rate motability allowance should be used to provide payment..... , do they require an escort if so , RBWM should contribute to their employment
See previous
SEN parents generally can't work in the kind of jobs they perhaps could do without a SEN child therefore often have lower incomes with higher home cost (therapies, specialist equipment, even paying higher to ensure less stress when travelling etc) Therefore costs should remain as low as possible for these families.
SEND children should not be discriminated just because of disabilities - people who live in HolyPort or Eton Wick "choose" to live there - people with dialbilities dont choose their disabilities!
SEND students generally cannot walk to their school or college. Many, have disabilities that preclude them from taking public transport. In fact, getting public transport would be a traumatic experience.

Comments - Post 16 SEND Students Concession
Also, children MUST stay in education until they are 18. Charging for their transport would put a financial burden on many families that they simply cannot afford, leaving students at home regressing.
SEND students often do not have the option of accessing a local educational setting that is appropriate to their needs and have no other choice but to travel. The ability of families to pay for transport should not be allowed to be another limiting factor in the choice of available and accessible education.
Students from low income families should not be required to make contributions to their transport costs to school or college. This is very important in encouraging access to opportunities and facilitating equality.
Students from low income families should NOT receive a 50% discount and pay as everyone else.
Students have no opportunity to raise funds themselves so should not be disadvantaged if their parents cannot pay the required 50% of the transport costs.
The distance SEND students are travelling inside or outside the borough, and therefore their cost of home / school transport is not determined by the parents but by the education need of the student. The only options provided to reduce AfC's / RBWM's transport costs are to shift them on to parents. What other, more innovative, options have been considered to reduce costs ?
Both options will result in a cost for the lowest income families - £325 pa may seem insignificant to the average council taxpayer but for low income families it could result in significant hardship.
The increase is too much
The issue would seem to be a lack of over 16 SEND provision locally if it is costing the council £6731 per pupil per academic year for transport. By the way an adult rail season ticket to London from Maidenhead is £3500 per year so perhaps you need to look at how well you have negotiated the costs of this transport. In short, if it's costing you that much it's a sign of the council's failure.
The reason for the high transport costs incurred are due to the lack of suitable provision for SEND students available within the Borough. Families should not be penalised on transport costs due to the Boroughs inability to provide local suitable SEND placements.
There are several points our members have made that I shall detail below - * some students will have been assessed as being on low income as an individual and therefore will be in receipt of universal credit or ESA. The proposals that you have outlined discriminates against these disabled students. * some families of disabled students are low income because they have been unable to work as they need to meet the needs of the disabled student. If you are then going to charge them 50% of transport costs even though they are low income, this seems very unfair as they have no way of increasing their income without effecting the way their child / young person's needs are met. * young people have to remain in education or training towards employment until they are 18 and the local authority has a legal obligation to enable this for SEND students. Increasing transport costs and / or removing free transport for SEND students and families does not seem a very constructive step forward. * options stated do not take into account safe walking routes - for example Manor Green students and students living in the more rural areas of the borough. Low income families may not own or have access to their own vehicles and therefore this action could be very damaging to these students accessing education. *the cost of living is increasing and benefits are not rising in line with this, therefore there is no reason to believe that low income families will suddenly be able to find this extra money.
These are the more vulnerable members of our society and are required to stay in education so should be supported if transport is needed

Comments - Post 16 SEND Students Concession
These proposals are nothing short of discriminatory! Children with SEND often have to travel further to access education suitable for them because the local authority is not able to provide it closer to them.
This is a very misleading question and some parents may choose option 2 not realizing how much this is different to the current provision
Transport is a key enabler to allow students to attend college proposed by council
Unfair to penalise families of this when RBWM doesn't have adequate schools for SEND students
We agree that there should continue to be a flat fee (£651) for post 16 SEND transport regardless of distance. We do not believe that low income families should be asked to pay any contribution towards home to school transport costs for their SEND children.
Whilst Post 16 SEND students should be educated at the nearest available appropriate placement, they have no control over how far away that may be from their home, therefore a flat rate charge is the fairest option in my opinion.
Without being able to see any evidence that families on local income are now in a position to be able to pay 50% of travel costs where previously it was deemed they should pay non, I can not see any justification for any increase in costs for these families especially when the cost of living is increasing higher than benefits are due to Brexit etc.
You're essentially asking SEND parents to pay out even more when their costs in other areas are often higher than families without SEND children. Shocking.
You're asking a low income family to find as much as £626 extra. Where will they find so much?

Low Income Families who are Fare Payers Concession

- 27 comments received
- Main themes:
 - The proposed cost of transport provision (9 mentions)
 - Burden/disadvantage to low income families (5 mentions)
 - Safety if students had to walk (2 mentions)

Comments - Low Income Families who are Fare Payers Concession
*the cost of living is increasing and benefits are not rising in line with this, therefore there is no reason to believe that low income families will suddenly be able to find this extra money.
As before, low income families must be supported if their children are to receive the best education possible.
By choosing this option the low income families are not disadvantaged by the change in impact for Eton Wick or Holyport if they are required to pay for transport.
SEN families already have excessive costs to manage their disabilities and hence should not be disadvantaged further.
Do not burden children from low income families with even less in order to gain the education that they are entitled too and RBWM are at a duty to provide. These children could be at serious risk of having their education compromised without a free and safe route to school
Extremely poor behaviour to be even considering this.
Failing to protect the poorest households would be a huge disservice to some of our most vulnerable young people. Many would genuinely be unable to take up educational placements or at 16+ would be lost to education or training due to unbearable financial pressures. Even a 50% contribution would be too much, universal credit has left thousands of local people on or below the bread line, please help them to keep their heads just above water and don't levy fees to get an education
Good to see the council showing compassion in this area.
Good to see the council showing some decency here with their preferred option.
How do you suggest low income families get there children to school if they can not afford the bus and likely neither a car? A neighbour of ours walks her Two children to Dedwoeth daily and another child walks to Windsor girls alone every day. Make the streets safer for our children and maybe it wouldn't be such a problem.
I am a single parent working full time but am classed as not on a low income but I have no spare money to be able to afford two lots of bus fees
I appreciate how hard it is for low income families however it is also hard for other families too escape silly at the moment . I believe it should be fair across the board to all families.
I do not feel that low income families should have to pay for transport
If you're already on a low income transport fees are the least of your financial priorities
I'm on a low income and the bus concession really helps my family. All of the schools are too far for my REDACTED (children) to walk to/from Eton Wick. They also attend schools that are in different directions but start and finish at the same time. I would be incredibly worried for their safety if they had to walk; particularly in winter months when daylight is shortened.
It's an essentially investment contribution for future of country, community and children education without dependenc and help them fight of Poverty. It will put pressure on struggling Children mentally.
Low income families aren't always able to get any extra help, low income doesn't mean your entitled to anything.
Low income families have enough to worry about, without the added worry of how they are going to be able to afford for their children to attend school.

Comments - Low Income Families who are Fare Payers Concession
Low income family like myself could not afford to pay this amount and also my children are on free school meals and the school is too far for my children to walk or cycle too we just could not afford this
N/A
Perhaps low income families could contribute £10 per term
See previous. This survey is utterly pathetic
They are many of low income families that can't afford to pay such high bus fee.
This does not apply to me or my family
This option is the only way a caring society if we are to be classed as 'caring ' in RBWM
This situation does not apply to us.
Unclear how low income families are being defined here. I understand that families receiving free school meals or working tax credits would be eligible for free transport where the school is over 2 miles away anyway (with some further restrictions for secondary school pupils) for options 1 or 2 would not be lawful in those cases anyway.
Why should children suffer because they come from low income family?

Exceptional Circumstances Concession

- 41 comments received
- Main themes:
 - Provision under exceptional circumstances should not be time limited / should be assessed on a case by case basis (13 mentions)
 - The proposals could cause additional hardship (5 mentions)

Comments - Exceptional Circumstances Concession
A Pandemic is an exceptional circumstance. Please show some regard and humanity to the community and leave this provision in place. Thank you.
After the year that everyone has had this year I don't believe now is the time to change anything on this bus service
An onerous cost to place on low income families.
Do not penalise the weakest members of our society to save money because of RBWM's financial mismanagement.
Exceptional circumstances don't change just because you have to balance the books
Exceptional circumstances indicate that something difficult or out of the ordinary is occurring. Couldn't you look at how many weeks is helpful based on the nature of the need? A sick parent for instance may be sick for more than one term. So maybe offer a review-able timescale that will not throw people already dealing with exceptional circumstances into further difficulties.
Exceptional circumstances should be continued to be monitored and followed up accordingly. There should be no lower or upper time limit.
How many people take this up? how exceptional are their circumstances? without further data it is impossible to see how this would impact people at such a crisis.
I have just been diagnosed with epilepsy and have had my driving license removed for at least a year until my seizures have stopped. I have REDACTED (children) and no way to take them to school without transport. We have chosen our closest middle school which is more than 3 miles away. I really hope the transport continues.
I note the LA has applied 'exceptional circumstances' to adult learner transport in circumstances where there has been a statutory duty to make arrangements. It may be wise for the LA to leave the concession in place.
I think it should be reduced, but with the option to be extended for an additional 13 weeks to a maximum of 26 weeks. If for example a parent was undergoing treatment for cancer 13 weeks is not long enough for that treatment and their immune system to recover from treatment.
I'm low income and we come under exceptional circumstances, I don't drive, my child needs to go to this school and even if there was public transport, would not be necessarily safe to do that.
If the LA fetters their discretion for decisions about anyone with a disability through the H2S transport policy, they will be at risk of unlawful discrimination against people with protected characteristics e.g. if the medical condition for a child or adult is a disability. Would seem wiser to retain the discretion really
It is important for the borough to support medical conditions and those disabled in any way possible
It is wrong to effectively withheld education from a child if their parents are medically incapable of transporting them to school if there are no other alternatives.
It should remain as it is
It's an essentially investment contribution for future of country, community and children education without dependenc and help them fight of Poverty. It will put pressure on struggling Children mentally. It's not children choice that they are living under exceptional Circumstances.
Keep it beyond 24 weeks
n/a
Option 3, And later reassessed in case that becomes a permanent or long term

Comments - Exceptional Circumstances Concession
Our members feel that there should be an option in the policy for a review and a further extension of another 13 weeks to be allowed to cater for situations such as medical procedures and illness that the recovery time is in excess of 13 weeks.
People should be treated fairly but individually so exceptional circumstances concession might be important to keep.
Please let's carry on helping the community in exceptional circumstances. We are indeed already in exceptional circumstances with a pandemic.
RBWM gets to determine when something is an exceptional circumstance, once that's determined then the support should remain as now. If you'd asked for discretion over the duration of a payment I'd have been inclined to support it but not a blanket approach
Removing this could mean some children are unable to get to school. It is not acceptable.
Sadly a great deal of family hardship lasts longer than 13 weeks. I don't think it should change
See previous
So who do you expect to pay for these children to get to school.
Surely this should depend on the duration of the individual circumstance.
The exceptional circumstances could last longer than 13 weeks adding additional stress and worry to the family
The nature of exceptional circumstances would mean that those extra 10 weeks would be a life saver for those who need it.
There is no information provided about the current operation of the policy - how many claims on average over the past municipal years were there for periods above 13 weeks ? What would the impact be for Looked After children.
Why has 13 weeks been selected as a cut-off point ? What is the evidence to support this proposed change ?
There should still be discretion to extent beyond one term where failure to do so might be seriously detrimental to the child. For example, where this would impact the sustainability of an and otherwise suitable foster placement or where a pupil is attending a Referral Unit to avoid permanent exclusion.
These concessions are there for a reason . It would effect the most vulnerable
This should be retained. Removing it is likely to cause hardship and difficulties to vulnerable children. It is important that these children do not have barriers to school attendance.
We do not believe that this situation applies to us.
We have to allow for the small number of pupils who just don't 'fit in the box'. There will always be a few cases with 'exceptional circumstances' and these need to be looked at on a case by case basis. If the concession is either removed, or restricted to one term, we will be casting out the few pupils who so desperately need this concession in order to access school or college. A safety net has to be put into place to protect these pupils, and this is the 'exceptional circumstances' concession.
What are you spending these cuts on instead?
You will find more children ignored by the system, neglected and uneducated.
You should be doing all you can to get ALL children to school, especially the most vulnerable.
Where is the process of compassion -if removing or reducing transport for exceptional circumstances for those in need? i thought the borough was about Achieving for children - not leaving them stranded when people cannot get their children to school due to disability.
Why does it feel like people with disabilities or medical conditions have to apologise and grovel to get support from those more able, - where is equalities in this decision .

