

NOTICE
OF
MEETING
CABINET

will meet on

THURSDAY, 23RD JUNE, 2022

At 7.00 pm

by

GREY ROOM - YORK HOUSE, WINDSOR AND ON [RBWM YOUTUBE](#)

TO: MEMBERS OF THE CABINET

COUNCILLORS ANDREW JOHNSON LEADER OF THE COUNCIL; GROWTH & OPPORTUNITY (CHAIRMAN),
STUART CARROLL DEPUTY CHAIRMAN OF CABINET; ADULT SOCIAL CARE, CHILDREN'S SERVICES, HEALTH, MENTAL HEALTH, & TRANSFORMATIONAIRMAN
DAVID CANNON ANTI-SOCIAL BEHAVIOUR, CRIME, AND PUBLIC PROTECTION,
DAVID COPPINGER ENVIRONMENTAL SERVICES, PARKS & COUNTRYSIDE & MAIDENHEAD
SAMANTHA RAYNER DEPUTY LEADER OF THE COUNCIL; BUSINESS, CORPORATE & RESIDENTS SERVICES, CULTURE & HERITAGE, & WINDSOR
PHIL HASELER PLANNING, PARKING, HIGHWAYS & TRANSPORTG
DAVID HILTON ASSET MANAGEMENT & COMMERCIALISATION, FINANCE, & ASCOT
DONNA STIMSON CLIMATE ACTION & SUSTAINABILITY
ROSS MCWILLIAMS DIGITAL CONNECTIVITY, HOUSING OPPORTUNITY, & SPORT & LEISURE

Karen Shepherd – Head of Governance - Issued: Wednesday, 15 June 2022

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** david.cook@rbwm.gov.uk or 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

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
1.	<u>APOLOGIES FOR ABSENCE</u> To receive any apologies for absence	-
2.	<u>DECLARATIONS OF INTEREST</u> To receive any declarations of interest	5 - 6
3.	<u>MINUTES</u> To consider the Part I minutes of the meeting held on 26 th May 2022.	7 - 10
4.	<u>APPOINTMENTS</u>	-
5.	<u>FORWARD PLAN</u> To consider the Forward Plan.	11 - 18
6.	<u>CABINET MEMBERS' REPORTS</u> Planning, Parking, Highways and Transport	-
	i. Draft South West Maidenhead Development Framework Supplementary Planning Document	19 - 146
	Asset Management & Commercialisation, Finance, and Ascot	
	ii. St Cloud Way Planning, Parking, Highways and Transport	147 - 186
	iii. Local Cycling and Walking Infrastructure Plan and Cycling Capital Programme	187 - 262
	Digital Connectivity, Housing Opportunity, and Sport and Leisure	
	iv. RBWM Leisure Management Contract re-procurement update and timescales Environmental Services, Parks & Countryside and Maidenhead	263 - 286
	v. Maidenhead Town Team	To Follow

	Chairman	
	vi. Appointments to Outside and Associated Bodies	287 - 298
7.	<u>LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC</u>	
	To consider passing the following resolution:-	
	"That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place on items 8-9 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act"	

PART II

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
i.	<u>MINUTES</u>	299 - 300
	To consider the Part II minutes of the meeting of Cabinet held on 26 th May 2022.	
	<i>(Not for publication by virtue of Paragraph 1, 2, 3, 4, 5, 6, 7 of Part 1 of Schedule 12A of the Local Government Act 1972)</i>	

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MEMBERS' GUIDE TO DECLARING INTERESTS AT 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 Disclosable Pecuniary Interest (DPI) or Other Registerable 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.

Any Member with concerns about the nature of their interest should consult the Monitoring Officer in advance of the meeting.

Non-participation in case of Disclosable Pecuniary Interest (DPI)

Where a matter arises at a meeting which directly relates to one of your DPIs (summary below, further details set out in Table 1 of the Members' Code of Conduct) you must disclose the interest, **not participate in any discussion or vote on the matter and must not remain in the room** unless you have been granted a dispensation. If it is a 'sensitive interest' (as agreed in advance by the Monitoring Officer), you do not have to disclose the nature of the interest, just that you have an interest. Dispensation may be granted by the Monitoring Officer in limited circumstances, to enable you to participate and vote on a matter in which you have a DPI.

Where you have a DPI on a matter to be considered or is being considered by you as a Cabinet Member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it.

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 (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her 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 council.*
- *Any licence to occupy land in the area of the council for a month or longer.*
- *Any tenancy where the landlord is the council, and the tenant is a body in which the relevant person has a beneficial interest in the securities of.*
- *Any beneficial interest in securities of a body where:*
 - a) *that body has a place of business or land in the area of the council, 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.

Disclosure of Other Registerable Interests

Where a matter arises at a meeting which **directly relates** to one of your Other Registerable Interests (summary below and as set out in Table 2 of the Members Code of Conduct), you must disclose the interest. **You may speak on the matter only if members of the public are also allowed to speak at the meeting** but otherwise **must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation**. If it is a 'sensitive interest' (as agreed in advance by the Monitoring Officer), you do not have to disclose the nature of the interest.

Other Registerable Interests (relating to the Member or their partner):

You have an interest in any business of your authority where it relates to or is likely to affect:

- a) any body of which you are in general control or management and to which you are nominated or appointed by your authority*
- b) any body*
 - (i) exercising functions of a public nature*
 - (ii) directed to charitable purposes or*

one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union)

Disclosure of Non- Registerable Interests

Where a matter arises at a meeting which **directly relates** to your financial interest or well-being (and is not a DPI) or a financial interest or well-being of a relative or close associate, you must disclose the interest. **You may speak on the matter only if members of the public are also allowed to speak at the meeting** but otherwise **must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation**. If it is a 'sensitive interest' (agreed in advance by the Monitoring Officer) you do not have to disclose the nature of the interest.

Where a matter arises at a meeting which **affects** –

- a. your own financial interest or well-being;
- b. a financial interest or well-being of a friend, relative, close associate; or
- c. a body included in those you need to disclose under DPIs as set out in Table 1 of the Members' code of Conduct

you must disclose the interest. In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied.

Where a matter **affects** your financial interest or well-being:

- a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest

You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise **must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation**. If it is a 'sensitive interest' (agreed in advance by the Monitoring Officer, you do not have to disclose the nature of the interest.

Other declarations

Members may wish to declare at the beginning of the meeting any other information they feel should be in the public domain in relation to an item on the agenda; such Member statements will be included in the minutes for transparency.

Agenda Item 3

CABINET

THURSDAY, 26 MAY 2022

PRESENT: Councillors Andrew Johnson (Chairman), Stuart Carroll (Vice-Chairman), David Cannon, David Coppinger, Samantha Rayner, Phil Haseler, David Hilton and Ross McWilliams

Also in attendance: Councillor Gurch Singh, Councillor Ewan Larcombe, Councillor John Baldwin, Councillor Mandy Brar, Councillor Gurpreet Bhangra and Councillor Simon Bond. Ian Brazier-Dubber (RBWM Prop Co).

Officers: Duncan Sharkey, Adele Taylor, Andrew Vallance, Kevin McDaniel's, Andrew Durrant, Emma Duncan, Nikki Craig, Louisa Dean, Vanessa Faulkner and David Cook.

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Stimson.

DECLARATIONS OF INTEREST

None received.

MINUTES

RESOLVED UNANIMOUSLY: That the minutes of the meeting held on 28 April 2022 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 it was last published including the following:

- Calvary Crescent moved to July Cabinet
- Peer Review Action Plan moved to July Cabinet
- Leisure Centre Procurement add to June Cabinet

CABINET MEMBERS' REPORTS

A) 2021/22 DRAFT OUTTURN REPORT: REVENUE AND CAPITAL

Cabinet considered the report regarding the financial outturn against budget for the 2021/22 financial year.

The Cabinet Member for Asset Management and Commercialisation, Finance, and Ascot informed Cabinet that he was pleased to present the 2021-22 financial outturn and reported an underspend of £2.353M on services which was an increase of £2.162m on month 10. This was a significant change from month 10 which was great news as it increased available resources, but it was not good from the point of view of financial control.

Recruitment of a new team of Business Partners was nearly complete, they were senior accountants who would work with services. The first appointment was Julian McGowan the Senior Business Partner and he told him that at month 10 the financial challenge of some interims could have been more robust. Having met with him not only did he think that this hiccup will not recur, but with the business partners in post there should be more clarity in monitoring reports and, importantly, finance support to services would be greatly enhanced.

The Cabinet Member went on to inform that the headlines of the report were that the general fund reserve increases to £8.75M, £2m above the minimum. As planned the corporate contingency was not required and along with unused provisions, £2.2M had been placed into reserves which strengthens our financial base.

The expectation that our commercial portfolio tenants would struggle to pay rents and that some would leave had not realised and the Covid pressures budget of £1.51 m was not required, indicating our tenants had stronger covenants than thought.

As a consequence of staff vacancies, Governance showed an underspend of £300K. In Month 4 Governance reported a recruitment program across the directorate with the anticipation that a full establishment would be achieved in December last year. That aspiration was not achieved highlighting issues in recruiting high calibre staff that match job specifications. These staff were needed to maintain current standards and importantly break new ground so recruitment was a growing concern.

Children's Services overspend had been managed down from a high of nearly £1.5M to £214K or less than 1% of the budget. Since month 10 there had been a number of incremental cost reductions that collectively added up to a £551K improvement.

Cabinet were asked to note the outturn of the schools' budget which was an overspend of £257K and resulted in an accumulated deficit of £2.048M which did not impact on the Council budget but potentially could. The School's Forum considered a deficit recover plan under the plan RBWM would participate in the DfE Delivering Better Value in SEND support programme. The programme would provide dedicated support and funding to help with substantial deficit issues and reform the high needs systems.

The outturn in Adult Social Care was an underspend of £139K and a cost reduction of £826K from month 10. The most significant issues were the release of a £300K accrual no longer needed and reallocation of costs to other funding sources amounting to £383K.

The report highlighted that since the budget had been set there had been an increase of 169 in the number clients in older people and physical disability that require a service which presented a significant budget pressure.

The Cabinet member informed that unfortunately Hilary Hall would shortly be leaving the authority he asked her if she would leave behind some of the magic that had enabled Adult Social Care to continually deliver quality care within very tight budgets.

Hilary would leave a legacy, firstly the Transformation Team who delivered £5M of savings over the past two years and continue to work on new schemes. Secondly, working through the Frimley ICS, Hilary, supported by Cllr Carroll, had developed a true partnership with the Clinical Commissioning Group and other health partners including GPs. Working with the CCG and Frimley our Adult Social Care team was creating a seamless service between health and social care.

The report was silent on parking but supported by £2.6M of Covid contingency funding parking revenues were £5.5M or £900K more than the budget, a hopeful sign that revenues will continue to grow.

On capital, there has been slippage of £42M on the programme of £68M. £15M of this relates to Maidenhead golf course, appendix E provides the detail for all other slipped projects.

Cabinet were informed that the 2019/20 accounts had not yet been signed off, this was as a consequence of revised reporting requirements for assets such as roads, that affected all councils. The initial delay was due to a number of objections to the accounts. Para 9.4 reports an accrual of £188K as a consequence of the additional work undertaken by the auditors as a result of these issues and he asked the S151 officer to comment.

The Chairman seconded the paper and informed that this was the third year in a row the budget had been delivered under budget. There was also an increase in reserves that would help build resilience. He thanked staff for their hard work during a difficult year.

The Executive Director of Resources, S151 Officer, informed that with regards to the 2019/20 accounts there had been an update at the Audit and Governance Committee, with regards to reporting of assets this was a national issue and that the 2020/21 accounts could not be signed off until the 2019/20 ones had been. It had been a difficult reporting regime due to the pandemic and mechanisms, regarding commercial properties the hard work put in had reduced the need to use Covid 19 reserves. There had also been increased pressure on the need for temporary accommodation over the last few years.

The Cabinet Member for Digital Connectivity, Housing Opportunity, & Sport & Leisure informed that there had been an increased need for temporary accommodation and that it had been decided to try and place as many people close to the borough which had cost implications.

Cllr Baldwin reiterated the excellent work undertaken by Hilary Hall. He went on to say that the Cabinet Member for Finance had said that it was good to have additional savings but they had been a failure in financial controls. Cllr Baldwin referred to over £2m of additional savings as not being a hump but a failure in accounting and a failure since the CIPFA findings and recommendations. The Cabinet Member reiterated that he had spoken to the S151 officer and senior business partners and was confident that this was being dealt with.

The Executive Director of Resources said that although some of the underspend could have been predicted there was a large element that came from Government grants that they had not been informed about. There had also been an impact on work being undertaken in Children's Services for the 2022/23 savings that had provided additional savings during this reporting period. She said that £2m was a large figure but a small percentage of the budget and the Corporate Overview and Scrutiny Committee would be looking at this.

Cllr Baldwin said that the Cabinet Member responsible for Finance had been in position prior to and after the CIPFA report and questioned how he could say that these issues had just slipped through.

The Chairman replied that it had been the administration that had invited CIPFA to undertake their review, that actions had been undertaken and that there had been three continuous years of underspend whilst delivering services.

Resolved unanimously: that Cabinet notes the report including:

- i) The final revenue outturn for the year is an underspend on services of £2,353m (para 4.1);**
- ii) After adjusting for non-service costs, funding, and transfers to and from earmarked reserves, the general fund has increased by £1.694m to £8.753m (para 4.1);**
- iii) The final outturn on the schools budget is an overspend of £0.257m resulting in an overall deficit on the DSG reserve of £2.048m and school reserves of £2.913m (para 7.6);**
- iv) The final capital outturn is expenditure of £26.178m with slippage of £42.001m (para 15.1); and**
- v) The movements in earmarked reserves (para 13.1).**

B) AWARD OF CONTRACT FOR HR AND PAYROLL SYSTEM

Cabinet considered the report reading the procurement of the councils HR and Pay role system.

The Cabinet Member for Business, Corporate & Resident Services, Culture and Heritage, Windsor informed Cabinet that the current system had been in operation for the last 16 years and as its contract was up it was time to undertake a review and procurement exercise. This exercise was undertaken because the current contract is due to end in May 2023.

The report recommended that a new contract is awarded to MHR International, whose bid had been considered as the most economically advantageous on the basis of the technical and financial evaluation undertaken. The new contract incorporated a specification that exceeds the current provision because a number of enhancements were now available that will support the Council's transformation agenda, as well as lead to improved employee engagement and more efficient data processing.

The Human Resources customer base covered over 4,500 employees, of which around 600 are core RBWM staff, the rest are partner organisations, maintained schools and academies. In total, Human Resources manages 15 monthly payrolls. This brought in valued revenue that the new system would help maintain and strengthen.

Resolved unanimously: that Cabinet notes the report and:

- I. **approves the award of the HR and payroll system contract to MHR on the basis of a 5 year contract, with the option to extend for a further 3 years in 1 year periods. The contract to commence in May 2023 and its value is detailed in Appendix A which is Part II by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.**

LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

RESOLVED UNANIMOUSLY: That under Section 100(A)(4) of the Local Government Act 1972, the public were excluded from the remainder of the meeting whilst discussion took place on the grounds that they involved the likely disclosure of exempt information as defined in Paragraphs 1 and 3 of part I of Schedule 12A of the Act.

The meeting, which began at 7.00 pm, finished at 7.50 pm

CHAIRMAN.....

DATE.....

Agenda Item 5

CABINET

FORWARD PLAN - CHANGES MADE SINCE LAST PUBLISHED:

ITEM	SCHEDULED CABINET DATE	NEW CABINET DATE	REASON FOR CHANGE
Draft Building Height and Tall Buildings Supplementary Planning Document – Regulation 13 Consultation	June 2022	July 2022	Further work required.
Spencer's Farm Stakeholder Masterplan Document	June 2022	July 2022	Further work required.

FORWARD PLAN OF CABINET DECISIONS

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)
12 Public Sector Decarbonisation Phase 3	Open -	The council has secured funding through the Public Sector Decarbonisation Scheme Phase 3 to deliver projects across schools and seeking approval for the projects	Yes	Cabinet Member for Climate Action & Sustainability (Councillor Donna Stimson)	Chris Joyce	Internal process	Cabinet 21 Jul 2022	
Draft Building Height and Tall Buildings Supplementary Planning Document – Regulation 13 Consultation	Open -	There is a requirement within the adopted Borough Local Plan for the preparation of a new Building Height and Tall Building Supplementary Planning Document (SPD) to support Policy QP3a.	Yes	Cabinet Member for Planning, Parking, Highways & Transport (Councillor Phil Haseler)	Adrian Waite	Internal process	Cabinet 21 Jul 2022	

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)
		The report recommends that the Cabinet approves the publication of the draft Building Height and Tall Buildings SPD for public consultation in June 2022.						
Spencer's Farm Stakeholder Masterplan Document	- Open	<p>This report explains the adopted Borough Local Plan requirement for the preparation of Stakeholder Masterplan Documents and summarises the process and outcomes specifically in relation to the Stakeholder Masterplan Document for Spencer's Farm, Maidenhead.</p> <p>The report recommends that Cabinet approves</p>	Yes	Cabinet Member for Planning, Parking, Highways & Transport (Councillor Phil Haseler)	Ian Motuel	Internal process	Cabinet 21 Jul 2022	

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)
		the Spencer's Farm Stakeholder Masterplan Document as an important material consideration for Development Management purposes.						
14 Energy Programme	Open -	To approve the council's proposed energy improvement programme pipeline for future submission to the capital programme to support the council's targets to reduce its own carbon footprint by 50% by 2025.	Yes	Cabinet Member for Climate Action & Sustainability (Councillor Donna Stimson)	Chris Joyce	Internal process	Cabinet 21 Jul 2022	
Finance Update	- Open	To receive the latest finance update	Yes	Cabinet Member for Asset Management & Commercialisation, Finance, & Ascot (Councillor David Hilton)	Adele Taylor	Internal	Cabinet 21 Jul 2022	
Peer Review Action Plan	- Open	To approve the action plan.	Yes	Leader of the Council & Cabinet Member for Growth & Opportunity (Councillor Andrew	Emma Duncan	Internal process	Cabinet 21 Jul 2022	

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)
15	Fully exempt - 3	<p>The acquisition of 53 no. former Defence Estate Homes and associated infill land from Annington Homes via a Purchase and Development Agreement to bring the properties up to habitable standards to an agreed specification and 10 New Build units on the infill land subject to planning permission.</p> <p>Consideration of the mixed rented products for investment purposes and the future management of the properties.</p>	Yes	Johnson) Leader of the Council & Cabinet Member for Growth & Opportunity (Councillor Andrew Johnson)	Duncan Sharkey	Internal process	Cabinet 21 Jul 2022	
	Fully exempt - 3	To bring the property, bought at auction, into use for temporary accommodation	Yes	Leader of the Council & Cabinet Member for Growth & Opportunity (Councillor Andrew	Duncan Sharkey	Internal process	Cabinet 21 Jul 2022	

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)
		ensuring it is fit for purpose and meets building regulation requirements.		Johnson)				

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:	Draft South West Maidenhead Development Framework Supplementary Planning Document
Contains Confidential or Exempt Information	No – Part I
Cabinet Member:	Councillor Haseler, Cabinet Member for Planning, Parking, Highways and Transport
Meeting and Date:	23 June 2022
Responsible Officer(s):	Adrien Waite, Head of Planning
Wards affected:	Bray, Oldfield and Cox Green



REPORT SUMMARY

This report seeks agreement to the publication of the draft South West Maidenhead Development Framework Supplementary Planning Document (SPD) for public consultation.

The Borough Local Plan identifies the South West Maidenhead area for major housing and employment development. The preparation of the SPD will help to coordinate development across the area, providing more detail to supplement the policies and proposals in the Local Plan. It will be a material consideration in the determination of planning applications.

Development in the South West Maidenhead area will help in delivering on key Corporate Plan goals. In addition to goals relating to housing delivery and provision of affordable homes, the Corporate Plan includes a specific goal which states:

Enable delivery of the key social, physical and green infrastructure to support new development at the Desborough / South West Maidenhead site (AL13 in the Borough Local Plan), including strategic highway improvements, public transport, cycling and walking infrastructure, new primary and secondary schools, community facilities and open space.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) Approves the Draft South West Maidenhead Development Framework Supplementary Planning Document, as set out in Appendix B, for public consultation**
- ii) Delegates authority for minor changes to the Draft Supplementary Planning Document to be made prior to consultation to the Head of Planning in consultation with the Cabinet Member for Planning, Parking, Highways and Transport**

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

Options

Table 1: Options arising from this report

Option	Comments
<p>Publish the draft South West Maidenhead Development Framework Supplementary Planning Document (SPD) and supporting evidence documents in July 2022 for public consultation.</p> <p>This is the recommended option</p>	<p>Policy QP1b of the Borough Local Plan indicates that a Development Framework SPD will be produced.</p> <p>The SPD provides the opportunity to ensure that development in the area comes forward in a strategic and comprehensive manner. It will set design principles to ensure coordinated and high quality development across the area, outline other key requirements and principles for development, and set out the infrastructure requirements for development of the area and how they can be delivered in a timely manner.</p>
<p>To not publish the draft South West Maidenhead Development Framework Supplementary Planning Document (SPD) and supporting evidence documents in July 2022 for public consultation.</p> <p>This is not a recommended option</p>	<p>This approach would result in an uncoordinated approach to development across the area. It is likely to result in a lack of coordination of key infrastructure provision with the risk that not all infrastructure is provided, or it is not provided for in a timely manner. It also risks the lack of joined up thinking in relation to key design principles across the area.</p>
<p>To delay the publication of the SPD</p> <p>This is not a recommended option</p>	<p>This would increase the risk that planning applications would have to be determined before the SPD is finalised.</p>

- 2.1 The core aim of the spatial strategy (Policy SP1) of the Borough Local Plan is to focus new development on the three strategic growth areas of Maidenhead, Ascot and Windsor, to make best use of infrastructure and services, and to provide a sustainable approach to growth. Within Maidenhead, the South West Maidenhead area is one of two strategic growth locations identified in the town.

- 2.2 The Borough Local Plan provides the policy framework within which development can come forward in the South West Maidenhead area. Specific policies and proposals for the area are:
- Policy QP1b – South West Maidenhead strategic placemaking area. This sets out the overall approach to the development of the area, including a series of key principles and requirements for the area
 - The following site allocations and accompanying “proformas” at Appendix C of the Plan which sets out site specific requirements and considerations:
 - Site AL13 – Desborough, Harvest Hill Road, South West Maidenhead – housing allocation for approximately 2,600 homes, two schools and a new local centre
 - Site AL14 – “The Triangle site” – allocated for industrial and warehousing development
 - Site AL15 – Braywick Park – allocated for mixed use strategic green infrastructure accommodating indoor and outdoor sports facilities, public park, special needs school and wildlife zone
- 2.3 Policy QP1b states that to ensure the development of the placemaking area as a whole comes forward in a strategic and comprehensive manner, planning applications on individual land parcels should accord with the principles and requirements set out in the Development Framework Supplementary Planning Document (SPD), incorporating a masterplan and approach to the approval of design codes; phasing of development and infrastructure delivery for the area as a whole. The policy indicates that the SPD will be produced by the Council in partnership with the developers, landowners, key stakeholders and in consultation with the local community.
- 2.4 The National Planning Policy Framework (NPPF) defines Supplementary Planning Documents (SPDs) as, *Documents which add further detail to the policies in the development plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary planning documents are capable of being a material consideration in planning decisions but are not part of the development plan.* They are therefore important documents in helping to deliver the policies and proposals set out in the Borough Local Plan. But it is important to emphasise that SPDs do not create new policy, do not replace existing policy in the Borough Local Plan and cannot amend existing policy in the Borough Local Plan.
- 2.5 In line with Policy QP1b, work has been undertaken to prepare a draft Supplementary Planning Document for the South West Maidenhead area. This has included working with landowners/developers and included early consultation with the community – see section 8 of this report for further information. The SPD provides a very important opportunity to coordinate development across the South West Maidenhead area. In particular it:
- Sets out design principles for the area
 - Includes an illustrative framework masterplan

- Sets out a range of other requirements and principles for development in the South West Maidenhead area, focusing on the AL13 site in particular. This covers a range of matters including:
 - Community needs – such as housing mix and affordable housing, schools, the local centre, health, open space and employment provision
 - Connectivity – including walking and cycling links, public transport, strategic highway improvements
 - Sustainability and Environment – including sustainable building (including achieving net zero carbon) and biodiversity net gain
- Sets out the infrastructure requirements for the development of the area and how this infrastructure should be funded and delivered (and the broad phasing).

2.6 It is important to emphasise that this SPD is not intended to include a detailed design for the development areas, or individual parcels of land within them, but to set the framework within which individual planning applications can come forward. The more detailed design and layout of the developments will come forward at the planning application stage.

2.7 The draft SPD is set out at Appendix B. The next statutory stage in the preparation of an SPD is to publish it for consultation - it is recommended that the draft SPD is published for consultation from early July 2022. If the recommendation is agreed, there will be updates to the formatting and presentation of the draft SPD for the start of the consultation. The minimum period for consultation on a draft SPD is 4 weeks. However, given that the consultation would extend into the school holidays, it is recommended that the consultation period be extended to 6 weeks. It is anticipated that there would be “in person” consultation events during the consultation period.

2.8 Supporting documents that would be published to accompany the consultation draft of the SPD would include a Strategic Environmental Assessment of the draft SPD and a draft Consultation Statement summarising the early engagement undertaken in the preparation of the SPD.

3. KEY IMPLICATIONS

3.1 The key implication of preparing, consulting on and adopting an SPD for the South West Maidenhead area is the ability to coordinate development and its associated infrastructure provision across the area and ensure a comprehensive approach. There are multiple landowners and potential developers with an interest in the sites allocated in the South West Maidenhead area. It is critical that they deliver both on the key design and other principles set out in the SPD and make timely and proportionate contributions to the delivery of the necessary supporting infrastructure. The SPD will provide the framework for infrastructure funding such as section 106 contributions alongside the Community Infrastructure Levy, thereby supporting the delivery of key infrastructure. This supports the Corporate Plan Priority relating to ‘Quality Infrastructure’.

- 3.2 As well as taking forward the proposals in the Borough Local Plan, work on the draft SPD has been integrated with broader strategic work on a range of other areas such as the Local Walking and Cycling Infrastructure Plan and the Bus Service Improvement Plan, ensuring a joined-up approach.
- 3.3 Whilst SPDs are not part of the statutory development plan (such as the Borough Local Plan) with its associated planning status and weight in decision making, they are an important material consideration when determining planning applications. As noted above the preparation of this SPD is specifically referred to in the Policy for the South West Maidenhead area, Policy QP1b.

Table 2: Key Implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Publication of the draft South West Maidenhead SPD and supporting documents	SPD published for consultation in late 2022	SPD published for consultation in July 2022	n/a	Adoption of SPD March 2022 as referred to in the Local Plan – not achieved due to delays in adoption of the Local Plan.	SPD anticipated to be adopted by late 2022

4. FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 It is anticipated that the preparation of the SPD will have a revenue cost of about £172,000. This is funding:
 - Specialist Design and Masterplanning advice
 - Infrastructure planning evidence
 - Planning Policy advice and Project Management
 - Strategic environmental assessment
 - Some other specialist officer advice.
- 4.2 The work is being funded by a planning performance agreement with the main landowner/developer interests. The preparation of the SPD is within existing budgets. The cost of the vast majority of officer time is being carried by the Council from within existing resources with a small amount funded from the planning performance agreement.

5. LEGAL IMPLICATIONS

- 5.1 The SPD does not form part of the statutory development plan but will be an important material consideration in making planning decisions.
- 5.2 There is a statutory process for preparing an SPD. [Regulations 11 to 16 of the Town and Country Planning \(Local Planning\) \(England\) Regulations 2012](#) set out these requirements.
- 5.3 The Environmental Assessment of Plans and Programmes Regulations 2004 (SEA Regulations) also require the Council to consider whether or not

Strategic Environmental Assessment (SEA) of the SPD should be undertaken. Following consultation with the Environment Agency, Historic England and Natural England it has been agreed that SEA should be carried out for this SPD. As such the SEA report will be published as a background document accompanying the consultation on the draft SPD.

5.4 There are no direct legal implications as a result of this report.

6. RISK MANAGEMENT

6.1 The headline risks are set out in Table 3 below:

Table 3: Impact of risk and mitigation

Risk	Level of uncontrolled risk	Controls	Level of controlled risk
Poor quality and uncoordinated development and infrastructure provision as it does not have relevant guidance in the South West Maidenhead SPD	High	Actions set out in recommendation	Low

7. POTENTIAL IMPACTS

7.1 Equalities. The Equality Act 2010 places a statutory duty on the council to ensure that when considering any new or reviewed strategy, policy, plan, project, service or procedure the impacts on particular groups, including those within the workforce and customer/public groups, have been considered. A EQIA (Equalities Impact Assessment) Screening has been completed and is available in Appendix A.

7.2 Climate change/sustainability. The allocation of major development in the South West Maidenhead area has been the subject of a full sustainability appraisal process as part of the preparation of the Borough Local Plan, and the allocation of development sites in the South West Maidenhead area were found to be “sound” by an independent planning inspector, having regard to the outcome of that sustainability appraisal. The preparation of this SPD is also subject to a strategic environmental assessment.

7.3 Whilst consultation during the preparation of the Borough Local Plan, and more recent early engagement on this SPD (see below) highlighted concerns about the impact on the environment and climate change, including on biodiversity and the potential loss of trees, the SPD provides the opportunity to set out more detail on how more sustainable development of the area can be brought forward including:

- Securing biodiversity net gain
- Delivery of a green infrastructure network
- New tree planting
- Setting out requirements for more sustainable forms of building
- Provision of new and enhanced walking, cycling and public transport links to provide good alternatives to car travel
- Provision of schools and local facilities on site to reduce the need for new residents to travel and enhance their ability to reach those facilities by non-car modes.

7.4 Data Protection/GDPR. The consultation on the South West Maidenhead Development Framework SPD will be undertaken by the council in accordance with the Data Protection Act 2018 and the General Data Protection Regulation.

7.5 The built and natural environment are major determinants of health and wellbeing of the population, and this development provides opportunities for a healthy living environment which promotes and enables healthy behaviours.

7.6 The golf course part of the AL13 housing allocation that forms part of the consideration of this SPD is part of the Council's landownership assets.

8. CONSULTATION

8.1 As part of preparing the draft SPD early public engagement took place in the form of three online events together with the opportunity for people to submit written comments afterwards. There was extensive publicity about the events in advance including writing to nearly 1,000 homes in the vicinity of the main development sites, consulting an extensive list of people on the planning policy consultee database, holding a press briefing (with subsequent articles and publicity about the events on the local media), and regular use of social media to publicise the events.

8.2 The events held on 30th March, 6th April and 13th April 2022 were online briefings sharing the background to the SPD and some emerging issues and early thinking on three topics:

- Community Needs
- Connectivity
- Sustainability and Environment

8.3 There was the opportunity for people to ask questions in the chat bar. A number of these were answered by officers on the night and some were answered in written form and published on the Council's website afterwards. All the comments and questions from the chat bar were captured and reviewed by officers and 27 written responses were submitted via an online form on the RBWM Together website.

8.4 Although the numbers of people attending the Live Events was limited (ranging from 21–45), a wide range of questions and comments were made during the

live events. In addition, there were over 300 views of the three events via the RBWM You Tube channel (as at 9/5/22).

8.5 A wide range of issues were highlighted during the events and in the subsequent comments received. Key issues included:

- Environmental concerns including impact on wildlife and the ability to mitigate against this (biodiversity net gain), loss of trees and associated impact on air quality and ability to meet climate change strategy requirements, and a desire for the development to be net zero carbon
- Concerns about the potential height of buildings, particularly on the golf course part of the AL13 site
- A range of comments on infrastructure provision, including in particular transport and schools

8.6 Engagement has also taken place with landowner/developer interests, ensuring that they can take account of emerging thinking on the draft SPD as they start to consider preparing planning applications. Some engagement has also taken place with some infrastructure providers to understand the impact of development on infrastructure and to consider appropriate mitigation/enhancements.

9. TIMETABLE FOR IMPLEMENTATION

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

Table 4: Implementation timetable

Date	Details
Early July 2022	Commence public consultation on draft SPD
Mid-August 2022	Close public consultation on the draft SPD
Autumn 2022	Target date for Adoption of SPD

10. APPENDICES

10.1 This report is supported by two appendices:

- Appendix A – Equality Impact Assessment Screening
- Appendix B – Draft South West Maidenhead Development Framework SPD.

11. BACKGROUND DOCUMENTS

11.1 This report is supported by three background documents:

- Royal Borough of Windsor and Maidenhead – Borough Local Plan 2013-2033.

<https://www.rbwm.gov.uk/home/planning-and-building-control/planning-policy/development-plan/adopted-local-plan>

- South West Maidenhead Placemaking Study (October 2019)
<https://www.rbwm.gov.uk/home/planning/planning-policy/non-development-plan/placemaking/placemaking-and-south-west-maidenhead>
- Borough Local Plan Sustainability Appraisal – various reports
<https://www.rbwm.gov.uk/home/planning-and-building-control/planning-policy/sustainability-appraisal>

12. CONSULTATION

Name of consultee	Post held	Date sent	Date returned
<i>Mandatory: Statutory Officers (or deputies)</i>			
Adele Taylor	Executive Director of Resources/S151 Officer	10.5.22	17.5.22
Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer	10.5.22	
<i>Deputies:</i>			
Andrew Vallance	Head of Finance (Deputy S151 Officer)	10.5.22	
Elaine Browne	Head of Law (Deputy Monitoring Officer)	10.5.22	30.5.22
Karen Shepherd	Head of Governance (Deputy Monitoring Officer)	10.5.22	12.5.22
<i>Mandatory: Procurement Manager (or deputy) - if report requests approval to award, vary or extend a contract</i>			
Lyn Hitchinson	Procurement Manager	N/A	
<i>Other consultees:</i>			
<i>Directors (where relevant)</i>			
Duncan Sharkey	Chief Executive	10.5.22	11.05.22
Andrew Durrant	Executive Director of Place	10.5.22	18.5.22
Kevin McDaniel	Executive Director of Children's Services	10.5.22	
Hilary Hall	Executive Director of Adults, Health and Housing	10.5.22	17.5.22
<i>Heads of Service (where relevant)</i>			
	All Heads of Service		
Alysse Strachan	Head of Neighbourhood Services	10.5.22	19.05.22
Nikki Craig	Head of HR, Corporate Projects and IT	10.5.22	20.05.22
Lynne Lidster	Commissioning	10.5.22	11.5.22

Claire Lowman	Public Health	10.5.22	20.5.22
Chris Joyce	Head of Infrastructure, Sustainability and Economic Growth	10.5.22	12.5.22
<i>External (where relevant)</i>			
N/A			

Confirmation relevant Cabinet Member(s) consulted	Cabinet Member for Planning, Parking, Highways and Transport	Yes
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REPORT HISTORY

Decision type:	Urgency item?	To follow item?
If a Cabinet report: Key decision and state the date it was First entered into the Cabinet Forward Plan: Key Decision Added to Forward Plan 18 th May 2022	No	No

Report Author: Ian Manktelow, Principal Planning Policy Officer, 01628 796200
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Appendix A - Equality Impact Assessment Screening

Essential information

Items to be assessed: (please mark 'x')

Strategy		Policy		Plan	X	Project		Service/Procedure	
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Responsible officer	Ian Manktelow	Service area	Planning Policy	Directorate	Place
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Stage 1: EqIA Screening (mandatory)	Date created: 09/05/2022	Stage 2 : Full assessment (if applicable)	Date created : n/a
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Adrien Waite

Dated: TBC

Guidance notes

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

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

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

EqlAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqlA Screenings are required to be publicly available on the council’s website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the “protected characteristics” under the law?

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

What’s the process for conducting an EqlA?

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

Openness and transparency

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

Enforcement

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

Stage 1 : Screening (Mandatory)

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

To approve the publication of the draft South West Maidenhead Development Framework Supplementary Planning Document (SPD) for public consultation, along with supporting evidence base documents.

The draft SPD has been prepared to provide clear and specific guidance to help coordinate the development of major sites allocated in the Borough Local Plan in the South West Maidenhead area, and will include design principles, an illustrative framework masterplan, other key requirements and principles for development, and guidance on the provision and delivery of infrastructure that is required as a result of the development.

It does not (and cannot) develop new policy but elaborates on certain policies in the Borough Local Plan. It should be noted that an Equalities Impact Assessment has been undertaken for the Borough Local Plan.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

Protected characteristics	Relevance	Level	Positive/negative	Evidence
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	Age	Relevant	Medium	<p data-bbox="927 201 1043 225">Positive</p> <p data-bbox="1216 201 1989 488">The Borough Local Plan allocates the South West Maidenhead area for major housing and employment development, and for green infrastructure provision. The Borough Local Plan (Submission Version) was subject to an Equality Impact Assessment in 2017 and also subsequently on adoption, which did not identify any negative impacts for any particular group with protected characteristics.</p> <p data-bbox="1216 531 1989 635">The South West Maidenhead SPD develops the policies and requirements set out in the Borough Local Plan. It does not create new policy.</p> <p data-bbox="1216 678 1989 1038">Borough Local Plan Policy 'HO2 Housing Mix and Type' recognises that new homes should support the changing needs of individuals and families at different stages of life, and the expectation is that a proportion of new housing should meet the higher accessibility standards of Requirement M4(2) (Building Regulations). The SPD reinforces the need for different housing types and tenures to meet a range of local needs, including a good mix of family housing and flats.</p> <p data-bbox="1216 1082 1989 1297">The SPD and subsequent more detailed planning applications will highlight the need to provide for a range of different open spaces to meet the needs of different age groups – eg childrens playspace, orchards/community gardens, informal walking areas etc</p>
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Disability	Relevant	Medium	Positive	<p>The Borough Local Plan allocates the South West Maidenhead area for major housing and employment development, and for green infrastructure provision. The Borough Local Plan (Submission Version) was subject to an Equality Impact Assessment in 2017 and also subsequently on adoption, which did not identify any negative impacts for any particular group with protected characteristics.</p> <p>The South West Maidenhead SPD develops the policies and requirements set out in the Borough Local Plan. It does not create new policy.</p> <p>Borough Local Plan Policy 'HO2 Housing Mix and Type' recognises that new homes should support the changing needs of individuals and families at different stages of life, and the expectation is that a proportion of new housing should meet the higher accessibility standards of Requirement M4(2) (Building Regulations) and also makes provision for a proportion of homes to be of M4(3) standard to meet higher standards for wheelchair users. The SPD reinforces the need for different housing types and tenures to meet a range of local needs, including a good mix of family housing and flats and a proportion of housing that meets the accessibility standards.</p> <p>In addition the SPD will highlight the importance of connectivity by a range of means travel, including the importance of high quality walking and cycling facilities. Provision of high quality walking and cycling provision, particularly of a segregated nature, and</p>
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				providing good connectivity to local facilities in the local centre on the site could be of benefit to those with physical disabilities in particular.
Gender re-assignment	Not relevant			The draft SPD will have no impact on this protected characteristic.
Marriage/civil partnership	Not relevant			The draft SPD will have no impact on this protected characteristic.

<p>Pregnancy and maternity</p>	<p>Relevant</p>	<p>Low</p>	<p>Positive</p>	<p>The Borough Local Plan allocates the South West Maidenhead area for major housing and employment development, and for green infrastructure provision. The Borough Local Plan (Submission Version) was subject to an Equality Impact Assessment in 2017 and also subsequently on adoption, which did not identify any negative impacts for any particular group with protected characteristics.</p> <p>The South West Maidenhead SPD develops the policies and requirements set out in the Borough Local Plan. It does not create new policy.</p> <p>Borough Local Plan Policy 'HO2 Housing Mix and Type' recognises that new homes should support the changing needs of individuals and families at different stages of life, and the expectation is that a proportion of new housing should meet the higher accessibility standards of Requirement M4(2) (Building Regulations) and also makes provision for a proportion of homes to be of M4(3) standard to meet higher standards for wheelchair users. The SPD reinforces the need for different housing types and tenures to meet a range of local needs, including a good mix of family housing and flats and a proportion of housing that meets the accessibility standards.</p> <p>In addition the SPD will highlight the importance of connectivity by a range of means of travel, including the importance of high quality walking and cycling facilities. Provision of high quality walking and cycling provision, particularly of a segregated nature, and</p>
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				providing good connectivity to local facilities in the local centre on the site could be of benefit to those with young children.
Race	Not relevant			The draft SPD will have no impact on this protected characteristic.
Religion and belief	Relevant	Low	Positive	<p>The Borough Local Plan allocates the South West Maidenhead area for major housing and employment development, and for green infrastructure provision. The Borough Local Plan (Submission Version) was subject to an Equality Impact Assessment in 2017 and also subsequently on adoption, which did not identify any negative impacts for any particular group with protected characteristics.</p> <p>Places of worship are categorised as ‘Community facilities’ and deemed as making a significant contribution to the wellbeing of residents and the sustainability of communities.</p> <p>The draft SPD makes no specific provision for places of worship but does highlight the scope for the provision of a community facility as part of the local centre. This could have scope to accommodate religious meetings as part of a potential multi-functional facility.</p>
Sex	Not relevant			The draft SPD will have no impact on this protected characteristic.

Sexual orientation	Not relevant			The draft SPD will have no impact on this protected characteristic.
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Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	No	None. At this time, it is considered that the proposed South West Maidenhead Development Framework SPD is unlikely to have a disproportionate impact on any particular group.	Ian Manktelow	Positive impacts will emerge over the lifetime of the delivery of the development – this is likely to be over a period of at least 10 years
Does the strategy, policy, plan etc require amendment to have a positive impact?	No	None	Ian Manktelow	n/a

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

**Appendix B – Draft South West Maidenhead Development Framework
Supplementary Planning Document**

TO BE ADDED / ATTACHED AS A SEPARATE DOCUMENT

Draft South West Maidenhead Development Framework Supplementary Planning Document

FOR PUBLIC CONSULTATION – JULY 2022



South West Maidenhead Development Framework Supplementary Planning Document

Contents

- 1. Introduction**
- 2. Community and Stakeholder Engagement**
- 3. Planning Policy Framework**
- 4. Area Analysis**
- 5. Vision**
- 6. Design and Delivery Principles and Requirements**
- 7. Infrastructure Delivery**

Appendices

Appendix 1 – Table Illustrating Link Between the Visions, “High Level” Development Principles, BLP Proforma Requirements, and SPD Principles

Appendix 2 – Infrastructure Schedule

Appendix 3 – Extracts from the Borough Local Plan – Policy QP1b and Proformas for Sites AL13, AL14 and AL15.

1 Introduction

1.1 Purpose

1.1.1 This draft Development Framework Supplementary Planning Document (DFSPD) provides a planning, design, and delivery framework for the South West Maidenhead Strategic Placemaking Area (SWMSPA).

1.1.2 It adds detail to the broad principles and requirements set out in the Borough Local Plan (BLP), in particular, as set out in the proformas for site allocations AL13 (Desborough, Shoppenhangers and Harvest Hill Roads, South West Maidenhead), AL14 (The Triangle Site, Maidenhead) and AL15 (Braywick Park, Maidenhead). However, it is important to note that it does not set new policy, nor is it able to change policy in the Borough Local Plan.

1.1.3 This draft DFSPD has been prepared having regard to national and local planning policy, local infrastructure and environmental considerations and community concerns and aspirations. It has been produced by the Royal Borough of Windsor and Maidenhead (“the Council”) in collaboration with the principal landowners and developers within the South West Maidenhead Strategic Placemaking Area, and in consultation with the community and other stakeholders.

1.1.4 The main purposes of the DFSPD are to:

- Explain the planning policy context within which future planning applications will be considered;
- Identify the key constraints and opportunities affecting development within the Place Making Area;
- Set out the vision for future development;
- Establish broad design principles for the Place Making Area, ensuring a high quality, sustainable and coherent development;
- Coordinate land uses, and set out the green infrastructure strategy for the area;
- Define the principal pedestrian, cyclist, and public transport routes;
- Illustrate the above through diagrams and an illustrative framework plan;
- Identify other key principles and requirements for the development of the area; and
- Assess in more detail the infrastructure required to support planned development and provide a delivery framework that will ensure the coordinated delivery of development and necessary supporting infrastructure.

1.1.5 Following public engagement and consultation, this Development Framework will be adopted by the Royal Borough of Windsor and Maidenhead as a Supplementary Planning Document (SPD).

1.1.6 Landowners and developers within the South West Maidenhead Strategic Placemaking Area are preparing planning applications for development of their individual land parcels. This DFSPD has a vital role to play in ensuring that these separate planning applications are coordinated, most importantly, in terms of ensuring the timely delivery of the new infrastructure required to support the development, and to ensure a coherent, high-quality scheme overall.

1.2 Structure of this Development Framework SPD

1.2.1 The first part of this DFSPD addresses the community engagement undertaken in preparing this SPD (Section 2), the planning policy context (Section 3) and the characteristics of the place-making area (Section 4).

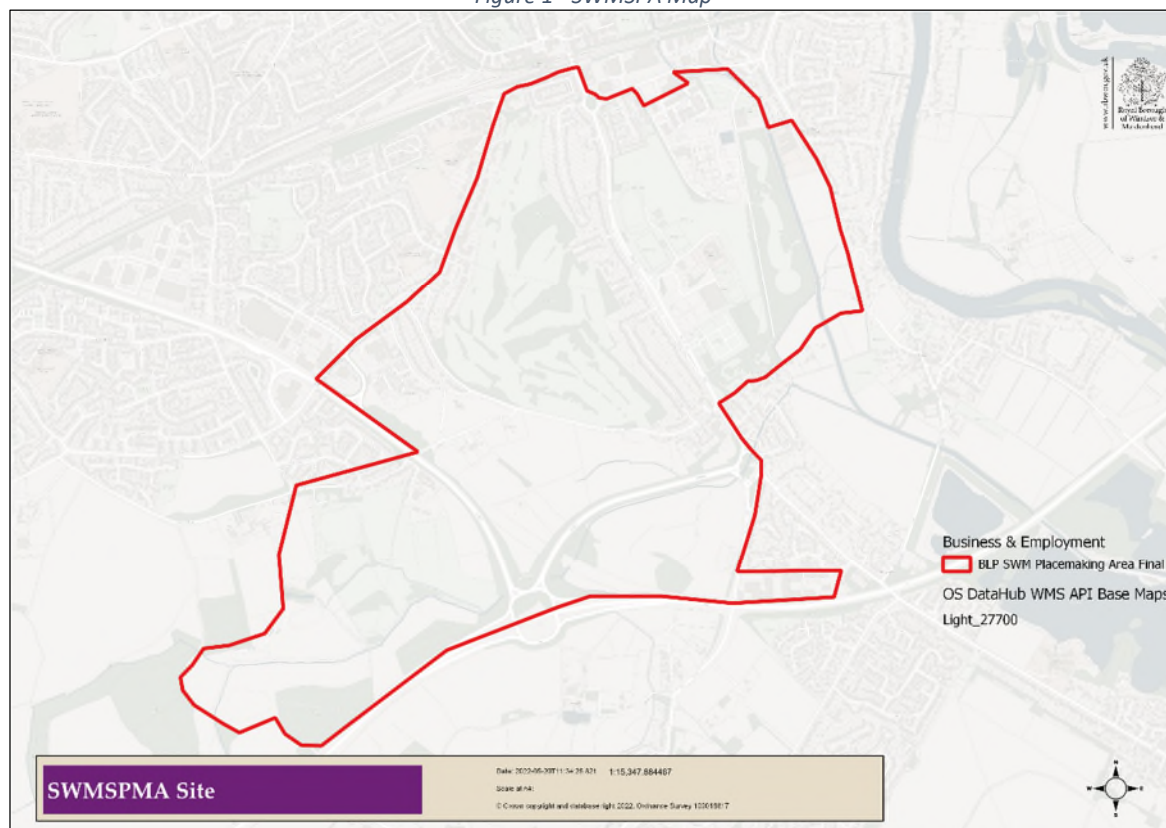
1.2.2 The early community engagement has helped shape the development framework and design principles.

1.2.3 The second part of this DFSPD, sets out the vision for the South West Maidenhead Placemaking Area (Section 5), the development framework, including design principles and framework masterplan (Section 6), and the delivery process, including in relation to infrastructure (Section 7).

1.3 South West Maidenhead Strategic Placemaking Area

1.3.1 The SWMSPA is defined on the BLP Policies Map and in Figure 3 of the BLP and is also illustrated in Figure 1 below.

Figure 1 - SWMSPA Map



- 1.3.2 The SWMSPA is in multiple ownerships with both public and private interests represented. The golf course site, north of Harvest Hill Road, is owned by the Council, and the land south of Harvest Hill Road is under the control of a number of different landowners and developers. Together, the land north and south of Harvest Hill Road is allocated in the BLP (AL13) for approximately 2,600 new homes and supporting community infrastructure.
- 1.3.3 The Triangle Site, south of the A308, is allocated for employment uses (site AL14), and Braywick Park is an existing sports and recreation hub, east of Braywick Road (AL15).
- 1.3.4 It should be noted that the SWMSPA includes land beyond the three allocations. This is to recognise the need for new development to consider its surrounding context, and to help ensure that existing and planned development is fully connected.

Supporting documents and how to respond

- 1.3.5 This DFSPD is accompanied by a Strategic Environmental Assessment¹ (SEA). SEA seeks to ensure that environmental considerations are part of the process of preparing certain plans and programmes.

¹ in accordance with the Environmental Assessment of Plans and Programmes Regulations 2004 (the SEA Regulations)

- 1.3.6 In order to determine whether an SEA is required of this DFSPD, a SEA Screening Report was produced. This concluded that the SPD is likely to have a significant environmental impact on the surrounding area and will therefore require an SEA in relation to air quality, biodiversity, climate change, cultural heritage, landscape, and material assets. However, the Screening Report also concluded that a Habitats Regulation Assessment (HRA) is not required, as a significant impact of the SPD on any Natura 2000² sites can be objectively ruled out at this stage.
- 1.3.7 A consultation statement has also been prepared, setting out how the Council has engaged with local communities and other stakeholders in preparing the SPD and the main issues raised. More details on this can be found in Section 2.
- 1.3.8 The DFSPD is now being published for six-weeks' public consultation, from 6th July to 17th August 2022. This is two weeks longer than required by the regulations³ to reflect the fact that the consultation is being held over the summer holiday period, consistent with the Council's Statement of Community Involvement. During the consultation period, there will be further opportunities for engagement, including at in person and online consultation events. Following the consultation, all comments received will be carefully reviewed and a final version of the SPD will be prepared. It is anticipated that this will be adopted by the Council in Autumn 2022.

² HRA considers the potential adverse impacts of plans and projects on designated Special Areas of Conservation (SACs), classified Special Protection Areas (SPAs) and listed Ramsar sites. This is in accordance with the Habitats Directive and the Birds Directive. SACs, SPAs and Ramsar sites are collectively known as the Natura 2000 network.

³ [Regulations 11 to 16 of the Town and Country Planning \(Local Planning\) \(England\) Regulations 2012](#)

2 Community and Stakeholder Engagement

2.1 Process for Community and Stakeholder Engagement

BLP Consultation and Engagement

- 2.1.1 Community and stakeholder consultation and engagement, in relation to development at South West Maidenhead, began with discussions around the emerging Borough Local Plan. At the pre-submission Regulation 19 stage, the Local Plan allocated land north and south of Harvest Hill Road for residential development, but as separate allocations, and the Triangle site was protected for potential employment needs later in the Plan period.
- 2.1.2 A range of comments and concerns were raised in representations to the pre-submission draft Local Plan, some of which were initially discussed at the Stage 1 Local Plan Examination hearing sessions in June 2018. Following the Stage 1 hearing sessions there was a pause in the Examination process, whilst the Council undertook further work to strengthen the Local Plan policies, in particular to ensure a more comprehensive approach that prioritised placemaking.
- 2.1.3 Hyas were appointed by the Council to prepare a Placemaking Study for South West Maidenhead, to inform the development of a cohesive and comprehensive policy for the area. As part of this work, two Workshops were held in July 2019, with the feedback from these sessions helping to shape the development principles and associated concept proposals.
- 2.1.4 In turn, the Placemaking Study (September 2019) informed revisions to the policy framework for South West Maidenhead. The new policies and associated proforma requirements were published as “Proposed Changes” to the Local Plan, with an opportunity for the local community and other stakeholders to comment.
- 2.1.5 Stage 2 of the Local Plan Examination hearings took place in October-December 2020, with an independently appointed Inspector carefully considering all of the written and oral submissions made in relation to the Plan, its strategy, policies, and site allocations (including as they relate to South West Maidenhead).
- 2.1.6 Following consultation on Main Modifications to the Local Plan (July-September 2021), and receipt of the Final Inspector’s Report in January 2022, the Local Plan was adopted in February 2022.

DFSPD Engagement

- 2.1.7 In the context of the above, three online public engagement events were held in March and April 2022 to help further in understanding the issues, and to share emerging thinking on the content of the SPD. The events took the form of presentations followed by questions in the chat bar, that were either answered on the night, or had written answers provided on the Council’s website afterwards. The three sessions had three different themes as a focus:

1. Community Needs
2. Connectivity
3. Sustainability and Environment

2.1.8 The questions and comments from the chat bar and written responses from an online response form were gathered together and used to help inform the preparation of this DFSPD. Recordings of the live events were made available on the Council's You Tube channel and there were several hundred viewings of the recordings. Links to all of the above can be found on the Council's website via the following link - <https://www.rbwm.gov.uk/home/planning/planning-policy/non-development-plan/placemaking/placemaking-and-south-west-maidenhead>

2.2 Community Key Issues from DFSPD Engagement

2.2.1 There were a wide range of comments received through this engagement across a large number of themes, prompted by the different themes for each session. However, the greatest level of feedback and comment related to environmental issues including:

- Concern in relation to loss of wildlife on the site
- Concern in relation to the ability to deliver biodiversity net gain
- Loss of trees (and implications for pollution and climate change mitigation)
- Conflicts with the Climate Environment Strategy
- Development needs to be carbon neutral and use renewable sources of energy
- Loss of Green Belt land around Maidenhead
- Concerns about the control of air pollution and odours during construction
- Concerns about flooding on the Triangle site
- Not clear how site can be delivered as sustainable development as defined in the National Planning Policy Framework

2.2.2 Some other notable themes in relation to other matters, included:

- Concerns regarding the maximum height of the apartment blocks that are likely to be on the site
- Concern for housing affordability and housing mix
- Lack of infrastructure to support the development
- Increased traffic volumes
- Improvements to public transport service needed
- Concern about the road access points and parking
- Need for large amount of social and adaptable housing
- More green open space required for mental health
- Community youth centre provision is needed
- Need for healthcare provision

- 2.2.3 A consultation statement setting out the engagement undertaken, not just with the public but also with other agencies and with developers, will be published when this draft SPD is published for consultation.

3 Planning Policy Framework

This SPD elaborates on the principles and high-level policy set out in both national and local planning policy documents. The policies and guidance most relevant are summarised below.

3.1 National Policy

3.1.1 The National Planning Policy Framework (NPPF) sets out the Government's planning policies for England and how these should be applied. It includes a range of high-level policies relating to sustainable development, transport, housing, the economy, design, the environment, and health. The importance of good design and placemaking is expressed throughout the document and is recognised as a key aspect of sustainable development.

3.1.2 The NPPF⁴ also:

- emphasises that the delivery of high quality, beautiful and sustainable buildings and places is fundamental to what the planning process should achieve.
- states that plans should set out a clear design vision so that applicants have clarity on what is likely to be acceptable and they also reflect local communities' aspirations.
- Encourages design guides to be prepared at an area-wide, neighbourhood or site-specific scale, either as part of a plan or as supplementary planning documents.
- Supports early engagement on development proposals, so that issues around infrastructure and housing delivery can be resolved at the pre-application stage.
- Seeks measurable net gains for biodiversity.
- States that proposals should pursue opportunities to promote walking, cycling and public transport use.

3.1.3 The NPPF recommends that Local Planning Authorities make appropriate use of tools for assessing and improving the design of development, including Building for a Healthy Life (BHL, 2020). BHL is the latest edition of Building for Life 12, England's most widely used design tool for creating places that are better for people and nature. BHL can be seen as a 'golden strand' running through the development and planning process and its considerations should be embedded into Local Plans, SPDs and site-specific briefs. It can be used to set expectations for new developments and

⁴ NPPF 2021, section 12

works best when it is used at the inception of a scheme rather than after or towards the end of the design process. It uses a traffic light system to highlight examples of good practice (green), poor practice (red) and in between (amber).

- 3.1.4 Another tool is the National Design Guide, which was published by the Ministry of Housing, Communities and Local Government (now known as Department for Levelling Up, Housing and Communities) in 2021. The National Design Guide, and the National Model Design Code and Guidance Notes for Design Codes illustrate how well-designed places that are beautiful, healthy, greener, enduring, and successful can be achieved in practice. Design Codes are a set of illustrated design requirements that provide specific, detailed parameters for the physical development of a site or area.

3.2 Local Policy

- 3.2.1 The RBWM Borough Local Plan 2013-2033 (BLP) was adopted in February 2022. The BLP provides a framework to guide development in the Royal Borough to 2033, including a spatial strategy and policies for managing development. Policy QP1b (South West Maidenhead Strategic Placemaking Area) within the BLP designates this area as the focus for a significant proportion of the Borough's housing, employment and leisure growth during the Plan period and adds that it should be delivered as a high quality, well connected sustainable development. The Policy (copied in full at Appendix 3) contains a set of key principles and requirements, including:

- a co-ordinated and comprehensive approach to development of the area to avoid piecemeal or ad-hoc proposals
- Creation of a distinctive, high quality new development
- Provision of the necessary infrastructure ahead of or in tandem with the development
- Provision of a balanced and inclusive community
- Measures to minimise the need to travel and improved connections
- Green infrastructure, biodiversity net gain
- Measures to reduce climate change and environmental impacts

- 3.2.2 The supporting text for Policy QP1b includes a schematic Framework Plan and Plan Key (Figures 3 and 4 of the BLP). These were produced for the SWM Placemaking Study (October 2019) and are indicative only. Indeed, it should be noted that the 'red edge' boundary shown on the Framework Plan is slightly different to that on the Adopted Policies Map, and it is the latter that is correct. The proposed new illustrative Framework Plan (see section 6 of this DFSPD) has a boundary that is consistent with the Adopted Policies Map.

- 3.2.3 The placemaking area contains three allocations, AL13), AL14 and AL15. Each of these allocations has its own proforma in Appendix C of the BLP (attached at Appendix 3 of this DFSPD, for ease of reference). The proformas set broad development parameters and will help to guide the design and delivery of the sites. A summary of the proforma requirements is provided below:

*Draft South West Maidenhead Development Framework Supplementary Planning Document
for consultation (July 2022)*

Site ref.	Uses	Area (ha)	Requirements
AL13	Approx. 2,600 homes, educational, open space, community / retail uses	89.93	20 requirements, including creation of two distinct neighbourhoods.
AL14	General industrial / warehousing uses	25.7	32 requirements. Not all of site will need to be developed for employment.
AL15	Strategic Green Infrastructure site	54.1	11 requirements. Emphasis on provision of links to surrounding areas

3.2.4 The BLP includes many policies that are relevant to this SPD, including:

- SP2 – Climate Change
- QP1 – Sustainability and Placemaking
- QP2 – Green and Blue Infrastructure
- QP3 – Character and Design of New Development
- QP3a – Building Height and Tall Buildings
- HO1 – Housing Development Sites
- HO2 – Housing Mix and Type
- HO3 – Affordable Housing
- ED1 – Economic Development
- TR1 – Hierarchy of Centres
- TR5 – Local Centres
- NR1 - Managing Flood Risk and Waterways
- NR2 - Nature Conservation and Biodiversity
- NR3 - Trees, Woodlands, and Hedgerows
- As well as others relating to environmental protection and infrastructure.

3.2.5 It is important to note that this SPD provides more detailed guidance to supplement the Local Plan Policy QP1b, but it cannot change the BLP policies.

3.2.6 Policy HO1 provides for 14,240 dwellings in the Plan period up to 2033 and allocates a number of sites, including AL13. The proforma for AL13 is part of Policy HO1 and therefore has full policy weight. However, HO1 adds that in meeting the proforma requirements, flexibility may be applied to allow for changes in circumstance or to enable alternative solutions that would deliver the same (or better) planning outcomes.

3.2.7 Policy HO2 sets out that an appropriate mix of dwelling types and sizes should be provided, in accordance with the evidence in the Strategic Housing Market Assessment (SHMA) 2016, unless an alternative mix is appropriate. Many of the sites delivered in the Borough (and particularly in Maidenhead) since 2013 have been urban sites that are best suited to high density flatted schemes. There is an opportunity to provide an appropriate mix of family housing and flats on the South West Maidenhead site in order to achieve a mixed community, although the Council

is also mindful of the need to deliver 2,600 homes overall on the site, in accordance with the BLP. HO2 also sets out a requirement that on greenfield sites of 100 or more net new dwellings, 5% of the market housing should be provided as fully serviced plots for custom and self-build dwellings.

- 3.2.8 Policy ED1 identifies the Triangle site AL14 for new industrial and warehousing space but adds that due to flood risk and other constraints, not all of the site will be developed for employment purposes. ED1 adds, in clauses 8 and 9, that given the shortage of industrial space in the Borough and limited scope to allocate new sites, the priority (across RBWM) should be to deliver smaller 'flexible' units that meet the needs of the Borough's firms, with mezzanine floors where possible above industrial units. Clause 10 states that at the Triangle site, larger units (e.g., B8 distribution units) will only be permitted where they are required to secure the delivery of a mix of units as part of a comprehensive scheme, with a high standard of design to reflect the 'gateway' nature of the site.
- 3.2.9 The Borough Local Plan was supported by a detailed evidence base. A [Placemaking Study](#) for South West Maidenhead was prepared by consultants Hyas, and this was published in 2019 and informed Policy QP1b and the proformas for AL13-15. Two stakeholder workshops were held in July 2019 to inform the study. A wide range of other evidence base documents were produced for the BLP, including Sustainability Appraisal, Habitats Regulation Assessment (including air quality), Green Belt analysis, Strategic Housing Market Assessment (SHMA), Housing and Economic Land Availability Assessment (HELAA), Strategic Highways Modelling, Infrastructure Delivery Plan (IDP), Tall Buildings Strategy, Strategic Flood Risk Assessment and Viability.
- 3.2.10 With regards to other Local Plans, the Council is preparing a Joint Central and Eastern Berkshire (JCEB) Minerals and Waste Plan with Wokingham, Bracknell and Reading Councils. This is at an advanced stage of production and is expected to be adopted later in 2022. Once adopted, it will supersede the existing Minerals Local Plan 1997/2000 and Waste Local Plan 1998. Amongst other things, the JCEB Minerals and Waste Plan encourages the prior extraction of sand and gravel deposits when this is viable and practicable within Minerals Safeguarding Areas (MSA) as part of large development proposals. The proforma for site AL13 requires that a minerals assessment is undertaken to assess the viability and practicality of prior extraction of minerals.

3.3 Supplementary Planning Documents

- 3.3.1 In June 2020, the Borough Council adopted the Borough Wide Design Guide as a Supplementary Planning Document. This supports the BLP policies by setting out in detail what the Council considers to be design excellence in the Royal Borough. Developers are expected to take the Design Guide into account when designing new development proposals in the Borough. It will also be used by development management officers in assessing future planning applications at South West

Maidenhead. The SWM SPD does not, therefore, seek to repeat this detailed design guidance.

- 3.3.2 Several other SPDs are expected to be produced and adopted to support the Borough Local Plan, including a Building Heights and Tall Buildings SPD, a Sustainability and Climate Change SPD, a Parking SPD and an Affordable Housing and Planning Obligations SPD. The Building Heights and Tall Buildings SPD is likely to be published for consultation towards the end of the Summer 2022 and adopted by around the end of the year. It is anticipated that work on the other SPDs will commence later in 2022.

3.4 Other Relevant RBWM Plans and Strategies

- 3.4.1 In addition to the BLP, its evidence base, and other SPDs, there are several other plans and strategies relevant to this SPD. In February 2021, the Council adopted the Environment and Climate Strategy 2020-2025, and in March 2021, a Position Statement on Sustainability and Energy Efficient Design was published as a material consideration in the determination of planning applications. The Position Statement sets out the requirements which will be sought on new developments in order to deliver on the requirements set out in the NPPF, national and local commitments towards climate change and the Council's Environment and Climate Strategy. Amongst other things, it requires that all development shall be net-zero carbon unless this would not be feasible.

- 3.4.2 Other relevant RBWM corporate strategies include:

- Corporate Plan (2021-26)
- Housing Strategy (2020-2025)
- Biodiversity Action Plan
- Local Cycling and Walking Infrastructure Plan (LCWIP)
- Bus Service Improvement Plan

4 Area Analysis

4.1 Introduction

- 4.1.1 This section of the SPD sets out the context, constraints and existing uses of the SWMSPA, with an analysis of the strengths, weaknesses, opportunities, and threats associated with development within the area.
- 4.1.2 The site analysis has been primarily informed by work undertaken by Hyas during the production of the South West Maidenhead Placemaking Study, which was prepared against the policies in the submission version of the BLP. Further studies and assessments have also been completed by the promoters and landowners of the sites that make up the SWMSPA.
- 4.1.3 However, further analysis and assessment of the various sites within the SWMSPA will be required at the planning application stage. It should be noted that this is a high-level study and some of the details provided within the SPD may develop and evolve following further work.

4.2 Context and Existing Land Uses

- 4.2.1 The SWMSPA is a large area of land to the south-west of Maidenhead railway station, extending from the railway line southwards to the M4.
- 4.2.2 The land is currently used for a mix of open space, leisure, residential and employment activities. The area includes at its most northerly point, the Courtlands Estate, a housing estate comprising buildings up to 5-6 storeys in height. A large part of the northern and central part of the site comprises Maidenhead Golf Course, with Braywick Park and Ockwells Park forming two separate, significant green open spaces to the east and south-west of the SWMSPA respectively. The Triangle site in the south of SWMSPA is an undeveloped site bounded by the A308(M), Ascot Road and the M4 motorway.

4.3 Landscape Character and Views

- 4.3.1 Maidenhead is renowned for being a green town with leafy approaches benefitting from the rich landscape backdrop of the Thames Valley to the east and north, the Chilterns margins to the north-west and wider open countryside to the west and south.
- 4.3.2 The key characteristics of the SWMSPA are a diverse rural landscape with mixed farmland, remnant woodland areas and copses including some of ancient origin. There are historic designed landscapes with mature parkland trees and rural lanes with grass verges, ditches, and hedgerows, along with vernacular building forms with red brick, timber frames and weatherboard details with brick boundary walls of manor estates and numerous footpaths and bridleways.

4.4 Ecology

4.4.1 Bray Meadows Site of Special Scientific Interest (SSSI) is located to the east of the Braywick Park allocation AL15. Great Thrift Wood SSSI is just outside of the SWMSPA area. There are also several Local Wildlife Sites (LWS) and Local Nature Reserves (LNR) within and close to the area, including The Gillet LNR (near the railway station), Braywick Park LNR and LWS and Ockwells Park LNR.

4.4.2 Biodiversity mitigation measures will be required and assessed through the planning applications process.

4.5 Trees and Hedgerows

4.5.1 There are Tree Preservation Orders in place across the SWMSPA, including along the western boundary near Shoppenhangers Road. Towards the south of the site, there are several large TPO areas that cover most of the land within AL13 that lies to the south of Harvest Hill Road.

4.5.2 There are also several large mature groups of trees between the fairways on Maidenhead Golf Course, including the ancient woodland of Rushington Copse. There is some broadleaved woodland along the eastern edge of the AL13 site. There is also a tree copse on the Triangle site, which is a potential ancient woodland, a matter that will be investigated further. In addition, there are tree belts along the motorways in this area.

4.6 Conservation and Heritage

4.6.1 There are several heritage designations on or near the SWMSPA. For example, there is the Grade II listed 'Clocktower' approximately 280m to the northeast of the AL13 site at Maidenhead Railway Station. The Sustainability Appraisal produced for the BLP did not anticipate that there would be any impact on this asset, particularly as the elevated railway at Maidenhead Railway Station prevents views to the development.

4.6.2 Approximately 70m south of AL13, on the south side of the A308(M) within the AL14 site, there is 'Mesolithic site, Moor Farm, Holyport', a monument scheduled under the Ancient Monuments and Archaeological Areas Act 1979. The site proforma for AL14 requires that the development retain, conserve, and enhance the setting of this scheduled ancient monument.

Figure 2 - Mesolithic site, Moor Farm, Holyport, Bray Wick



(Modern Ordnance Survey mapping: © Crown Copyright and database right 2018. All rights reserved. Ordnance Survey Licence number 100024900.)