Comments - Exceptional Circumstances Concession

Would need more info on what constitutes an exceptional circumstance before I could make an informed answer

You may wish to change your normal practice so that the normal award is for one school term to be covered but you may be able to grant extra time where there is a good reason for this (exceptional, exceptional circumstances!). It seems better for the Council to have flexibility to provide this assistance where it is needed for a child to access education.

All families (all Borough) Primary Concession

- 19 comments received
- Main themes:
 - SEND students should be excepted from the proposals (7 mentions)

Comments - All families (all Borough) Primary Concession
How has the age of 8 been assessed to warrant this change. Has the correct methods of research been used to quantify/assess the age of 8 years old as an appropriate age to walk over two to three miles to primary school and back each day without assistance. Has the council provided evidence to justify aged 8 as an appropriate cut of point to reassess a child's ability to walk to school without danger or risk. Please define how this age has been risk assessed and proposed with research data (gold standard) to back up its use in this situation.
Has the local authority risked assessed the walk to school, as Waltham St Lawrence does not have adequate pavements for children (especially young children under 10 years of age) or adults to walk safely to the primary school. Adequate risk assessments to justify that the council can provide a safe walking passage, eg. build pavements where there are none and employ personal (lolly pop person) that can guide children and adults across fast (40mph/70mph) roads in the mornings and afternoons. This needs to be considered prior to removal of any concession involving young children's transport (aged 8). The council will be required to remove all their liability and ensure that adequate pavements have been built and safety personal (a lolly pop person) are in situ prior to removal of any school transport concession. The safety of our children/adults is paramount irrespective of cost or age.
I actually think it is reasonable to assess children at age 8, but not the SEND children. Their families have enough to deal with already.
I don't think children with SEND should be reassessed at 8. As mum to a child with SEND, you are constantly being reassessed for everything (despite the fact that my child has a genetic condition which will become more complex over time). It is exhausting and soul destroying. If you child has a lifelong condition, it should be enough to go through these awful processes once. This sense that I have to keep proving my child has a lifelong disability makes me sick to my stomach, and only makes our already challenging life, much much harder.
I think it should be reassessed at 8, except SEND.
I think it's fair to reassess if there are changes as more or less help regarding travel may arise
It is unclear if Option 2 also includes SEND children.
Government guidance states "Mainstream transport requirements (e.g. the statutory walking distances) should not be conflated with assessments for the transport needs of SEN and disabled children
It's not the family's fault the middle schools are further away
It's an essentially investment contribution for future of country, community and children education without dependenc and help them fight of Poverty. It will put pressure on struggling Children mentally.
n/a
Not applicable
Option 2 seems to make more sense as it will reduce administration costs.
Please let's help the SEND community after the age of 8 as well as below the age of 8.
See previous
SEN disabilities dont go away!
SEND pupils needs do not suddenly change when they reach the age of 8. This seems an arbitrary, cost cutting measure.

Comments - All families (all Borough) Primary Concession
The reassessment should be formerly part of an EHCP transition review and/or when there is a requirement for a Young Person to access a change in Education provider. Young people with additional needs often require additional supervision as they get older , mobility, escort support , 1:1 support etc. The evidence for this is also captured as a part of the ' Needs Assessment' review and should be taken into consideration.
Too bureaucratic to reassess.
We need this service in Hurley to Bisham. Public transport is non existent
When implementing this policy, however, the Council should ensure it does not disproportionately impact pupils with disabilities. Equality Act 2010

All families (all Borough) Nursery Concession

- 28 comments received
- Main themes:
 - The proposed cost is too high (10 mentions)
 - SEND students should be excepted from the proposals (2 mentions)

Comments - All families (all Borough) Nursery Concession
£651 to get a 4 year old to nursery. Again you'll be stopping children attending that need it most.
A 50% discount will bring the charge to the current level that everyone pays, so probably people on concessions today are still going to end up paying more.
Any YP irrespective of age should be assessed using the same criteria . This should be a holistic approach which is open & fair to all.
As above. This is a device to simply save money because RBWM mismanaged its budgets and must now make savings in any way it can. I ma dismayed that the vulnerable are being targetted.
As school is not statutory until 5, i agree with option 1.
Can't see why accessing national curriculum education transport costs for a 4 year old should be differenet from any other age? However in line with all my other responses think low income families should still have to make 0% contribution unless there is evidence to support that somehting has changed in the income of this group that indicates they can now afford this and last year they couldn't.
Changing this concession discriminates against summer-born children, and will disincentivise parents on low incomes to send such children to education. I was caught by this with my first child, who therefore completely missed reception year and started school in year 1, behind all her peers.
Completely unfair to charge when you will have a 4 year old not turning 5 until august so having to pay a full year of travel vs a 4 year old turning 5 in October when they will only have to pay for a month. I do not think this should be changed
Early years education is vital . You should not discriminate against families that are on low income from being helped to get their children to nursery school
Given the proliferation of primaries and nurseries, I would hope other choices are available at such a young age. However low income families should be protected if there is no other nursery nearer so their children don't miss out on critical early education.
I agree with allowing 4 years olds in reception to be assessed but low income children should make no contribution.
I believe parents who can afford to, should pay the cost towards this transport. I think low income families should continue to receive this concession, to enable pupils to access this education.
I think nursery and ks1 should be within walking distance of your home .
I think this is one of the most ridiculous proposals yet. So if you child's birthday in on Sept 1, you go straight onto free travel. But if your child is born sept 2 or later, you must pay a flat fee of £651. This is blatent discrimination. Who is dreaming this up?
If you have 2 children attending the same primary school one is in an older year and one starting in yR it makes no sense to have two different way to school or charge for one just for a yr
It would be interesting to know how many families use that transport service at such a young age. If Year R is not compulsory then there is no need for free transport. However, if it is, then the same rules as for primary school should apply.
Let's carry on supporting the youngest children with this provision.
n/a

Comments - All families (all Borough) Nursery Concession
Not applicable
Option 2 would be acceptable if the subsidy was 100% for low income families and also the full concession was retained for Reception pupils travelling with older siblings.
Reception isn't nursery, it's the first year of primary school. Therefore if a child will be entitled to transport assistance, they should get it from the start of their schooling.
See previous. The survey should allow me to target responses at the relevant section to my circumstances
SEND families of children with significant need (medical?) should not pay if their only suitable nursery provision requires home-school transport.
There are choices for nurseries and preschools that can be within walking distance , why should transport be paid for ?
There is no indication of the scale of this concession - number of pupils or cost to RBWM There is no mention of SEND children
this could be a barrier to nursery for some low income families
This will hurt the most vulnerable
You need to do better for low income families. They should not be the fall guys for council financial mismanagement.

Consultation Distribution	
Parents of all students currently assigned to school transport	922
All schools and colleges in RBWM area	68
Schools and colleges outside RBWM area currently served by school transport	57
All RBWM Councillors	41
All RBWM parishes	15
Interested local organisations	11
Total	1114

School	Type
Alwyn Infant School	Infant Schools (4)
Boyne Hill CE VC Infant and Nursery *	Infant Schools (4)
Burchetts Green CE Infants - A	Infant Schools (4)
Furze Platt Infant	Infant Schools (4)
All Saints CE Junior	Junior Schools (3)
Courthouse Junior	Junior Schools (3)
Furze Platt Junior	Junior Schools (3)
Alexander First *	First Schools (14)
Braywood CE First	First Schools (14)
Clewer Green CE Aided First	First Schools (14)
Dedworth Green First * - A	First Schools (14)
Eton Porny CE First - A	First Schools (14)
Eton Wick CE First *	First Schools (14)
Hilltop First *	First Schools (14)
Homer First	First Schools (14)
Kings Court First *	First Schools (14)
Oakfield First	First Schools (14)
St Edward's Catholic First	First Schools (14)
The Queen Anne Royal Free CE Controlled First	First Schools (14)
The Royal (Crown Aided)	First Schools (14)
Trinity St Stephen CE Aided First	First Schools (14)
Dedworth Middle – A	Middle (deemed Secondary) Schools (4)
St Edward's Royal Free Ecumenical Middle	Middle (deemed Secondary) Schools (4)
St Peter's CE Middle - A	Middle (deemed Secondary) Schools (4)
Trevelyan Middle – A	Middle (deemed Secondary) Schools (4)

School	Type
Cookham Nursery	Nursery Schools (3)
Maidenhead Nursery	Nursery Schools (3)
The Lawns Nursery	Nursery Schools (3)
Berkshire College of Agriculture	Post 16 FE Colleges (2)
East Berks College	Post 16 FE Colleges (2)
Bisham CE Primary	Primary Schools (25)
Braywick Court - A	Primary Schools (25)
Cheapside CE Primary	Primary Schools (25)
Cookham Dean CE Primary	Primary Schools (25)
Cookham Rise Primary	Primary Schools (25)
Datchet St Mary's CE Primary* - A	Primary Schools (25)
Holy Trinity CE Primary Cookham	Primary Schools (25)
Holy Trinity CE Primary Sunningdale	Primary Schools (25)
Holyport CE Primary* - A	Primary Schools (25)
Knowl Hill CE Primary - A	Primary Schools (25)
Larchfield Primary and Nursery*	Primary Schools (25)
Lowbrook Primary - A	Primary Schools (25)
Oldfield Primary	Primary Schools (25)
Riverside Primary and Nursery*	Primary Schools (25)
South Ascot Village Primary	Primary Schools (25)
St Edmund Campion Catholic Primary - A	Primary Schools (25)
St Francis Catholic Primary - A	Primary Schools (25)
St Luke's CE Primary - A	Primary Schools (25)
St Mary's Catholic Primary - A	Primary Schools (25)
St Michael's CE Primary	Primary Schools (25)
Waltham St Lawrence Primary	Primary Schools (25)
Wessex Primary*	Primary Schools (25)
White Waltham CE - A	Primary Schools (25)
Woodlands Park Primary*	Primary Schools (25)
Wraysbury Primary	Primary Schools (25)
Altwood Church of England - A - 6th F	Secondary Schools (8)
Charters - A – 6th F	Secondary Schools (8)
Churchmead Church of England (VA) School	Secondary Schools (8)
Cox Green - A – 6th F	Secondary Schools (8)

School	Type
Desborough - A – 6th F	Secondary Schools (8)
Furze Platt Senior - A – 6th F	Secondary Schools (8)
Holyport College – A - 6th F	Secondary Schools (8)
Newlands Girls – A – 6th F	Secondary Schools (8)
Forest Bridge School	Special Schools (2)
Manor Green School	Special Schools (2)
The Green Room (6th form)	Special Unit (1)
The Windsor Boys' - A – 6th F	Upper Schools (2)
Windsor Girls' - A – 6th F	Upper Schools (2)
Addington Special School	Outside RBWM
Alfriston Special School	Outside RBWM
Ambitious College, Pears Campus	Outside RBWM
Arbour Vale	Outside RBWM
Barywick Court	Outside RBWM
Beech Lodge School	Outside RBWM
Blossom House School Upper School	Outside RBWM
Bracknell Wokingham College	Outside RBWM
Brooklands College (Weybridge)	Outside RBWM
Carwarden House School	Outside RBWM
Cressex Lodge SWAAY	Outside RBWM
Egerton Rothesay School	Outside RBWM
Eton Dorney Special School	Outside RBWM
Gillotts School	Outside RBWM
Grafham Grange School	Outside RBWM
HALO	Outside RBWM
Harmony	Outside RBWM
HawleyHurst School	Outside RBWM
Haybrook College - Activate	Outside RBWM
Haybrook College - Millside	Outside RBWM
Haybrook College - Rotunda / Interim	Outside RBWM
Haybrook College - Springboard	Outside RBWM
Heathermount School	Outside RBWM
Heathlands School	Outside RBWM
Henley College	Outside RBWM

School	Type
High Close	Outside RBWM
Hillingdon Manor School (Secondary)	Outside RBWM
Holme Grange School	Outside RBWM
Holy Brook	Outside RBWM
Kennel Lane School	Outside RBWM
Kings Academy	Outside RBWM
Langley Academy	Outside RBWM
Langley College (EBC)	Outside RBWM
Linden Lodge School	Outside RBWM
LINK at Manor Green School	Outside RBWM
Littledown Special School	Outside RBWM
Marish Primary School	Outside RBWM
Meath School	Outside RBWM
Moor House School	Outside RBWM
More House School	Outside RBWM
Northern House School	Outside RBWM
Oak Lodge (Hampshire)	Outside RBWM
Orchard Hill - Uxbridge	Outside RBWM
Philip Southcote School	Outside RBWM
Potterspury Lodge School	Outside RBWM
Prestwood Campus	Outside RBWM
Ranelagh School	Outside RBWM
Reading College	Outside RBWM
Salesian School	Outside RBWM
St Piers School	Outside RBWM
The Knowl Hill School	Outside RBWM
The Piggott School	Outside RBWM
The Rise School	Outside RBWM
The Willows School Academy Trust	Outside RBWM
Treloars	Outside RBWM
Waingels College	Outside RBWM
West London Community College	Outside RBWM