4.7 Access, Transport and Movement

- 4.7.1 Several key local roads into Maidenhead Town Centre run through the area which is well located in relation to the A404(M), A308(M) and the M4.
- 4.7.2 Development in the SWMSPA will need to address the impacts of the development including tackling congestion, improving connectivity and permeability north-south and east-west, particularly for pedestrians and cyclists through the area and into the surrounding town and local communities. The northern part of the SWMSPA adjoins the Maidenhead Town Centre Air Quality Management Area (AQMA) and, as development in such proximity to the AQMA may worsen emissions in the area, mitigation measures such as designing for greater walking and cycling and enhanced public transport should be maximised to reduce negative impacts on air quality.
- 4.7.3 North-south connections are currently provided by the existing road corridors of Shoppenhangers Road and Braywick Road. Opportunities for accommodating bus or cycle lanes will need to be investigated further. Further south, the AL14 site (allocated for industrial and warehousing uses) is separated from the AL13 housing allocation by the A308(M).
- 4.7.4 East-west connections from the SWMSPA out to adjoining areas, especially Braywick Park and south-west to Ockwells Park are currently limited.

4.8 Flood Risk

- 4.8.1 The AL13 part of the SWMSPA is completely within Flood Zone 1, according to the Flood Map for Planning 2020. The development passes the Sequential Test for allocation for residential and educational facilities use as no sites at lower risk are reasonably available.
- 4.8.2 About 36% of AL14 is in Flood Zone 1, with 27% in Flood Zone 2 and about 37% in Flood Zone 3 (Flood Map for Planning 2020). The BLP Inspector concluded, in her final report, that as industrial development is a less vulnerable use, the Triangle site passes the sequential test, and this is appropriate in Flood Zones 2 and 3a. Policy NR1 of the BLP also confirms that the sequential test is not required for sites allocated for development. Moreover, it is not necessary to build upon the entire allocated site to deliver the quantum of industrial floorspace required by the Plan. The evidence base for the Triangle site is still being developed, particularly in relation to flood risk.

4.9 Ground Conditions

- 4.9.1 The land in the SWMPA has a range of topographies, but generally slopes up towards the centre. Most of the land is classed as Grade 4 agricultural land. The AL13 site lies within a mineral safeguarding area and there are expected to be sand and gravel deposits beneath the ground.
- 4.9.2 As the placemaking area is predominantly greenfield land, there is not expected to be any issues with contamination, although the Council's GIS records indicate that there may be potential contamination issues with some already developed parts of the wider area, including within AL15 and close to the Holiday Inn on Manor Lane.

4.10 Services and Amenities

- 4.10.1 There are several existing schools within or near the SWMSPA, including Oldfield Primary School, Braywick Court School, Larchfield Primary and Nursery School, and Desborough College. The IDP produced for the BLP identified a need for a new 4 form entry primary school and a new 7 form entry secondary school on the AL13 site and these are a requirement of the BLP site proforma.
- 4.10.2 There are several doctor's surgeries in the vicinity of the site, with the nearest being the Ross Road Medical Centre. There are other GP surgeries within the town centre. The IDP notes that the existing health infrastructure is under increasing pressure due to a rise in population, demographic factors, and the inadequacy of some of the surgery buildings which are outdated and are no longer fit for purpose. There may be an opportunity within the proposed Local Centre for a new medical facility to replace some of the existing GP surgeries close to the site.
- 4.10.3 Thames Valley Police (TVP) have an aspiration for a 'touchdown office' in the SWMSPA to reinforce the visibility of policing in the new community.

4.10.4 With regards to sports and community facilities, Braywick Park contains a range of sporting facilities. A new Leisure Centre has recently opened within Braywick Park, replacing the Magnet Centre. There are three libraries close to the site, Maidenhead Library, Boyn Grove Library and Cox Green Library. The Green Lane allotment site is on the north-eastern edge of the SWMSPA.

4.11 Utilities

4.11.1 Maidenhead Wastewater Treatment Works is located to the east of the SWMSPA and has a catchment that covers all of the town. The Council and Thames Water signed a Statement of Common Ground in 2020 in relation to the Borough Local Plan. It was agreed that whilst there are no proposed upgrades to Maidenhead Sewage Treatment Works (STW) in the 2020-25 period, the proposed levels of growth can be accommodated. It added that the capacity of the STW will be continually monitored as growth comes forward and that should upgrades be necessary, they will be put in place in time to support the scale of development planned in the BLP, including in Maidenhead.

4.11.2 The Licensed Electricity Distribution Network Operator (DNO) for the Borough is Scottish and Southern Energy Power Distribution (SSEPD). Cadent, formally National Grid Gas Distribution Limited is the gas network strategic infrastructure provider for the Borough. Electric and gas network operators have a legal duty to respond to requests for new supplies, and it is not anticipated that there would be any constraints in terms of the provision of such utilities for the South West Maidenhead development.

4.12 Noise, Vibration and Air Quality

4.12.1 The northern edge of the SWMSPA adjoins the Maidenhead Air Quality Management Area (AQMA). Whilst not within the AQMA, development in such proximity to the AQMA may exacerbate emissions in the area. The Sustainability Appraisal (SA) found that whilst there might be a minor negative impact on air and noise pollution, the promotion of non-car travel would help to reduce transport related emissions.

4.12.2 However, the Habitats Regulation Assessment (HRA) was updated in March 2020, and this assessed the impact of the development within the Proposed Changes version of the BLP. As part of the air quality appropriate assessment, Ricardo Energy & Environment undertook further analysis and this work concluded that there would be no adverse impact on the site integrity of any European site due to changes in air quality. The Ricardo report, appended to the HRA document, also concluded that whilst there would be some increase in concentrations of pollutants at receptor points, no relevant locations (including areas assigned as AQMAs) were at risk of exceeding the national Air Quality Objectives in 2033 for scenarios containing the Proposed Changes Plan development.

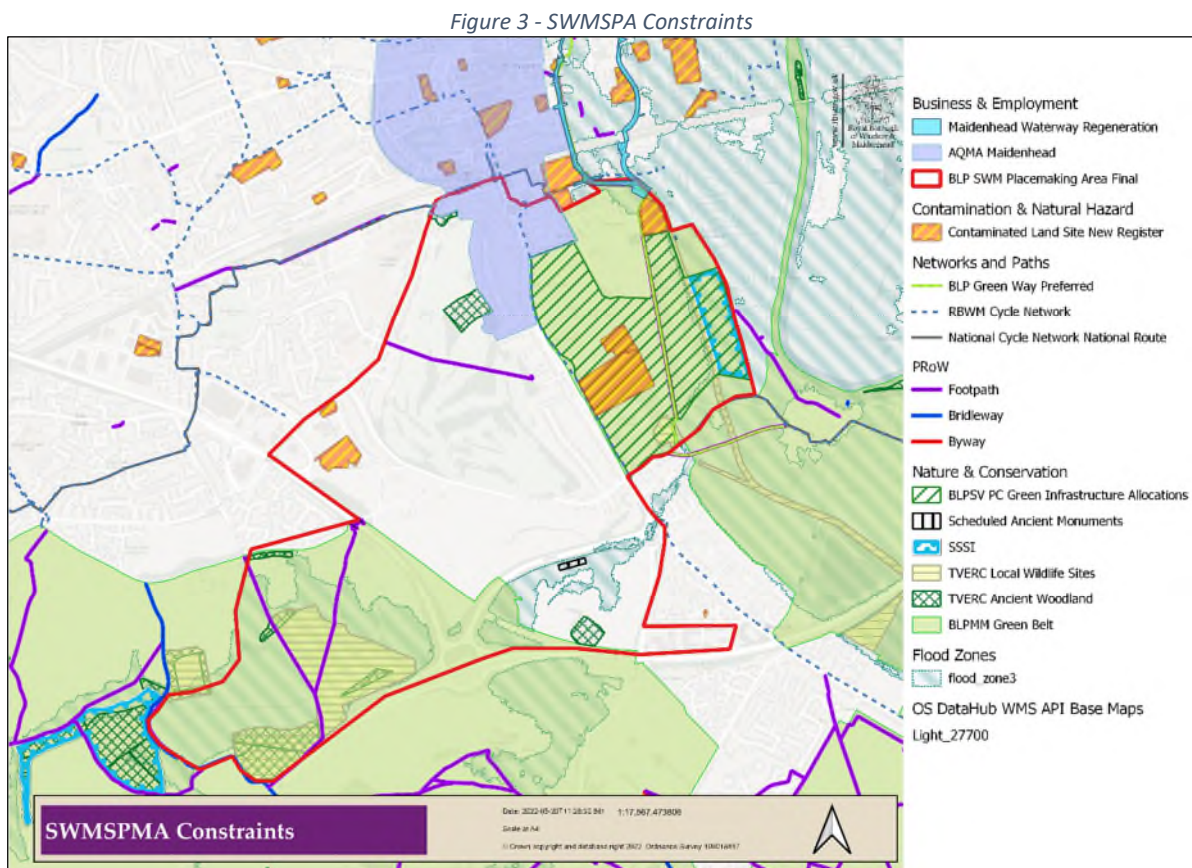
4.12.3 The SEA/HRA Screening Document produced for this SPD states that “There is likely to be scope within the site to ensure new residents are situated away from major sources of air pollution, such as roads, through careful design and layout and the use of GI [Green Infrastructure] buffers...”.

4.12.4 Approximately 400m east of Braywick Park is a licensed waste site which includes the Braywick Recycling and Refuse Centre. There is also an inert waste recycling site to the western end of Kimber’s Lane, adjacent to the A404(M).

4.12.5 The southern areas of the SWMSPA are also adjacent to the A404(M) and A308(M). It may be the case that those parts of the site closest to these roads may be adversely affected by noise and air quality issues. This will need to be looked at in more detail, and appropriate noise mitigation measures provided should they be needed at the planning application stage.

4.13 Strengths, Weaknesses, Opportunities and Threats (SWOT)

4.13.1 Figure 3 below shows some of the key constraints present in the SWMSPA⁵.



⁵ The status of the woodland on the AL14 site is to be investigated further.

- 4.13.2 Building on the initial work undertaken by HYAS for the SWM Placemaking Study (2019), the section below sets out a summary of the strengths, weaknesses, opportunities, and threats for the SWMSPA.
- 4.13.3 The main **strength** of the area is that it has very good accessibility, located immediately south of the town centre and railway station, with access to the Elizabeth Line and strategic roads, including the M4, the A308(M) and A404(M). It has good proximity to existing assets and facilities, including those in the town centre and open spaces/leisure.
- 4.13.4 With regards to **weaknesses**, the roads within and surrounding the area act as barriers to connectivity, as well as limiting access e.g., to open space at Ockwells Park and Braywick Park. It currently has poor connectivity, particularly for pedestrians.
- 4.13.5 Turning to **opportunities**, the scale of development requires a new approach to the design and delivery of the area in order to create a new character in this area and attract new investment and new residents to support local services and enable the provision of new businesses. Furthermore, a co-ordinated approach to development will support delivery of renewables and low carbon living at scale. There are also opportunities for the delivery of innovation in green buildings, walkable neighbourhoods, pedestrian and cycle priority, shared facilities to make efficient use of land and public transport provision, biodiversity net gain and the building of mixed and balanced communities.
- 4.13.6 Finally, turning to **threats**, the size and capacity of the area will likely require higher densities, with pressure on green space, trees and environmental impacts that will need to be mitigated. The development could result in some pressure on existing facilities and infrastructure in the town, including on the highway network, and again this will require mitigation.
- 4.13.7 The policies in the Borough Local Plan, supported by the guidance in this SPD, help to ensure that both the issues and the opportunities associated with development in the SWMSPA can be fully addressed through the planning applications process.

5 Vision

5.1 The Vision

5.1.1 The adopted Borough Local Plan (2022) sets out a spatial vision for the Borough (BLP, page 18), and a series of related objectives (BLP, pages 19-22). Important themes include:

- Protecting and enhancing the special qualities of the Borough's built and natural environments
- Promoting sustainable development and high-quality design
- Making effective and efficient use of land
- Ensuring necessary new infrastructure is delivered alongside development
- Providing jobs and homes for residents, in a safe, healthy and sustainable environment

5.1.2 Within this broad context, Policy QP1b – South West Maidenhead Strategic Placemaking Area (SWMPA (referred to as SWMSPA elsewhere within this SPD)), presents a Vision specifically for South West Maidenhead. This Vision states the following:

“SWMPA will be an area that fulfils a variety of roles for both the local area and Maidenhead as a whole. The provision of infrastructure and other functions will contribute in a number of ways to a more sustainable, more distinctive and more desirable part of town.

A sense of place and distinctiveness will emerge in different ways across the SWMPA. Maidenhead is renowned for being a green town with leafy approaches benefitting from the rich landscape backdrop of the Thames Valley to the east and north, the Chilterns margins to the north-west and wider open countryside to the west and south. Retaining the existing trees and landscape buffers along the strategic road corridors at the southern end of the SWMPA will maintain the sense of leafy enclosure and new residents will benefit from improved access to and integration with the significant green spaces of Ockwells Park and Braywick Park as well as new and improved blue infrastructure. New and existing communities alike will live a greener existence among a flourishing network of green streets and spaces which will accommodate biodiversity and people harmoniously.

In 2019 the Council committed the Royal Borough of Windsor and Maidenhead to become carbon neutral by 2050. This challenging commitment will require a proactive approach by many parties, including the residents of Maidenhead. As new communities become established, more sustainable patterns of living will become enshrined to enable new residents to instinctively choose to reduce their environmental impact. The choice to live in South West Maidenhead will be a choice to live more sustainably and with this will come the opportunity to live better, more sociable, more connected and healthier lives.”

- 5.1.3 The vision for SWMSPA has been translated into a series of policy principles and requirements (Policy QP1b (5)), with further site-specific requirements included in the site proformas for AL13, AL14 and AL15. The table at Appendix 1 shows the relationship between the Vision for the SWMSPA, the policy principles and requirements set out in Policy QP1b (5), and the site-specific requirements set out in the three relevant site proformas. The site proforma requirements are attached in full at Appendix 3.

6 Design and Delivery Principles and Requirements

6.1 Introduction

6.1.1 Drawing on the context and analysis in earlier sections, this section sets out:

- An Illustrative Framework Masterplan for the area
- Design Principles for development in the South West Maidenhead area
- Other Delivery Principles and Requirements

6.1.2 The SWMSPA incorporates a variety of sites, uses, and characters. The DFSPD coordinates the holistic design of the place in a comprehensive way to avoid piecemeal or isolated parts of development and coordinate strategic green infrastructure. Overall, development proposals across South West Maidenhead must adhere to the following key overarching design principles:

Overarching Design Principles

- Ensure a holistic approach to the design of the place in a comprehensive way to avoid piecemeal or isolated parts of development and coordinate strategic green infrastructure.
- Create distinct neighbourhoods, which are walkable in size and organised around centres of activity which include a mix of uses.
- Include a varied residential character and a mix of housing types that can contribute to creating legibility and a sense of place.
- Provide a vibrant local centre that is legible, distinct and easily accessible from surrounding development promoting the use of local facilities and facilitating more sustainable lifestyles.
- Set new development within high quality public realm and open spaces, including suitable provision for landscape, ecology and biodiversity.
- Ensure that development is designed to incorporate measures to adapt to and mitigate climate change, including the delivery of net zero carbon development on site where this is feasible.

BLP Links: QP1b, AL13, AL14, AL15, QP1

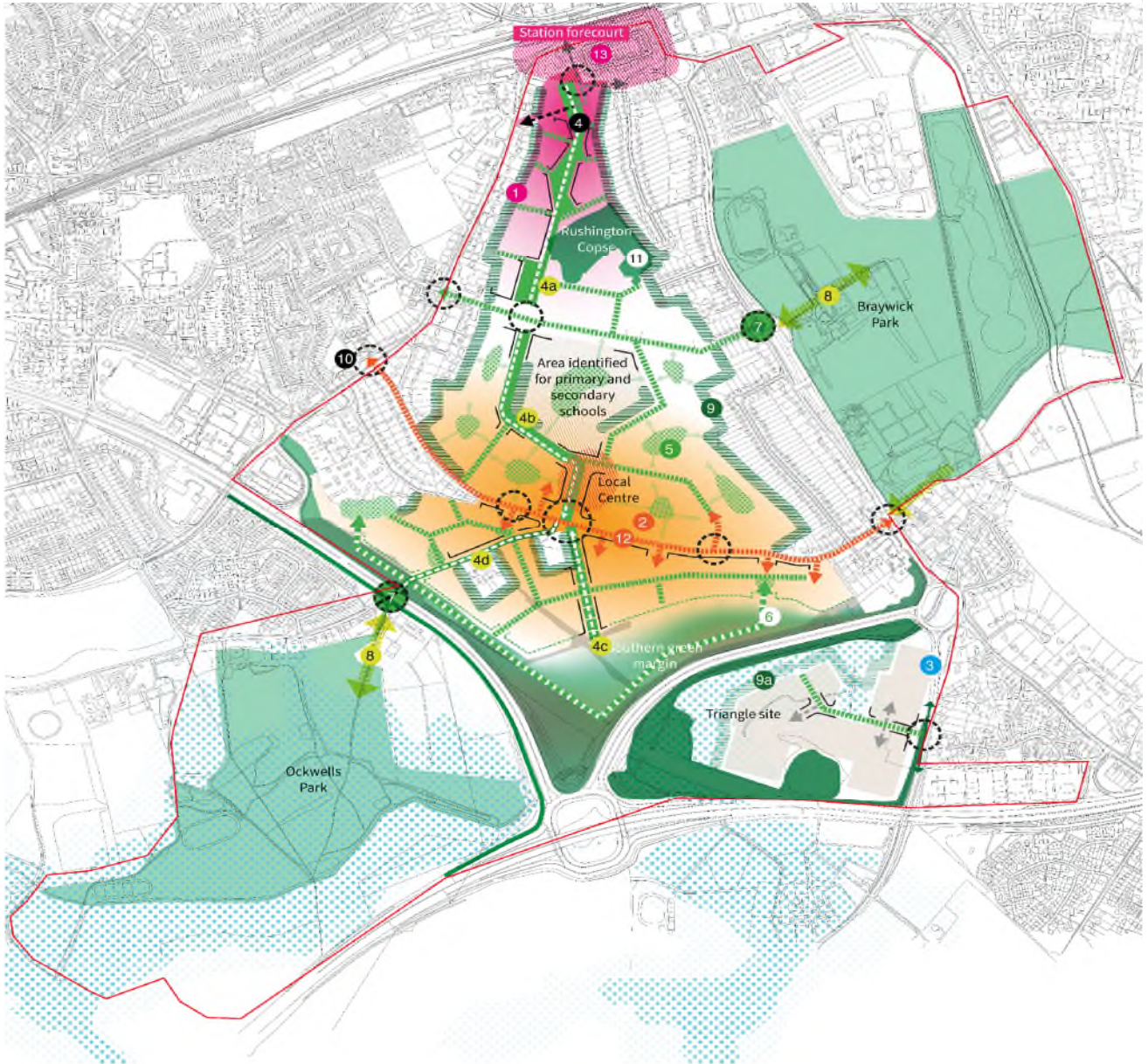
Other Links: Corporate Plan

6.1.3 The key principles within this section of the DFSPD are set out in boxes, with further supporting detail provided below. References are made to relevant policies in the Local Plan, including the policy requirements in the proformas for sites AL13, AL14 and AL15 that are set out in Appendix C of the Local Plan. It is important to note that the principles set out below are to be read alongside the requirements of the proformas – they do not replace the proforma requirements but may add detail and potential approaches to delivery.











6.2 Illustrative Framework Plan

- 6.2.1 The preparation of an Illustrative Framework Plan draws together the various influences on the study area to set out an approach that can guide future delivery.
- 6.2.2 The Illustrative Framework Plan (Figure 4) provides an illustration of how key design principles may come together across the Placemaking Area. It is not intended to represent a masterplan for the area. The illustrative block form and other supporting design information is intended to provide the context for communicating the key principles. Further masterplan design work will be necessary to determine the layout of development in each area and through this subsequent process, greater understanding of constraints may result in a variety of block arrangements and relationships between open space, streets and development.


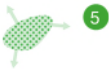





Figure 4 - Illustrative Framework Plan











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	<p>The northern neighbourhood comprises a low traffic, high density development near to the station and the town centre. Development block form is arranged as a regular grid to provide direct access to the green spine as the location of open space in the neighbourhood and the main way of moving around by bike or by foot. Vehicular access is provided away from the green spine where possible.</p>
  	<p>The Harvest Hill neighbourhood includes residential areas to the north and south of Harvest Hill Road and is focussed around the school and local centre located in the southern part of the golf course site.</p>
	<p>The Triangle site lies to the south of the A308(M). It comprises solely employment use but is arranged to encourage access by bike and by foot, and as an attractive means of travel for those working in this location and wanting to access other parts of the south west of Maidenhead outside of work time and by sustainable means. The developable area will be defined by flood and other constraints for which more investigation needs to be carried out (determined at planning application stage). Development layout should be able to accommodate a range of employment units including smaller business units to support the local economy and a diversity of operators. Internal arrangement of employment units should be considered with regards to the street scene and creating a high quality and safe public realm suitable for use by pedestrians and cyclists. Offices, ancillary uses, and smaller business units can contribute to an active elevation along key routes into and around the site, and HGV circulation and docking would be more appropriately accommodated away from the main public realm areas.</p>
 	<p>The green spine forms a legible continuous route connecting north to south at all times, prioritising pedestrian, and cycle movement through the provision of a segregated pedestrian and cycle route of no less than 4m wide where combined (or minimum 2.5m bi-directional cycle route and 1.5m pedestrian route if separate). Different parts of the green spine will include different modes of transport.</p>
	<p>The green spine in the northern neighbourhood is the primary sustainable movement corridor with direct sight lines towards the town centre, landmarked along its length by building frontage and public realm features. The green spine includes a variety of formal open spaces along its length.</p>
	<p>To the north of the Harvest Hill neighbourhood the green spine is multi-functional providing a means of sustainable movement as well as ecological connectivity. Vehicular access is routed alongside the spine in this development area, but additional open space is located within residential areas, accessible from the green spine.</p>
	<p>To the south of Harvest Hill Road, the green spine performs an ecological and movement function. It should be designed to encourage people to access the local centre by sustainable means as an easy choice for walking and cycling.</p>

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	<p>Pedestrian and cycle improvements and coordination of built frontage (fronting onto Kimbers Lane from both sides) and planting help improve safety and the attractiveness of the link along Kimbers Lane to Ockwells Park.</p>
	<p>Throughout the Harvest Hill neighbourhood green space for recreation and for wildlife is integrated throughout the development and includes pocket parks, small greens, retained woodland and hedgerows. These spaces create a network of green infrastructure and should be well connected in a legible and permeable way to the green spine.</p>
	<p>The southern green margin contributes to biodiversity gain across the south west Maidenhead area and as an ecological facility should be connected to the wider network of wildlife corridors and habitats. Some public routes linking east to west can be provided through this area and development fronting it from the north should create a positive relationship with the edge of the green margin which slopes away to the south.</p>
	<p>The junction on Braywick Road at the Braywick Leisure Centre entrance and the footbridge over the A404(M) providing a route to Ockwells Park should both be improved to provide more legible and easy to access routes to these significant areas of green space and leisure facility. Opportunities to create ecological continuity at the crossings should also be explored bearing in mind both ground and airborne wildlife.</p>
	<p>Braywick and Ockwells parks provide important strategic green spaces and leisure facilities for the whole of Maidenhead and improvements to the access points from the south west Maidenhead area, not only serve the residents of the new development but help in connecting existing communities to these regional facilities including to future schools. They may also provide the opportunity for enhancements to biodiversity, but careful consideration should be given to the compatibility between this and the important recreational role these parks have.</p>
	<p>Retained existing planting and new planting along the rear of neighbouring properties to the site can contribute to connectivity for wildlife benefit.</p>
	<p>Planting can be used to screen large employment buildings where these do not provide a significant value in forming a gateway on the approach by road from the south. Building location and form (to be determined at planning application stage) may determine where, and to what extent, planting is required.</p>

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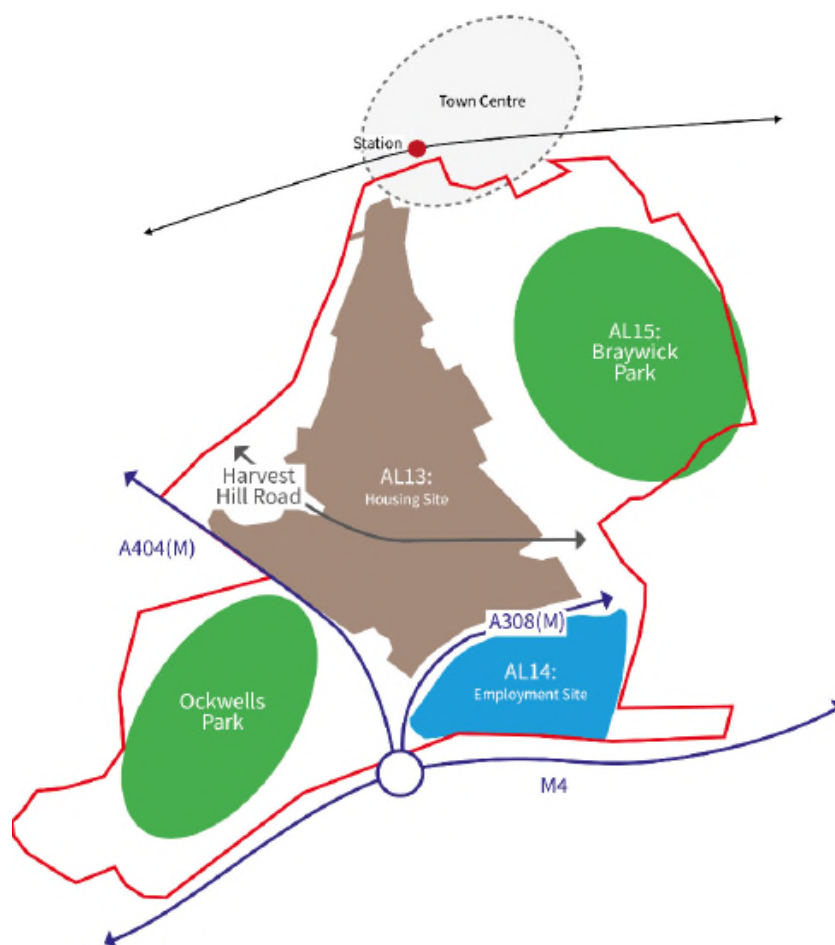
	<p>A series of key junctions exist across the development area where key routes cross or link with other destinations. In these locations public realm improvements help integrate the whole of the south west of Maidenhead making it a sustainable place, connected with the wider town and safe for pedestrians and cyclists. Built form, public realm and highways design all play an important role in improving these gateways.</p>
	<p>Individual areas of ecological value across the south west Maidenhead area such as Rushington Copse to the north of the site area are very valuable in ensuring the biodiversity of the area. These individual landscape components should be linked together to bring greater ecological value through connected habitats.</p>
	<p>The Harvest Hill Road corridor should have a variety of character along its length. The opportunity for safe pedestrian and cycle provision should be explored.</p>
	<p>Vehicular access to areas to the north and the south should be designed to contribute to the legibility along the corridor and the changing character. Each individual access should be considered in the context of the whole corridor and other nearby accesses in order that one access does not prohibit another being delivered and being designed well. All vehicular access from Harvest Hill Road to the north or the south should be designed in a way that does not prohibit a suitable quantity and location of pedestrian and cycle crossings and does not hinder pedestrian and cycle connectivity in a north-south or east-west direction.</p>
	<p>To the very north of the site the opportunity to connect directly with the town centre and create access to the railway station should be explored. Development form should safeguard the long-term potential to realise this possibility where the short-term opportunity does not exist.</p>
	<p>Existing vehicular access to and from the site.</p>
	<p>Potential additional access to be explored.</p>
	<p>Green streets, connecting to the green spine and other key routes and providing a legible choice of pedestrian and cycle movement around and between neighbourhoods. Street design should include the consideration of access to open space, ecological continuity and amenity value, accommodating various user groups, relationship with buildings on either side of the street primarily designed to overlook the street and with entrances from the street, and providing an easy to navigate network which connects areas within and beyond the site itself.</p>

	<p>Built form overlooks key routes providing access to homes and other uses from the street and avoiding rears of properties onto important routes which need to be safe and attractive.</p>
	<p>Flood risk area.</p>

6.3 Design Principles

6.3.1 The South West Maidenhead area, while made up of a series of distinct sites in different landownership, also represents an important part of the town, contributing in a variety of ways to the function and identity of the town as a whole. Together, the various allocations making up the SPMSPA serve to contribute to social, environmental, and economic improvements locally and for the good of the town more widely. Land use and development patterns around the south of the town have to date dictated particular patterns of movement and community definition, and in particular movement and relationships in an East-West direction have been limited. The design and planning of new development in this area offers the opportunity to address this and the following series of overarching design principles outline how this should be done in an effective way:

Figure 5 - South West Maidenhead Strategic Placemaking Area

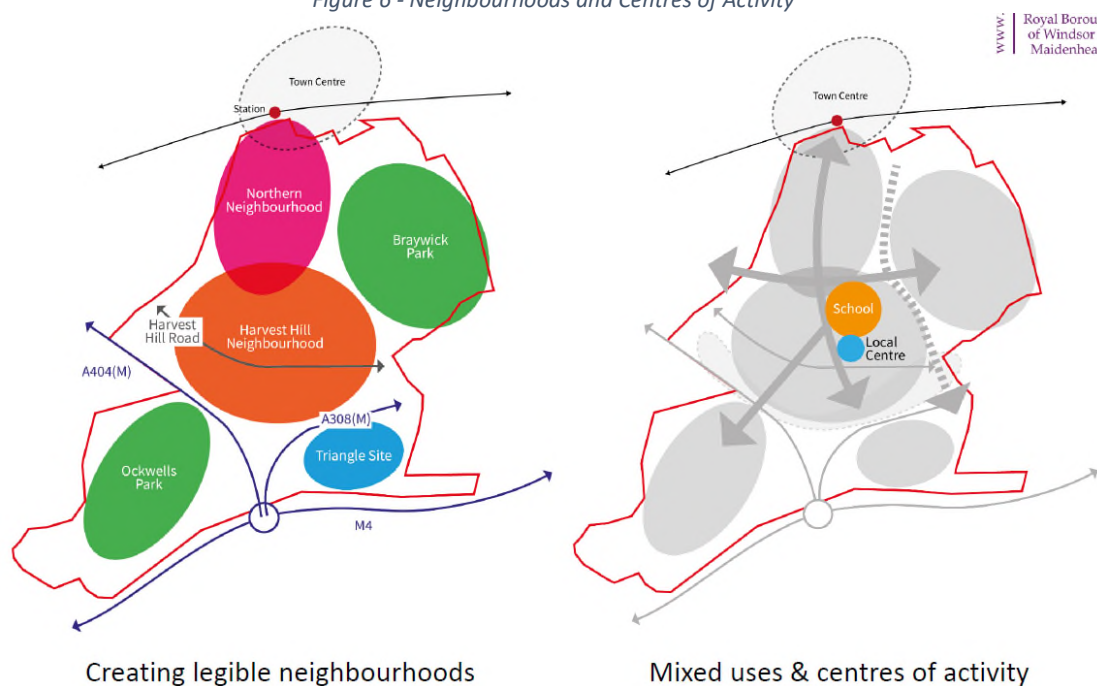


Approach to Placemaking & Creating Distinct Neighbourhoods

- 6.3.2 The SWMSPA should comprise distinct neighbourhoods which are walkable in size organised around a legible centre. The northern most neighbourhood should be oriented towards the town centre, given its proximity, and in doing so establish a new town centre neighbourhood. At Harvest Hill (to the south) the location and accessibility of the local centre should reflect that development will extend to the south of Harvest Hill Road. The Triangle site, whilst not requiring its own local centre, should consider how people will move between their workplace and any nearby facilities in a sustainable way.
- 6.3.3 Varied residential character and a mix of housing types can help create balanced communities and also allows a variety of building form and appearance to help with the legibility of the place. Variations in character and mix between the different neighbourhoods will help ensure they are distinct from one another. Building and public realm typologies should reflect the different lifestyles which will emerge in each of the neighbourhoods.

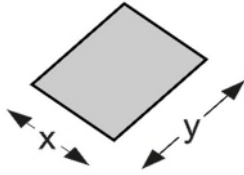

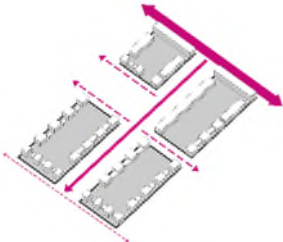
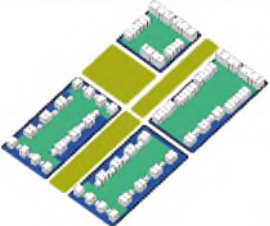
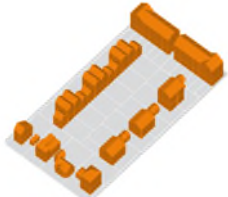
- 6.3.4 The local centre at Harvest Hill is most suitably located within reach of the most amount of people (including existing residents) and co-located with the school to support the resilience of local centre facilities and to help with a behavioural shift towards more sustainable mobility patterns. The mix of uses at the centre would contribute to a vibrant local centre and include retail, residential and community facilities. This variety and associated building and public realm design will mean the centre is legible, distinct and easily accessible from surrounding development, promoting the use of local facilities and facilitating more sustainable lifestyles.
- 6.3.5 Employment provision at the Triangle site can make an important contribution to the economy locally and should be designed in a way that encourages sustainable travel to and from work. Routes to, and gateways into the site should be designed to accommodate pedestrians and cyclists, as well as service vehicles to promote local trips by bike or on foot.

Figure 6 - Neighbourhoods and Centres of Activity



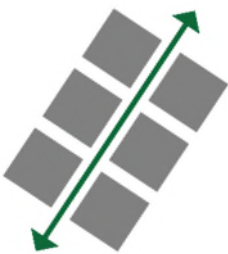


- 6.3.6 Design of the urban block structure throughout the area follows a sequence of structure first and detail later. Applicants are encouraged to use the following methodology:

NB: Rectangular blocks are shown for ease of illustration.

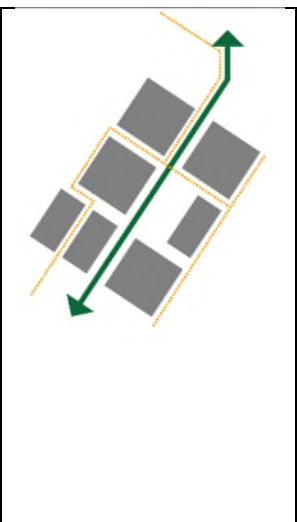
<p>1. Block size and shape</p>	<p>This determines the permeability and legibility of the development. Varying block dimensions in relation to surrounding streets and green infrastructure is at the foundation of the variation in character throughout the development. Block dimension and shape should respond to the variety of local constraints and opportunities and facilitate the changing function and identity of green infrastructure as a framework for biodiversity and ecological performance, recreation and sustainable movement.</p>	
<p>2. Divide the Block</p>	<p>Arrange the buildings around the perimeter according to character areas. Non-site-specific example block plans for each character area can be used to inform the site-specific response in each character area.</p>	
<p>3. Street Hierarchy</p>	<p>Combine blocks in a layout to create a legible street hierarchy. It is important to consider which edges of the blocks form which streets.</p>	
<p>4. Public and Private Space</p>	<p>Different approaches to private and public space, at the front and rear of buildings, boundaries, parking and the public realm are suitable in different character areas. Varying these elements builds on the foundation of the block structure to affect the changing character throughout the development.</p>	
<p>5. Architecture & Detail</p>	<p>Not until the structure is right should the detail be considered but it can help to reinforce the structure and distinctiveness of character area if considered carefully.</p>	

- 6.3.7 The following diagrams and descriptions identify the key design principles to be considered across the SWMSPA. These are not intended to represent a masterplan for any given site or location. Illustrative block form and other supporting design information is intended to provide the context for communicating the key principles.
- 6.3.8 The purpose of the following sections of the SPD is to add further guidance on the interpretation of the Illustrative Framework Plan acknowledging that this does not represent a masterplan for any given site. The following design principles can assist as further work is undertaken by highlighting which aspects are of most importance in the overall placemaking approach.

Approach to Northern Neighbourhood

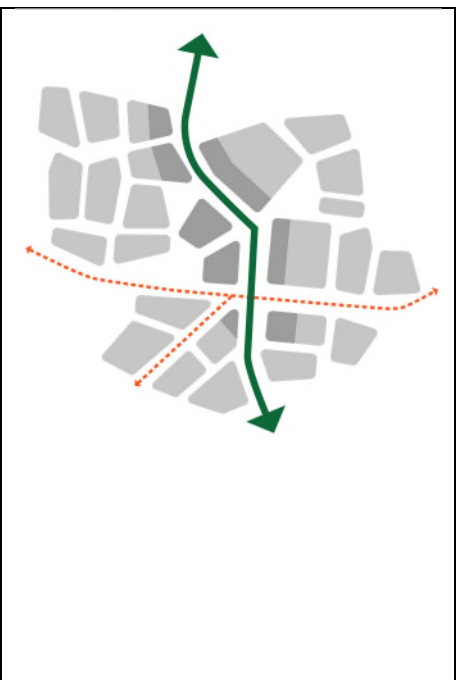
<p>To the north of the SWMSPA, nearest to the town centre, development is at its densest. Development organised as a series of regular blocks in a grid form helps ensure everyone has easy access to nearby facilities and public open space. There is the opportunity for higher density in this area due to its connectivity and walkable distance to the town centre. Direct access to the central green spine from all streets ensures people benefit from these convenient connections and proximity to the town centre.</p>	
<p>Building orientation helps reinforce the central green spine as the main focus of movement, activity and recreation. Building elevations may be setback to create larger open spaces but these should avoid obstructing the main route of the green spine and open spaces should function as events along its route rather than alternatives to the green spine. The legibility along the green spine and block to block is helped by these contrasts between enclosure and open space.</p>	
<p>Building heights and features can help the legibility of the green spine and the distinction between different buildings on similar dimension blocks. Taller corners, or contrasting form, materials or ground floor use, and floor to ceiling heights can help wayfinding between blocks and mark the corners of open spaces or mark the gateway between contrasting sections of the green spine.</p>	

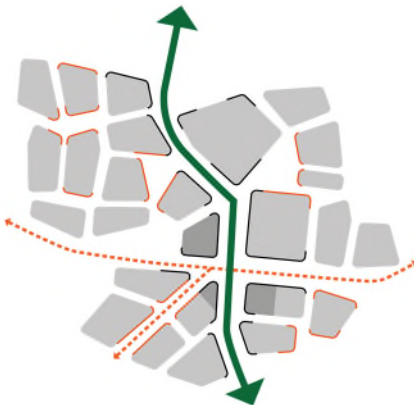
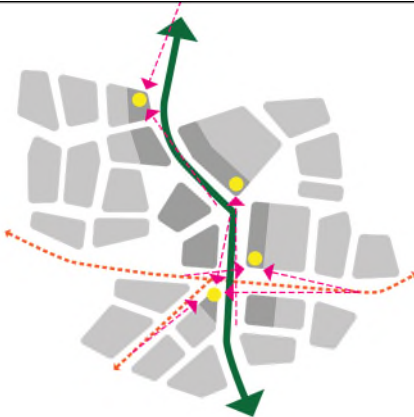
Accommodating vehicular access within the northern development area should avoid compromising the quality and function of the green spine as a high-quality public realm environment primarily for use by pedestrians and cyclists. Where necessary to run parallel to the green spine, the vehicular route should not obstruct or dominate the green spine through the development. Alternatively, routes should be found for vehicular access which avoid conflicting with the green spine and access blocks from the rear or side streets. This may result in more circuitous routes for vehicles which in turn results in walking and cycling becoming recognised as more convenient, quicker choices.



Approach to Harvest Hill Neighbourhood

The new neighbourhood at Harvest Hill extends to the north and the south of Harvest Hill Road. It is important for the sustainability of the place and for the desirability as liveable place that the Harvest Hill Road does not form a barrier between parts of the new community. The legibility of the green spine through the development blocks is paramount. Block form should be organised to give priority access along the green spine with side streets creating direct routes to the green spine. The hierarchy of building form should draw attention to the green spine as the primary route through the development so that it is obviously the first choice for movement by pedestrians, cyclists and public transport users.



<p>In addition to the primary block form, good legibility and way finding around the neighbourhood is created using a variety of elevations and building frontages. As well as a clear focus upon the green spine, other important routes and areas of public space can be marked by changes in the building frontage and elevations. This may include taller and more continuous terraces, or a language of materials and elevational treatments and roof lines which frame spaces and mark the corners and gateways between different streets and spaces.</p>	 <p>The diagram shows a central vertical green spine with arrows at both ends. To the left and right are clusters of grey rectangular blocks representing buildings. A red dashed line with arrows curves across the middle of the blocks, intersecting the green spine. Another red dashed line with arrows runs horizontally across the lower part of the blocks, also intersecting the green spine.</p>
<p>Views along the green spine and between important locations and destinations, such as the school entrance, the local centre, and bus stops should be marked by landmark features. This may include the use of taller or more contrasting building forms, changes in materials but can also be helped by the design of the public realm and choice of street trees and furniture in these locations. Reduction of clutter, over provision of signage, highways posts and rails etc., generally throughout the development will help to ensure this is a people friendly place and easy to navigate.</p>	 <p>This diagram is identical to the one above but includes several yellow dots placed at various points along the green spine and at the intersections with the red dashed lines. Pink arrows point from these dots towards the green spine, indicating specific views or landmark features.</p>

Housing and Density

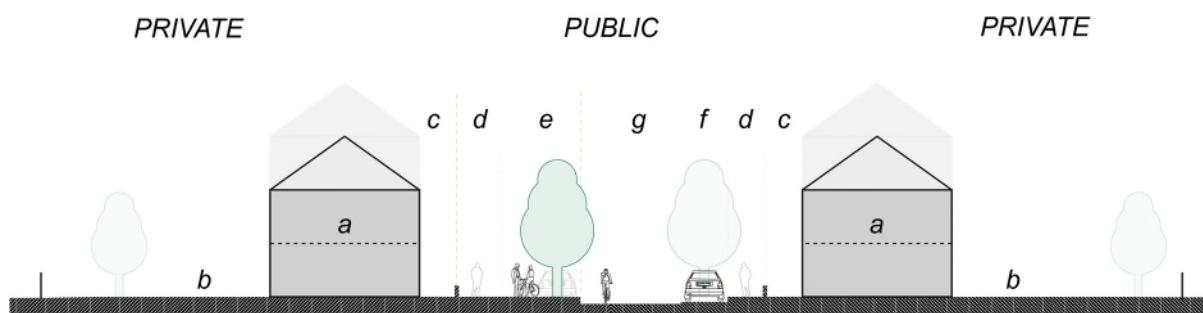
6.3.9 There is an opportunity at south west Maidenhead to create a place which combines high quality housing, a vibrant community and safe and sociable public spaces. In creating this place there must be a balance between the benefits of a critical mass of people to support local facilities and create a sociable and active public realm, and the accessibility and inclusiveness of the public realm and privacy people enjoy within their homes and the environment they live within. Building at density must be coupled with adequate provision and accessibility to high quality public realm and a mix of open space from private to public, active and passive. The environment must be one which makes higher density living attractive.

6.3.10 South west Maidenhead offers a sustainable location for housing and the provision of a mix of building typologies, heights, and living accommodation arranged over multi-storeys contributes to this sustainability. Creating an environment which is welcoming to a variety of people and different family make ups involves the design of streets and spaces as well as the buildings themselves. Family housing could comprise different types and tenure of properties but must be coupled with good access to a variety of open space, and an attractive and safe environment.

Accommodating family housing: (see Figure 7)

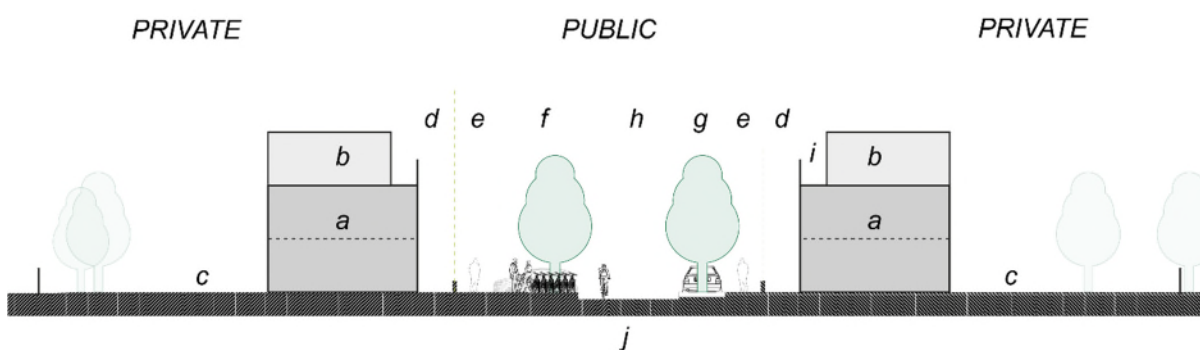
- 6.3.11 Family housing can include apartments and duplex units above ground floor and groups of different types of properties configured together in a building or a block. Units which do not have ground floor accommodation should where possible have routes to access some private or communal (for residents) outside space. For family housing overlooking of the outside space from the property is important for the safety of children. Un-supervised space is impractical for young families. Providing living accommodation above ground floor will also have consequences for street width, block depth (enabling the provision of private space) and the green spine design.
- 6.3.12 Generally, streets and spaces should be wider where buildings and living accommodation is within taller buildings. But quality of the street space and its function is also important. With less dedicated private gardens the streets and spaces around buildings will need to function as amenity and play space. This can be a very positive way of improving sociability and community cohesion as people get to know their neighbours through more communal activity, but if there is poor provision (quantity or quality) the potential benefits are undermined.
- 6.3.13 For above ground floor accommodation, the greenness of streets and spaces is important. Street trees improve the outlook from above ground floor units and can help with privacy in denser environments. Street trees and tree planting in private and communal spaces should be included in all neighbourhoods whether higher density or not. The choice of species and size of trees and other planting can vary to help with street hierarchy and legibility as well as their scale suitable to building height and street width.

Figure 7 – Accommodating Family Housing



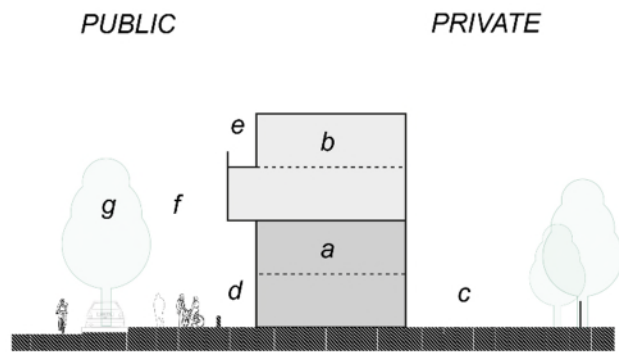
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<i>a</i>	2 or 3 storey house in single ownership
<i>b</i>	Includes private rear garden
<i>c</i>	Privacy strip/front garden
<i>d</i>	Pedestrian walkway (some widened public realm allowing street play and/or bike parking)
<i>e</i>	Verge with Tree include SUDS or other planting where possible
<i>f</i>	Regular trees between parking
<i>g</i>	Narrower carriageway reduces speeds

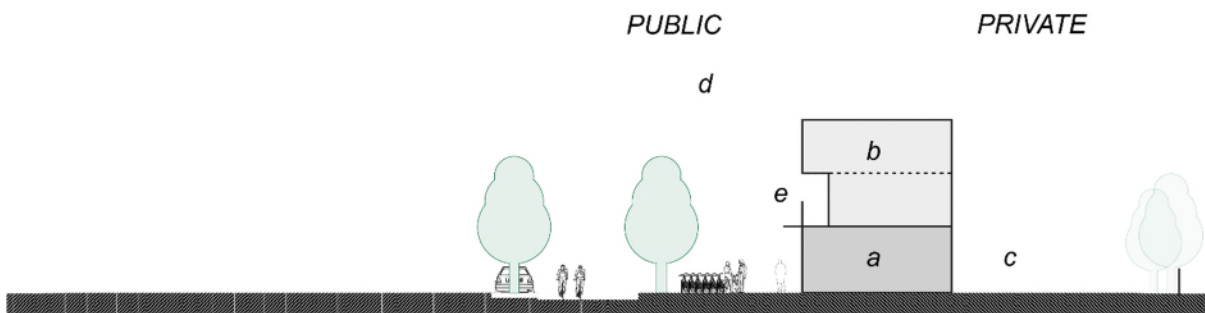


<i>a</i>	2 storey house
<i>b</i>	Apartment Above
<i>c</i>	Access to split rear garden reflects multiple ownership
<i>d</i>	Privacy strip/front garden
<i>e</i>	Pedestrian walkway (some widened public realm allowing street play and/or bike parking)
<i>f</i>	Occasional groups of end on parking and increased bike dock/parking
<i>g</i>	Regular trees between parking
<i>h</i>	Narrower carriageway reduces speeds
<i>i</i>	Balcony for above ground floor units (front or rear depending on street aspect)
<i>j</i>	With the increase in units along a street care should be taken that car parking does not dominate

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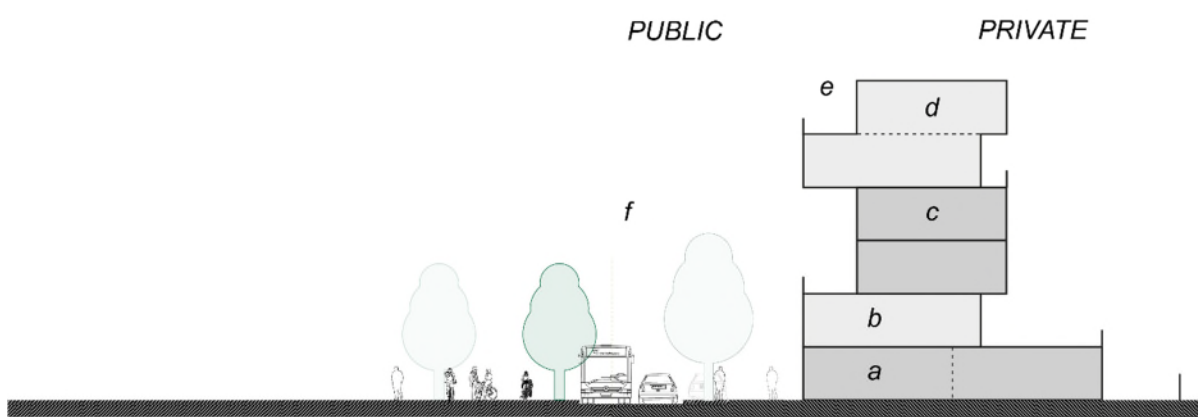


<i>a</i>	2 storey house
<i>b</i>	Duplex above
<i>c</i>	Includes private rear garden for ground floor unit only
<i>d</i>	Privacy strip/front garden
<i>e</i>	Configuration of larger above ground floor units reflects limited access to outside private space
<i>f</i>	Taller buildings either side of the street should be accompanied by wider streets and more flexible and multi-purpose public realm
<i>g</i>	Larger trees and generous public realm increases amenity value and use of the street as a communal and sociable space



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<i>a</i>	Non-residential use
<i>b</i>	Duplex unit above
<i>c</i>	Access to rear garden from unit above ground floor (consider implications on access to ground floor unit)
<i>d</i>	Non-residential ground floor adds activity to the street which should be reflected in space provided in the public realm
<i>e</i>	Balcony for above ground floor units (front or rear depending on street aspect)



<i>a</i>	Non-residential use
<i>b</i>	Apartment Above with outside space
<i>c</i>	Duplex above with Balcony
<i>d</i>	Duplex above with Balconies
<i>e</i>	Configuration of larger above ground floor units reflects limited access to outside private space
<i>f</i>	Taller residential buildings most suited to overlooking the green spine or spaces integrated with the spine as part of the northern development area

School Provision

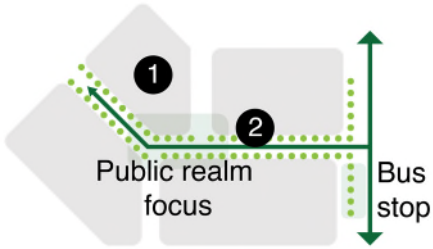
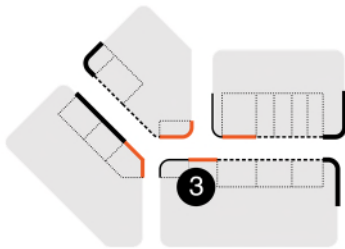
6.3.14 The school site offers a number of opportunities including its location close to the centre of Maidenhead, location at the heart of the Illustrative Framework close to the local centre with all the associated new facilities this will offer, and the good transport connections particularly for pedestrians, cyclists and public transport.

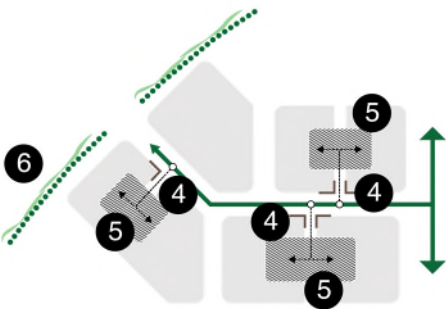
- 6.3.15 As per the Borough Local Plan, the school should provide seven forms of entry for secondary school and a 4 forms of entry primary school, as well as necessary nursery and early years provision. The schools should be co-located and at a location within or in close proximity to the Local Centre. The school facilities should be capable of dual use as community facilities for example for use of buildings for local groups and sports facilities for sports use by the community.
- 6.3.16 Ideally, all the school sports facilities would be located on the main school site. Should this not be possible, an element of off-site provision could be provided in Braywick Park to cater for peak usage (e.g., for major sporting events). Access to the off-site sports provision would need to be improved to allow safe access for the school.
- 6.3.17 To be fit for purpose for use by the school, areas used for school purposes including open grassland would need to be secured to prevent any casual use by the public. This could be done sensitively and in combination with the provision of a wider network of green infrastructure across the Placemaking Area, including part of the route of the green spine to promote an open setting and enable wildlife links between different sites.

Approach to Triangle Employment Neighbourhood

- 6.3.18 The Triangle site is located at a key gateway to the town of Maidenhead and is an important highly visible part of the Placemaking Area. Development on the site will therefore need to be of a high-quality design reflecting its positioning at this prominent southern edge to the town and a place where many people will experience in their day to day lives. It will also need to reflect its edge location to strengthen the boundary to the remaining Green Belt, ensuring it is defensible and permanent.
- 6.3.19 In line with employment policies in the Borough Local Plan⁶, priority should be given to accommodating units that can meet the needs of local firms. This is likely to take the form of smaller ‘flexible’ units for small and medium sized businesses. Larger units could be acceptable where they are required to secure the delivery of an overall mix of units as part of a comprehensive scheme and ensure that the allocation is delivered to a high standard reflecting the ‘gateway’ nature of the site.

⁶ Policy ED1 and Site AL14

<p>1. At junctions within the site there is the opportunity to create events in the street scene and building landmarks. Building form, public realm and road design can respond to these features.</p> <p>2. Public Realm & Tree Planting: along Ascot Road and within the site care should be given to the continuity of the public realm and the safety and experience of pedestrians (particularly at crossings). Consideration should be given to the location of a bus stop adjacent to the site along Ascot Road. The main routes within the site should be tree lined and include convenient bike parking close to building entrances. There may be the opportunity to establish a bike share scheme (in coordination with other neighbouring and town centre development) with bike docking located centrally within the site. Some short term on-street car parking could also be included along key routes for visitors.</p>	 <p>The diagram illustrates a site layout with several buildings represented by grey shapes. A green dotted line indicates a path through the site, starting from a junction marked with a circled '1', passing through a 'Public realm focus' area, and ending at another junction marked with a circled '2'. To the right of the site, a vertical green double-headed arrow is labeled 'Bus stop'.</p>
<p>3. Building Elevation: Variation along building elevations owing to internal arrangements and mix of unit sizes enhances the street scene and improves the visual appearance of buildings from a pedestrian and cyclist's perspective.</p>	 <p>The diagram shows a plan view of buildings with internal room divisions indicated by dashed lines. A circled '3' is placed on a specific building footprint, highlighting a feature related to building elevation or internal arrangement.</p>

<p>4. Corners: Where buildings include ancillary, office operation and comprise a mix of smaller units, these, as well as pedestrian entrances should be concentrated at corners, helping to focus activity at junctions and overlooking the public realm.</p> <p>5. Rear service courtyards: turning areas for HGVs, access for other service vehicles and longer term car parking where possible should be located to the rear of buildings to minimise the prominence of vehicle noise and activity along the key route into the site.</p> <p>6. Planting: varied planting screen buildings in particularly sensitive locations.</p>	
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Incorporating Green Infrastructure & Open Space

- 6.3.20 Overall the study area can become united through the delivery of strategic green links. The opportunity presented by an area stretching from the settlement and countryside edge to the edge of the town centre is that a new sustainable green links can be established for the benefit of both people and nature. Creating continuity across the area through the use of this strategic green infrastructure can ensure that the identity of this new development, and the study area as a whole is rooted in the perception of Maidenhead as a green town.
- 6.3.21 Landscape and open space can become fundamental to how people will live within and use the area, with new green and open spaces being provided that can contribute to a variety of aspects of community life – such as creating connections and movement along green corridors, providing education in the landscape, day-to-day interaction with wildlife and the promotion of biodiversity.
- 6.3.22 A hierarchy of green spaces can also determine and support patterns of living among communities in the new development ensuring this is a place where it is possible to live sustainably. A high-quality framework of green space and landscape can become the centrepiece of the place.
- 6.3.23 A multifunctional green spine extends north-south through the area, located within easy reach of all residential areas. The spine compliments Braywick Road and Shoppenhangers Road as north south routes. The inclusion of public transport and

high-quality pedestrian and cycle routes addresses the risk of increased traffic by providing a convenient alternative to the car. Creating a series of legible green infrastructure junctions with other routes around and into the area allows the green spine to become a preferred route for pedestrian and cycle access to the local centre from other existing residential areas -reducing car traffic along Braywick and Shoppenhangers roads.

6.3.24 Braywick Park and Ockwells Park in addition to being regional destinations currently become more accessible local resources for new and existing local residents, ensuring access to a wide range of recreational and nature experiences are within easy reach of people's homes by foot and by cycle.

6.3.25 Around the south of the developed area, land alongside the A404(M) and A308(M) are less attractive for development and can be used to enable ecological continuity establishing a southern green margin around the south of the town which also serves a recreational purpose.

Approach to the Green Spine

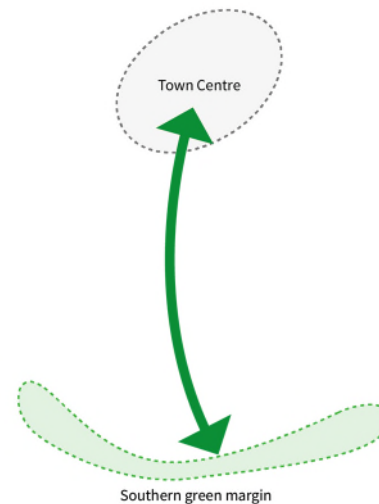
6.3.26 The green spine performs a structural and functional role in the placemaking of the area to the south west of Maidenhead. The following key principles summarise how the green spine performs this role and how it will become an influential part of a shift to a more sustainable and liveable place:

Green Spine

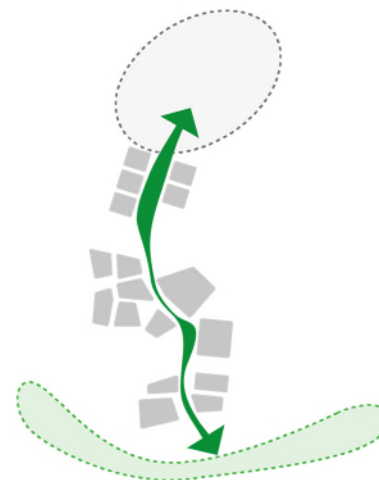
- The spine maintains a strong north south continuity through all neighbourhoods.
- The design of the green spine varies within each neighbourhood reflecting the different demands of the spine relative to different residential and mix of uses.
- The green spine serves an important opportunity to ensure ecological capital and connectivity becomes an everyday part of people's lives and integrating this into a multi-functional corridor is important.
- Pedestrian and cycle movement are a priority along the length of the spine, but it may also accommodate other modes of travel.
- Built form and other routes and open spaces should respond to the green spine as the primary route so that all areas are well connected to the spine and the spine itself is a safe a legible route.

BLP Links: QP1b(5e,g), AL13(2,3)

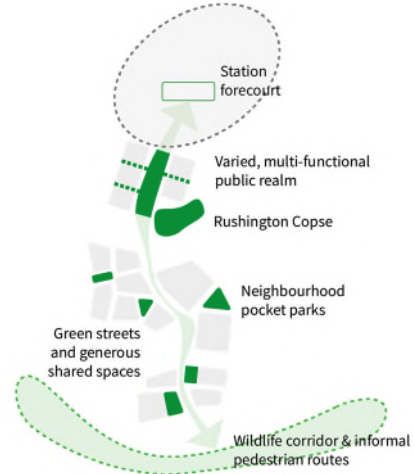
The green spine plays a strategic role linking the town centre through the entire site, connecting in the south with the southern green margin. This connection serves several strategic purposes: to prioritise sustainable movement and to promote behaviour change by providing easy access between locations for pedestrians, cyclists and public transport leading to greater walking and cycling locally as well as throughout the town as a whole; to establish important ecological continuity throughout the south of Maidenhead and ensure new provision of habitats and green infrastructure is integrated with existing surround corridors and ecological capital; a recreational and sociable location extending throughout new development to support community cohesion and wellbeing by making high quality connected spaces available within easy reach of every home.



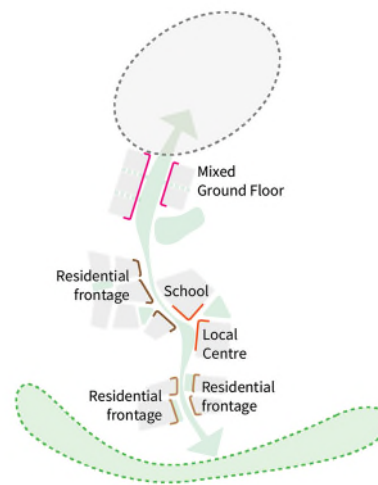
The design of the green spine varies along its length (see also various cross section diagrams illustrating variation) responding to the development form and layout along its length and how this reflects the varied identity and function of the spine in these different locations:

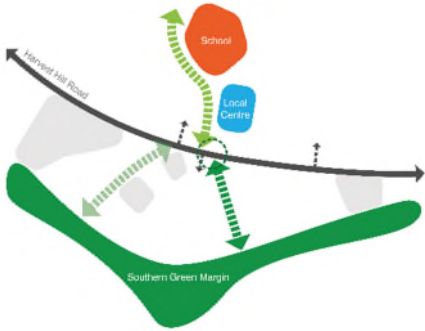
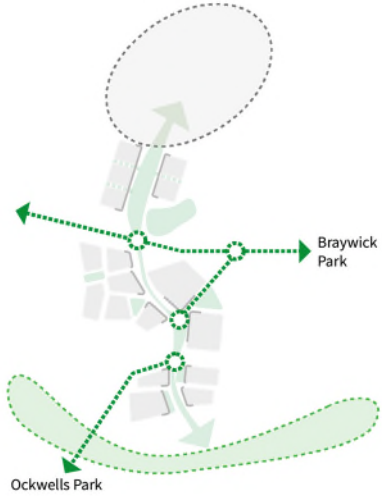


To the north the spine serves as a primary route through higher density development organised around a grid layout. Here the spine provides the majority of the public open space and is overlooked by a mix of uses resulting in it needing to respond to multiple user groups. See also Green Spine Cross Section A for further illustration.



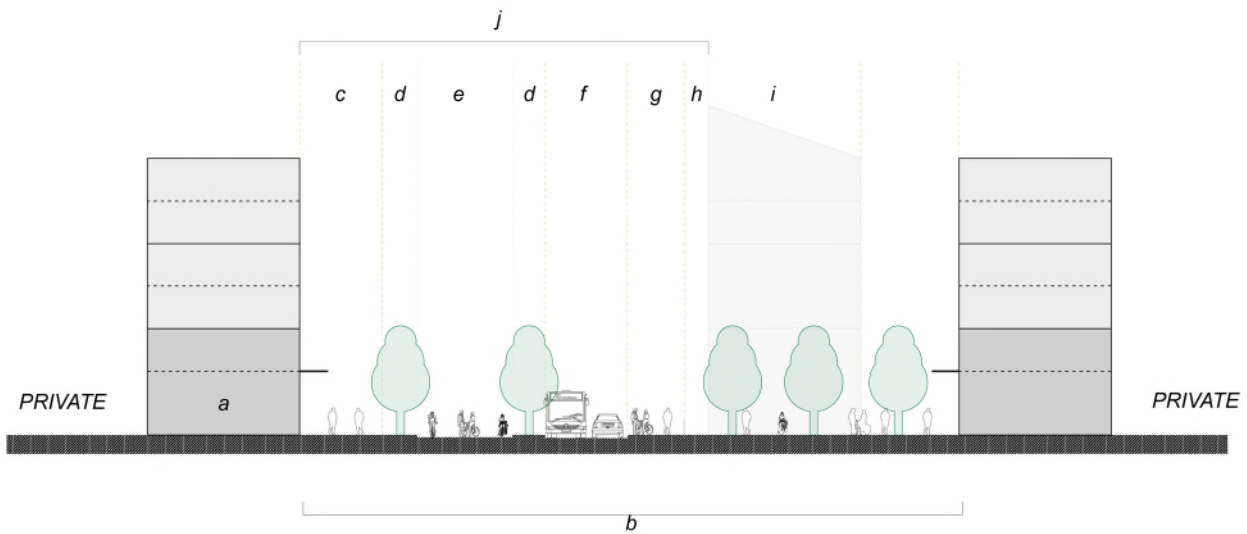
Within the Harvest Hill neighbourhood, north of Harvest Hill Road the spine connects people to the core facilities of the Harvest Hill neighbourhood at the local centre and the school, as well as access to public transport. It must be highly legible, prioritise pedestrian and cycle movement and facilitate people making easy choices in favour of sustainable movement options. Public open space within this neighbourhood takes the form of more community scale spaces within the residential areas and while connections and signposting to these spaces can occur along the green spine it does not itself need to accommodate spaces for recreational purposes. See also Green Spine Cross Section B for further illustration.