Ward Councillors
Councillor John Baldwin
Councillor Clive Baskerville
Councillor Christine Bateson
Councillor Gurpreet Bhangra
Councillor Simon Bond
Councillor John Bowden
Councillor Mandy Brar
Councillor Catherine del Campo
Councillor David Cannon
Councillor Stuart Carroll
Councillor Gerry Clark
Councillor David Coppinger
Councillor Carole Da Costa
Councillor Wisdom Da Costa
Councillor Jon Davey
Councillor Karen Davies
Councillor Phil Haseler
Councillor Geoffrey Hill
Councillor David Hilton
Councillor Maureen Hunt
Councillor Andrew Johnson
Councillor Greg Jones
Councillor Lynne Jones
Councillor Neil Knowles
Councillor Ewan Larcombe
Councillor Sayonara Luxton
Councillor Ross McWilliams
Councillor Gary Muir
Councillor Helen Price
Councillor Samantha Rayner
Councillor Joshua Reynolds
Councillor Julian Sharpe
Councillor Shamsul Shelim
Councillor Gurch Singh

Ward Councillors
Councillor Donna Stimson
Councillor John Story
Councillor Chris Targowski
Councillor Helen Taylor
Councillor Amy Tisi
Councillor Leo Walters
Councillor Simon Werner

Parish Council
Bisham
Bray
Cookham
Cox Green
Datchet
Eton Town Council
Horton
Hurley
Old Windsor
Shottesbrooke
Sunningdale
Sunninghill and Ascot
Waltham St. Lawrence
White Waltham
Wraysbury

Organisation
Boyn Grove Community Resource Centre (Optalis)
Citizens Advice - Maidenhead & Windsor
Disability Register
Local Offer Website
PaCiP
Preparing for Adulthood
Pursuing Independent Paths
SOS! Special Educational Needs

Organisation
The Link Foundation
United Voices

Home to School Transport Policy 2021/22: Consultation

The Royal Borough of Windsor and Maidenhead (RBWM) and Achieving for Children are proposing changes to the Home to School Transport policy.

We want the policy to be fair to all residents and schools in the Borough, whilst ensuring transport assistance is still provided to our most vulnerable pupils.

We are considering removing or changing all non-statutory transport concessions from September 2021 and would like your views on our proposals.

Responses must be received by 12th April 2021.

Please note that all responses must be attributable to named individuals or organisations. We will accept more than one response if you are both a parent and a representative of an organisation - a school governor for example.

Responses may be published, but all personal data will be removed. For further information on data protection, please see our privacy notice at:

<https://www.achievingforchildren.org.uk/privacy-notices/public-consultations-and-surveys/>

If you should require a this survey in a different format please email transport@achievingforchildren.org.uk

***Required**

Section 1 - About You

1. First Name *

Please provide your first name

2. Surname *

Please provide your surname

3. Address *

Please provide your full address

4. Postcode *

Please provide the postcode for your address

5. Please select one of the following: *

If you are a parent and also represent a school or organisation you will be given the opportunity to submit another form after you submit this form.

Mark only one oval.

I am the parent/guardian of a pupil already receiving transport assistance from RBWM *Skip to question 6*

I am the parent/guardian of a pupil not receiving transport assistance from RBWM *Skip to question 7*

I represent a school or an organisation *Skip to question 8*

Other *Skip to question 9*

Section 1 - I am the parent/guardian of a pupil already receiving transport assistance from RBWM

6. School Name *

Please give the name of the school(s) or college(s) your child/children attend.

Skip to section 7 (Section 2 - Your views)

Section 1 - I am the parent/guardian of a pupil not receiving transport assistance from RBWM

7. School Name *

Please give the name of the school(s) or college(s) your child/children attend.

Skip to section 7 (Section 2 - Your views)

Section 1 - I represent a school or an organisation

8. School or organisation *

Please give the name of your school or your organisation

Skip to section 7 (Section 2 - Your views)

Section 1 - Other interested party

9. Please give further details here *

Section 2 -
Your views

We are considering the following policy changes. Please select your preferred response for each concession.

Section 2 - Holyport Village Residents Concession

Holyport Village residents are automatically entitled to free bus passes on public transport services to Cox Green School and are therefore not being assessed by the same rules as all our other residents. We want the system to be fair to all our pupils and schools and we are proposing to withdraw this concession altogether or change it for September 2021.

Holyport Village residents will continue to be able to apply for home to school transport assistance in the same way as any other residents. Those residents who are not entitled to transport assistance under the new policy will still be able to purchase bus passes on local bus services.

Option 1 (this is the Council’s preferred option)

To withdraw the concession for September 2021 for all pupils - new and existing pupils - travelling to Cox Green school.

Option 2

To remove the Holyport Village concession for September 2021 for all new pupils, but retain the concession for existing pupils until they reach the age of 16.

10. Your response - Holyport Village Residents Concession *

Mark only one oval.

- Yes, I agree with Option 1 - that the Holyport Village concession should be removed for September 2021 for all pupils, new and existing pupils.
- Yes, I agree with Option 2 - that the Holyport Village concession should be removed for September 2021 for all new pupils, but think that existing pupils should retain their free transport until the age of 16
- No, I don't agree with either option to change or remove the Holyport Village concession
- I don't know if this concession should be removed or changed

11. Comments - Holyport Village Residents Concession

If you have any comments about the Holyport Village Residents Concession proposal please provide them here

Section 2 - Eton Wick Residents Concession - Eton Wick to St Peter's, Dedworth Middle, St Edwards, Trevelyan, Windsor Boys & Windsor Girls schools

Eton Wick residents who are fare payers (not entitled to free transport) currently receive a discount so they will pay £351 (21-22) for a season ticket on a school coach. All other RBWM residents who are fare payers will pay a minimum of £651 (21-22) if they are buying a season ticket on a school coach. Eton Wick fare payers travelling on public bus services also receive discounts.

We want the system to be fair to all our pupils and schools and we are proposing to either withdraw this concession altogether or change it for September 2021.

Eton Wick residents will continue to be able to apply for home to school transport assistance in the same way as any other residents. Those residents who are not entitled to transport assistance under the new policy will still be able to purchase bus passes on school coaches

Option 1 (this is the Council's preferred option)

To remove the Eton Wick residents concession for September 2021. Eton Wick residents will pay the same for a season ticket on a school coach as other residents (£651). Eton Wick residents will not receive discounts on public bus services.

Option 2

To retain the Eton Wick concession, but increase fares annually by a minimum of 10% until Eton Wick residents pay the same fare as other residents using school coaches. Eton Wick residents will not receive discounts on public bus services.

12. Your response - Eton Wick Residents Concession *

Mark only one oval.

- Yes, I agree with Option 1 - that the Eton Wick residents concession should be removed for September 2021. Eton Wick residents will pay £651 for a season ticket on a school coach and will not receive discounts on public bus services.
- Yes, I agree with Option 2 - that the Eton Wick concession should be retained, but that fares should increase annually by a minimum of 10% until Eton Wick residents pay the same fare as other residents using school coaches and that discounts on public bus services should be removed
- No, I don't agree that the Eton Wick concession should be removed or changed
- I don't know if this concession should be removed or changed

13. Comments - Eton Wick Residents Concession

If you have any comments about the Eton Wick Residents Concession proposal please provide them here

Section 2 - Post 16 students with Special Educational Needs and Disabilities (SEND) (all RBWM) Concession

Post 16 students do not have a statutory entitlement to transport assistance but are able to purchase a season ticket on a school route for £651 (£3.43 per day) per academic year. All students are travelling within the Borough and the average cost of their transport is £918 (£4.83 per day) per academic year.

We are proposing to change the contribution made by post 16 students with SEND and have considered introducing a contribution that increases as distance travelled increases. We have also considered continuing a flat rate charge. In either case, students from low income families would receive a 50% discount.

Option 1

All Post 16 Students with SEND will make a contribution towards the cost of their home to school or college transport that increases as distance travelled increases:

- 0-5 miles £ 651 (equivalent to the cost of a season ticket on a school bus)
- 5-10 miles £ 851
- 10-15 miles £1051
- 15 miles + £1251

Students from low income families will receive a 50% discount on the cost of their transport.

Option 2 (the Council’s preferred option)

All post 16 Students with SEND will continue to make a contribution towards the cost of their home to school or college transport by paying a flat rate charge of £651. Students from low income families will receive a 50% discount.

14. Your response - Post 16 SEND Students Concession *

Mark only one oval.

Yes, I agree with Option 1 - that all Post 16 Students with SEND should make a contribution towards the cost of their home to school or college transport and that distance travelled should be taken into account. Students from low income families should receive a 50% discount on the cost of their transport.

Yes, I agree with Option 2 - that all post 16 Students with SEND should make a contribution towards the cost of their home to school or college transport by paying a flat rate charge of £651. Students from low income families should receive a 50% discount.

No, I don't agree that the post 16 pupils with SEND transport concession should be changed

I don't know if this concession should be changed

15. Comments - Post 16 SEND Students Concession

If you have any comments about the Post 16 SEND Students Concession proposal please provide them here

Section 2 - Low income families who are fare payers (statutory school age, all Borough) concession

Low income families who are fare payers (not entitled to free transport) currently make no contribution towards the cost of a season ticket on a school coach.

We want the policy to be fair to all residents in the Borough and are considering changing or removing this concession from September 2021.

Option 1

From September 2021, the concession will be removed altogether and low income families who are fare payers will pay the full cost of a season ticket on a school coach (£651 in 2021/22)

Option 2

From September 2021, low income families who are fare payers will pay a contribution of £325 (50% of the normal cost of a season ticket on a school coach)

Option 3 (the Council’s preferred option)

The policy will remain unchanged and low income families who are fare payers will continue to make no contribution towards the cost of a season ticket on a school coach.

16. Your response - Low Income Families who are Fare Payers (not entitled to free home to school transport) Concession *

Mark only one oval.

- Yes, I agree with Option 1 - that the concession is removed and low income families who are fare payers will pay the full cost of a season ticket on a school coach (£651 in 2021/22)
- Yes, I agree with Option 2 - that low income families who are fare payers should make a contribution of £325 towards the cost of a season ticket on a school coach.
- Yes, I agree with Option 3 - that the policy will remain unchanged and low income families who are fare payers will continue to make no contribution towards the cost of a season ticket
- No, I don't agree with either Option 1,2, or 3 - (please comment below)
- I don't know if this concession should be changed or removed

17. Comments - Low Income Families who are Fare Payers Concession

If you have any comments about the Low Income Families who are Fare Payers Concession proposal please provide them here

Section 2 - All families (all Borough) (temporary residential, looked after children, children with a medical condition, parents with a medical condition) Exceptional Circumstances Concession

Policy currently allows for home to school transport assistance to be provided in 'Exceptional circumstances' for up to 24 weeks where the pupil would not normally be entitled to transport under policy.

We are considering removing the 'Exceptional circumstances' concession altogether or reducing the amount of time that transport will be provided under 'Exceptional circumstances'.

Option 1

From September 2021, the 'Exceptional circumstances' concession will be removed from policy.

Option 2 (the Council's preferred option)

From September 2021, 'Exceptional circumstances' transport assistance will be reduced from 24 weeks to a maximum of one school term (approximately 13 weeks).

18. Your response - Exceptional Circumstances Concession *

Mark only one oval.

- Yes, I agree with Option 1 - the 'Exceptional circumstances' concession will be removed from policy
- Yes, I agree with Option 2, that 'Exceptional circumstances' transport assistance will be provided for one school term only (approximately 13 weeks).
- No, I don't agree that this concession should be changed or removed
- I don't know if this concession should be changed or removed

19. Comments - Exceptional Circumstances Concession

If you have any comments about the Exceptional Circumstances Concession proposal please provide them here

Section 2 - All families (all Borough) Primary Concession

Children awarded transport to a primary school or entry level are not normally reassessed when they reach the age of 8 - when the distance criteria for awarding transport assistance changes from 2 to 3 miles.

We have considered removing or changing this concession.