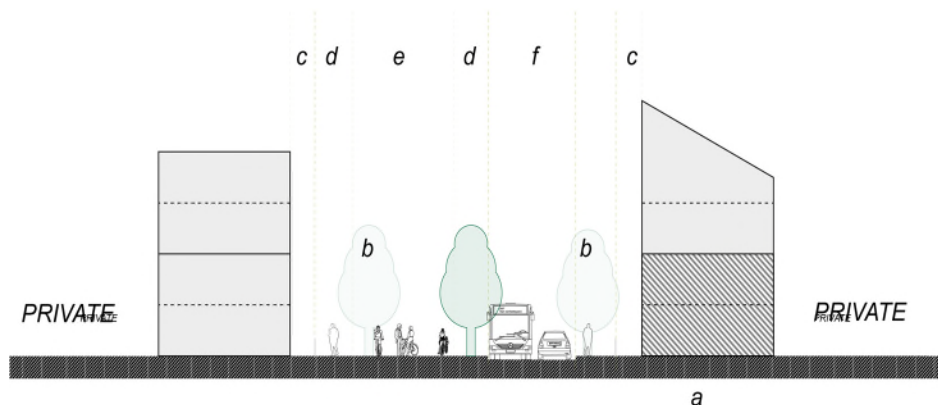
<p>To the south of Harvest Hill Road the green spine has a purpose in facilitating people’s connections north by foot or by bike by making the green spine a legible continuous route from the south extending north. Surrounding development here will be entirely residential however so the scale and function of the green spine takes the form of an oversized residential street. Along its whole length, to the north and the south of Harvest Hill Road, the green spine will accommodate tree planting, address ecological continuity and provide an attractive setting for overlooking residential properties. South of Harvest Hill Road the green spine may also provide a solution for parking and local play space (see Green Spine Cross Section B for further illustration).</p>	
<p>The Green Spine contributes to creating a network of high-quality footpaths and cycleways linking the site into its wider area. Along its length are several significant junctions to other connections with surrounding neighbourhoods and destinations. At these locations the buildings and public space in and around the green spine create legible way marking to these surrounding areas and destinations enabling people to easily find their way and encourage them to consider walking or cycling before driving. These links also the opportunity for existing residents in the area to find their way to the green spine as means of longer journeys which avoids using Braywick or Shoppenhangers roads.</p>	

6.3.27 The illustrations below in Figure 8 show how the nature of the green spine could vary in different locations along the spine

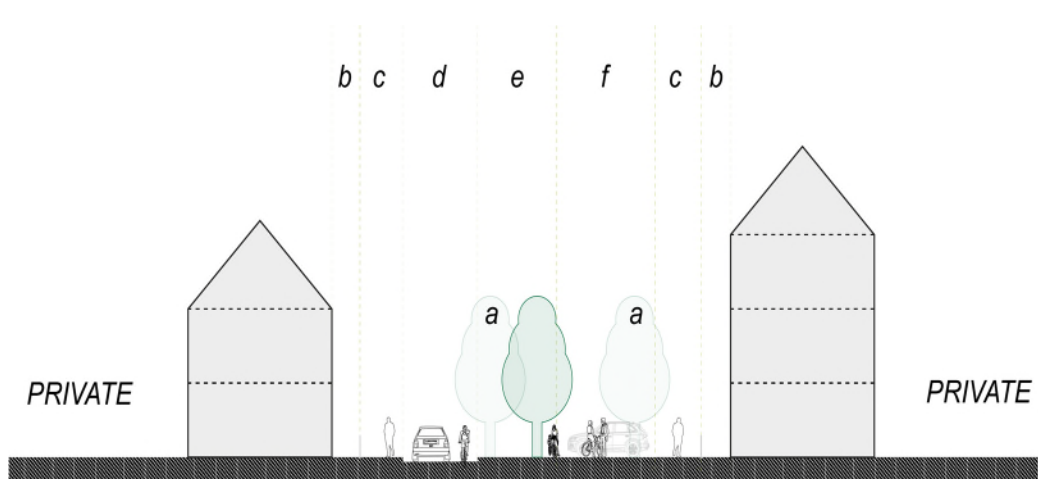
Figure 8 - Illustrative Cross Sections of the Green Spine



Green Spine Cross Section A	
a	Increased ground floor to ceiling height for non-residential uses helps legibility and overlooking of public realm
b	Occasional widening to create public open spaces
c	Generous north side public realm
d	Verge with Tree include SUDS or other planting where possible
e	Central designated cycle route
f	Where necessary vehicular route located along south side of spine
g	Pedestrian walkway
h	Privacy strip to buildings if required
i	Landmark building on corners or at transitions between contrasting sections of the spine
j	Green spine enclosed between buildings, width of spine not less than height of buildings either side



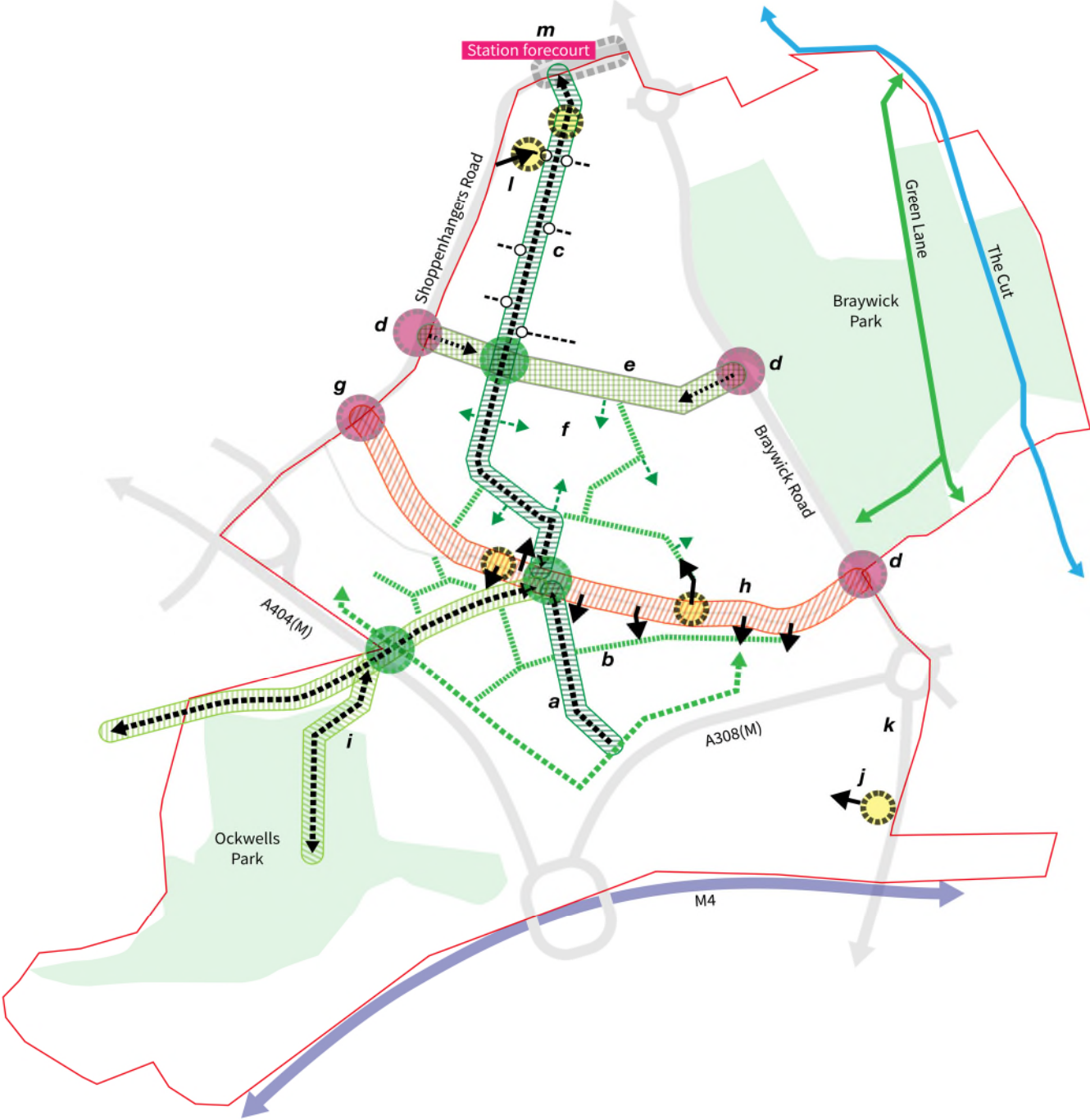
Green Spine Cross Section B	
a	Local Centre or School entranced integrated to built form and prominent
b	Occasional trees along route
c	Privacy strip to buildings if required
d	Verge with Tree include SUDS or other planting where possible
e	Shared cycle route and public realm wide enough to accommodate two way cycling and pedestrians stopping
f	Where necessary vehicular route located along south side of spine












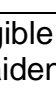
Green Spine Cross Section C	
a	Occasional trees in spaces
b	Front gardens
c	Pedestrian walkway
d	Narrow carriageway with occasional passing places
e	Mixed central green area with space to cycle/walk
f	Occasional parking areas integrated within spine area accessed from adjacent streets





Access, Movement & Wayfinding

Figure 9 - Access and Movement Diagram



Access and Movement Key:

	a	The Green Spine provides a continually connected and legible route for pedestrians and cyclists throughout the South West Maidenhead areas
		Key junctions and gateways within the green infrastructure network
		Additional routes attractive to pedestrians and cyclists
	b	E-W links across the area to the south of Harvest Hill Road provide alternative choices to Harvest Hill Road for pedestrians & cyclists
	c	In the northern neighbourhood all routes lead to the green spine as the primary movement corridor and recreation space
		Urban form and street design assist the legibility and gateways at key vehicle access points
	d	Improvements at key points along the Braywick and Shoppenhangers Road corridors help with the overall legibility
	e	The existing public right of way is improved to provide an important E-W link to and from the area and linking other communities
		Create legible access from the green spine into residential areas
	f	Create clear entrances in multiple places to the schools site and potential shared facilities
	g	The Harvest Hill road corridor is improved to provide an attractive and legible route through the heart of the neighbourhood National Cycle route 4, (traffic free)
		Vehicular access
	h	Vehicular accesses off of Harvest Hill Road should contribute to the overall corridor legibility and safety
	i	Links to and from Ockwells Park can be improved to be more legible and safe, including frontage to Kimbers Lane.
	j	Create a legible entrance to the Triangle site using building scale, entrances and orientation

	k	Various improvements to walkways, cycleways, bus stops, and planting help improve sustainable access to the Triangle site.
	l	Primary northern vehicular access is prominent and easy to navigate using built form and public realm to create a legible entrance
	m	Longer term, a clear route through to the station may be established. Development in the short term should not prohibit this.
		The southern green margin provides an opportunity for an additional pedestrian and cycle link from E-W
		Green Lane: National Cycle route 4 -traffic free
		The Cut: attractive pedestrian route connecting N-S

6.3.28 Existing routes and layout of development has predicated movement into and out of the town centre in a north-south direction with the area occupied by the golf course creating a separation between Desborough to the west and Braywick to the east.

6.3.29 As the new neighbourhoods emerge there is the opportunity to improve connections in an east west direction around the south of the town as well as new development creating north-south movement to and from the town centre providing better choices of sustainable movement for existing residents as well as offer new residents more convenient options than the car for local journeys.

6.3.30 Overall, the area will become a well-connected area using sustainable means of transport and prioritising public transport, pedestrian and cycle movement. The development of the specific allocated sites at the centre of the study area provides the opportunity to create links which have not previously existed and, by so doing, overcome the dominance of vehicular movement outside of the area. Establishing two new neighbourhoods in the area provides the opportunity to consolidate residential development within easy reach of existing public transport and the town centre facilities. Embedding sustainable transport and movement into the structure of the place allows for the greatest potential for reduction of car use locally.

6.3.31 Establishing this new network of green links and pedestrian and cycle routes helps in relieving many of the existing challenges at roads and junctions throughout the study area. Rather than solely relying on piece meal 'improvements' to existing highways and junctions aimed at increasing capacity for vehicles and measured by the extent to which the car journey is eased, the approach to transport and movement should be a strategic and pro-active one, ensuring sustainable choices are possible and favoured above other traffic generating options. The overall approach therefore

seeks to establish a place where car use is not an inevitability, and that quality of life and alternative choices are desirable alternatives.

Approach to Harvest Hill Road

Harvest Hill Road Corridor

- To integrate the corridor within a new neighbourhood giving it purpose as an East-West route as well as an environment which brings together development to the north and south
- To maintain all of the existing movements whilst creating a more pleasant, connected network.
- To create an attractive, diverse, safe and inviting corridor that shifts mode of travel from vehicular to a more people focused approach.
- To retain the green characteristics of the corridor through the retention of and provision of new green assets, landscaping and open spaces
- To contribute to creating a network of convenient walking and cycling links by providing high levels of segregation and prioritization, with multiple crossing points located at locations which provide the best access to local and wider networks and activities.

BLP Links: QP1b(5e, f), AL13 (1ii, 15e)

Draft South West Maidenhead Development Framework Supplementary Planning Document
for consultation (July 2022)

Figure 10 - Diagrams Illustrating the Approach to Harvest Hill Road

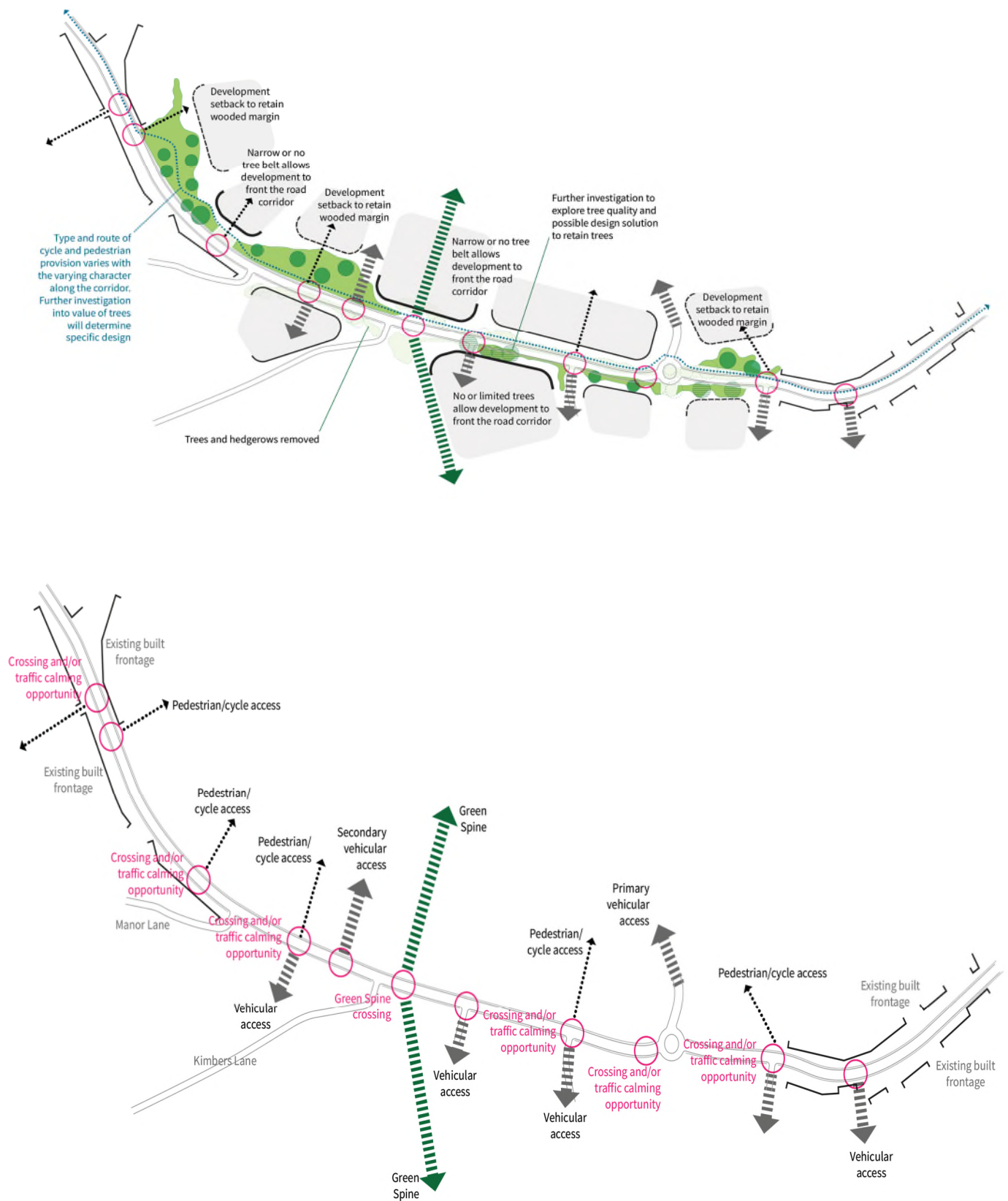
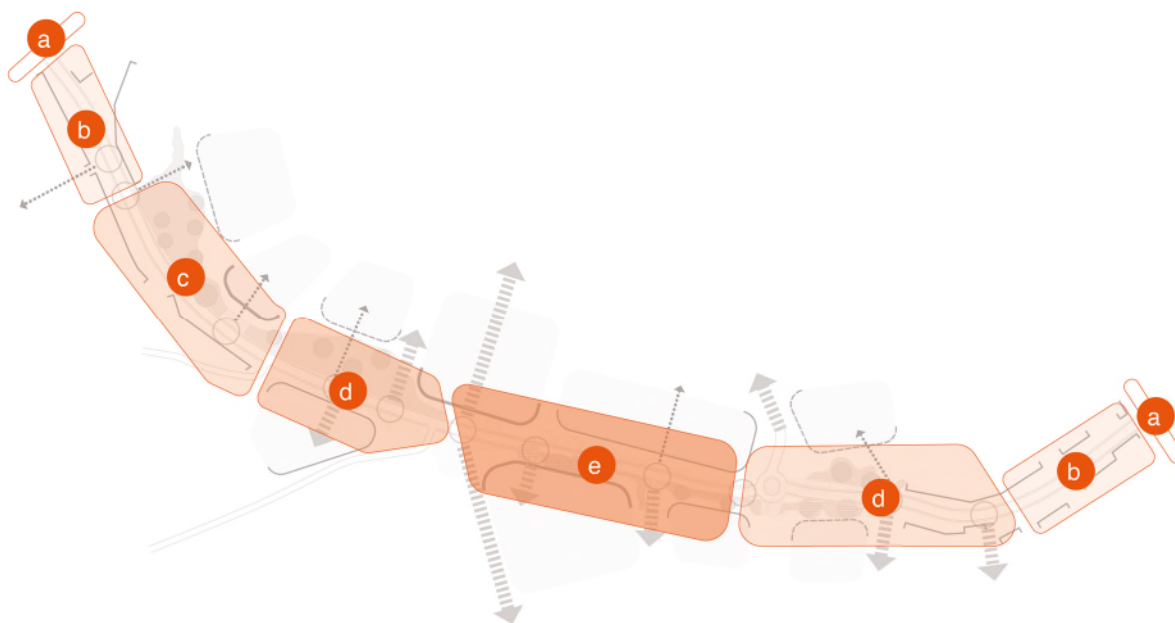


Figure 11 - The varying identity and function of the Harvest Hill Road corridor



a: The junctions of Harvest Hill Road with Shoppenhangers and Braywick Road, as well as managing changing movements into and out of Harvest Hill Road should also consider how their design can better serve E-W connections and the integration of pedestrian and cycle movements along Harvest Hill Road as well as along Shoppenhangers and Braywick roads.

The priority and legibility of these road users should inform the design of the public realm at these junctions to promote these as the preferred choice for local journeys.

b: Existing development towards the Shoppenhangers and Braywick road corridors exists for up to approximately 200m on both sides of the Harvest Hill Road corridor. Although limited to the existing carriageway, better provision for cyclists and pedestrians and design which reduces speeds will improve the environment for existing residents and help integrate them with the new communities within the development by ensuring good access to the local centre and safe movement along the Harvest Hill corridor to open space and for local journeys.

c: New development on one side of Harvest Hill Road offers the opportunity for more comprehensive design of the corridor but needs to allow for the integration of existing properties which are accessed from Harvest Hill Road. While they can benefit from the improved environment, lower speeds and better cycling and pedestrian provision, they also present constraints to the design of built form and public realm of new development on the opposite side of the road.

d: Where new development is proposed on both sides of Harvest Hill Road there is the greatest opportunity for a comprehensive design of the corridor including the option of segregated cycle ways and generous pedestrian public realm on both sides of the carriageway. These areas are likely to be the most preferable locations for additional crossings where built form and public realm can be design in a coordinated way on both sides of the road to promote a safe and legible location to cross the road. These areas remain periphery to the local centre with residential uses on both sides of the road. The design of the built form, and accompanying public realm can assist in the understanding and ease of access to the local centre with careful consideration in crossing location and design of routes to school and daily trips, particularly by residents to the south of Harvest Hill road, to shops, open space and other facilities.

e: The central area of the Harvest Hill corridor coincides with the location of the school and the local centre on the north side of the road (within the golf course site). The local centre in this location is within easy reach of the most amount of residents and the design of the corridor along this stretch should reflect the need for easy access across the corridor in a N-S direction. Changing priorities reflected in the carriageway width, design of cycle and pedestrian facilities and the use of materials will distinguish this area as being the centre of the neighbourhood.

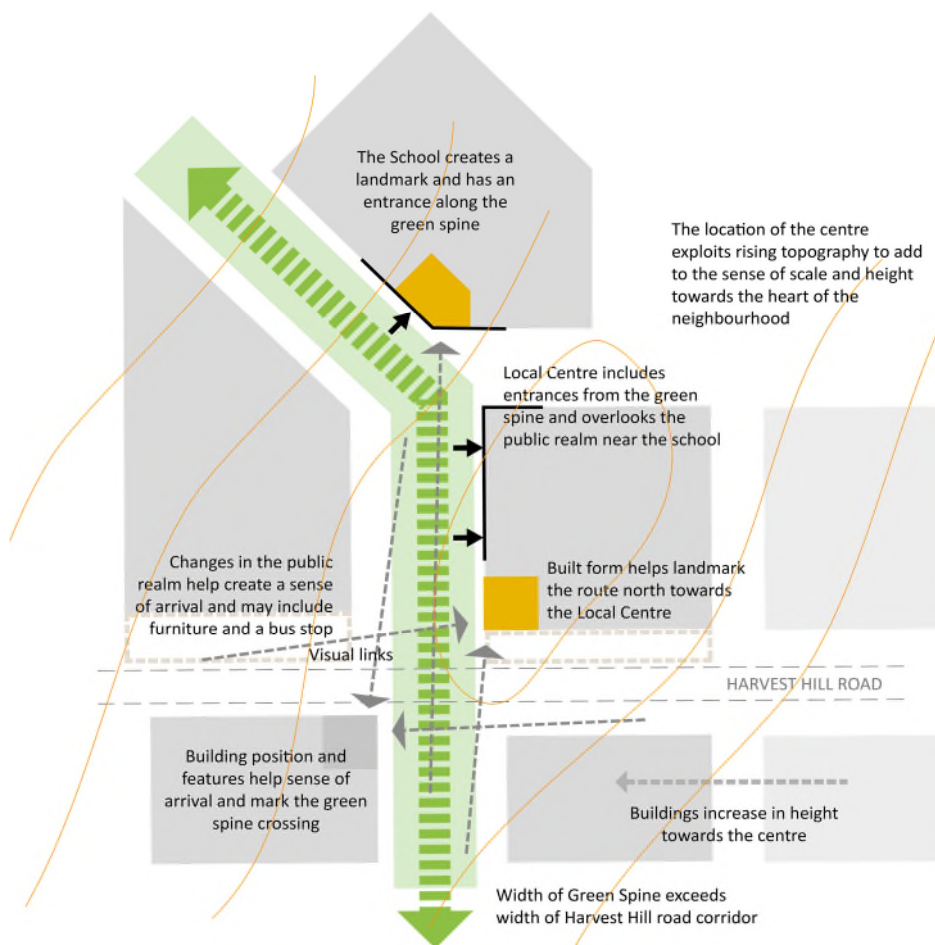
The design of built form and public realm on both sides of the road should be coordinated and facilitate a safe a sociable environment for all users. Access into residential areas, and the school and local centre, as well as connections with the green spine are all likely to coincide along this length of the corridor requiring careful design to avoid conflicts and an undesirable environment.

Creating a sense of arrival:

6.3.32 Even though the mix of uses at the local centre maybe co-located with the school (within the Golf Course site) and there is benefit in this in creating a vibrant and active public realm, the built form at Harvest Hill Road also plays a role in the legibility of the local centre. For this reason, creating a sense of arrival at the mid-point along the Harvest Hill Road corridor and where the green spine crosses Harvest Hill Road is important in announcing the local centre, promoting pedestrian and cycle movement in a north-south direction and encouraging a reduced reliance or preference for car use locally.

6.3.33 Harvest Hill Road serves an existing purpose as a vehicular route around the south of Maidenhead. Currently there are few accesses from Harvest Hill Road to areas to the north and the south other than to existing residential areas at the east and west ends of the corridor. With new development to the north and the south new accesses and connections mean the Harvest Hill Road corridor will fulfil a new role as a route through the heart of the new neighbourhood. The design of the road, surrounding public realm and buildings plays a part in the creation of this new neighbourhood but Harvest Hill Road will still serve a purpose in connecting east to west.

Figure 12 - Harvest Hill Road - Creating a Sense of Arrival



6.3.34 As a result, the journey along the corridor for those travelling through the area should recognise the arrival at and departure from the new neighbourhood. Changing public realm design and proximity and height of buildings can help the sense of place and contrast along the corridor. Likewise for pedestrians and cyclists moving around the new neighbourhood the legibility of the area begins with creating a sense of centre around the school and the local facilities.

6.3.35 The topography along Harvest Hill Road helps create this sense of arrival where the local centre and the green spine crossing coincide with the high point along the road corridor. Moving towards the centre is moving up hill adding to the sense of growing scale and density and vice versa moving away from the centre.

The Green Spine crossing the Harvest Hill Road corridor

6.3.36 The continuity of the green spine from the north at the town centre to the southern green margin to the town is an important principle of the overall framework plan for south west Maidenhead.

- 6.3.37 There are various junctions with the green spine along its length where maintaining this continuity needs careful consideration. At the crossing of the green spine with Harvest Hill Road there are a number of considerations for maintaining this continuity whilst also meeting other objectives for the design of Harvest Hill Road itself, and the design and performance of the development parcels to the north and the south of Harvest Hill Road:

Green Spine continuity:

- 6.3.38 From the north and the south the green spine should meet the Harvest Hill Road corridor in the same location in order to maintain visual continuity of the green spine across Harvest Hill Road. The crossing of Harvest Hill Road is a direct link between north and south parts of the green spine.
- 6.3.39 The design of the built form should consider the legibility of the green spine to the north and south of Harvest Hill Road and be promoted as the preferred choice for movement for residents on both sides of Harvest Hill Road. The continuity of the green spine helps overcome the barrier of the road corridor and ensure the cohesion of the whole community across the Harvest Hill corridor.

Green Spine and an integrated local centre

- 6.3.40 The Local Centre and the School are indicated as being located on land towards the southern end of the golf course site, but they serve a residential area which extends to the south of Harvest Hill Road and to the very southern limits of the development along the A404(M) and the A308(M). It is important therefore that visual links and physical connections are created between areas to the south with the School and Local Centre to the north. The green spine offers the facility to do this.
- 6.3.41 The design of the public realm straddling the Harvest Hill corridor and extending northwards towards the School and the Local Centre can help to ensure the legibility of the local centre to residents north and south of Harvest Hill Road with the location of the school and facilities of the local centre fronting on to and landmarking this space. Vehicular movement along Harvest Hill Road is retained and so it is important that the design of the built form and public realm facilitate easy access and legibility between north and south ensuring all residents feel a part of one neighbourhood.

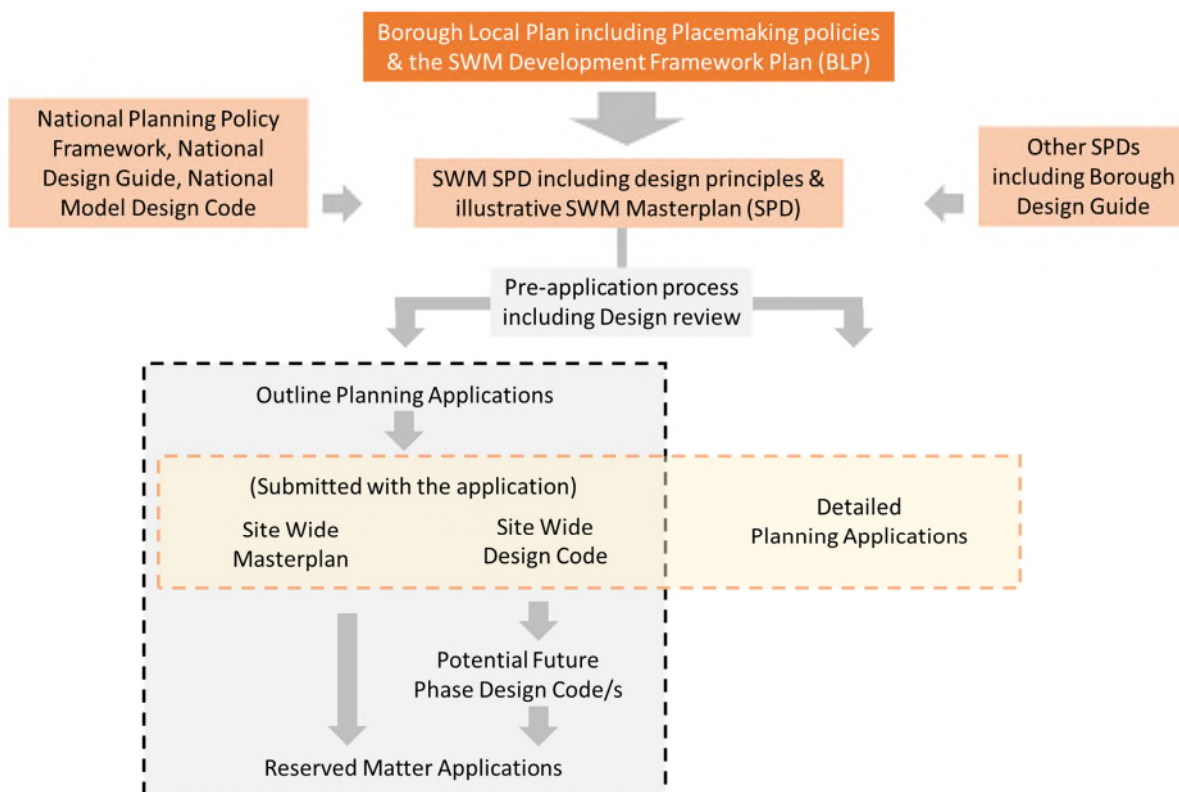
Next Steps with masterplanning & design control

- 6.3.42 The Illustrative Framework set out in this document provides a visual representation of the broad disposition of land uses and key strategic matters that site specific proposals are anticipated to accord with. It has evolved the conceptual work set out in the Borough Local Plan and provides further information relating to a number of key design themes and related principles that are particularly important in terms of securing a high-quality development across the Placemaking Area. It is illustrative and does not define in detail how separate areas will definitively be developed.

- 6.3.43 Further placemaking and design related work will therefore need to be undertaken by individual landowners & developers as they bring forward more detailed proposals for their specific sites. Masterplans and Design Codes are particularly relevant to large and long term multi-phased developments such as that coming forward in this area, acting as a mechanism to assist in the delivery of comprehensive and coordinated development and high-quality design outcomes. They provide a mechanism through which individual applicants will be able to demonstrate how they have addressed design requirements set through national and local policy, enabling more effective and efficient determination of separate applications.
- 6.3.44 Masterplanning is about place making. A good Masterplan should tell a ‘story’ about the place as it is now and how it will be in the future as it is developed. Incorporating Masterplanning into the planning process enables issues to be addressed collaboratively and in a coordinated and comprehensive way before the detailed elements of a development are established. This helps to enable the overarching development objectives for the site to be realised and reduces the potential for design quality compromises and delays at the detailed planning application stage.
- 6.3.45 Across SWM it is recognised that landowners and developers will bring forward proposals at different speeds and covering different geographic areas. How each separate proposal meets national and local policy will need to be demonstrated.
- For larger sites with multi-phase proposals, likely to be submitted (at least in part) as outline planning applications, these should be supported by the preparation of a ‘Site Wide Masterplan’ and ‘Site Wide Design Code’ prepared by the landowner/developer. These should show how the land use and design matters have been considered, and how delivery of development will accord to the design principles and criteria as set out in the BLP, this SPD and other relevant documents and policies. These will also need to set out how the site interfaces with adjoining development sites, including how appropriate connectivity with any adjoining sites is to be achieved and explain how a comprehensive approach has been taken.
 - For smaller sites where single-phase proposals are likely to be submitted in detail, these will also need to be accompanied by a ‘Site Wide Masterplan’ (reflecting the actual detailed proposal) and ‘Site Wide Design Code’ (again to reflect the detailed proposal but enabling consistent consideration by Officers) prepared by the landowner/developer. These will also need to set out how the site interfaces with adjoining development sites including how appropriate connectivity with any adjoining sites is to be achieved and explain how a comprehensive approach has been taken.
- 6.3.46 Site Wide Masterplans and Design Codes should be submitted alongside and as part of supporting material related to the relevant planning application/s. For larger sites with subsequent future phases, it may be appropriate for the preparation of Design Codes for any future sub-area or phase to be required by

condition to be submitted and approved by the Council prior to approval of reserved matter applications and commencement of development on that sub-area/phase. A summary of how the overall process is provided in Figure 13 below.

Figure 13 - Sequence of design control, masterplans and design coding



Site Wide Masterplans

6.3.47 Each Site Wide Masterplan should set how proposals for individual development plots will come forward in a planned and comprehensive way, whilst still allowing for design flexibility and innovation at the detailed design stage.

6.3.48 Each Site Wide Masterplan will establish a spatial strategy for the key components within the site and at the interface with adjoining development sites. As a minimum, they should contain information on matters such as:

- **Placemaking:** to set out the approach to residential and other built development plots, character, scale and density. This should also include other specific supporting infrastructure such as education and health facilities.
- **Green infrastructure:** approach to open spaces, landscape, biodiversity and ecology.
- **Access, wayfinding, & movement:** Access points and key movement routes and corridors.

- 6.3.49 Each Site Wide Masterplan will also need to show how the specific proposal aligns and integrates with adjoining development areas in the placemaking area. In the absence of other approved adjoining Site Wide Masterplans and Codes, the material will need to demonstrate how proposals accord with the policies and principles set out nationally, within the Borough Local Plan, this SPD, other relevant policy documents. Such material will be needed to illustrate conformity and give confidence that a comprehensive approach to the SWM allocation site has been appropriately considered and incorporated in the design thinking.

Site Wide Design Codes

- 6.3.50 A Design Code will be needed to provide additional design information for each separate site and proposal. This should establish elements that are considered to contribute to the creation high quality place making, starting from the most strategic elements working through to more focused detailed elements.
- 6.3.51 For larger, multi-phase proposals likely to be submitted as outline planning applications, Design Codes will need to be approved prior to commencement of any specific phase. These should be submitted alongside the outline application. They should correspond to an appropriate area which may be the entire area of the application, any sub-area of the site and/or alternative approach for example related to differences in character and/or phasing. Where there are future sub-areas or phases, additional design codes may be required by condition prior to the preparation and submission of related reserved matters applications for such sub areas/phase.
- 6.3.52 For smaller, single-phase proposals likely to be submitted in detail, a Design Code should also be provided as part of the application material. The provision of Design Codes as part of outline and full applications will enable applicants to demonstrate they have considered and comply with policy and guidance set nationally and locally, thereby enabling consistent and efficient consideration by Officers.
- 6.3.53 To ensure that Design Codes are effectively implemented, a 'Compliance Checklist' should also be produced as part of each detailed proposal. This will set out how the elements of Design Code have been considered and addressed, set out in a simple, template table. For larger scale multi-phase proposals, applicants submitting detailed/Reserved Matters applications for each phase will be expected to complete the Checklist as part of each phase/submission to confirm their proposals accord with the approved Design Code.
- 6.3.54 It is likely given the duration of the South West Maidenhead Area development that the circumstances within which the code will operate will change over time. The Compliance Checklist should also make provision for applicants to acknowledge where a code may no longer be fit for purpose and provide design justification for any proposed deviations. This may necessitate amendments to Design Code details

approved via variation of condition applications (or where amendments were minor as non-material amendments)

Design review

- 6.3.55 The adopted Borough Wide Design Guide Supplementary Planning Document requires large projects to be the subject of review by Design South East (D:SE). This would be expected to be undertaken at pre-application stage and be funded by the developer.
- 6.3.56 As the South West Placemaking area is subject to specific design and placemaking policies in the Borough Local Plan and this site related Supplementary Planning Document, it will be at the discretion of RBWM as to whether specific proposals for development across the area ought to be considered through a Design Review process. Where it is considered necessary, the Council will ensure that any Design Review is focused on testing the compliance of proposals against the established design policies and principles.
- 6.3.57 Whilst it is recognised that individual schemes may come forward at different times, wherever possible design reviews will consider adjoining proposals to enable a comprehensive consideration to be given.

6.4 Other Delivery Principles and Requirements

6.4.1 This section outlines the range of other principles and requirements relevant to development in the South West Maidenhead placemaking area. They are grouped under three categories:

- Community Needs
- Connectivity
- Sustainability and the Environment

However, they often cover inter-connected issues, so it is important to consider them in the round and in particular the relationship they have with the design principles set out above.

6.4.2 A number of the principles derive directly from the proformas that set out site specific policy requirements for the allocated sites or from other policy requirements in the Borough Local Plan. As such they are direct policy requirements in the Plan. To ensure simplicity the boxes below do not distinguish between principles and policy requirements.

6.5 Community Needs

Housing

Housing Mix

To deliver broadly half the housing development as family housing and half as flats (recognising that some of the family housing might be delivered through new typologies of housing) with the proportion of family housing increasing further south on the AL13 site

BLP Links: AL13 (1ii), QP1(b)(5d), HO2

- 6.5.1 In relation to the dwelling mix of housing, Table 12 of the Borough Local Plan sets out information on housing size mix from the 2016 Strategic Housing Market Assessment (SHMA) and Policy HO2 of the Plan indicates that development should provide an appropriate mix of dwelling types and sizes, reflecting the most up to date evidence in the SHMA, but where evidence demonstrates an alternative housing mix would be more appropriate, this will be taken into account. Across all tenure types, the SHMA indicates a broad mix of 45% 1 and 2 bed homes, and 55% 3 and 4 bed homes.
- 6.5.2 Given that a significant proportion of housing supply in the Borough, and particularly in Maidenhead, will come forward from developments of flats in the town centre, it is important that developments on greenfield sites provide a higher proportion of family housing. In the case of the AL13 site in South West Maidenhead, it is recognised that given its proximity to the town centre at its northern end, and the overall scale of development to be accommodated (approximately 2,600 homes), achieving a very high level of family housing on the site would be unrealistic. However, the aim should be to deliver broadly half of the development as family housing and half as flats. As the design principles above highlight however, some of the family housing will need to be more innovative forms of housing within a higher density setting.
- 6.5.3 The design principles also highlight that the northern neighbourhood will be facing more to the town centre and generally consist of higher density development. As such the proportion of family housing will be expected to increase from north to south across the AL13 site, and the proportion of flats is expected to be low at the southern part of the site, especially south of Harvest Hill Road.

Affordable Housing

To deliver 30% affordable housing across the AL13 site with a tenure mix in accordance with the Policy HO3 of the Local Plan and a dwelling size mix that enhances the level of housing delivered relative to flats, particularly further south on the site

BLP links: AL13 (13), QP1b (5d), HO2, HO3

Other Links: Housing Strategy, Corporate Plan

6.5.4 The affordable housing requirements for the AL13 housing site are set out in Policy HO3. In summary they are:

- 30% of units to be affordable housing
- A tenure mix of 45% social rent, 35% affordable rent and 20% intermediate tenures
- All provision should be on site

6.5.5 In relation to the dwelling mix for affordable housing, having regard again to Table 12 of the Borough Local Plan and Policy HO2 of the Plan, the indicated mix for affordable housing is set out at the bottom of Table 1.

6.5.6 However, there is a high proportion of 1 and 2-bed flats available as relets of existing properties and many households in temporary accommodation need rented family housing. Consequently, there should be more emphasis on houses and the dwelling mix being sought for new build affordable housing in South West Maidenhead should be based on the mix set out in Table 1 below (rather than the SHMA figures shown at the end for comparison).

Table 1 - Affordable Dwelling Types in New Build

	1BF	2BF	2BH	3BH	4BH	
Rent • Social Rent 45% • Affordable Rent 35%	10%	10%	20%	30%	10%	80% (45%) (35%)
Shared ownership	5%	10%	5%	-	-	20%
	15%	20%	25%	30%	10%	100%
SHMA	35-40%	25-30%		25-30%	5-10%	

6.5.7 The affordable housing should be provided in a way that avoids large clusters of affordable housing, ensuring it is well integrated with the market housing and that the design and appearance of the development is “tenure blind”. The Council will be preparing a Supplementary Planning Document on Affordable Housing and regard should be had to this document when it is available.

Other Housing Requirements in the Local Plan

- 6.5.8 The Local Plan sets out a range of other requirements in relation to provision of new housing in Policy HO2 that are relevant to the AL13 site. This includes:
- Ensuring homes are adaptable to changing life circumstances
 - Providing 30% of homes on the site as accessible and adaptable dwellings in accordance with Building Regulations M4(2)
 - Providing 5% of the dwellings to meet the wheelchair accessible standard in Building Regulations M4(3)⁷
 - Providing 5% of the market housing as fully serviced plots for custom and self-build housing
- 6.5.9 Concerning the requirement for 5% of dwellings to meet the wheelchair accessible standard, it is recognised that in practice this is often provided as part of the affordable housing requirement (normally social rent or affordable rent). However, developers are also encouraged to consider providing wheelchair accessible housing as part of market housing provision.
- 6.5.10 In relation to the self and custom build requirement, which applies to sites of 100 or more net dwellings and is therefore required on the AL13 site, the fact that individual applications for parts of the AL13 site may come forward for less than 100 dwellings does not mean those proposals should not provide for 5% self and custom build. In the absence of a single application for the site, each application will be required to deliver 5% custom and self-build housing.
- 6.5.11 Policy HO2 indicates that every self-build/custom build plot will need to a plot passport. This is to be prepared by the developer. The Council will prepare further guidance on self-build/custom build provision, including in relation to the content of plot passports and how they fit in the planning application process. The Council will also seek further information regarding the specific requirements of those on the self-build and custom build register to ensure that developers are able to ensure that the self/custom build plots that they provide can best meet the requirements of those on the register.

Community Infrastructure

- 6.5.12 The design principles highlight the key requirements for the two schools and the importance of their relationship to the local centre, sustainable modes of travel and the green spine. The timing of the delivery of the two schools is likely to be different with the primary school being needed earlier in the development period but potentially being developed in more than one phase.

⁷ The M4(2) and M4(3) requirements should be applied unless evidence can be provided to demonstrate that such provision would be impracticable or render the scheme unviable

- 6.5.13 The secondary school, however, is not likely to be required until towards the end of the plan period. As such there is likely to be a period of time when the land for the secondary school is vacant and development occurs around it. As such a temporary use for the site should be considered, but one which does not prevent the secondary school from being provided when needed. **As part of this consultation, we would welcome your views on what might be appropriate temporary uses for the site.**

Local Centre and Community Building

To deliver in a timely manner a Local Centre that lies at the heart of the southern neighbourhood incorporating a mix of uses including retail, leisure, community facilities including space for police, health and recycling facilities. It should be located on the north side of Harvest Hill Road, be near to and visible from Harvest Hill Road and close to the schools, as well as being highly accessible by sustainable modes of transport.

BLP links: AL13(5), QP1(b)(5c), IF6
Other Links: Corporate Plan

- 6.5.14 The scale of development means that it is appropriate and necessary to provide a range of community facilities on site and this is set out in the Local Plan, enabling residents to access local facilities to meet every day needs without the need to travel further afield.
- 6.5.15 At the heart of the Harvest Hill neighbourhood, a multi-purpose community building should be provided, creating a focus for the new community. The specification for such a facility should be worked up closely with community representatives, groups and stakeholders. **As part of this consultation, we would welcome your views on what sort of facilities and uses should be accommodated within this facility.**

Health provision

To explore with the relevant health providers the scope to provide a health hub within the local centre, including the possibility of the relocation of health provision from the surrounding area

BLP links: AL13(5), QP1(b)(5c), IF6
Other links: Corporate Plan

- 6.5.16 The scale of residential development in South West Maidenhead will generate significant additional demand for primary health care facilities. Existing surgeries in the area have little additional capacity. Consideration is being given to the primary health care provision in the wider area, including the scope for the relocation of some existing primary healthcare provision onto the AL13 housing site to form a health hub. This should form part of the local centre. As such provision would be a

mix of new health provision for the AL13 site and re-provision, a mix of funding would be needed (see section 7).

- 6.5.17 The scope exists to combine a health hub with the provision of a multi-purpose community building, and this option should be explored further.
- 6.5.18 As the health hub would be meeting a combination of new and existing needs, development should contribute proportionately to the costs of the new provision, having regard to the balance between new patients arising from the development and existing patients from the surrounding area.

Open Space

- 6.5.19 The design principles highlight the importance of establishing a strong green infrastructure framework and the approach to the provision of open space in the two neighbourhoods on the AL13 site. The open space standards in the Borough Local Plan provide important guidelines in relation to types of open space, quantity, accessibility (walking distance) and quality.
- 6.5.20 It will be important for development proposals to provide a range of different open spaces to meet different needs, including high quality new amenity open spaces and play facilities for older and younger children (including Local Areas of Play (LAPs), Locally Equipped Areas for Play (LEAPs) and Neighbourhood Areas for Play (NEAPs).
- 6.5.21 A further key consideration is ensuring that clear mechanisms are in place to secure the long-term maintenance of open space.

Employment

To provide new industrial and warehousing space on AL14 the Triangle Site in accordance with Policy ED1 of the Borough Local Plan

BLP links: ED1, AL14(3)

Other Links: Corporate Plan

- 6.5.22 The Policy context section of this SPD summarises the Policy requirements in relation to the nature of the industrial and warehousing space to be provided on the site. The focus of the employment development on this site is one of delivering smaller industrial units for small and medium sized firms. The supporting text to the policy explains the reasons for this, including meeting growth needs and historic under-provision, and a negative industrial pipeline.

6.6 Connectivity

Connectivity

To deliver development that is highly connected both within the development areas and to the surrounding areas, with a focus on enhancing connectivity for walking, cycling and public transport. This infrastructure to be delivered in a timely manner to ensure that the use of sustainable modes of travel is available to new residents and occupants early on in the development.

BLP links: QP1b(5e,5f), AL13(3, 15, 16, 17), AL14(5, 6, 8, 9, 10, 11), AL15(1, 2), IF2

Other Links: Corporate Plan, Local Cycling and Walking Infrastructure Plan

- 6.6.1 The development areas in South West Maidenhead, and especially the AL13 housing site, are well located to major destinations in the town, particularly the town centre and the railway station but also other destinations such as the Braywick Leisure Centre and major parks and open spaces. The provision and enhancement of high-quality sustainable connections to those destinations, both within and beyond the development area, will be key in delivering sustainable development. Similarly providing the right connections, particularly those relating to sustainable modes of travel to key local facilities on the site, including to the employment opportunities on the Triangle site, will further contribute to the sustainability of development. The early delivery of key elements of the walking and cycling and public transport infrastructure will help embed sustainable travel “habits” for those in living or working in the development areas.
- 6.6.2 The Illustrative Framework and related design principles set out key principles for access, movement and wayfinding. This section outlines in more detail some of the specific measures needed to deliver those principles

Walking and Cycling within surrounding areas

To provide high quality walking and cycling connections between development areas and the wider area, in particular connecting with the walking and cycling network identified within the Local Cycling and Walking Infrastructure Plan (LCWIP), including:

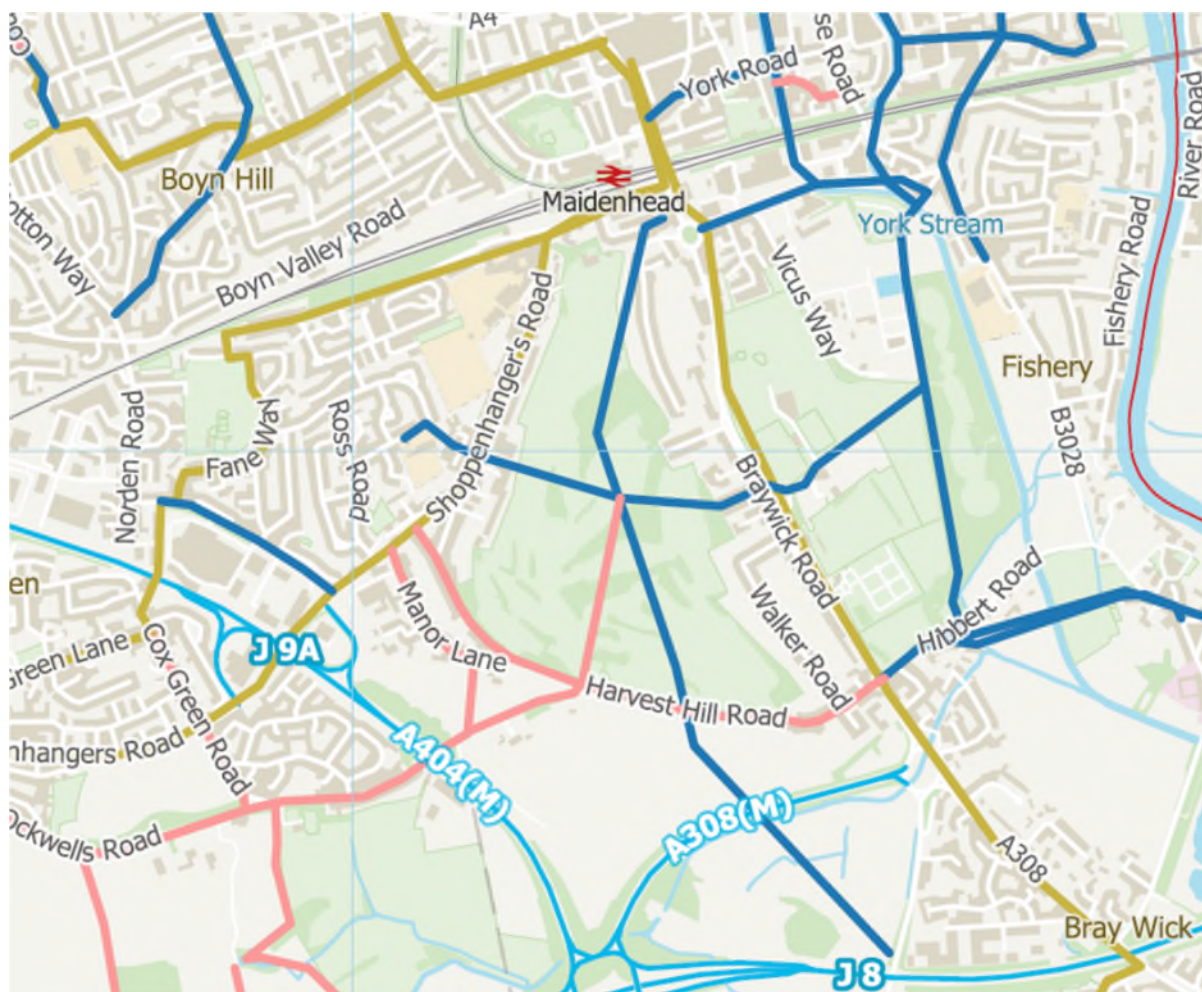
- New cycling and pedestrian crossing across Braywick Road to the leisure centre for the current footpath across the golf course
- New means of crossing Braywick Road at the east end of Harvest Hill Road to link with the new segregated walking/cycling route along the north side of Harvest Hill Road, potentially as part of a wider junction improvement
- Improvements along Braywick Road to the town centre
- Improvements to the bridge over the A404(M) and to the quality of the environment either side to improve the quality of access to Ockwells Park
- A series of walking and cycling measures to/from the Triangle site and improved connections to the town centre and the AL13 site
- Creation of attractive and legible direct links to the railway station and beyond to the town centre

BLP links: QP1b(5e), AL13(3)(15)(16), AL14(5)(8)(10), AL15(2), IF2

Other links: Corporate Plan, Local Cycling and Walking Infrastructure Plan

- 6.6.3 It essential that high quality, including wherever feasible segregated, walking and cycling routes, are provided to connect to key destinations outside of the main development sites. These routes will also need to connect to the wider walking and cycling network, as defined in the Local Cycling and Walking Infrastructure Plan, to ensure that those living or working in the new development can sustainably reach other parts of the town and further afield on foot or by bike.

Figure 14 - The wider walking and cycling network in the South West Maidenhead area



6.6.4 This new provision to ensure a fully connected development will involve a combination of provision of new walking/cycling paths and improvements to means of crossing key routes/barriers such as Braywick Road and the A404(M) to improve the accessibility of key facilities for pedestrians and cyclists. In the case of the existing footbridge over the A404(M) which provides a key link to Ockwells Park, this should include both a refurbishment of the bridge and an improvement to the environment either side of the bridge. New walking/cycle paths will need to meet the Department for Transport standards for new provision wherever possible.

6.6.5 One of the requirements for the AL13 and AL14 sites in the Borough Local Plan is to discuss further, including with National Highways (formerly Highways England), the feasibility of a pedestrian and cyclist bridge over the A308(M) connecting the employment development on the Triangle site with the new housing development immediately to the north, and if deliverable any such bridge should create a distinctive landmark on the approach to Maidenhead. However, if not feasible, the Local Plan indicates that alternative sustainable access solutions would need to be explored and implemented that provide comparable benefits for the movement of pedestrians, cyclists and public transport users in the area.

- 6.6.6 As a result, further work has been undertaken to consider the options. In summary that work has concluded that the alternative to the bridge involving pedestrian and cyclist crossings on the northern and eastern side of the Braywick Road roundabout, and improved walking and cycling connections along Braywick Road to the town centre and also to the AL13 Housing area could provide comparable benefits to the bridge and is the preferred approach. It was noted as part of this work that the bridge option was more expensive having regard to the potential level of use of the bridge.

Walking and Cycling within development areas

To deliver high quality segregated walking and cycling infrastructure that ensures high quality north/south and east/west connectivity, including:

- Along the north/south green spine
- East/west along the north side of Harvest Hill Road, extending beyond the site in either direction
- The existing footpath across golf course land
- East/west connectivity across the parcels of land to the south of Harvest Hill Road
- Within the Triangle site
- Provision of secure, high quality and accessible cycle parking facilities – at key destinations within the development (e.g., school, local centre, employment development) and for all dwellings

To recognise the fundamental relationship of the walking/cycling network with the green infrastructure network across the development area

BLP links: QP1b(5e), AL13(3, 15, 16), AL14(5, 8, 10), IF2

Other links: Corporate Plan, Local Cycling and Walking Infrastructure Plan

- 6.6.7 The development provides the opportunity to create a high quality, segregated walking/cycling network, connecting up with the wider walking and cycling network beyond the development sites. This will need to be carefully planned alongside the green infrastructure network. Making the right connections to key destinations within the development areas, notably to open spaces, the schools and the local centre will be essential to ensure these are truly accessible and attractive to reach on foot or by bike.

Public transport

To ensure that development is well-served by public bus routes/demand responsive transport/other innovative public transport solutions, with appropriate provision of new bus stop infrastructure, such that the bus is an attractive alternative to the private car for local journeys. To ensure bus routing integrates closely with the location of the local centre, school and commercial development.

BLP links: QP1b(5e), AL13(3, 16,17), AL14(5,6,10), AL15(5), IF2
Other Links: Corporate Plan, Bus Service Improvement Plan

- 6.6.8 The approach to public transport provision is also one where it is important that public transport provision to serve the new housing and employment development is well integrated with the existing network and consistent and supports the implementation of the recent Bus Service Improvement Plan (BSIP) (November 2021)⁸. Survey information in the BSIP of non-bus users identified the following measures as the top three actions that would make people use buses:
1. Cheaper fares
 2. More frequent services
 3. More bus routes
- 6.6.9 The new development needs to be well served by public transport, connecting the development with key destinations in the surrounding area is critical, but it is also important to ensure key facilities such as the local centre and the schools are well connected by public transport too.
- 6.6.10 The measures that should be considered to deliver the public transport provision needed in South West Maidenhead, informed by the BSIP include:
- Diversion of an existing bus route or 'new sub-route', initially along Harvest Hill Road to serve early housing development to the south of Harvest Hill Road, and then through the residential development to the north of Harvest Hill Road (including the local centre and the school)
 - Improved frequency of buses
 - Trialling cheaper fares for the route through the site over an extended period of time to encourage greater patronage
 - Provision of additional bus stops with real time passenger information
 - Incorporation of bus priority measures
 - Consideration should be given to conversion of buses to electric buses at the earliest opportunity

⁸ See https://www.rbwm.gov.uk/sites/default/files/2021-11/rbwm_bus_service_improvement_strategy_november_2021.pdf

- 6.6.11 The Borough Local Plan and the Bus Service Improvement Plan also highlight the potential of demand responsive transport, and this too could be explored further to enhance the public transport accessibility of the area.

Vehicular Access and Off-Site Junction Improvements

- 6.6.12 The access, movement and wayfinding section of the Design Principles illustrate the location of the main vehicular access points to the development areas, including the importance of the Harvest Hill Road corridor.

The wider road network

As part of mitigating the impact on the wider road network, to provide/fund improvements to the following junctions:

- Braywick Road roundabout
- Shoppenhangers Road/Norreys Drive
- Holyport Road/Windsor Road
- A4/A404(M) Thicket Roundabout and Cannon Lane/Henley Road/Bath Road (A4) roundabout
- M4 J8/9 (a contribution)
- Improvements to Harvest Hill Road/Braywick Road – to be explored further and linked to improved pedestrian/cycle crossing

BLP links: QP1b(5f), AL13(15), AL14(9)

Other Links: Corporate Plan

- 6.6.13 Traffic modelling work for the Borough Local Plan identified the need to improve a number of road junctions across the town to address the impact of development proposed in the Plan. Further modelling work has been undertaken to test the need for junction improvements focusing in on junctions around the South West Maidenhead area, and necessary improvement measures have been identified and costed. The junctions needing improvement are identified above, shown on the plan (Figure 14) below and are also included in the Infrastructure Schedule at Appendix 3.
- 6.6.14 The junction of Harvest Hill Road with Braywick Road is a location where it is essential to provide a high-quality walking/cycling crossing. However, following early consultation, further consideration is required of traffic movements at that junction, and in particular those vehicles that would want to turn right at that junction but cannot at present due its current configuration. The output from that consideration may result in further improvements being identified.

Figure 15 – Location of required junction improvements



6.6.15 Although the development in South West Maidenhead is likely to have wider impacts than the junctions identified above, some improvements have been or will need to be provided through other means. It is important, therefore, that the specific junction improvements identified above are provided for by funding from development on the AL13 and AL14 sites.

6.7 Sustainability and Environment

Sustainable Building - Net Zero Carbon

Deliver net zero carbon development (operational) in developments across the area, and consider approaches that take account of the 'whole life carbon' emissions of development. In achieving net zero carbon, to contribute towards meeting the Royal Borough's renewable energy targets through on site renewable provision.

BLP links: QP1b(5i), SP2

Other Links: Corporate Plan, Environment and Climate Strategy, Position Statement on Sustainability and Energy Efficient Design

6.7.1 In 2019 the Council declared a climate emergency and then adopted an Environment and Climate Strategy the following year. This sets out the approach and actions locally to address climate change, based around 4 themes:

- Circular Economy
- Energy
- Natural Environment
- Transport

6.7.2 The implications of this strategy relate to a number of aspects of development at South West Maidenhead and the content of this SPD. In relation to energy, reducing our energy consumption, decarbonising our supply of energy and increasing local renewable energy generation is key to realising the Borough's zero carbon aspirations.

6.7.3 The Borough Local Plan (Policy SP2) sets out that all developments need to demonstrate how they have been designed to incorporate measures to adapt to and mitigate climate change. Policy QP1b for the South West Maidenhead area indicates that one of the key principles for the placemaking area is that development includes measures to reduce climate change and environmental impacts including suitable approaches to sustainable energy, recycling and construction.

6.7.4 Taking forward these aspirations at a practical level in relation to new development, the Council has adopted a Position Statement on Sustainability and Energy Efficient Design (March 2021). This sets out requirements which will be sought on new developments in order to deliver on the requirements set out in the National Planning Policy Framework (NPPF), national and local commitments towards climate change and the Council's Environment and Climate Strategy.

6.7.5 The Council expects developers to meet the requirements and follow the guidance in this Position Statement, and in particular follow the energy hierarchy of:

- Be lean: use less energy
- Be clean: supply energy efficiently
- Be green: use renewable energy

and specifically, all development:

- To be net zero carbon (operational)
- To include detailed energy assessments
- Maximising on site renewable energy generation

The net zero outcome should be achieved on site where feasible, but where it is not feasible, to contribute towards a carbon offset fund. The Council's strong preference and expectation, particularly on greenfield sites such as those in South West Maidenhead, is that net carbon is achieved on site. Furthermore, to be genuinely

sustainable, developers are encouraged to consider the ‘whole life carbon’ impact of their development, taking account of the energy used in the construction, maintenance and demolition phases of a building, as well as the operational phase.

6.7.6 There is guidance and good practice available to assist in ensuring development achieves zero carbon. Developers should look to apply the LETI Design Guidance on Zero Carbon⁹. The Council will also be producing a Supplementary Planning Document on Sustainability and Climate Change – regard should be had to this document when it is available.

6.7.7 The Position Statement sets out other requirements including:

- Reduce potential overheating and reliance on air conditioning systems by applying a ‘cooling hierarchy’
- Recognising quality regimes such as Passivhaus or Home Quality Mark
- New homes to use three phase power supply
- Provision of electric vehicle (EV) charging facilities
- High speed internet to facilitate homeworking
- Minimise the use of water including application of a water usage target

6.7.8 In relation to EV charging facilities, it should be noted that from July 2022 changes to the Building Regulations are bringing in a requirement that all new residential buildings with a parking space must have an electric vehicle charging point.

6.7.9 The scale of development in the South West Maidenhead area provides the opportunity for the provision of centralised energy systems to be provided. Developers should work together to explore this option, exploring that latest technology for heat networks.

⁹ [Climate Emergency Design Guide | LETI](#)

Biodiversity Net Gain

Development across the area should deliver at least 10% biodiversity net gain, applying the following hierarchy:

1. To maximise the level of biodiversity on the two main development allocations (AL13 and AL14) through protection and retention of existing habitats and species wherever possible, and through on-site mitigation within those allocated areas; then
2. To secure biodiversity gains elsewhere in the placemaking area covered by this SPD; then
3. If 10% net gain is still not achieved, for the remaining gains to be delivered on land in proximity to the placemaking area where possible and appropriate.
4. Elsewhere in the Borough, potentially through a biodiversity net gain credit scheme

In following this approach, careful regard should be had to the design principles set out in Section 6.3 above.

BLP links: QP1b(5h), AL13(8), AL14(25), NR2

Other links: Corporate Plan, Environment and Climate Strategy, Biodiversity Action Plan

6.7.10 The Borough Local Plan sets out a policy requirement that development proposals will demonstrate a net gain in biodiversity by quantifiable methods such as the use of a biodiversity metric. It also sets out a mitigation hierarchy to avoid, then mitigate and as a last resort to compensate for any adverse biodiversity impacts. The Environment Act (2021) introduces a requirement for development to deliver a 10%¹⁰ net gain in biodiversity. Policy QP1b requires delivery of net gain across the placemaking area that reflects its nature conservation interest.

6.7.11 Considering the application of these principles and requirements to the South West Maidenhead area has resulted in the formulation of a local hierarchical approach whereby not just the mitigation hierarchy is applied but mitigation is focused as much as possible on protection and mitigation within the allocated site areas, AL13 and AL14. Particular opportunities exist to maximise biodiversity gain in the southern fringe to site AL13 shown in the Illustrative Framework, and on parts of the Triangle site AL14 where a combination of green belt designation and flood risk limit the extent of the developable area. The opportunity for mitigation in the wider placemaking area covered by the SPD, and potentially beyond, is likely to need to be explored further also.

¹⁰ The 10% net gain in the Environment Act formally comes into force in December 2023 but the Council believes that developers should be applying this approach at the earliest opportunity.

- 6.7.12 In developing mitigation measures it is important that the identified mitigation is species specific and has particular regard to mitigating for species that are under threat or have been lost. Net gain should relate to priority species identified in the Biodiversity Action Plan. Similarly, the use of native species in new habitat creation is another very important principle.
- 6.7.13 Development on the site allocations in the South West Maidenhead area provides the opportunity to design in from the start opportunities to maximise the on-site retention and mitigation of biodiversity, whilst recognising the need to accommodate the development identified in the Borough Local Plan. The design principles highlight the importance of the green infrastructure network required across the development areas and their significance in providing ecological connectivity.
- 6.7.14 The Government's metric 3.0 provides the basis for calculating net gain at present but the latest metric should be used. The Council may develop further guidance in relation to biodiversity net gain. It should be noted that there would be a 30-year protection for biodiversity improvements and funding agreements must cover maintenance for that period. Enforcement and monitoring will be essential, and funding will need to be secured to undertake this work. Communication and engagement will also be very important.

Trees

Development should look to maximise the retention of trees on the development sites whilst having regard to the scale of growth identified in the Local Plan, and deliver significant additional new tree planting

BLP links: QP1b(5g), AL13(7, 9), AL14(14, 15), NR3

Other Links: Environment and Climate Strategy

- 6.7.15 It is recognised that to accommodate the level of growth planned for the areas, some loss of trees will be required. The proformas in the Borough Local Plan for sites AL13 and AL14 (included at Appendix A of this SPD) set out a number of requirements in relation to trees and landscape buffers on the two development areas that need to be reflected in development proposals. These can be summarised as, on the AL13 housing site:

- Retention of Rushington Copse
- Retention of other mature trees and hedgerows wherever possible
- Retention and enhancing of boundary trees and landscape buffers
- Protecting trees from the impact of development

and on the AL14 site:

- Retain all valuable trees and reinforce the tree landscape buffers to the A308(M) and the M4 and along all site boundaries

6.7.16 Tree surveys and related assessments and plans to the standards defined in the Local Plan Policy NR3 will be very important in applying these principles and requirements in practice, including in particular in relation to the golf course part of the AL13 site and the consideration of the value of 'The Clump' on the Triangle site. Similarly, every opportunity should be taken to deliver significant new tree planting in the area.

Other Issues

6.7.17 There are a wide range of other environmental issues that will need to be considered as part of bringing forward development proposals for the area. The Borough Local Plan, including both the site-specific requirements in the Proformas in Appendix C of Plan (and Appendix 3 of this SPD), together with the wider suite of policies in the Plan provide set out what is expected in relation to those issues. Some of those key issues are highlighted below:

Food Production

6.7.18 Food production should be incorporated into the green infrastructure network to enable a significant proportion of new residents the opportunity to participate in or benefit from on-site food production in the residential development. This could take various forms including:

- Allotments
- Micro allotments – smaller scale plots for those wanting more limited growing space
- Community gardens and/or orchards
- The incorporation into gardens of pre-prepared growing space

Flood Risk

6.7.19 There are areas of flood risk on both the AL13 and AL14 sites and development proposals for both sites will need to be accompanied by a robust Flood Risk Assessment.

6.7.20 There is particularly significant flood risk on the AL14 site which will affect the extent of the developable area, and the Local Plan proforma for the site highlights issues of surface water flooding and risk to groundwater that will need to be addressed. The watercourse "The Cut" also runs along the northern part of the site and the site is also crossed by Chawbridge Bourne at its western end. If practicable and appropriate, an undeveloped 8 metre buffer should be provided on both sides of these watercourses to provide access for maintenance and maintain a wildlife corridor.

- 6.7.21 In relation to the AL14 site, although employment uses are classified as a “less vulnerable use” and the Government’s planning practice guidance indicates that less vulnerable uses are appropriate in zones 1, 2 and 3a (but not 3b), the Council’s Sequential and Exceptions Test report¹¹ prepared as evidence to support the Borough Local Plan, sets out a range of key considerations for the Flood Risk Assessment (FRA) including ensuring floodplain storage capacity and safe evacuation of the site. Only once the FRA has been concluded can the developable area of the site (from a flood risk perspective) be confirmed.
- 6.7.22 Policy NR1 of the Local Plan provides more detailed requirements in relation to managing flood risk and waterways.

Scheduled Ancient Monument

- 6.7.23 There is a scheduled ancient monument on the northern edge of the AL14 site. Development proposals will need to ensure that they conserve and enhance the scheduled ancient monument and its setting, having particular regard to the ‘wet’ nature of the site. To ensure this, a setting study will need to be undertaken.

Environmental Protection

- 6.7.24 There are a number of potential pollution concerns that will need to be addressed by development proposals. These include:
- Noise and air pollution from existing nearby sources of pollution such as the A404(M) and the A308(M) and its impact on new residents
 - Potential pollution generated by the new development, including its implications for the nearby Town Centre Air Quality Management Area
 - Potential impact on environmental quality during the construction phase.
- 6.7.25 The Environmental Protection chapter of the Borough Local Plan (Policies EP1 - EP5) puts in place strong policy safeguards to ensure that development proposals address these and other environmental protection issues.

¹¹ [2019 ‘Sequential and Exception Test’ document](#)

7 Infrastructure Delivery

7.1 Infrastructure Delivery Principles and Approach

Infrastructure Delivery Principle

That development in South West Maidenhead should fully mitigate its impacts in terms of necessary infrastructure provision. This should be reflected in the cumulative level of funds provided through Community Infrastructure Levy and section 106 agreements from development from the AL13 and AL14 sites, taking account of other funding sources where it is appropriate to do so.