Option 1

To remove the concession and reassess pupils (including SEND pupils) for transport assistance when they reach the age of 8.

Option 2 (the Council’s preferred option)

To retain the concession and only reassess a pupil when they move school or if they change address.

20. Your response - All families (all Borough) Primary Concession

Mark only one oval.

- Yes, I agree with Option 1 - pupils should be reassessed for transport assistance when they reach the age of 8.
- Yes, I agree with Option 2 - to only reassess a pupil when they move school or if they change address.
- No, I don't agree that this concession should be changed or removed
- I don't know if this concession should be changed or removed

21. Comments - All families (all Borough) Primary Concession

If you have any comments about the All families (all Borough) Primary Concession proposal please provide them here

Section 2 - All families (all Borough) Nursery Concession

Policy currently allows for transport to school be provided to nursery pupils from the age of 4 (normally in National Curriculum Year R); the statutory age for transport provision is 5 years of age.

We are proposing to remove or change this concession.

Option 1

To remove the concession and only assess pupils for transport assistance when they reach the age of 5

Option 2 (the Council's preferred option)

To change the concession so that nursery pupils from the age of 4 who are assessed as entitled to transport assistance will be required to make a contribution towards the cost of their home to nursery transport by paying a flat rate charge of £651 (the cost of a season ticket on a school coach). Pupils from low income families will receive a 50% discount.

22. Your response - Nursery Concession *

Mark only one oval.

- Yes, I agree with Option 1 - that the concession should be removed.
- Yes, I agree with Option 2 - that all entitled nursery pupils should make a contribution towards the cost of their home to nursery transport by paying a flat rate charge of £651. Students from low income families will receive a 50% discount.
- No, I don't agree that the concession should be removed or changed
- I don't know if this concession should be removed or changed

23. Comments - All families (all Borough) Nursery Concession

If you have any comments about the All families (all Borough) Nursery Concession proposal please provide them here

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Post 16 SEND Students Concession – Comments and Mitigations

- 68 comments received
- Main themes:
 - The proposed cost of transport provision (39 mentions)
 - SEND students often have to travel greater distances to education placements (23 mentions)
 - The proposed change is discriminatory to SEND students (19 mentions)
 - P16 transport should be free as students must remain in education or training until 18 years of age (12 mentions)
 - There is often no safe route to SEND education placements (5 mentions)

Comments - Post 16 SEND Students Concession	Mitigation
<p>1. Options stated penalise students on UC/ESA who are assessed as 'low income' in their own right. This is direct discrimination against disabled students;</p> <p>2. Options stated do not account for Manor Green not being on a safe walking route. Students of low income families who can't afford to pay or to own cars will have no way of getting there.</p> <p>3. Requiring low income families to pay is indirect discrimination against disabled students and their families since disabilities & caring responsibilities make it impossible or very difficult to work full time. This does not seem to be addressed in the EAIA.</p> <p>4. Requiring low income families to find an additional £350 per year is an onerous obligation, one which the local authority can easily afford.</p> <p>5. Students are required to be in EET up to the age of 18. In the case of SEND students, the local authority has a legal obligation to enable this. Removing free transport for low income students/families only impedes this.</p>	<p>1. Students assessed for UC/ESA in their own right qualify as low income, so are not discriminated against.</p> <p>2. Safe walking routes are assessed on a case by case basis; safe walking routes to Manor Green are available, however, these may not be the most direct route.</p> <p>3/4. A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.</p> <p>5. Local authorities are only required to facilitate places in education, training or apprenticeships for students over 16 years of age, there is no legal requirement to provide transport to those locations for any student over 16.</p>
<p>16+ or 16+ SEND should be treated equally. Means tested discounts should remain but I see no reason why there should be a difference in price as it discriminates against non-SEND families</p>	
<p>All low income families should continue to receive 100% discount. Those pupils with an EHCP should only pay the flat fee of £651 per annum for transport to their named school. The distance-related contribution might be appropriate in other cases.</p>	<p>The recommended option is to implement a standard contribution for P16 students. A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the</p>

Comments - Post 16 SEND Students Concession	Mitigation
	cost of transport, meals, books and equipment.
As a parent of a young person with send I could not have afforded any transport fees. It's hard enough with all the extra costs incurred with bringing up a youngster with special needs. They can't attend a local school in many cases so why should I as a parent have to stump up for any more costs? I'm appalled as your support for send is pitiful enough already without these changes	A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.
As a SEND parent life is hard enough without the worry of the extra expenditure your proposal would cause. This is a ludicrous idea. There would be no way I can see any one on a low income being able to suddenly find the money to pay the 50%	A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.
As obliged to attend post 16, I don't see why people should pay. Option 1 is worst, but I dont think payment should occur at all.	Local authorities are only required to facilitate places in education, training or apprenticeships for students over 16 years of age, there is no legal requirement to provide transport to those locations for any student over 16.
both my children have learning difficulties and I could not afford to they that for them both	A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.
Children with SEND often do not have an option to attend a very local school or provision is not suitable after a certain age. If a contribution is made I believe a flat rate is fairer but low income families should be exempt, They should be going to the most appropriate provision and this cost shouldn't be a barrier	A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.

Comments - Post 16 SEND Students Concession	Mitigation
<p>Cost should not disincentivise post 16 placement in the most suitable provision</p>	<p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.</p>
<p>Depending on the child's medical needs, Many families struggle to manage on low income it is with severe disabled children needing round the clock care putting huge amount of financial and mental strain on families. Past experience of being put in this situation ended with REDACTED (personal information). The transport team kept saying that they are allowed to do this and for us to claim ESA which my child wasn't awarded as REDACTED (child) was severe disabled with, REDACTED (child's disability) unfortunately due to this my child ended up being home all the time without any support from the transport team to solve the issue, my child REDACTED (child's name) REDACTED (personal information that might identify the child). For severely disabled children as they classed by government until the age 18 should have right to education and transport.</p>	<p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment. Local authorities are only required to facilitate places in education, training or apprenticeships for students over 16 years of age, there is no legal requirement to provide transport to those locations for any student over 16.</p>
<p>Do not penalise children and families for the council's inability to provide for their educational needs within the borough.</p>	<p>The recommended option is to implement a standard contribution for P16 students, regardless of distance.</p>
<p>Families with disabled children face greater costs than those without and are also more likely to be lower income. Their children are much less likely to be able to get themselves to school or college independently or to be able to attend their local provision and so will be disproportionately affected</p>	<p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.</p>
<p>Flat rate seems fairer, or you risk effectively excluding young people with send from reaching their desired / only option placements by charging more for distance. Young people should be treated fairly regardless of where they go, it's not like they've necessarily got the same range of choice as developmentally typical students.</p>	

Comments - Post 16 SEND Students Concession	Mitigation
<p>I believe families who are financially able to contribute to the cost of transport for Post 16 Students with SEND should contribute towards the cost of their home to school transport. I think low income families should continue to receive free transport for Post 16 SEND, as even a 50% discount will mean a contribution of more than £300, which many will be unable to afford. These students, who may already be at a disadvantage as a result of SEND, may find themselves further disadvantaged by being unable to access sixth form or equivalent education.</p>	<p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.</p>
<p>I believe that every child should be given the opportunity of education up to the age of 18 regardless where they live, by charging for transport where pupils are unable to walk/cycle will have detrimental impact on the uptake and attendance of pupils at no fault of their own. I believe every 16-18 year old should make the decision on whether to attend higher education on their own merits with the cost of transport impacting those decisions.</p>	<p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.</p>
<p>I don't believe it is right to penalise post 16 SEND students by charging them for transport. It is not their fault that they generally have to go to schools outside of catchment, it's because the closest school / college isn't suitable for them.</p> <p>There must be other areas to save money than looking to Post 16 SEND students who are already at a disadvantage and vulnerable. They also legally need to be in education until they're 18 years old.</p> <p>It seems quite discriminatory to be honest and is putting Post 16 SEND at even more of a disadvantage, esp as a high percentage of them are from low income families. A little of families wouldn't be able to afford this additional charge.</p>	<p>The proposal makes P16 SEND provision equal to other students, who already have to make a contribution to travel costs when they do not live within walking distance of their school or college.</p> <p>Local authorities are only required to facilitate places in education, training or apprenticeships for students over 16 years of age, there is no legal requirement to provide transport to those locations for any student over 16.</p> <p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.</p>
<p>I don't feel its fair to charge post 16 students, its not like they are able to get a weekend job to help pay for the bus fair or have the ability to get to school safely</p>	<p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable</p>

Comments - Post 16 SEND Students Concession	Mitigation
<p>on their own. My REDACTED (child) is unable to make REDACTED (child) own way to school, and £600+ a year is a lot of money to find towards transport. I'm unable to work because of REDACTED (child) needs so can't afford this, its not like we can afford a holiday. Our spare money goes towards buying food in hospital when REDACTED (child) is admitted. If the students at Manor Green were able to work a part time job like a "normal" students at 16, it would be different, but this is a luxury they can't do, and also a reminder about the unsafe route to get to the school, Canon Lane is dangerous. And as for a child who can't be on their own. I'm disappointed this is suggested. Students with SEN need support not being dropped by the local authority. You should support the vulnerable!!</p>	<p>groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.</p>
<p>I have no choice with my REDACTED (child) school in Maidenhead. REDACTED (child) was accepted at a Windsor special school & the borough refused. I am a full time Carer to 2 SEND children & cannot afford this raised charge.</p>	<p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.</p>
<p>I have REDACTED (children) both with Autism. Both are classed as non verbal autistic . Whilst they understand and can verbally communicate they more often than not do not . They both attend REDACTED (special school). The eldest will be post 16 in two years . They would be classed as coming from a low income family . The strains of bringing up children with special needs is considerable . Adding a financial burden on such families is unacceptable if we are to be a caring society and as Cllr Carol says protecting our most vulnerable . We should not be putting a financial cost on such families it's discrimination</p>	<p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.</p>
<p>I think low income post 16 should continue to make No contribution.</p>	
<p>I think targetting low income families who are already facing dealing with SEND students is grossly unfair. They should continue to get a full rebate. Others should continue as per option 2, but without charging low income families as this could well mean they pull their children out of education</p>	<p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet</p>

Comments - Post 16 SEND Students Concession	Mitigation
altogether, or make them give up another much-needed spend item.	individual needs, including help with the cost of transport, meals, books and equipment.
I think this is a very important service and anything that can support parents in getting their children to school should remain in place.	
I'm a low income mum and could not afford to pay even if it was 50% discount. I don't have any spare money at all.	A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.
If specialist support for a student is only available at a school or college some distance from home, their families should not face additional costs to access that support based on the length of the journey required.	The proposal makes P16 SEND provision equal to other P16 students, who already have to make a contribution to travel costs when they do not live within walking distance of their school or college.
I'm not really sure how this applies when you receive a transport budget payment and/or to an out of borough school without a school route/bus i.e. taxi	The average cost of P16 SEND student transport is £6,731 per academic year or £35.42 per day (2019-2020); a Personal Transport Budget would constitute the council's contribution to the costs incurred by the parent.
In our case it is critical to keep the option of school transport. Continuing the education at 6th form REDACTED (school) will enable my child to have a better chance of developing and becoming more independent & self-reliant in the future. Not being able to attend school last year (due to covid) had very detrimental impact (my REDACTED (child) developed NES or non-epileptic seizures - which stopped once school was back). REDACTED (child) is not ready yet for college / traineeship and having school transport as of Sep 2021 will be absolutely critical.	
It is a legal requirement that these children attend school until they are 18. Many will be attending educational settings a long way from home as there is no suitable local provision that meets the needs set out in their EHCP.	Local authorities are only required to facilitate places in education, training or apprenticeships for students over 16 years of age, there is no legal requirement to provide transport to those locations for any student over 16.