BLP links: QP1b (5a, c), AL13 (various), AL14 (various), IF1

Other Links: Corporate Plan, Community Infrastructure Levy Charging Schedule

- 7.1.1 It is essential that the impact of new development at South West Maidenhead is fully mitigated, in terms of the provision of the required new or improved supporting physical and community infrastructure. There is a range of infrastructure required to deliver a successful place and this is highlighted in the Local Plan and in this SPD. This section focuses on the “hard” physical infrastructure of a strategic nature, much of which is provided “off-site”, to consider how this can be delivered collectively, having regard to the fact that there are a number of different landowners/developers who will deliver development in the area.
- 7.1.2 Whilst some other potential sources of funding have been identified, it is expected that most of the new infrastructure needed to support development at South West Maidenhead will be funded by the planned development, through Community Infrastructure Levy (CIL) payments and section 106 (S106) contributions.
- 7.1.3 Given the scale of the planned development, the number of different landowners and developers involved, and the length of the likely delivery period, the Council will be adopting a precautionary approach in securing developer contributions towards necessary supporting infrastructure. Whilst at this stage in the planning process the Council has undertaken some preliminary design work for junction improvements, looked at recent comparable costs for infrastructure delivery elsewhere, and used a range of other techniques to arrive at reasonable cost estimates for the required new infrastructure, it is inevitable that these costs will change, as further design work is completed, and delivery constraints more fully understood.
- 7.1.4 Accordingly, in setting out the costs for the necessary supporting infrastructure, the Council needs to factor in contingencies into the costs. Where there is a preliminary design a cost estimate has been worked up including optimism bias. However, other estimates are not based on costed schemes. As such, at this stage a 10% risk allowance is included across all the different elements of the infrastructure package to reflect the level of uncertainty at this stage in the infrastructure planning process. The Council will keep the costs and allowances for risk under review.

- 7.1.5 In negotiating S.106 financial contributions, the Council will seek to minimise any risk that the overall receipt from S.106 contributions, CIL and other identified funding sources is insufficient to deliver the required supporting infrastructure in full. The Council will also seek to ensure that those landowners and developers that are last to bring forward planning applications on their land are not left with a disproportionately high CIL/ S.106 burden - by including appropriate contingency and risk allowances as outlined above in the cost estimates for the required infrastructure and by reviewing the costs and delivery of infrastructure as the overall scheme is progressed.

Infrastructure Delivery Approach

That the following sequential steps be taken to considering the funding of infrastructure required as a result of the South West Maidenhead development:

1. To assess infrastructure needs and costs
2. To consider other funding sources, where it would not be appropriate for South West Maidenhead development to fully fund an element of the infrastructure requirement in its entirety
3. To consider potential CIL receipts from the AL13 site
4. Any remaining funding gap to be funded from section 106 contributions from the AL13 and AL14 sites, having regard to the more limited range of infrastructure impacts arising from the AL14 site

That the overall aim is to ensure an equitable distribution of infrastructure costs across the different development interests in the South West Maidenhead area

That this assessment is updated as and when required to inform negotiations on section 106 agreements.

BLP links: QP1b(5a, c), AL13 (various), AL14 (various), IF1

Other Links: Corporate Plan, Community Infrastructure Levy Charging Schedule

Step 1 Infrastructure Needs and Costs

- 7.1.6 As part of the preparation of the Borough Local Plan, an Infrastructure Delivery Plan was prepared setting out the infrastructure required to support the growth set out in the Plan. This included a consideration of the infrastructure requirements for the South West Maidenhead area and in particular the specific site allocations in the Plan (sites AL13, AL14 and AL15), some of which were subsequently reflected in the site-specific requirements in the proformas at Appendix C of the Local Plan.
- 7.1.7 This assessment has formed the basis for considering the infrastructure requirements in this SPD. However, further work has also been undertaken to

understand the infrastructure requirements for the development of the area and the potential timing of delivery. This work has included:

- Additional traffic modelling and work to determine the nature of required off-site junction improvements, and their costs
- Consideration of the Harvest Hill Road corridor from a highways and urban design perspective, including costing work on the potential segregated walking/cycling route
- Further consideration of walking, cycling and public transport provision in the context of emerging strategies
- Further consideration of potential locations for the school site and the broad timing of when the schools may be required
- Discussions with health providers about the need for a health facility on site

7.1.8 As a result of the original and further work an infrastructure delivery schedule has been prepared for the South West Maidenhead area (see Appendix 2). This includes an indication of the potential costs of the different elements of infrastructure. Over time, these costs will be refined as more information becomes available, and this table, and its implications for development contributions will be updated. Any updates will be provided on the Council's website to inform any ongoing discussions with developers.

7.1.9 In summary a range of infrastructure requirements that need to be funded by financial contributions have been identified arising from development in the South West Maidenhead area. These include:

- Strategic network highway junction improvements
- Local network highway junction improvements
- Improvements to walking and cycling infrastructure
- Improvements to public transport provision
- Provision of a new secondary school and primary school
- Community and health provision

In addition, there will be a range of other primarily on-site infrastructure that will need to be provided by developers such as vehicular accesses, open space and green infrastructure, transport infrastructure provision internal to the site, etc.

7.1.10 In broad terms the wider infrastructure needs related to the site amount to around £100m - £110m (excluding land costs – see below). This is broadly split as set out in Table 2.

Table 2 - Indicative Infrastructure Costs (excluding land costs)

Type of Infrastructure	Indicative cost	Indicative Cost + 10% risk allowance
Strategic Highway Junction	£10.0m	£11.0m
Local Highway Junctions	£19.4m	£21.3m
Walking and Cycling	£11.2m	£12.3m
Public Transport	£1.7m	£1.9m
Schools	£51.5m	£56.7m
Community and Health	£6.2m	£6.8m
Total	£100.0m	£110.0m

Given the uncertainties with estimating costs, including land costs (see below), an additional 10% is included in the costs and shown in Table 2.

- 7.1.11 In identifying the infrastructure requirements of the area we have taken a proportionate approach in identifying how different infrastructure should be funded. We have also, however, aimed to keep the approach relatively simple to ensure that the key infrastructure requirements are fully addressed. This is in the interests of clarity and certainty. Smaller contributions could have been identified towards other infrastructure provision and detailed arguments could be made one way or another about proportions of impact, but this would not assist in delivering a comprehensive approach to development where the key impacts are addressed.
- 7.1.12 In addition, in considering the cost of providing community facilities including the schools, it is considered appropriate and equitable to include an appropriate cost for the land in the overall cost of the infrastructure. This SPD indicates that the main community uses, notably the schools and the local centre incorporating health and community facilities, should be located on the land north of Harvest Hill Road where there is a single ownership. This is meeting the needs for community facilities not just on land north of Harvest Hill Road but also the residential development south of Harvest Hill Road. The cost of providing those community facilities is both the build cost and the cost of the land.
- 7.1.13 Without some allowance in the infrastructure costs for the cost of the land, the developer of land to the north of Harvest Hill Road would be funding the full land costs for the various community facilities, which would not be equitable. As such some value needs to be attached to the land, as a means of ensuring an equitable distribution of costs. As this land cost is potentially a complex one to determine for which the Council is likely to need to take further advice, at this point in time no allowance is included in the infrastructure cost for land costs but will be included in the final version of this SPD. **We welcome views as part of this consultation on the best approach to determining the appropriate cost of the land.**
- 7.1.14 It is open to the different landowner/developer interests of the residential development to reach an equalisation agreement between themselves on this issue, but in the absence of any agreement, there is a role for this SPD in relation both to

this land value issue and the wider distribution of infrastructure costs across the different development parcels in the area to seek to ensure an equitable distribution of costs. This will help to ensure that the full infrastructure package required to mitigate the impacts of this development is delivered.

Step 2 Other Funding Sources

7.1.15 Most of the infrastructure identified above is required in its entirety to mitigate the impact of the development in the South West Maidenhead area. However, in relation to the provision of the secondary school, the health facility, and junction improvement on the strategic highway network (J8/9), it is recognised that the provision of that infrastructure is related not just to South West Maidenhead growth but to the needs from a wider area. As such only a proportion of those costs should be funded by the South West Maidenhead development, with the remaining funding coming from other sources outside of South West Maidenhead development.

7.1.16 It is assumed that a proportion of the following schemes are funded by other sources as follows:

- Secondary school – 50% funded by other sources
- Health Facility – 60% funded by other sources
- M4 Junction 8/9 – there would be a maximum £3m contribution from South West Maidenhead development with the remainder funded by the Government

Broadly, those other funding sources would need to fund about £25.5m - £28.0m of the total £100.0m - £110.0m of infrastructure costs.

Step 3 Potential Community Infrastructure Levy (CIL) receipts

7.1.17 The level of CIL that is chargeable and the types of development that can be charged are set out in the Council's CIL Charging Schedule¹². CIL is chargeable on the housing development on the AL13 site¹³ but is not chargeable on the industrial and warehousing development on the AL14 site. Based on approximate level of development anticipated on the AL13 site of 2,600 homes, assuming a broad mix of 50% housing, 50% flats, and applying an indicative dwelling size for different dwelling types, it is estimated that the housing development will generate about £40-42m in CIL.

¹² <https://www.rbwm.gov.uk/home/planning/planning-policy/community-infrastructure-levy/cil-charging-schedule>

¹³ The current rate is £295.11 per square metre of residential development. This is index linked so changes each year.

Step 4 Addressing the Funding Gap

7.1.18 Taking account of the other funding sources and potential CIL receipts¹⁴, as it stands the funding picture is as set out in Table 3:

Table 3: Determining the Funding Gap

	Based on indicative costs only	Based on indicative costs + 10% risk allowance
Total Infrastructure Cost (excluding land cost)	£100.0m	£110.0m
Less		
Other funding sources	£25.5m	£28.0m
Less		
Estimated CIL receipts	£41.0m	£41.0m
Equals		
Funding Gap	£33.5m	£41.0m

7.1.19 There is therefore an approximate £33.5m - £41.0m + land costs funding gap at present. This will need to be made up by additional section 106 contributions from development.

The Triangle Site (AL14) contributions

7.1.20 Some of the impact of development in the South West Maidenhead area will be caused by the industrial and warehousing development on the Triangle Site (AL14). Section 106 contributions will be expected to address that impact. Section 6 explains the options considered in relation to sustainable walk/cycle links from the site to the wider area and the preferred option.

7.1.21 As such it is considered that contributions are required for the following:

- Sustainable off-site measures to enable pedestrians and cyclists to reach the site
- A contribution towards improvements for walking and cycling to the town centre/wider walking/cycling connectivity including to the AL13 site
- A contribution towards public transport provision in the area
- A contribution to some junction improvements

7.1.22 In relation to walking and cycling improvements a package of measures has been identified. As of today, contributions to the following would be expected to be the following amounts:

¹⁴ Using £41m as the mid-point of the £40m - £42m range

- Improvements in the vicinity of the site/Braywick Road roundabout - £2.6M
- Contribution to the cost of improvements to walking/cycling to the town centre/wider connectivity including to the AL13 site = £2.5m

7.1.23 In relation to the impact of the development on the highway network, development of the site will have the most impact on the Braywick Roundabout and Junction 8/9 of the M4. A proportionate approach between the impact of the Triangle site and the AL13 housing site should be taken to the contribution of the Triangle site to the cost of those improvements. Table 4 below sets out the peak hour traffic generation of the two sites on the Braywick Roundabout

Table 4 Braywick Roundabout traffic data

Site	AM	PM	Total
AL13	405	768	1,173 (55.3%)
AL14	506	444	950 (45.7%)
Total of both developments	911	1,212	2,123

This indicates that around 45% of the additional traffic from the two main South West Maidenhead development sites is generated by the AL14 site. Based on this proportion and the indicative cost to the South West Maidenhead development of the improvements at Braywick Roundabout and M4 Junction 8/9, a formula has been developed to calculate the contribution towards these two junction improvements which will vary depending on the level and type of employment use provided on the site as follows:

- B2 Industrial development – £6,788 per 100 square metres
- B8 Warehousing – £1,687 per 100 square metres.

Based on an indicative 80,000sq.m development, with 60,000sq.m as B2 industrial and 20,000sq.m B8 warehousing, this would result in a contribution to junction improvements of £4.4m.

7.1.24 It is important that the site is also well served by public transport and as such the site should also contribute towards public transport provision. The level set out below in Table 5 assumes 45% of the total public transport package for South West Maidenhead is funded by the AL14 site.

7.1.25 Based on current day information the total contribution from the Triangle site is summarised in Table 5 below.

Table 5 Section 106 contributions from the AL14 Triangle Site

Nature of Infrastructure mitigation	Indicative Cost	Indicative cost + 10% risk
Walking, cycling provision	£5.1m	£5.6m
Public Transport improvements	£0.8m	£0.9m
Junction improvements	£4.4m	£4.8m
Total	£10.3m	£11.3m

The final level of contribution in relation to the junction improvements and public transport will depend on the land use mix of the proposed development on the Triangle site.

The Housing Site (AL13)

7.1.26 The contribution from the Triangle site reduces the total funding gap to about £24m – see Table 6 below.

Table 6 Remaining Funding Gap

	Based on indicative costs only	Based on indicative costs + 10% risk allowance
Funding Gap	£33.5m	£41.0m
Less		
Contribution from Triangle Site	£10.3m	£11.3m
Equals		
Remaining Funding Gap	£23.2m	£29.7m

This should be funded by additional section 106 contributions from the housing site (AL13). As it stands, this is in the region of £23.2m-£29.7m plus land costs. This amounts to around £8.9k-£11.4k per dwelling plus land costs which are still to be determined, including how they are factored into the S106 contributions.

7.1.27 In terms of the approach to distributing the remaining funding gap across the different landowner/developer interests on the AL13 site, there are three potential options:

1. A per dwelling unit contribution
2. A contribution based on the type of dwelling unit (eg 1 bed flat, 3 bed house etc)
3. A contribution based on the square metres of floorspace in the development

It is considered that a contribution based on the square metres of development would be the most equitable way of distributing the contributions across different developers/landowner interests across the site. This could be calculated based on a 2,600 dwelling development on the AL13 site, assuming a broad half and half split of houses and flats, and apply recognised square metre areas for different house types

and sizes to arrive at total square metre area for the site and hence a cost per square metre. As a guide, based on the funding gap for the residential development, this amounts to around £114 - £146 per square metre S106 contribution. This would apply to all types of residential development. **However, as part of the consultation on this draft SPD we would welcome your views on these different potential approaches.**

- 7.1.28 The figures set out above provide an indication of the level of additional S106 contributions required. This will need to be kept under review in the light of changing costs and the level of contributions received and committed. However, following through the precautionary approach, any S106 contributions at present should be based on the higher end of the range figures quoted.

Planning Reform

- 7.1.29 The recently published Levelling-Up and Regeneration Bill proposes the replacement of the current development contributions system based on the Community Infrastructure Levy and section 106 agreements with a new Infrastructure Levy, based on property values. However, the Bill is at the beginning of its progress through Parliament and there will be further secondary legislation to accompany the new system.
- 7.1.30 As such there is no clarity on when the new system will come into force and what transitional arrangements will apply. Given that it is anticipated that planning applications are likely to come forward for parts of the South West Maidenhead area before the new system comes into force, this guidance has been prepared on the basis of the current CIL and section 106 system. Clearly, there may need to be updates to the guidance in due course to reflect the changing system.

7.2 Timing and Phasing

Infrastructure Delivery Timing

That infrastructure should be delivered in a timely manner, in tandem with development, to ensure that the impact of development is addressed at the right time.

In relation to the provision of infrastructure to support sustainable modes of travel, the focus should be the introduction of provision early in the development/relevant phase of development to ensure sustainable travel habits are embedded early on.

BLP links: QP1b (5a, c), IF1
Other Links: Corporate Plan

- 7.2.1 The precise timing of the delivery of infrastructure will be determined by the individual planning applications and the related overall delivery timetable for the

housing and employment development. However, the following elements of infrastructure are priorities for early delivery:

- Harvest Hill Road walking/cycling route
- Braywick Road pedestrian/cycle crossing to the leisure centre
- Braywick Road roundabout
- Holyport Road A308 improvement
- Public transport measures
- Sustainable travel measures related to the AL14 site

7.2.2 It is anticipated that the secondary school will not be required until towards the end of the Local Plan period, but the primary school will be required earlier but may be built in more than one phase.

7.2.3 Further consideration will need to be given to the timing of the provision of the local centre and the associated community facilities, relative to the timing of residential development and key infrastructure. However, as a principle, the early delivery of the local centre will further assist with new residents using local facilities rather than travelling further afield and help to establish early on the heart of the new neighbourhood. There will also need to be coordination in relation to the timing of the health hub, having regard to the generation of new demand from the residential development.

7.3 Viability

Viability

The starting point for considering the viability of development in the area is the viability assessment work that informed the Borough Local Plan. In line with the National Planning Policy Framework (NPPF) and the Planning Practice Guidance (PPG), it is up to the applicant to demonstrate whether particular circumstances justify the need for a viability assessment at the application stage.

BLP links: IF1

7.3.1 Viability assessments to inform the preparation and examination of the Local Plan were undertaken in 2017 with an update in 2019. The 2019 update in particular undertook an assessment of the AL13 housing site based on 2,600 dwellings. It included allowances for CIL and also £32m of section 106 contributions. This level of contributions is broadly in line with the contribution levels for the AL13 housing site identified in this SPD.

7.3.2 In relation to employment, the 2017 Viability assessment included a generic assessment of large industrial development on a greenfield site and this showed good viability against benchmark land values.

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Appendix 1 Table Illustrating Link Between the Visions, “High Level” Development Principles, BLP Proforma Requirements, and SPD Principles

SWMPA Vision	Policy QP1b Principles and Requirements	Site Proforma Requirements (see also Appendix 3)	SPD References
<p>The provision of infrastructure and other functions will contribute in a number of ways to a more sustainable, more distinctive and more desirable part of town.</p>	<p>b. Creation of a distinctive, sustainable, high quality new development which provides a strong and identifiable gateway into Maidenhead from the south;</p>	<p>AL13 - 1, 11 AL14 - 1, 2, 4, 16, 17, 19, 20, 21, 27 AL15 - 3</p>	<p>Sections 6.2 – 6.3</p>
	<p>c. Provision of the necessary social and physical infrastructure ahead of or in tandem with the development that it supports in order to address the impacts of the new development and to meet the needs of the new residents.</p>	<p>AL13 - 3, 5, 6, 15 AL14 - 9, 31, 32 AL15 - 3</p>	<p>Sections 6.3 – 6.6 Section 7.1 – 7.2</p>
<p>New and existing communities alike will live a greener existence among a flourishing network of green streets and spaces which will accommodate biodiversity and people harmoniously.</p>	<p>d. Development that provides for a balanced and inclusive community and delivers a range of sizes, types and tenures, including affordable housing, in</p>	<p>AL13 - 1, 13, 14, AL14 - AL15 -</p>	<p>Section 6.5</p>

	accordance with other policies in the Plan.		
The choice to live in South West Maidenhead will be a choice to live more sustainably and with this will come the opportunity to live better, more sociable, more connected, and healthier lives.	e. Provision of measures to minimise the need to travel and maximise non-car transport modes, including provision of a multi-functioning green link to create a continuous north-south corridor through the whole SWMSA.	AL13 – 1, 3, 15, 16, 17 AL14 – 5, 6, 7, 8, 10, 28 AL15 – 1, 2, 4, 5	Sections 6.3 and 6.5
	f. Enhancement of existing and provision of new vehicular and non-vehicular connections to and across the SWMSA.	AL13 - 3, 15, 16, 17 AL14 - 5, 8, 11 AL15 - 1, 2, 4, 5	Sections 6.3 and 6.5
Retaining the existing trees and landscape buffers along the strategic road corridors at the southern end of the SWMPA will maintain the sense of leafy enclosure and new residents will benefit from improved access to and integration with the significant green spaces of Ockwells Park and Braywick Park as well as new and improved blue infrastructure.	g. A strategic green infrastructure framework and network of green spaces to meet strategic and local requirements, including retention of existing green spaces and edges where possible and provision of new public open space in accordance with the Council’s standards.	AL13 - 2, 4, 7, 9, 15 AL14 - 12, 13, 14, 15, 26 AL15 - 6, 8, 9, 10	Sections 6.3 and 6.7
	h. Delivery of a net gain in biodiversity across the area that	AL13 - 2, 4, 7, 8 AL14 - 13, 25	Section 6.7

<p>New and existing communities alike will live a greener existence among a flourishing network of green streets and spaces which will accommodate biodiversity and people harmoniously.</p>	<p>reflects its existing nature conservation interest.</p>	<p>AL15 - 7, 8</p>	
<p>In 2019 the Council committed the Royal Borough of Windsor and Maidenhead to become carbon neutral by 2050. This challenging commitment will require a proactive approach by many parties, including the residents of Maidenhead. As new communities become established, more sustainable patterns of living will become enshrined to enable new residents to instinctively choose to reduce their environmental impact. The choice to live in South West Maidenhead will be a choice to live more sustainably and with this will come the opportunity to live better, more sociable, more connected, and healthier lives.</p>	<p>i. Measures to reduce climate change and environmental impacts including suitable approaches to sustainable energy, recycling and construction.</p>	<p>AL13 - 5, 10, 19, 20 AL14 - 18, 22, 23, 24 AL15 - 11</p>	<p>Sections 6.3, 6.6 and 6.7</p>

Appendix 2 Infrastructure Delivery Schedule

This table sets out the main strategic/off-site elements of the infrastructure requirements and estimates of costs. As explained in section 7.1 of this SPD, these are draft estimates and will be kept under review and are based on a range of different approaches to estimating costs. The costs exclude land costs at this stage, but these will be included in the final version of the SPD, once further work has been undertaken.

Infrastructure requirement	Estimated cost	Funding Sources	Indicative proportion from other funding sources	Potential amount to be funded from other sources	Delivery by whom	Comments
Strategic Junction improvements						
M4 Junction 8/9	£10.0m	CIL S106 Government funding	n/a	£7.0m	National Highways	Cost based on preliminary estimate. Inclusion in schedule subject to further information from National Highways. Local contribution to the scheme assumed to be a maximum of £3m
Sub Total	£10.0m			£7.0m		
Other Junction Improvements						
Braywick Road roundabout	£8.9m	CIL S106	0%	£0	RBWM	Based on costed preliminary scheme design.
Norreys Drive/ Shoppenhangers Rd	£4.0m	CIL S106	0%	£0	RBWM	Based on costed preliminary scheme design.
Thicket Roundabout (A404M/A4)	£3.0m	CIL S106	0%	£0	RBWM (in consultation with National Highways)	Based on costed preliminary scheme design.
Holyport Road	£0.5m	CIL S106	0%	£0	RBWM	Based on costed preliminary scheme design.
Braywick Road/Harvest Hill Road junction	£3.0m	CIL S106	0%	£0	RBWM	Preliminary estimate

Draft South West Maidenhead Development Framework Supplementary Planning Document for consultation (July 2022)

Infrastructure requirement	Estimated cost	Funding Sources	Indicative proportion from other funding sources	Potential amount to be funded from other sources	Delivery by whom	Comments
Sub Total	£19.4m			£0		
Sustainable Travel – Walking/Cycling						
Harvest Hill Road walking/cycling route	£5.0m	CIL S106	0%	£0	RBWM or CALA Homes	Based on costed preliminary scheme design.
New crossing of Braywick Road to Leisure Centre	£0.3m	CIL S106	0%	£0	RBWM	Preliminary estimate
Improved connections to Ockwells Park	£0.8m	CIL S106	0%	£0	RBWM	Preliminary estimate based on bridge refurbishment comparables and improvements to the approaches
Sustainable walk/cycle connections to Triangle site	£5.1m	CIL S106	0%	£0	RBWM	Cost based on preliminary scheme design and benchmark costs
Sub Total	£11.2m			£0m		
Sustainable Travel – Public Transport						
Public transport measures	£1.7m	CIL S106	0%	£0	RBWM/Bus operators	Based on cost estimates for the measures identified in this report
Sub Total	£1.7m			£0m		
Schools						
Secondary school	£32.7m	CIL S106 Government funding	50%	£16.4m	RBWM/CALA Homes	Cost estimated provided by Achieving for Children – based on 7 form entry school
Primary School	£18.8m	CIL S106	0%	£0	RBWM/CALA Homes	Cost estimate provided by Achieving for Children – based on 4 form entry school + nursery
Sub Total	£51.5m			£16.4m		

Draft South West Maidenhead Development Framework Supplementary Planning Document for consultation (July 2022)

Infrastructure requirement	Estimated cost	Funding Sources	Indicative proportion from other funding sources	Potential amount to be funded from other sources	Delivery by whom	Comments
Community facilities						
Community building/facility	£2.7m	CIL S106	0	£0	RBWM/CALA Homes	Based on 900 sq m building + land cost
Health facility	£3.5m	CIL S106 Government/ NHS	60%	£2.1m	NHS/RBWM/ CALA Homes	Based on 1,000 sq m building + land cost
Sub Total	£6.2m			£2.1m		
Overall Total	£100.0m			£25.5m		

Appendix 3 Borough Local Plan Policy QP1b and Site Proformas for Sites AL13, AL14 and AL15

6

Quality of Place

6.7 Policy QP1b South West Maidenhead Strategic Placemaking Area

Policy QP 1b

QP1b South West Maidenhead strategic placemaking area

1. The South West Maidenhead Strategic Area (SWMSA), as defined on the Policies Map, is the focus for a significant proportion of the Borough's housing, employment and leisure growth during the Plan period and should be delivered as a high quality, well-connected, sustainable development in accordance with the key principles and requirements set out below and in accordance with other relevant policies in the Development Plan.
2. The SWMSA comprises the following allocated sites:

Ref	Site	Use
AL13	Desborough, Harvest Hill Road, South West Maidenhead	Approximately 2,600 homes plus new local centre
AL14	The Triangle site (land south of the A308(M), west of Ascot Road and north of the M4)	Strategic employment site for new general industrial and warehousing floorspace
AL15	Braywick Park, Maidenhead	Mixed use strategic green infrastructure space accommodating indoor and outdoor sports facilities, public park, special needs school and wildlife zone

Table 5 Allocated sites in South West Maidenhead strategic placemaking area

The above allocations are identified on the Policies Map. Detailed site specific requirements for each site are set out in Appendix C and form part of this policy.

3. To ensure that development in the SWMSA as a whole comes forward in a strategic and comprehensive manner, planning applications on individual land parcels should accord with the principles and requirements set out in the Development Framework Supplementary Planning Document (SPD), incorporating a masterplan and approach to the approval of design codes; phasing of development and infrastructure delivery for the SWMSA as a whole.
4. The Development Framework SPD will be produced by the Council in partnership with the developers, landowners, key stakeholders and in consultation with the local community.

Quality of Place

6.7 Policy QP1b South West Maidenhead Strategic Placemaking Area

Policy QP 1b

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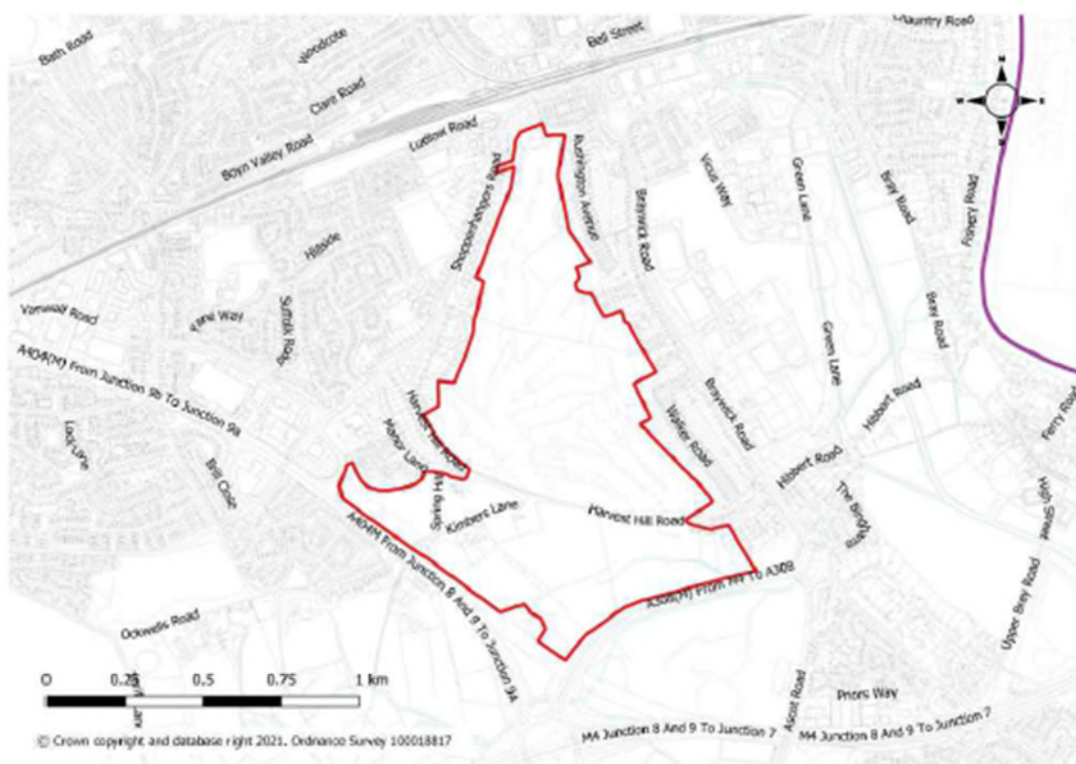
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4. The Development Framework SPD will be produced by the Council in partnership with the developers, landowners, key stakeholders and in consultation with the local community.

5. The design and delivery of development within the SWMSA should adhere to the following key principles and requirements:
 - a. A coordinated and comprehensive approach to development of the Area to avoid piecemeal or ad-hoc development proposals;
 - b. Creation of a distinctive, sustainable, high quality new development which provides a strong and identifiable gateway into Maidenhead from the south;
 - c. Provision of the necessary social and physical infrastructure ahead of or in tandem with the development that it supports in order to address the impacts of the new development and to meet the needs of the new residents.
 - d. Development that provides for a balanced and inclusive community and delivers a range of sizes, types and tenures, including affordable housing, in accordance with other policies in the Plan.
 - e. Provision of measures to minimise the needs to travel and maximise non-car transport modes, including provision of a multi-functioning green link to create a continuous north-south corridor through the whole SWMSA.
 - f. Enhancement of existing and provision of new vehicular and non-vehicular connections to and across the SWMSA,
 - g. A strategic green infrastructure framework and network of green spaces to meet strategic and local requirements, including retention of existing green spaces and edges where possible and provision of new public open space in accordance with the Council's standards.
 - h. Delivery of a net gain in biodiversity across the area that reflects its existing nature conservation interest.
 - i. Measures to reduce climate change and environmental impacts including suitable approaches to sustainable energy, recycling and construction.

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Site Allocation Proformas

AL13: Desborough, Harvest Hill Road, South West Maidenhead



Allocation	<ul style="list-style-type: none"> Approximately 2600 residential units. Educational facilities including primary and secondary schools. Strategic public open space, formal play and playing pitch provision. Multi-functional community hub including retail as part of a Local Centre
Site Area	<ul style="list-style-type: none"> 89.93 ha
<p>Site Specific Requirements</p> <p>Development of the site will be required to:</p> <p>In addition to the requirements set out in other policies in this plan, particularly those in Policy QP1b: Placemaking Principles for South West Maidenhead Strategic Area, the development of the site will be required to:</p> <ol style="list-style-type: none"> Create two new distinct neighbourhoods, each forming a clear sense of place and sustainable function: <ol style="list-style-type: none"> The northern neighbourhood will be orientated towards the town centre making the most of proximity to the railway station and town centre facilities. Here, building heights, densities and typologies will reflect those in the town centre and will promote patterns of living which reduce reliance on the car Residential development in the southern neighbourhood will be focused around a new local centre on or near to Harvest Hill Road, where services and facilities are concentrated and housing densities and building heights of 4 to 6 storeys reflect the area's accessibility and contribute to its vibrancy. Residential areas will reduce in density away from the Local Centre, allowing for the provision of family homes with gardens whilst retaining a high quality network of connections 	

Site Allocation Proformas

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2. Create a dense and high quality green and blue infrastructure network across the site capable of supporting biodiversity, recreation, food production and leisure functions
3. Provide a highly connected green spine running from the northern edge near the railway station through the northern neighbourhood, the central green space, the southern neighbourhood, the Local Centre and south towards the employment site. The spine will carry the main sustainable public transport, biodiversity and green infrastructure networks and be intensively connected with the rest of the site. It will not carry cars or other private means of vehicular transport
4. Provide a central green area combining existing ecological assets and new publicly accessible spaces, retaining the existing public right of way across the golf course and including measures to enhance biodiversity, will create a distinction between the northern and southern neighbourhoods
5. Provide a range of services and facilities within the Local Centre including local convenience retail, leisure, community facilities, including space for police, health, and local recycling
6. Provide a seven forms of entry secondary school and a 4 forms of entry primary school, as well as necessary nursery and early years provision. The schools should be co-located on a shared site totalling a minimum of 9.2 ha within or in close proximity to the Local Centre. These facilities should be capable of dual use as community facilities
7. Retain Rushington Copse, together with other mature trees and hedgerows where possible, and include mitigation measures, including buffer zones where necessary, to protect trees from the impacts of development
8. Safeguard protected species and conserve and enhance the biodiversity of the area in addition to providing net biodiversity gain across the site and adjoining open spaces within the South West Maidenhead Strategic Area (SWMSA) as a whole
9. Retain and reinforce the tree landscape buffers to the A404(M) and A308(M) and along all of the site boundaries to maintain the sense of a leafy enclosure and setting to the development
10. Provide appropriate mitigation measures to address the impacts of noise and air quality in order to protect residential amenity
11. Retain long distance views to and within the site, with particular regard to the impact of tall buildings on existing long distance views and the amenity of existing properties surrounding the sites
12. Conserve and enhance the setting of the nearby Scheduled Ancient Monument to the south of the A308(M) at Moor Farm, Holyport
13. Provide 30% affordable housing in each planning application containing residential development
14. Provide 5% of market housing units as custom and self build plots (fully serviced)
15. Enhance access to and within the site in accordance with Policy QP1b: Placemaking Principles for South West Maidenhead Strategic Area, including
 - a. Strengthening east west connections across the site
 - b. An access to the north of the site from the existing Golf Course access on Shoppenhangers Road
 - c. The exploration of a new vehicular link between Shoppenhangers Road and Braywick Road that would provide an additional access into the site and deliver environmental and public realm improvements to the south of the railway station
 - d. The creation of attractive and legible direct links from the northern part of site to the railway station and beyond into the town centre
 - e. Making Harvest Hill Road the main vehicular access into and through the new residential development area. Improvements to its junctions with Shoppenhangers Road and Braywick Road will be required for vehicular traffic and such improvements should make better provision for safe pedestrian and cycle crossings
 - f. Where east-west connections cross existing road corridors, improvements to pedestrian and cycle crossings are required. The design of public realm, landscaping and tree planting around the public right of way which crosses the Golf Course should be used to increase the prominence of the right of way where it meets Shoppenhangers Road and Braywick Road
 - g. A safe, attractive green link between this site and the new leisure facilities and existing open space at Braywick Park should be established and improvements made to the non-vehicular crossing over the A404(M) to improve the attractiveness of the link from the Site to Ockwells open space
 - h. Further discussion is needed, including with Highways England, over the feasibility of a pedestrian and cyclist bridge over the A308(M), and if deliverable, this should create a distinctive landmark on the approach to Maidenhead and facilitate the safe movement of pedestrians and cyclists between the Triangle site and South West Maidenhead. Alternatively, if demonstrated not to be feasible, alternative sustainable access options would need to be explored and implemented that

Site Allocation Proformas

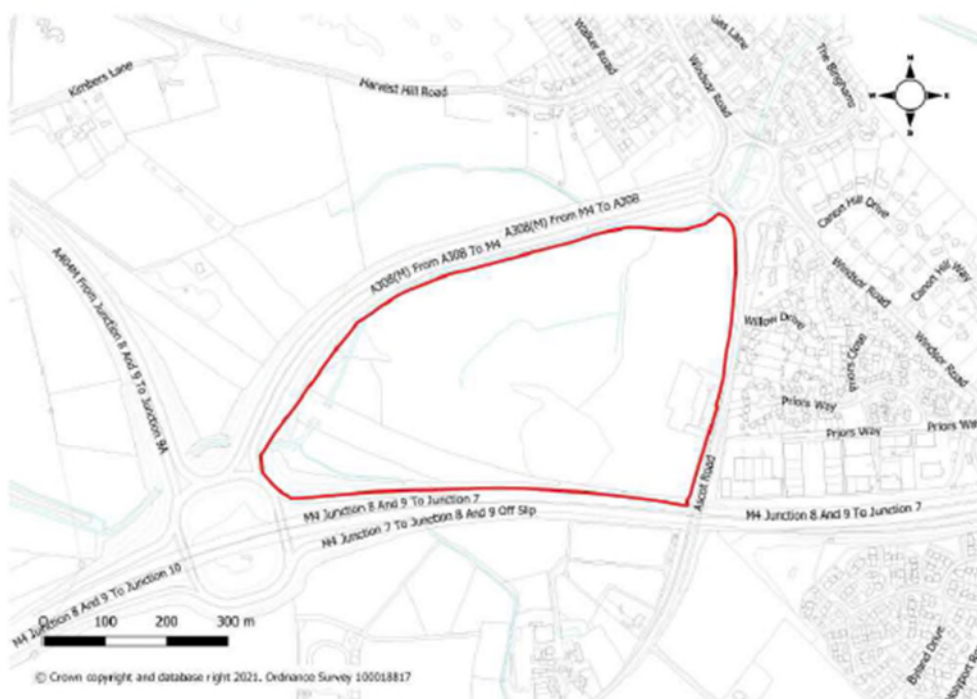
provide comparable benefits for the movement of pedestrians, cyclists and public transport users in the area

- i. Opportunities to create a relationship and access between this site and existing residential areas to the south-east and south-west should be explored to provide access for existing residents to the new development and its facilities and green space
16. Promote sustainable travel and mitigation measures such as improved public transport provision and walking and cycling routes to mitigate the impact of development on the Maidenhead Town Centre Air Quality Management Area (AQMA)
17. Ensure that the development is well-served by public bus routes/demand responsive transport/other innovative public transport solutions, with appropriate provision for new bus stop infrastructure, such that the bus is an attractive alternative to the private car for local journeys
18. Undertake a minerals assessment to assess the viability and practicality of prior extraction of the minerals resource as the site falls within a Minerals Safeguarding Area
19. Consider flood risk as part of a Flood Risk Assessment as the site is partially located within Flood Zone 2 and larger than one hectare
20. Demonstrate the sustainable management of surface water runoff through the use of Sustainable Drainage Systems (SuDS) in line with policy and best practice; any proposed surface water discharge must be limited to greenfield runoff rates.