Comments - Post 16 SEND Students Concession	Mitigation
	The proposal makes P16 SEND provision equal to other P16 students, who already have to make a contribution to travel costs when they do not live within walking distance of their school or college.
It is of great concern that it would be so costly for my son to get to school. It would mean I would have to take him continuously rather than spend on a bus I wouldn't be able to afford even with a 50% discount. Especially as they have to go to school until 18-20 and that's 4 years difference between the statutory age limit of 16	A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.
It is unclear whether this option will cover the young people who currently DO NOT travel by bus - as they are incapable of independent travel due to their SEN condition. In my REDACTED (child) case I believe it would be unsafe for REDACTED (child) to be able to travel to / from school unsupervised and absolutely unsafe for REDACTED (child) to get to / from the bus stop independently, in order to catch any bus.	The proposal includes all P16 SEND students travelling on any route, whether that is a school bus, minibuss, people carrier or taxi.
It is unfair to penalise SEND students because of the Council's financial mismanagement.	
It's an essentially investment contribution for future of country, community and children education without dependenc and help them fight of Poverty.	The average cost of P16 SEND student transport is £6,731 per academic year or £35.42 per day (2019-2020); a parental contribution towards this cost would still incur a significant subsidy on the part of the local authority.
Many SEND students have no option but to attend schools a considerable distance away when there are no suitable schools in the local area. SEND families should not be penalised for this when they are very restricted as to which schools may be suitable.	The proposal makes P16 SEND provision equal to other P16 students, who already have to make a contribution to travel costs when they do not live within walking distance of their school or college.
My REDACTED (child) and other children with SEND unfortunately cannot make their own way to and from school independently on public transport. Currently I drive my REDACTED (child) to and from school which is 10 miles away and this takes 2 hours out of my day. This means that I am unable to work. Whether my REDACTED (child) is 14 or 16	A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet

Comments - Post 16 SEND Students Concession	Mitigation
makes no difference to REDACTED (child) ability to travel to school independently and therefore the SEND transport concession should remain to help support my REDACTED (child). Otherwise huge financial burdens are being placed on families that are already at breaking point.	individual needs, including help with the cost of transport, meals, books and equipment.
N/A	
No child of ANY AGE with SEND should be forced to pay for transport to their nearest school/college that can meet their needs fully.	The proposal includes all P16 SEND students travelling on any route, whether that is a school bus, minibus, people carrier or taxi.
<p>Of all the consultation - SEN children have not chosen to have a disability that affects their ability to access education. Hence they should not be penalised for their disability. Whereas people who choose to live in Holyport or Eton Wick - have made a choice of where they want to live - hence have chosen their house location away from a school and this in itself has cost implications.</p> <p>SEN children should not be penalised for having a disability and transport access should not be a further hinderance in their life.</p>	
Often SEND pupils have to travel further to find education that meets their specific needs. Of course that costs more, and is a reasonable adjustment for us to make. This concession must stay	<p>The proposal includes all P16 SEND students travelling on any route, whether that is a school bus, minibus, people carrier or taxi.</p> <p>The average cost of P16 SEND student transport is £6,731 per academic year or £35.42 per day (2019-2020); a parental contribution towards this cost would still incur a significant subsidy on the part of the local authority.</p>
On this form you have already said pupils from holy port to cox green travel for free. So your facts are slightly contradictory	The Holyport to Cox Green concession relates to students under the age of 16 and is a separate concession to the P16 SEND transport concession.
<p>Option 1 would be discriminatory. SEND pupils often need to travel further to the nearest suitable placement for their needs. A pupil must not be penalised for having SEND.</p> <p>Option 2 - I question the justification for the proposal to charge low income families who are presently exempt. Has the LA also considered there will be families above the relevant income threshold who will nonetheless struggle to fund a flat rate? Again,</p>	<p>The recommended option is to implement a standard contribution for P16 students, regardless of distance.</p> <p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to</p>

Comments - Post 16 SEND Students Concession	Mitigation
the proposal could be discriminatory if it frustrates pupils' access to education.	award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.
Please continue to provide this for this vulnerable group	
Please continue to provide this provision for our SEND community	
Pupils with SEND can't choose between every school. In most cases, only limited schools can meet needs, and also not all will have places. If your child has a condition that cannot be accommodated in a school nearby, and your child is already disadvantaged with long travel times, why should you have to bear extra financial burden as well. The pressure should be on the council to provide local good education.	<p>The recommended option is to implement a standard contribution for P16 students, regardless of distance.</p> <p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.</p>
Pupils with SEND often need to travel further as they are unable to access education locally, therefore paying more because they travel further is discriminatory under the Equality Act 2010. Pupils must have equal access to education. This would directly discriminate against pupils with a disability.	The proposal makes P16 SEND provision equal to other students, who already have to make a contribution to travel costs when they do not live within walking distance of their school or college.
Removing a transport provision from post 16 SEN will create a larger problem for schools and the local authority. Low income families will not be able to provide the costs offered in option 1 or 2 and as a result we will see a large decrease in attendance of post 16's SEN students.	<p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.</p>
Scrutinise eligibility . Do they have low rate motability allowance should be used to provide payment..... , do they require an escort if so , RBWM should contribute to their employment	Motability allowances are not currently taken into consideration under legislation and guidance, although this is being reviewed by the DfE.
See previous	
SEN parents generally can't work in the kind of jobs they perhaps could do without a SEN child therefore often have lower incomes with higher home cost	A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable

Comments - Post 16 SEND Students Concession	Mitigation
<p>(therapies, specialist equipment, even paying higher to ensure less stress when travelling etc) Therefore costs should remain as low as possible for these families.</p>	<p>groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.</p>
<p>SEND children should not be discriminated just because of disabilities - people who live in HolyPort or Eton Wick "choose" to live there - people with disabilities don't choose their disabilities!</p>	
<p>SEND students generally cannot walk to their school or college. Many, have disabilities that preclude them from taking public transport. In fact, getting public transport would be a traumatic experience.</p> <p>Also, children MUST stay in education until they are 18. Charging for their transport would put a financial burden on many families that they simply cannot afford, leaving students at home regressing.</p>	<p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.</p> <p>Local authorities are only required to facilitate places in education, training or apprenticeships for students over 16 years of age, there is no legal requirement to provide transport to those locations for any student over 16.</p>
<p>SEND students often do not have the option of accessing a local educational setting that is appropriate to their needs and have no other choice but to travel. The ability of families to pay for transport should not be allowed to be another limiting factor in the choice of available and accessible education.</p>	<p>The recommended option is to implement a standard contribution for P16 students, regardless of distance.</p> <p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.</p>
<p>Students from low income families should not be required to make contributions to their transport costs to school or college. This is very important in encouraging access to opportunities and facilitating equality.</p>	<p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to</p>

Comments - Post 16 SEND Students Concession	Mitigation
	award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.
Students from low income families should NOT receive a 50% discount and pay as everyone else.	
Students have no opportunity to raise funds themselves so should not be disadvantaged if their parents cannot pay the required 50% of the transport costs.	A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.
<p>The distance SEND students are travelling inside or outside the borough, and therefore their cost of home / school transport is not determined by the parents but by the education need of the student. The only options provided to reduce AfC's / RBWM's transport costs are to shift them on to parents. What other, more innovative, options have been considered to reduce costs ?</p> <p>Both options will result in a cost for the lowest income families - £325 pa may seem insignificant to the average council taxpayer but for low income families it could result in significant hardship.</p>	<p>The recommended option is to implement a standard contribution for P16 students, regardless of distance.</p> <p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.</p>
The increase is too much	
The issue would seem to be a lack of over 16 SEND provision locally if it is costing the council £6731 per pupil per academic year for transport. By the way an adult rail season ticket to London from Maidenhead is £3500 per year so perhaps you need to look at how well you have negotiated the costs of this transport. In short, if it's costing you that much it's a sign of the council's failure.	The average cost is dependant upon a variety of factors and is not directly comparable to a rail season ticket.
The reason for the high transport costs incurred are due to the lack of suitable provision for SEND students available within the Borough. Families should not be penalised on transport costs due to the Boroughs inability to provide local suitable SEND placements.	

Comments - Post 16 SEND Students Concession	Mitigation
<p>There are several points our members have made that I shall detail below -</p> <ul style="list-style-type: none"> * some students will have been assessed as being on low income as an individual and therefore will be in receipt of universal credit or ESA. The proposals that you have outlined discriminates against these disabled students. * some families of disabled students are low income because they have been unable to work as they need to meet the needs of the disabled student. If you are then going to charge them 50% of transport costs even though they are low income, this seems very unfair as they have no way of increasing their income without effecting the way their child / young person's needs are met. * young people have to remain in education or training towards employment until they are 18 and the local authority has a legal obligation to enable this for SEND students. Increasing transport costs and / or removing free transport for SEND students and families does not seem a very constructive step forward. * options stated do not take into account safe walking routes - for example Manor Green students and students living in the more rural areas of the borough. Low income families may not own or have access to their own vehicles and therefore this action could be very damaging to these students accessing education. *the cost of living is increasing and benefits are not rising in line with this, therefore there is no reason to believe that low income families will suddenly be able to find this extra money. 	<p>Students assessed for UC/ESA in their own right qualify as low income, so are not discriminated against.</p> <p>A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication).</p> <p>Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.</p> <p>Local authorities are only required to facilitate places in education, training or apprenticeships for students over 16 years of age, there is no legal requirement to provide transport to those locations for any student over 16.</p>
<p>These are the more vulnerable members of our society and are required to stay in education so should be supported if transport is needed</p>	<p>Local authorities are only required to facilitate places in education, training or apprenticeships for students over 16 years of age, there is no legal requirement to provide transport to those locations for any student over 16.</p>
<p>These proposals are nothing short of discriminatory! Children with SEND often have to travel further to access education suitable for them because the local authority is not able to provide it closer to them.</p>	<p>The recommended option is to implement a standard contribution for P16 students, regardless of distance.</p>
<p>This is a very misleading question and some parents may choose option 2 not realizing how much this is different to the current provision</p>	
<p>Transport is a key enabler to allow students to attend college proposed by council</p>	

Comments - Post 16 SEND Students Concession	Mitigation
Unfair to penalise families of this when RBWM doesn't have adequate schools for SEND students	
We agree that there should continue to be a flat fee (£651) for post 16 SEND transport regardless of distance. We do not believe that low income families should be asked to pay any contribution towards home to school transport costs for their SEND children.	
Whilst Post 16 SEND students should be educated at the nearest available appropriate placement, they have no control over how far away that may be from their home, therefore a flat rate charge is the fairest option in my opinion.	
Without being able to see any evidence that families on local income are now in a position to be able to pay 50% of travel costs where previously it was deemed they should pay non, I can not see any justification for any increase in costs for these families especially when the cost of living is increasing higher than benefits are due to Brexit etc.	A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.
You're essentially asking SEND parents to pay out even more when their costs in other areas are often higher than families without SEND children. Shocking.	A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.
You're asking a low income family to find as much as £626 extra. Where will they find so much?	A vulnerable person's bursary, which is worth up to £1,200 per year and available to young people in specific vulnerable groups (2021/22 bursary amount still to be confirmed at time of publication). Schools and colleges are also able to award discretionary bursaries to meet individual needs, including help with the cost of transport, meals, books and equipment.

The Transport Team will actively promote bursaries and other funding options to Parents, Schools and Colleges and stakeholders in May 2021 ready for September 21.

Report Title:	Maidenhead Town Hall
Contains Confidential or Exempt Information	Cabinet report is Part I, all appendices are Part II Not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.
Lead Member:	Councillor Johnson, Lead Member for Business, Economic Development & Property.
Meeting and Date:	Cabinet – 29 th April 2021
Responsible Officer(s):	Duncan Sharkey- Managing Director
Wards affected:	St Mary's

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REPORT SUMMARY

Maidenhead Town Hall was built in 1962 and provides outmoded and inefficient office and civic accommodation for the Council. The building is becoming more costly to maintain with significant expenditure required to maintain its required health & safety obligations, along with ongoing responsive repairs, and the need to put in place some medium to long term planned & cyclical maintenance requirements. The energy performance of the building is only just in the acceptable level for a public building.

The Council has adopted its Environment and Climate Strategy which sets out the Council's visions and actions to achieve the Borough's net-zero carbon emissions target by 2050 which will drive the decisions, resources and actions it makes across all its activities.

The Town Hall is the Council's largest corporate asset and will require substantial investment to improve its operational and environmental performance in the short to medium term. The Asset Management Review & Action Plan approved by Cabinet in June 2020 identified the need to consider the future of the Town Hall.

This paper sets out the rationale to fully consider the future of the Town Hall.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) Cabinet recognises that the Town Hall cannot meet the Council's Climate Strategy**
- ii) Cabinet recognises that the Town Hall is not economically viable to adapt to meet future operational requirements.**
- iii) Cabinet recommend option appraisals to consider the location of a new civic building in the borough.**
- iv) Delegates authority to the Chief Executive in consultation with the Lead Member for Business, Economic Development & Property to undertake a detailed review and business plan.**

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

Options

Table 1: Options arising from this report

Option	Comments
Undertake a detailed business plan for creation of a new corporate building within the borough. This is the recommended option	This will provide options for a new corporate building that is fit for purpose for the next 80+ years and meets the council's climate change aspirations across its existing assets.
Do nothing This is not the recommended option	The Council will continue to the occupy the existing Town Hall and incur increasing maintenance costs without reviewing its operational efficiency and how it functions to support the Council's delivery of services.

2.1 Maidenhead Town Hall provides the Council accommodation for a range of its core functions including

- Office accommodation for Council officers and service providers such as Optalis, AFC and RBWM Property Co.
- Residents contact centre
- Registrars' Office
- IT and Technology Centre
- Council Chamber and Mayor's parlour
- Meeting room facility
- In addition, the job centre is also located within the building envelope

2.2 The Town Hall was built in 1962 and whilst there have been a series of modernisation projects the building design is outdated, its layout is inefficient it does not enable collaborative working practices given the relatively small floorplates and wings and does not meet the needs of a modern organisation.

2.3 The building requires increasing expenditure on maintenance to both the building structure and fabric and the mechanical and electrical systems to ensure we maintain our health & safety responsibilities and to keep the building operating effectively. Kempton Carr Croft Surveyor recently undertook a stock condition survey as part of the Asset Management Review & Action Plan approved at Cabinet in June 2020. The report identified £370,150 of essential maintenance works over the next 5 years to the building fabric. In addition, works to the building's mechanical & electrical (M&E) infrastructure is currently costing on average £70,000 per annum. The Desborough Theatre space is

excluded from this report in terms of ongoing maintenance and would itself require considerable investment going forward. A copy of the Stock Condition Report is contained in Appendix A.

- 2.4 The Council declared an environmental and climate emergency in June 2019 and Cabinet approved its Environment and Climate Strategy at Cabinet on 17th December 2020. This sets out the Council's visions and actions to achieve the Borough's net-zero carbon emissions target by 2050 and will drive the decisions, resources, and actions it makes across all its activities.
- 2.5 Whilst the building benefits from a large PV array on its roof its design and age prevent any real improvement in energy consumption or water usage without a comprehensive refurbishment.

The building has an Energy Performance Certificate (EPC) with a rating of D/82 which comparable with similar building but is considerable worse than new build options that would typically be B/27.

EPCs are theoretical rating whilst all public buildings are required to have a Display Energy Certificate (DEC) which produced annually and reflect actual building performance. The Town Hall's latest certificate is a D/99 and is in line with public buildings of E/100.

- 2.6 The building has an inefficient layout that is not conducive to modern workplace activity and collaborative working practices.

The building has a relatively poor gross to net ratio which is the amount of circulation and ancillary space as befits a building of its design and age. The Gross External Area of the building is c46,700 sq. ft and a Net Internal Area of c36,000 sq. ft giving a gross to net of 77% against modern buildings at c85% i.e. there is more building to enhance for the amount of usable space provided.

Any such refurbishment would require the building's closure for the period during the construction project requiring the Council to lease an office building as it has no other available buildings in its portfolio.

The total costs of undertaking such a project is estimated at £13,875,000 at today's prices. A summary budget is contained in Appendix B for the refurbishment and temporary relocation costs However, despite this level of investment the Town Hall would still provide compromised office accommodation and would still fall below the best in class examples of sustainable office buildings.

3. KEY IMPLICATIONS

- 3.1 A full review of what the Council requires from its main civic building will be required to ensure the correct project specification is developed. This will require engagement across the Council and its key stakeholders.

3.2 Table 2: Key Implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Initial Consultation with stakeholders	Not completed	31 st May 2021	2 weeks before	N/A	31 st May 2021
Development of Operational Requirements of Town Hall building	Not completed	30 th June 2021	2 weeks before	N/A	30 th June 2021

4. FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 There are no financial implications for the recommendations in this report as the recommendation is to undertake a comprehensive review of the Council's requirements for its Town Hall.

Consideration also needs to be given to the costs of running and maintaining future office space as well as the capital requirements to ensure that the total cost of any scheme is fully understood and the impact on the overall council budget.

5. LEGAL IMPLICATIONS

- 5.1 There are no legal implications

6. RISK MANAGEMENT

- 6.1 The Council carries the ongoing risk of unforeseen repairs and maintenance expenditure on the current building.
- 6.2 A risk register for any future project will be drawn up if capital budgets are approved.

7. POTENTIAL IMPACTS

- 7.1 Equalities. A newly refurbished Town Hall or new Town Hall will provide access for anyone with mobility or disability requirements and will be providing a vital service to vulnerable residents who will be able to access a new modern building that will be fit for purpose for both staff, and customers. An Equality Impact Assessments screening form has been completed and is available on the [council's website](#).
- 7.2 Climate change/sustainability. A refurbished Town Hall would reduce the Council's energy use and reduce its environmental impact. A new Town Hall building would be designed and built using the latest energy saving technology

and materials to meet the Council's commitment to minimising its impact on the environment and to reduce energy usage and would meet forthcoming changes to building regulations. A review would enable the Council to quantify these reductions.

- 7.3 Data Protection/GDPR. No personal information has been used or stored.
- 7.4 A new Town Hall would help enable the transformation of the Council's service delivery to residents and improve collaborative working and efficiencies.

8. CONSULTATION

- 8.1 Internal consultation with CLT and Lead Members

9. TIMETABLE FOR IMPLEMENTATION

- 9.1 Implementation date if not called in: Immediate. The full implementation stages are set out in table 3

Table 3: Implementation timetable

Date	Details
12 th May 2021	Commence Stakeholder consultation
1 st July 2021	Define Operational Requirements
1 st July 2021	Develop Project Specification

10. APPENDICES

- 10.1 This report is supported by 2 appendices – all Part II - **Not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972:**

- Appendix A – Kempton Carr Croft Stock Condition Report
- Appendix B – Refurbishment Cost - Town Hall Refurbishment Budget

11. BACKGROUND DOCUMENTS

- 11.1 This report is supported by 1 background document:
 - Equality Impact Assessment Screening Form

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Date returned

Cllr Johnson	Lead Member for Business, Economic Development & Property.	17/03/21	08/4/21
Duncan Sharkey	Managing Director	17/03/21	08/4/21
Adele Taylor	Director of Resources/S151 Officer	17/03/21	24/3/21
Andrew Durrant	Director of Place	17/03/21	
Kevin McDaniel	Director of Children's Services	17/03/21	
Hilary Hall	Director of Adults, Health and Commissioning	17/03/21	23/3/21
Andrew Vallance	Head of Finance	17/03/21	
Elaine Browne	Head of Law	17/03/21	31/3/21
Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer	17/03/21	
Nikki Craig	Head of HR Corporate Projects and IT	17/03/21	25/3/21
Louisa Dean	Communications	17/03/21	
Karen Shepherd	Head of Governance	17/03/21	22/3/21

REPORT HISTORY

Decision type:	Urgency item?	To follow item?
First entered the Cabinet Forward Plan: 17 th February 2021	No	No

Report Author: Chris Pearse, Head of Capital Projects, and Asset Management, RBWM Property Company Ltd Tel 07825 430969

Report Title:	Affordable Housing, Windsor
Contains Confidential or Exempt Information	Yes – Main report Part I, Appendix A – Part II - ‘Not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.’
Lead Member:	Councillor Johnson, Lead Member for Business, Economic Development and Property.
Meeting and Date:	Cabinet – 29 th April 2021
Responsible Officer(s):	Duncan Sharkey – Managing Director
Wards affected:	All

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REPORT SUMMARY

The council have been approached by Abri Housing Group (formerly Radian Group and Yarlinton Housing Group), who are the owners of an ex council housing estate in Windsor, known as Sawyers Close. Sawyers Close was originally constructed in 1961 and was used for council housing, until it was transferred as part of a local authority stock transfer in 1995.

The estate consists of 192 properties, housing over 400 residents. 189 of the existing properties are let under a tenancy, and 3 are leaseholders under the right to buy scheme that was promoted by central government in the 1980's. 173 properties are let at a social rent level, and 16 are let at an affordable rent level.

Abri Housing Group own and manage over 35,000 homes across 37 different local authority areas, of which 5,000 are within Windsor. Windsor is a key area for them in terms of assets, comprising over 14% of their overall stock, and they have strong aspirations for future growth and development.

Abri Housing Group are looking at either a substantial refurbishment of these assets, or the potential for a complete redevelopment of the estate. The preferred option will be determined post a full public consultation with existing residents, and local key stakeholders.

If the latter is approved by their board, they will need additional land to create a sustainable transition of new build and facilitate the decanting of existing tenants. The council is the key landowner surrounding this estate.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) Approves the disposal of land identified in appendix A to Abri Housing Group, at nil value for the sole use as affordable housing, subject to planning being achieved and the scheme progressing.**
- ii) Delegates authority to the Managing Director in consultation with the Lead Member for Business, Economic Development and Property to enter into a contract for the sale of the land, subject to obtaining a s.123 report, confirming the value.**

- iii) **Delegates authority to the Managing Director in consultation with the Lead Member for Business, Economic Development and Property to consider any objections to the proposed disposal of land following publication of the Notice required under section 123(2A) of the Local Government Act 1972.**
- iv) **Delegates authority to the Managing Director in consultation with the Lead Member for Business, Economic Development and Property to dispose of the land identified at appendix A – subject to satisfactory planning restrictive to affordable housing.**

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

Options

Table 1: Options arising from this report

Option	Comments
To dispose of land identified in appendix A – for the use as affordable housing. This is the recommended option	The disposal of this land would be required to enable a completed redevelopment of this estate, for the benefit of both existing residents, and future residents of the borough.
Do Nothing	A decanting strategy off site, would put pressure on both the council housing team, and the existing residents of the estate and would put at risk refurbishment and redevelopment options.

- 2.1 If the decision is for a major refurbishment, this is likely to require the decanting of existing residents into temporary accommodation whilst major works are being undertaken. Whilst the finished product would be substantially beneficial for the residents, the decanting process would be extremely disruptive, expensive, and put pressure on the council housing team. This would also put a financial burden on the 3 existing leaseholders, who would be required to make a proportionate share of the refurbishment cost through a s.20 notice to leaseholders.
- 2.2 If the decision for a complete redevelopment is taken, this will also require a decanting strategy, however, this decanting process is likely to be for a longer period and would probably require more than one move for each household. Once to move them from the existing estate into temporary accommodation, and another to move them back into the completed new development.
- 2.3 If Abri Housing Group had the benefit of additional land, they could build out new housing, decant residents from existing blocks into the new housing, so only one decanting process, and with no implications or pressure on temporary

accommodation, or the council's housing team. The additional land would also allow for a much-improved community environment, for the residents.

- 2.4 The additional land, would also have the extra benefit, of Abri Housing Group investing in the borough, and creating more affordable homes, as it would give them the opportunity to increase the number of properties available to the residents of the borough through the redevelopment of the existing estate and the new build element on the additional land.

3. KEY IMPLICATIONS

- 3.1 To achieve a successful redevelopment of the existing estate, and increase the provision of affordable housing in Windsor, Abri will need to undertake substantial consultation with existing residents and key stakeholders.
- 3.2 They will also then need a commitment from their Board, to invest substantial funds for the development, which would include a mix of private finance and public grant funding.
- 3.3 These will both need to be backed with the ability to achieve planning permission for a new development and redevelopment of the existing estate, including the additional land required, which is currently in the ownership of the council.
- 3.4 The land in questions is currently designated as open space. The planners would have to be sure that the benefits of the development of this area, outweigh any harm to the loss of open space.
- 3.5 The council as landowner would need to support this application and support any application or bid made by Abri Housing Group, for public sector grant.
- 3.6 The council as adjacent landowner, would therefore be acting in an enabling role, to assist with these matters, in order for the scheme to come to a successful conclusion for the benefit of the existing residents and also the future benefit of residents in the borough.
- 3.7 The council would need a s.123 report to support the disposal of land to another party, to confirm the value of the land. In the case of the sole use as affordable housing, this valuation is likely to generate a nil value. Therefore, the council would get in return nominations to additional homes created, thereby assisting with housing need in the borough and reducing the need for the extensive use of temporary accommodation.

Table 2: Key Implications for Abri Housing Group

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Consultation undertaken	31 st August 2021	31 st May 2021	N/A	N/A	31 st May 2021
Private finance approved	31 st October 2021	30 th June 2021	31 st May 2020	N/A	30 th June 2021
Public sector grant funding approved	31 st October 2021	30 th June 2022	31 st January 2022	31 st December 2021	30 th June 2022

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Submission of planning	30 th June 2022	31 st Dec 2021	30 th November 2021	31 st October 2021	31 st December 2021
Resolution to grant Planning permission	31 st Dec 2022	30 th June 2022	31 st May 2022	30 th April 2022	30 th June 2022
Disposal of adjacent land owned by the council	31 st October 2022	30 th June 2022	N/A	N/A	30 th June 2022

4. FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 The disposal and value of the land owned by the council will be confirmed by way of a s.123 report, demonstrating best value and consideration. Delegation is sought in this report to dispose of the land, at the value confirmed in the valuation.
- 4.2 The cost of valuation, and legal fees for the council will be met by Abri Housing Group.
- 4.3 There will be no financial cost to the council as part of the approval of this project. All project costs, development costs will be borne by Abri Housing Group, as part of their investment into affordable homes in the borough.
- 4.4 The creation of additional affordable homes in the borough will however, have potential savings for the council, as this will relieve pressure on the use of temporary accommodation by the housing team, and create a new sustainable community that the residents of the borough will be able to enjoy.

5. LEGAL IMPLICATIONS

- 5.1 Section 123 Local Government Act 1972 (the **1972 Act**) provides the Council with the power to dispose of land held by them in any manner that they wish; the restriction on this being that, except with consent from the Secretary of State, a Council shall not dispose of land (otherwise than by way of a short tenancy), for consideration less than the best that can reasonably be obtained.
- 5.2 It has been recognised that there may be circumstances where local authorities consider it appropriate to dispose of land or property at an under-value and general consent has been granted by the Local Government Act 1972; General Disposal Consent 2003 (the **2003 Consent**). The general consent applies where the disposal of any interest in land is considered by the local authority to help secure the promotion or improvement of the economic, social, or environmental well-being of its area.
- 5.3 It is assumed, that once the formal valuation has been undertaken to determine the market value of the land, Secretary of State approval will be sought if necessary, to transfer the land at nil value. It is highly likely that the value of the land will be restrained due to its restrictive use as affordable housing.

5.4 The land is designated as open space and therefore section 123(2A) of the 1972 Act requires the Council to advertise its intention to dispose of the land for two consecutive weeks in a newspaper circulating in the area in which the land is situated and to consider any objections made in respect of the disposal of the land.

6. RISK MANAGEMENT

- 6.1 There is no risk for the council in the disposal of the land identified at appendix A. All planning, development and financial risk sits with Abri Housing Group.
- 6.2 There may be reputational risk for the council, if they dispose of their land as part of the redevelopment of this estate, and then Abri Housing Group, does not deliver a scheme that meets with their resident’s expectations, once constructed.
- 6.3 Should planning and funding not be achieved by Abri Housing Group, then the council would not transfer its land.
- 6.4 RBWM Property Company Ltd, would work closely with Abri Housing Group, to protect the reputational position of the council, both as landowner, and under its responsibilities to its residents in the borough, and identify any potential risks associated with the options and the proposed course of action.

Table 3: Impact of risk and mitigation

Risk	Level of uncontrolled risk	Controls	Level of controlled risk
Reputational risk for the council	Medium	RBWM Prop Co, would work alongside Abri Housing Group, during the consultation, planning, and grant bidding process. To support and enable the project, and to report progress of the development to the council.	Low

7. POTENTIAL IMPACTS

- 7.1 Equalities. Equality Impact Assessments are published on the [council’s website](#) this does not require a full assessment, a screen assessment only has been completed.
- 7.2 Climate change/sustainability – as part of the agreement to release land for the development of this estate, and the improve residents and community offer, the council would be expecting Abri Housing Group to comply with the elements of its Environmental and Climate Change Strategy that relate to new developments.

- 7.3 Data Protection/GDPR. – no personal data will be stored by the council as part of the public consultation, planning, or decanting process for this project. All personal data will be stored by Abri Housing Group. We can confirm that Abri Housing Group have due regard to the requirements of the Data Protection Act 2018 and the General Data Protection Regulation. On this basis no Data Protection Impact Assessment has been carried out by the council.

8. CONSULTATION

- 8.1 Abri Housing Group has started the engagement and consultation process with existing residents and stakeholders. A copy of their engagement strategy is attached at appendix B.
- 8.2 Initial consultation has also taken place with local ward councillors.

9. TIMETABLE FOR IMPLEMENTATION

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

Table 4: Implementation timetable

Date	Details
Consultation	Already commenced, but due to be summarised by 31 st May 2021
Private Finance approved	30 th June 2021
Public Sector Grant Funding approved	30 th June 2022
Submission of Planning	31 st December 2021
Resolution to grant Planning Permission	30 th June 2022
Disposal of adjacent land owned by the council	30 th June 2022

10. APPENDICES

- 10.1 This report is supported by two appendices:

- Appendix A – Site Plan – Council owned Land for disposal -- Part II (**Not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972**)
- Appendix B – Abri Housing Group – Engagement Strategy

11. BACKGROUND DOCUMENTS

11.1 This report is supported by one background documents:

- EQIA – Equality Impact Assessment [council's website](#)

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Date returned
Cllr Andrew Johnson	Lead Member for Business, Economic Development and Property	05/03/21	09/03/21
Duncan Sharkey	Managing Director	05/03/21	05/03/21
Adele Taylor	Director of Resources/S151 Officer	05/03/21	15/03/21
Andrew Durrant	Director of Place	05/03/21	
Kevin McDaniel	Director of Children's Services	05/03/21	05/03/21
Hilary Hall	Director of Adults, Health and Commissioning	05/03/21	05/03/21
Andrew Vallance	Head of Finance	05/03/21	
Elaine Browne	Head of Law	05/03/21	11/03/21
Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer	05/03/21	
Nikki Craig	Head of HR Corporate Projects and IT	05/03/21	08/03/21
Louisa Dean	Communications	05/03/21	
Karen Shepherd	Head of Governance	05/03/21	05/03/21

REPORT HISTORY

Decision type:	Urgency item?	To follow item?
Key Decision	No	No

Report Author: Barbara Richardson – Managing Director – RBWM Property Company Ltd. 01628-796791



Sawyers Close: Regeneration Engagement strategy

Presented by
Newgate Communications
January 2021

Introduction

This note sets out a community engagement strategy in support of the regeneration of Sawyers Close. It includes both a timeline and a stage-by-stage plan, as well as recommendations for project management and risk mitigation. It assumes that our engagement will be remote rather than in person, making use of digital channels and videoconferencing, while still providing hard copies of materials for those who prefer to engage this way. Should public health guidelines allow, we may be able to switch to in-person engagement at some stage during 2021.

Project Management

Regeneration of an existing community requires a quite different engagement strategy, compared to that for a vacant site. While the latter can often be seen as little more than a matter of complying with policy and tweaking proposals in a nod to local residents, community regeneration needs to be driven by the aspirations of those who live there and whose lives will be altered significantly as a result: it is the residents/customers who inform stakeholders of their priorities, rather than the other way around.

In the case of Sawyers Close, there is the added dimension of neighbouring residents who are not Abri's customers yet will demand a voice and also the Royal Borough of Windsor & Maidenhead (RBWM), landowner and presumed lobbyist for the additional homes that could be built on its land.

There will be a host of competing groups, for whom the consultation process will need to be seen as fair and balanced if the outcome is to be accepted.

At the macro level, we could seek to achieve this by establishing a Community Liaison Group with its membership drawn from Abri, RBWM (ward councillors and possibly an officer), Sawyers Close Residents Association and wider residents and community groups. One of the newly formed Community Steering Groups could possibly fulfil this role which, in many ways, would be similar to a parish council: opinions would be sought prior to consultation; feedback shared; strategy hammered out. The CLG would then continue through the (arguably more contentious) construction phase.

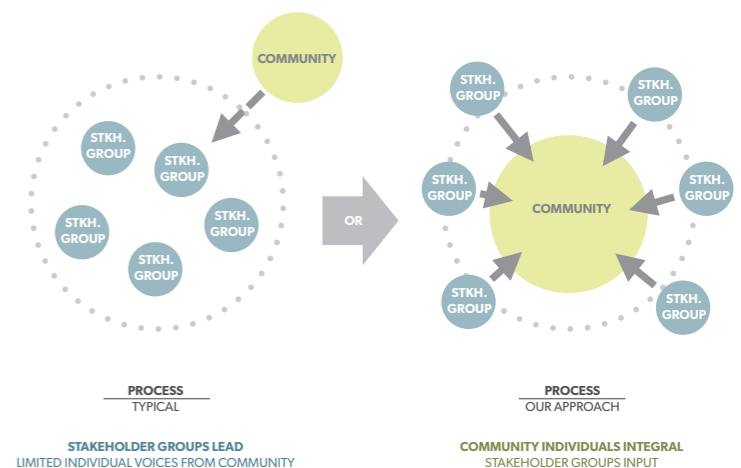
At a micro level, a detailed community audit will reveal all the groups and individuals that make the community tick. The project team needs to ensure that, at the outset, all of them are given the opportunity to participate. Through them, we can speak to people directly; with their backing, we can help to make residents feel comfortable that it is easy to get involved. Over time, these groups will either maintain their interest or step back, both of which are valid but need to be carefully managed.

Finally, the engagement needs to recognise that, for customers, the face of Abri is the frontline team. Their knowledge and advice, and the trust the community has in them, cannot be over-estimated: they need to be an integral part of the engagement process, fully briefed at every step. They are our eyes and ears.

Abri is already delivering significant investment into Clewer and Dedworth via the Community Development Plan and is progressing engagement via the Community Steering Groups. Community empowerment is at the heart of these initiatives and it should also lead the engagement programme. Drawing customers and local residents into the design process will inspire residents to take an active role in the planning of its their neighbourhood.

By delivering a transparent consultation strategy, Abri can:

- Create a better place, informed by local knowledge and opinion;
- Deliver a masterplan that speaks to the community's priorities;
- Create a sense of ownership and pride in the final scheme;
- Empower the local community.



Timeline: Overview

Month	Activity
January 2021	Undertake community audit, including building a calendar of community events and a consultation zone Brief Sawyers Resident Association on the surveys/photo competition launch Finalise customer survey questions and agree distribution channels Dedicated email/postal address & phone line? Purchase domain name
February 2021	Launch customer survey & review findings Launch customer photo competition & assess feedback Research local schools that could deliver video work (potentially Windsor Boys School due to media facilities/proximity) and define project requirements Share survey findings and release photos – key stakeholders Consult RBWM on regeneration engagement strategy: officers, followed by ward councillors Appoint customer panel Commission website design
March 2021	Formalise high level design concepts with customer panel Commence preparations for consultation launch Sign off media release (consultation launch) Initial sign off – website design
April 2021	High level design concept complete and signed off with the customer panel Final prep for consultation launch Pre engagement programme prep: Finalising website, webinar prep, website/social media content, press release, community newsletter
May 2021	Launch engagement programme with community groups/stakeholders: Website, social media, school and community webinars ('come and learn more...'), video, photo competition, community newsletter Brief local media Pre-Consultation engagement: Stakeholder meetings and resident workshops. School engagement. Establish Community Liaison Group (CLG): Reps from Abri, RBWM, Sawyers Residents Association, wider residents, and community groups Prep first consultation event: Key principles
June 2021	First consultation event: Key Principles Consultation event feedback review Prep for second consultation event: Details of key areas and elevations
July 2021	Prep for second consultation: Details of key areas and elevations
August 2021	Attend community events
September 2021	Second Consultation event: Details of key areas and elevations Second Consultation event feedback review
October 2021	Stakeholder engagement
November 2021	Stakeholder engagement Draft Statement of Community Involvement
December 2021	Submit application

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Timeline: Step by Step

Customer survey

It will be important to evidence support among customers for Abri's approach to the regeneration of Sawyers Close and for that evidence to be quantitative and qualitative, rather than anecdotal. We are therefore proposing an early survey of customer opinion.

As well as gathering formal evidence, we want customers to own the outcome, to take pride in the new homes and facilities, to grow along the way, to feel that they have contributed to what is delivered and, ultimately, to re-build a resilient and sustainable community. We also need their support while we temporarily disrupt what they know and love [hate?] and we need their trust that we will build back better. We also need them to tell others – councillors, Homes England, the media – that they like what we are looking to achieve, thereby helping us secure the planning consents we need. This requires us to be open and honest along the way as we design a new future, delivering transparent engagement and consultation, with regular temperature checks. It also means that we need to know from the outset if they are ready for the journey.

An initial letter, informing customers of the possibility of wholesale regeneration, was issued in October. It encouraged people to respond and a limited amount of feedback was received. We recommend that we are now more explicit and ask the questions to which we need answers: i.e. 'would you like to see new homes and facilities delivered and would you support demolition and rebuild as the best solution?'

We are proposing an initial customer survey (suggested questions at Appendix), using a mix of multiple choice and free text answers to encourage participation. We would issue this to all customers via email (Dotmailer) and also by post, providing a Freepost envelope for hard copy responses. We would ask the Sawyers Close RA to support the exercise and we would brief Abri housing officers to push the survey as well. To give context for the exercise, we would introduce into the survey the concept of regeneration and of long-term improvements to customers' accommodation, to be achieved either by refurb or rebuild. A briefing for the RA on broad principles would be valuable, as well as for ward councillors, and we would provide a Q&A briefing for Abri colleagues.

- We would allow 21 days for responses, prior to feedback analysis.
- we would seek to also make the process fun and enjoyable, by launching a photo competition at the same time, in which we ask customers to send us their photos of the estate: what they like/dislike; what could be improved and what needs to go; think big or small. We would offer a prize for the best idea and best photo and we would commit to sharing submissions. Photos would be sent to a new, dedicated 'futuresawyersclose' email account, which would start to introduce a project brand. This could be managed either by Abri or Newgate.
- We would then share the results of the survey with customers, the RA and ward councillors. We anticipate that it would show backing for our plans, or that at the very least a preferred option would emerge.
- The survey findings, supplemented by the visual clues submitted by customers, would enable us to pick up on common themes, problems and solutions and attempt to address them in the high level design concepts presented to our customer panel.
- To help inform the survey work, we could arrange a video conference with the RA and also offer a Zoom webinar with customers to run them through the feedback and how that has influenced the emerging options. This would be a presentation by the project team, with questions submitted via text only; any unanswered questions could be responded to individually after the event and posted by the RA on its Facebook page.
- The feedback from this work, again shared with the ward councillors, should provide a clear guide to the aspirations of Sawyers Close customers to the Board to enable it to take a decision.

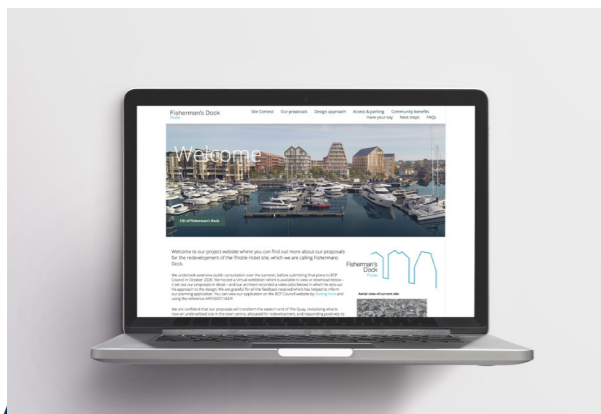
To inform our project team through the design process, we propose to establish a customer panel. Comprising Sawyers Close residents, it would review and comment on our emerging proposals, helping us to ensure that our approach is in line with customers' aspirations. We would look to set this up after the survey work is complete.

We would recommend that there be no pro-active media engagement up to this point, although we would prepare a reactive statement, in case customer choose to speak to local papers about Abri's survey work.

Engagement launch: preparatory work

We would prepare for the masterplan consultation launch. Having conducted the survey, the master planning process should not come as a shock to customers; however, formal consultation is a big step and this will now involve many more local residents and community groups.

- Placing customers at the heart has to mean more than glib words: the engagement process needs to be on their terms and territory. Abri's housing officers, the RA and ward councillors can guide us on the key sources of influence and interest locally, and the seldom heard groups, but we would also conduct our own community audit of key groups: the organisations that support and influence the neighbourhood, from schools to religious institutions to charities. We need to build a comprehensive database to ensure that we capture sentiment from every angle. Once complete, we would consult with Abri's housing officers and ward councillors to rank these groups in terms of importance and influence to ensure that they are - engaged appropriately as part of our launch.
- The audit will also help us to build a diary of community events. We want to make sure that we have a presence, or at least ask if we can have one, within the community outside of formal consultation. Abri's housing officers will provide good intelligence and can help us plan for local sports events, Christmas fairs, social events, possibly attending just with a banner and a couple of people ready to talk.
- We would also agree a consultation area beyond the estate to ensure a fair and inclusive approach.
- Pandemic or not, a project website will be an essential resource, not least as a reference tool for the media and interested parties by which key messages can be delivered. Its functionality can be determined at a later stage but it should be able to host: videos (inspiring shorts from key members of the team (architect, Abri) and the community video which we intend to commission from the local school – see below); image galleries; virtual exhibitions; a feedback facility; appointment booking (121 conversations with customers); etc.



- A popular platform used by local authorities is

Commonplace which can include an interactive map feature, enabling the user to drop a pin and cite an issue. It hosts an open forum, allowing users to contribute their thoughts on any aspect of the evolving proposals, to see what others are saying and to comment. In this way, you can build trust in an open and transparent process. While this can encourage negativity as people read others' posts, it can also stimulate debate; plus, we know that those discussions will be taking place offline, so it can help for them to be seen on the website.

- These sites can typically take 2-3 weeks to build. Initial content might include: project overview; vision; history; photo competition entries; FAQs; feedback; contact; news; upcoming events; how to get involved. Over time, we would add: recordings of workshops; events; virtual exhibitions.



- To make the launch interesting, Abri could commission a community 'vox pop' video, working with a local school to identify and share local residents' aspirations in a compelling manner. This could be an on-going project, with follow-up videos recorded at the workshops and main events and showing individuals' personal journeys over the lifetime of the master plan process. We have noted that Windsor Boys School (one mile from the site), a comprehensive state school, runs a media, film and TV studies course and could be a good candidate; we will also investigate other options.
- The pre-launch edition would ask local people what is great about Clewer & Sawyers Close: what it's like living locally; what they love about the area and what they would like to change if they had the chance. The students would interview a demographic range and a geographic mix, both individuals and community groups.
- This would serve as an important signal that it is the community which is driving the masterplan. The video would be available to view on the website, could be shared with political stakeholders and the local media and played at our consultation events. It could be updated at regular intervals in order to get honest feedback throughout the engagement process.

Engagement launch

For the launch, we will need to have ready:

- Website, live and with content
- Vox pop video, uploaded to website
- Media release
- Tailored stakeholder letters, offering initial meetings to community groups and follow ups with ward members

For customers and other local residents, we would propose to issue a community newsletter – probably a 4-page A4 leaflet, which would set out the background to the project, including the survey findings; would provide information on the project team (including contact details); might include a 'customer/resident charter' (commitments by Abri as to how it will conduct the consultation); would detail upcoming 'log on and learn' online sessions and would finish with a big call to action to visit the website and register for all updates.

At this stage, it will be important to differentiate for customers between queries about the masterplan, the future decant and current repairs/other issues. The dedicated project email address and phonenumber would go live now.

Pre-consultation engagement

There are two strands: stakeholder meetings and resident 'log on and learn' online sessions

The stakeholder meetings would be conducted via Zoom, depending on the health guidelines in operation at the time. We would seek to introduce the project team, explain the vision and how the consultation programme is going to work; check how they would like to participate when the time comes; encourage them to get involved and to respond with feedback at the appropriate time. We would invite them and their members to come to the 'log on and learn' online sessions. In this, it is important to remember that we go to them, we do not make them come to us. We attend one of their regular meetings, either of their officers or the members themselves.



The online sessions are to prepare the community for the main events, noting that Abri's customers may not be familiar with the consultation/planning process and may find the experience daunting. They also serve a dual purpose of empowering individuals with useful life skills. We could theme them by both topic and group. Topics might include: What is masterplanning? How to make your point? What's actually possible: constraints & opportunities? Group sessions could be devoted to finding out what particular demographics are looking to get out of the masterplanning process: young people, the elderly, those with disabilities. These would be 30-minute sessions, pre-booked, via Zoom. At each event, we would have a mechanism by which participants could stick Post-it notes with their thoughts on anything they would like to raise.

In the past, Newgate has found that a great way to engage younger children (9-11) is to run a workshop in school, using Minecraft, which enables the pupils to use their imagination to design a play area or a community space. Newgate has worked with an agency on this with great results: the students focused on the provision of recycling facilities; bike stands; parks; fountains. The resulting video delivered positive PR coverage. Dedworth Green First School, half a mile from the site, might be a good candidate for this initiative, public health guidelines dependent.

The online sessions are empowering for the community and for the project team. Abri will likely get to see the true community leaders, those with real insight, and also the naysayers. We will harvest plenty of ideas and feedback that will inform the emerging plans and enable us to develop our messaging.

At this point, we would look to establish a Community Liaison Group. Made up of representatives from Abri, RBWM, Sawyers Residents Association, wider residents and community groups, it would act as a broader community feedback mechanism, focusing on the impact of regeneration beyond the confines of Sawyers Close. It could meet monthly, with a fixed agenda that would include updates from the project team and a Q&A session. The CLG would remain active throughout the construction period which can, traditionally, prove a more contentious time for resident/developer relations.



Consultation events

We recommend two events as a minimum: i) key principles and then, if possible and depending on the type of application to be submitted, ii) details of key areas and elevations. This might include the proposed public open space or apartment interiors (with rooms mocked up to assist people imagining themselves living there, so they can then feedback on what they think will work and what will not).

We would anticipate that, by summer, these events could be held in person. In addition to a traditional set of exhibition panels, more creative ideas might include:

- A 3D model;
- video screens showing (on a loop): vox pop video; fly-through of scheme; Minecraft video;
- photo competition wall;
- ideas wall, where key themes are illustrated and attendees place simple stickers to indicate like/dislike.

Depending on budget, we could introduce an element of 'community design', where we would encourage attendees to 'build their neighbourhood'. We could tackle storey heights; open space configuration and facilities; parking areas; play facilities; etc. This could be achieved in a number of ways:

- Placing building blocks on a large, flat-mounted plan (take a photo after each arrangement);
- Drawing on A1 plans with coloured pens;
- Designing on iPads, with designs submitted digitally.

Newgate has worked with all these options before:

- iPads have been used at masterplan events for Gatwick Airport;
- Minecraft has been used by school children to design a pocket park in London;
- Building blocks have been used to design the features of a park in Plympton;
- Stickers have been used to seek agreement to key principles of estate regeneration in North Prospect, Plymouth.

Risks & Mitigation

1. Disillusionment: project gets pulled/stalled after it has been announced to customers. Mistrust develops and confidence in Abri dips.

Mitigate: ensure proposals and engagement programme are not announced until risk of 'no go' is minimal.

2. Politics: RBWM is a Conservative administration but ward councillors form part of the opposition. Turf wars over kudos leads to strained relations with leadership.

Mitigate: ensure that Abri leadership continues to engage at a strategic level while the project team builds relationships on the ground.

3. Call for a ballot: taking their cue from bigger regeneration schemes, customers may demand a ballot to demonstrate support exists for the project.

Mitigate: the upfront survey work should reveal whether there is support for the plans. Abri staff should also engage the residents' association and ward councillors to ensure that the community sentiment is properly understood before embarking on this exercise.

4. Community divided: the focus on Abri customers' needs at the expense of other local residents leads to resentment and accusation of bias.

Mitigate: ensure that a step is built into the sign off process so that activities are reviewed for fairness.

5. Lack of support: true sentiment is misjudged and there is lack of support among customers for the regeneration plans.

Mitigate: report back on the survey findings, giving dissenters the opportunity to speak up. Hold dialogue with ward councillors, Residents' Association and key community groups to make sure the survey results ring true.

6. Abri under the microscope: the shortcomings of Sawyers Close and lack of recent investment could be highlighted and reflect poorly on Abri's performance.

Mitigate: control the messaging carefully and the media agenda to ensure this is minimised.

7. Misinformation: rumours about topics such as decanting and right to return spread, causing discontent among customers.

Mitigate: provide open channels of communication; brief trusted community stakeholders and front-line colleagues.



1. RAISE AWARENESS
IDENTIFY WITH PROCESS
ASK QUESTIONS
START CONVERSATIONS
CONTENT GENERATING

2. COMMUNITY PRESENT
DISCUSS ISSUES
EMPOWERING PEOPLE
FINDING CHAMPIONS

3. PLANNING
DEVELOPMENT
DETAIL CONSTRAINTS
CHALLENGES SHARED
CONSULT/RESOLVE ISSUES

4. DELIVERY
CONSTRUCTION PERIOD
TRAINING SKILLS
EMPLOYMENT OPPORTUNITY

5. FEEDBACK GOOD & BAD
LESSONS LEARNT
IMPROVEMENTS FOR FUTURE
PHASES OF DEVELOPMENT

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