Site Allocation Proformas

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AL14: The Triangle Site (land south of the A308(M) west of Ascot Road and north of the M4), Maidenhead



Allocation	<ul style="list-style-type: none"> General Industrial/Warehousing uses
Site Area	<ul style="list-style-type: none"> 25.70 ha (Note: not all of the site will be developed for employment purposes due to flood risk and other constraints)
<p>Site Specific Requirements</p> <p>Development of the site will be required to:</p> <ol style="list-style-type: none"> 1. Be considered as a gateway site to the town of Maidenhead and an important highly visible part of a wider South West Maidenhead growth area 2. Facilitate comprehensive development and effective placemaking in the South West Maidenhead Area 3. In line with Policy ED1, provide a suitable and sustainable mix of B2 and B8 uses 4. Explore how best to make efficient use of the site, which may include some E(g)(iii) space above industrial uses 5. Promote sustainable travel and mitigation measures such as improved public transport provision and walking and cycling routes to mitigate the impact of development on the Maidenhead Town Centre Air Quality Management Area (AQMA) 6. Ensure that the development is well-served by public bus routes/demand responsive transport/other innovative public transport solutions, with appropriate provision for new bus stop infrastructure, such that the bus is an attractive alternative to the private car for local journeys, including to railway stations 7. Provide adequate vehicle and cycle parking provision proportionate to and in line with the implemented sustainable transport measures 8. Provide pedestrian and cycle links to Desborough (AL13) with connectivity to the surrounding area and Maidenhead Town Centre 9. Address impacts of vehicle movements on Ascot Road and Braywick Road roundabout 	

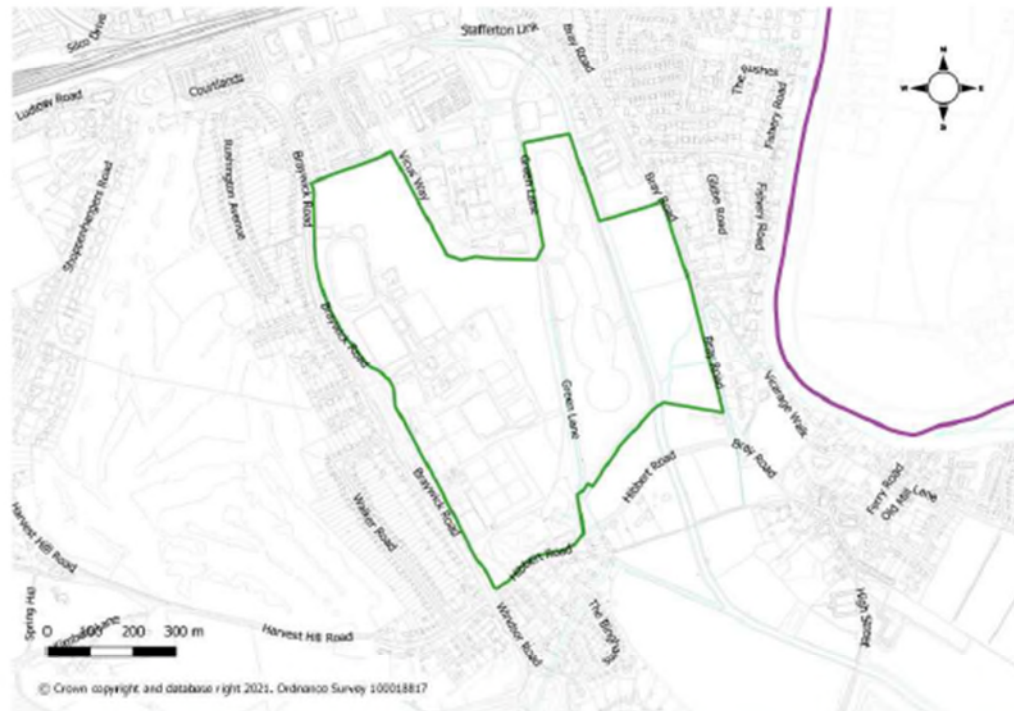
Site Allocation Proformas

10. Further discussion is needed, including with Highways England, over the feasibility of a pedestrian and cyclist bridge over the A308(M), and if deliverable, this should create a distinctive landmark on the approach to Maidenhead and facilitate the safe movement of pedestrians and cyclists between the Triangle site and South West Maidenhead. Alternatively, if demonstrated not to be feasible, alternative sustainable access options would need to be explored and implemented that provide comparable benefits for the movement of pedestrians, cyclists and public transport users in the area
11. Enhance vehicular and non-vehicular access to and within the site in accordance with Policy QP1b: Placemaking Principles for South West Maidenhead Strategic Area
12. Provide high quality green and blue infrastructure across the site at both ground and upper levels. This should include green walls and roofs, sitting out areas for employees and robust and generous provision of landscaping in vehicle parking areas
13. Treat the existing water course on the site in a sensitive way to enhance biodiversity and ecosystem health
14. Retain all valuable trees and reinforce the tree landscape buffers to the A308(M) and M4 and along all of the site boundaries to maintain the sense of a leafy enclosure and setting to the development
15. Strengthen the boundary to the remaining Green Belt to ensure it is defensible and permanent, for example through landscape planting or a tree belt
16. Be of a high quality design that supports the character and function of the surrounding area
17. Be designed sensitively to consider the privacy and amenity of neighbouring residential properties
18. Provide appropriate mitigation measures to address any impacts of the site in terms of noise, pollution and air quality on adjoining residential areas
19. Ensure that building heights and densities reflect those of the surrounding area
20. Consider and retain long distance views to and from the site, particularly the impact of tall buildings on historic views and the amenity of existing properties surrounding the sites
21. Address topographical issues across the site
22. Address fluvial flooding issues, including by avoiding any built development within Flood Zone 3b areas which are located to the north and west of the site. Any development should be supported by a robust Flood Risk Assessment, demonstrating that the development would manage flood risk on site without increasing flood risk elsewhere and taking account of the impacts of climate change
23. Address surface water flooding and potential risks to groundwater
24. Demonstrate the sustainable management of surface water runoff through the use of Sustainable Drainage Systems (SuDS) in line with policy and best practice; any proposed surface water discharge must be limited to greenfield runoff rates
25. Conserve and enhance local biodiversity and local Priority Habitat areas
26. Provide high quality green landscaping surrounding the site
27. Provide a high quality public realm
28. Be supported by an appropriate Travel Plan
29. Retain, conserve and enhance the setting of the nearby the Scheduled Ancient Monument to the south of the A308(M) at Moor Farm, Holyport
30. Provide appropriate Archaeological Assessment
31. Provide strategic waste water drainage infrastructure
32. Connect to/provide all required utilities.

Site Allocation Proformas

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AL15: Braywick Park, Maidenhead



Allocation	<ul style="list-style-type: none"> A mixed use Strategic Green Infrastructure site to serve Maidenhead, providing a sports hub, a public park, a special needs school and multi-use games area, a 'wildlife zone' comprising the Braywick Local Nature Reserve and a Site of Special Scientific Interest. The site will remain in the Green Belt. (Note: planning permission has already been granted for the leisure centre and the special needs school/multi use games centre and these have been either completed/occupied or are under construction.)
Site Area	<ul style="list-style-type: none"> 54.1 ha
<p>Site Specific Requirements</p> <p>Development of the site will be required to:</p> <ol style="list-style-type: none"> Be a highly connected place that provides links to surrounding residential areas, both existing and proposed (including AL13, Desborough), the town centre and improved links between the sports hub to the west and the publicly accessible parts of the nature reserve/Site of Special Scientific Interest (SSSI) to the east Provide cycle and pedestrian links to be north-south (for example to the town centre) and east-west (for example to AL13, Desborough and the nature reserve) Provide a range of sporting facilities (indoor and outdoor) to create a high quality strategic sporting hub for Maidenhead. This will include a leisure centre to replace the Magnet Leisure Centre which is to be decommissioned Encourage links between the new proposed school and sporting facilities at Braywick Park, including the new leisure centre Encourage improved public transport access for users of the site Be a major focus of Borough's green and blue infrastructure network, delivering a wide range of environmental and quality of life benefits 	

Site Allocation Proformas

7. Preserve and enhance biodiversity by avoiding built development next to existing areas of biodiversity value, including the Nature Reserve/SSSI and the cemetery which will prevent noise/light pollution from affecting wildlife in accordance with the objectives of the Bray to Eton Pits and Meadow Biodiversity Opportunity Area
8. Take opportunities for setting pitches in woodland or landscaping, improving planting around buildings and car parks and providing trees and hedgerows along newly created footpaths wherever possible
9. Maintain rural open character of site that is part of the green wedge extending in from the south towards the heart of the town centre
10. Extend, maintain and reinforce the existing soft boundary character along Braywick Road which is comprised of trees and landscaping with intermittent views into the Park
11. Avoid built development in areas subject to flooding and address surface water flooding issues.

Report Title:	St Cloud Way
Contains Confidential or Exempt Information	No - Part I
Cabinet Member:	Councillor David Hilton Cabinet Member for Asset Management & Commercialisation, Finance, & Ascot
Meeting and Date:	Cabinet – 23 rd June 2022
Responsible Officer(s):	Ian Brazier-Dubber – MD of RBWM Property Company
Wards affected:	St Mary's



REPORT SUMMARY

- 1.1 *The Council has entered into a development agreement with Countryside Properties (UK) Ltd ("Countryside") for St Clouds Way, Maidenhead (the "Site"), being land within the freehold ownership of the Council. The Council will grant Countryside a lease of the Site on a phased basis for the purposes of constructing the proposed development. The grant of the lease(s) will be subject to satisfaction of certain conditions, including, inter alia, vacant possession and ensuring the title to the Site is clear of any third-party encumbrances.*
- 1.2 *Countryside has since made a full planning application and received Consent to develop a 434-unit residential scheme, including 87 affordable homes (reference 21/00502/FULL) (the "Scheme"). On 15 December 2021, the Council's Planning Committee resolved to grant planning permission for the Scheme subject to the completion of a section 106 agreement.*
- 1.3 *During the Scheme's evolution, interests have been identified which have the potential to prevent or delay the proposed development. To deliver the Scheme in accordance with the development proposals, it is necessary to interfere with several existing third-party rights across the Site including those with the rights to Light. Affected property owner(s) are being engaged with but it is unlikely that agreement will be reached with those affected.*
- 1.4 *The Council can mitigate any action for infringement of rights using appropriation powers. Given that the development proposals for the Site are now known, the Council is asked to consider whether to appropriate the Site for the planning purposes of facilitating the Scheme contemplated by the planning application. The use of appropriation powers will increase certainty and deliverability of the Scheme whilst affected parties will still be entitled to compensation based on the reduction in value of their property.*
- 1.5 *In November 2018 Cabinet approved the appropriation of a selection of key Council-owned sites (the "November 2018 Resolution") for planning purposes but since that time the Site has continued to be used in part for parking (including public parking). Following the November 2018 Resolution, the Magnet Leisure Centre was closed in autumn 2020 and a replacement facility, the Braywick Centre, has since been opened.*
- 1.6 *Accordingly, this report requests that Cabinet notes the November 2018 Resolution and confirms the resolution as necessary.*

DETAILS OF RECOMMENDATION(S)

2. RECOMMENDATION(S)

2.1. That the Cabinet notes the report and is recommended to:

- i) On the assumption that the November 2018 Resolution did have the effect of appropriating the Site for planning purposes under section 122 of the LGA, that the following matters be noted:
 - a. The reasons why the Site is no longer required for the purposes for which it was held prior to the appropriation (see paragraphs 4.1 to 4.2).
 - b. The planning purposes for which the land was appropriated (see paragraphs 4.1 and 4.2)
 - c. The conclusions reached on the matters set out in paragraphs 5.1, 5.10 and 5.11
- ii) the Executive Director for Resources in consultation with the Managing Director for the RBWM Property Company Limited is delegated authority to confirm the appropriation of the Site and continue negotiation with affected property owners in relation to property rights and in consultation with the Lead Member for Property, conclude negotiations or arrangements for release and/or replacement of property rights (whether the same or similar) either by private treaty or using section 203 – 205 of the Housing and Planning Act 2016.

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

Options

Table 1: Options arising from this report

Option A	Comments
Do nothing: if the Council decides not to reaffirm the appropriate the Site (as set out in this Report and to engage sections 203 – 205 of the HPA) there is a very real risk that the Scheme (and its associated benefits) would not be delivered. If the Council and Countryside were to proceed in such circumstances, there is the potential (in the absence of appropriation) that proceedings brought by affected adjoining owners could stop or delay the Scheme's delivery. This is not the recommended option	If the appropriation were not confirmed it will prejudice the successful delivery of new affordable and market homes at St Cloud Way.
Option B Appropriate: by exercising appropriation powers to engage section 203 of the	This will enable the commencement of development

Option A	Comments
<p>HPA, it would serve to mitigate the risks of bringing forward the Scheme by providing a defence to any action for infringement of rights. Affected parties will be entitled to compensation but they will not be able to delay or stop the Scheme.</p> <p>This is the Recommended Option</p>	<p>and mitigate any third-party risks and help secure the successful delivery of new homes including affordable on St Cloud Way.</p>

4. BACKGROUND

- 4.1. The November 2018 Resolution approved the appropriation of a selection of key Council-owned sites, which included the Site. The Council has since entered a residential-led joint development scheme with Countryside whereby the Council will grant Countryside a lease of the Site on a phased basis for the purposes of constructing residential-led development. The grant of the lease(s) will be subject to satisfaction of certain conditions, including, if required, the appropriation of the Site.
- 4.2. Countryside has since made a full planning application for the Scheme (comprising 434 residential units (of which 87 will be affordable homes and 347 apartments for private sale)), amenity space, parking, and public realm improvements (reference 21/00502/FULL). On 15 December 2021, the Council's Planning Committee resolved to grant planning permission for the Scheme subject to the completion of a section 106 agreement. The Section 106 Agreement was signed on the 10th of June 2022, granting Planning Consent.

5. STATUTORY POWER TO APPROPRIATE

- 5.1. The Council is authorised by section 122(1) of the LGA, as well as engaging s203 – 205 of the Housing and Planning Act 2016 (“HPA”) to appropriate land within its ownership for any purpose for which it is statutorily authorised to acquire land by agreement. Appropriation means changing the basis on which land held by the Council from one purpose (for which it is no longer required immediately prior to appropriation) to another purpose. However, in deciding to appropriate, the Council must consider the public need within the area for existing use.
- 5.2. The Site currently comprises the former Magnet Leisure Centre (the "Leisure Centre"), the former Ten Pin Bowling Arena and temporary car parking. The use of part of the Site as a temporary car park was granted planning permission (reference 18/01796/FULL) in June 2018 for a 5-year period. There are 382 existing car park spaces on the Site and 30 cycle parking spaces. The Leisure Centre was closed in autumn 2020 and a replacement facility, the Braywick Centre, has since been opened. In May 2019 the Local Planning Authority confirmed that prior approval was not required for the demolition of the Leisure Centre.
- 5.3. The use of the Site was mixed use being part leisure (Magnet Leisure Centre and Ten Pin Bowling) and parking which consisted of principally parking related

for users of the leisure facilities but less frequently as a general car parking for the public.

- 5.4. In addition, users of the medical facilities known as the Wilderness Medical Centre located to the southwest but outside of the Site had rights to use 20 car park spaces between the hours of 8am and 7pm Monday to Friday and after 7pm each weekday and each weekend. That car parking is outside of the Site but included a right of access over the Site to reach the dedicated 20 car parking spaces. In addition, the same documentation included a right for users of the medical facilities to have 1 hour's free parking in the adjoining public car park that services the leisure facilities.
- 5.5. The Council considered that the Site was no longer required for parking or leisure and passed the November 2018 Resolution to appropriate the Site for planning purposes. This was passed to facilitate the long-term regeneration of the Site.
- 5.6. The reason why the leisure facilities were (prior to the November 2018 Resolution) and continue to be no longer required for leisure purposes is due to the intention of the Council to provide a new and improved leisure offer at Braywick Park. It was considered that the constraints of the site, the building and the costs of repairs meant that an alternative custom leisure centre at Braywick Park was the preferred.
- 5.7. Since November 2018, the Braywick Centre has been completed and is now the principal Council leisure centre facility for Maidenhead. The leisure facilities at the Site have remained empty and out of use and as in November 2018, remains surplus to the leisure requirements for the Council.
- 5.8. In relation to the parking at Site, this use is principally ancillary to the use of the leisure facilities and enables the passive security of the site. The elements of public car parking where considered be adequately addressed by provision elsewhere within Maidenhead prior to the November 2018.
- 5.9. The Borough Local Plan was adopted by the Borough on 8 February 2022. This includes the Site as an allocated site under reference AL9 for housing with a delivery of 550 units. It is considered that the need for housing within the Borough outweighs the public parking needs and as such it is in the public interest to consider the Site is no longer required for the purposes of parking.
- 5.10. The Site (both at the time of the November 2018 Resolution and now) is therefore no longer required for the purpose of leisure and parking. The Site is (and was at the time of the November 2018 Resolution) now required for planning purposes namely the construction of the Scheme (or development like it). Officers therefore consider that the requirements of section 122(1) of the LGA have been satisfied and there are clear economic, social, and environmental wellbeing improvements.
- 5.11 Cabinet is requested to:
 - (i) On the assumption that the November 2018 Resolution did have the effect of appropriating the Site for planning purposes:
 1. the Site is (and was at the time of the November 2018 Resolution) no longer required for the purposes of providing a leisure centre and car

parking, given the replacement facility at the Braywick Centre and car parking and the requirement for the provision of housing; and

2. the Site has been appropriated for the purposes of facilitating the construction of the Scheme that is subject to a resolution to grant by the Local Planning Authority (or development like it).

6. RIGHTS AND INTERESTS

- 6.1. The Council wishes to bring forward the Scheme as quickly as possible. It is considered to bring significant benefits in terms of housing, jobs, and economic investment to the borough. During the Scheme's development, third party interests have been identified which have the potential to prevent or delay the Scheme. These include the following third-party rights identified as benefitting neighbouring land:
 - a) the rights to use parking spaces to visiting members of the public to 1 hour of free parking.
 - b) rights of way to access and leave the adjoining car park area.
 - c) any rights to light of some properties on Holmanleaze, Cookham Road, Lea House, Queensgate House, Windrush Way, and the Ivy Leaf Club.
- 6.2. A right of light, or a right of way is an interest in land (an easement) which entitles a neighbouring landowner ("Dominant Owner") to enjoy such rights across the affected adjoining site. Any such development which interferes with that right, may well constitute a breach of that easement which may entitle the Dominant Owner to claim an injunction preventing development or damages for the effect on value of the right lost because of the interference.
- 6.3. The potential impact from the proposed development upon the rights of light enjoyed by the neighbouring properties has been assessed with confirmation of actionable injuries, which are considered diminution of the value of the affected properties known as the book value.
- 6.4. In relation to the medical facilities and the rights in 6.1 a) and 6.1 b), there has been significant correspondence between the Officers and the occupiers of the medical facilities. The Council's offer was to modify the existing car parking lease so the rights in 6.1 a) are extinguished once the Scheme has completed but during the construction phase temporary public parking would occur on the Ten Pin site. On completion of Phase 1 of the development, all temporary public parking which hitherto will have occupied the area of land for Phase 2 of the proposed development up until December 2024 will cease. Since initial meetings occurred between officers and the occupiers of the Surgeries, draft heads of terms were issued on 01 December 2021.
- 6.5. Since this date, emails have been exchanged explaining the proposal further and meetings have occurred in April and early May. The occupiers have been advised that should a negotiated settlement not be possible then the Council would rely on its statutory powers including the rights to remove third party rights. To date, RBWM has not been able to secure agreement with the Surgeries and Pharmacy at the Wilderness Medical Centre for parking on a permanent basis beyond December 2024.

- 6.6. Accordingly, it is not considered that negotiations with the occupiers will achieve the release of the rights in paragraph 6.1 at all or within the time frame required for the Scheme. The Council will need to utilise its powers under s203 – 205 of the Housing and Planning Act 2016 in respect of the Site to override any easements and other rights of the affected neighbouring properties that are infringed upon. As negotiations have stalled, officers of the Council shall notify the occupiers of the Surgeries (and any other known occupiers of any property with property rights so affected) of the Council’s intention to use its statutory powers under s203 – 205 of the Housing and Planning Act 2016 in relation to the easements over the Site.
- 6.7 The Council will then consider any representations made from any third party and decide whether to use their s203-s205 powers in relation to the property interest affected. The removal of easements or other property rights may lead to a compensation event.
- 6.8 Cabinet is requested to delegate the decision making in paragraph 6.8 to the Executive Director of Resources in consultation with the Managing Director for the RBWM Property Company Limited in consultation with the Lead Member for Property. The delegation requests that the Director may incur expenditure, settle claims or compensation in relation to any single claim or in respect to all claims.
- 6.9 It is highly unlikely that it would be possible to identify and extinguish all third-party rights which burden the Site by private agreement before the Scheme is due to commence in **Quarter two of the financial year 2022**. The Council is currently engaging with affected property owners. However, it is unlikely that agreement will be reached. It is considered that if the Scheme is implemented, there will be interference with rights that cannot reasonably be avoided if its benefits (i.e. the comprehensive redevelopment of the Site as a strategically important gateway to the centre of Maidenhead) are to be realised in full.
- 6.10 Releasing the rights that burden the Site is a pre-condition for the grant of the lease to Countryside to allow the active start on Site and facilitate the delivery of the Scheme and its associated benefits. The proposed appropriation of the Site will achieve this end. To progress the Scheme and avoid delays to the programme, the officers are seeking Cabinet authority to be able to appropriate the Site and engage sections 203 – 205 of the HPA if required.

7. KEY IMPLICATIONS

Table 2: Key Implications

Outcome	Date of delivery	Met	Exceeded	Significantly Exceeded	Unmet
Delivery of vacant possession & Lease Draw Down (Phase 1)	31 st July 2022	31 st July 2022	31 st August 2022	30 th September 2022	31 October 2022
Delivery of vacant possession & Lease	31 st May 2025	31 st of May 2025	30 th June 2025	31 st August 2025	30 September 2025

Outcome	Date of delivery	Met	Exceeded	Significantly Exceeded	Unmet
Draw Down (Phase 2)					

The Dates included in Table 2 .are derived from the Development Agreement with Countryside Properties Limited and represent the date, following Vacant Possession that the Build Lease for the First Phase of development is granted. This means that Countryside Properties Limited will take ownership the site and commence construction.

8. FINANCIAL DETAILS / VALUE FOR MONEY

- 8.1 In the context of the report, there are no major financial implications on the Council. However, there could be potential compensatory claims because of the impact of the use of the appropriation powers on third party rights including the rights of light, which cumulatively cannot be ascertained at this stage. These will be dealt with by Countryside, the Council's JV development partner under the Development Agreement.
- 8.2 No financial details are therefore provided in relation to the financial impact of the appropriation powers, or the compensatory values, whether individually or collectively, as these will be determined by the Countryside.

9. LEGAL IMPLICATIONS

- 9.1. The Council is appropriating the Site for planning purposes. Section 246 of the TCPA, defines such purposes as, inter alia, those for which land can be acquired under section 226 of the TCPA. The purposes for which a local authority can acquire land pursuant to section 226 of the TCPA include purposes "which it is necessary to achieve in the interests of the proper planning of an area in which the land is situated."
- 9.2. The use of appropriation powers needs to be justified by a clear 'public interest' case that overrides the individual rights of potential affected third party owners and occupiers of nearby properties. By virtue of the provisions in section 226(1A) of the TCPA a local authority must not exercise the power granted under section 226(1)(a) unless it thinks the development, redevelopment, or improvement on or in relation to the land is likely to contribute to the achievement, the promotion or improvement of any one or more of the following objectives – the economic, social and/or the environmental well-being of the area.
- 9.3. The key objectives of the Scheme are to provide significant additional housing within Maidenhead town centre to attract working residents and bring social, economic, and environmental benefits to the borough's community. The following have been identified as key benefits of the Scheme:
- (a) the provision of 434 high quality residential units (87 affordable dwellings, of which 62% will be offered for shared ownership and 38% for affordable rent) and 347 apartments for private sale.
 - (b) a new 'green link' through the Site, east-west, providing access for pedestrians and cyclists between Kidwell Park, the Strand, and the Moor,

via Kennet Road, as well as north-south connections through the Site to the town centre. Such links will help to facilitate effective place making in the town centre and help connect ring and fringe areas with the town centre core. There is also the delivery of an at-grade new crossing facility and subway improvements.

- (c) public realm improvements and generous amounts of enhanced green infrastructure to enhance the appearance and permeability of the Site. It is anticipated that the Scheme will produce employment for an average of 213 (FTE) workers per month over the 66-month construction period. In addition to jobs created as a direct effect of the construction and management of the Scheme, further indirect employment and economic benefit will be experienced because of the spin-off and multiplier effects. It is estimated that new household spend will be as much as £13.4 p.a. Accordingly, there will be a positive impact on the local economy and job creation.
 - (d) The provision of community space. This includes new trees which will be planted with some existing trees being retained. The properties in part will also provide private amenity space including balconies and gardens, as well communal space which will cover podium and courtyard spaces and a public realm.
 - (e) Promoting economic growth. This will be by way of S106 contributions more than £2.5m, 369 construction jobs and 502 supply chain jobs,
 - (f) Sustainable transportation for the development with the overall objective of reducing the need for travel by private car by visitors to the development which will encourage the use of sustainable non-car modes of travel.
- 9.4. There is a pressing need for new homes within Maidenhead, particularly those of an affordable tenure. The Scheme will deliver much needed affordable and market housing, which will greatly contribute to improving the economic, social, and environmental well-being of the local area as described in paragraph [9.3] above. Accordingly, appropriating the Site for the purpose of implementing the Scheme (or similar development) will facilitate the development and improvement of the Site.
- 9.5. It is the view of officers that the Site could be acquired compulsorily under section 226(1)(a) to facilitate the carrying out of redevelopment and that such redevelopment would advance all three objectives identified at section 226(1A) (namely, the promotion or improvement of the economic, social, and environmental well-being of the area). Accordingly, it is considered that the requirements of section 226 of the TCPA are satisfied to engage section 203 of the HPA.
- 9.6. A local authority cannot properly exercise these powers unless it considers that it has good reason to interfere with third party rights etc or breach restrictions that would be overridden by section 203 of the HPA. In balancing the benefits of the Scheme and the concerns of those whose rights it is proposed to override, there is clear evidence that the public benefit in the form of the provision of new homes to meet local needs and the regeneration of a key town centre site outweigh private loss. The Council will continue with negotiations after the Site has been appropriated, and compensation will be payable to those who suffer

a relevant loss. Overall, it is considered that there is a compelling case in the public interest to facilitate the building out of the Scheme (or similar development) and that appropriation of the Site is necessary.

10. POWER TO INTERFERE WITH RIGHTS

- 10.1. Appropriating land for planning purposes can engage section 203 of the HPA, meaning that the erection, construction or carrying out of any building or other works on such land is authorised notwithstanding that it may involve the interference with third party rights, subject to payment of compensation under section 204 of the HPA, provided certain conditions are met. The application of section 203 of the HPA is subject to the following conditions:
- (a) there is planning consent for the building or maintenance work and/or use of the land that causes the infringement of third-party rights. This will be satisfied on the grant of planning permission for the Scheme, which is currently subject to a resolution to grant.
 - (b) the land has been acquired by the Council or appropriated by it to planning purposes. If not satisfied by the November 2018 Resolution, this condition will be met should the appropriation be approved pursuant to this Report.
 - (c) the land could (at least in principle) acquire the land compulsorily for the relevant building work and/or use. The Council has such power under section 226 of the TCPA; and
 - (d) the building or maintenance work and/or use is for purposes related to the purposes for which the land was vested, acquired, or appropriated as under (b). The development of the Site pursuant to the Scheme (or similar) is related to the purposes of the appropriation recommended in this Report.
- 10.2. Subject to satisfying the conditions of section 203, the council (or any person deriving title under them) would be permitted to construct the Scheme notwithstanding that it will interfere with the rights of other land or breach a restriction as to the use of land.
- 10.3. As the interference is permitted by legislation, there is no ability for the Dominant Owner of an easement (such as a right to use car parking spaces and right of light) to injunct against either the development or use of the land, providing such development or use is in accordance with a planning permission. Section 203 does not remove the legitimate rights of Dominant Owners to compensation arising from interference with such rights but it does remove the potential for such persons to frustrate the development by obtaining an injunction to prevent interference with their rights. It also converts the basis of their compensation to the statutory basis under section 205 (reduction in value of property rather than any wider ransom value).
- 10.4. The types of rights that can be overridden under section 203 comprise:
- (a) a “relevant right or interest” i.e. “any easement, liberty, privilege, right or advantage annexed to land and adversely affecting other land (including any natural right to support)”, and
 - (b) a restriction as to the user of land arising by virtue of a contract.

- 10.5. The first category above would include easements and other rights which burden the development site and benefit other land. The second category would include restrictive covenants.
- 10.6. Certain third-party rights cannot be overridden under section 203, in particular "protected rights" of statutory undertakers and electronic communication code network operators and certain rights, interests and restrictions which benefit the National Trust. In addition, rights and interests which benefit the Crown and its land, or rights enjoyed by the public, could not be overridden under section 203.
- 10.7. As can be seen from the above, reliance in due course on section 203 of the HPA to override the rights etc of adjoining owners in respect of the Site is possible where the requirements of section 226 of the TCPA are met. Therefore, the requirement to be satisfied, that is, that there is a compelling case in the public interest to interfere with third party rights to engage powers under section 203 of the HPA and that the interference is no more than is necessary having regard to the European Convention on Human Rights (the "ECHR"), must apply before construction of the Scheme commences.
- 10.8. If the Council does not exercise its powers under section 203 of the HPA and the works are commenced, the Scheme would potentially be infringing those affected owners' rights etc over the Scheme. Various remedies up to and including injunction would be available to the injured parties depending on the rights infringed on. The consequences of an injunction for the Council would be a delay in the delivery of the Scheme or the Scheme (and the benefits that it would bring to the local community) not coming forward at all.
- 10.9. In resolving to grant planning permission for the Scheme, the Council has confirmed that the Scheme would be in the interests of the proper planning of the area. Further, it is considered that the benefits of the overall comprehensive development of the Site (and its associated benefits) could not be achieved without interfering with the rights affected by the appropriation of the Site.
- 10.10. **Given the significant benefits of the Scheme, it is considered that there is a clear and compelling case in the public interest to pursue redevelopment protected from possible restraint by injunction. Appropriating the land for planning purposes will achieve that whilst still enabling any interference with third party rights to be addressed via compensation.**

11. HUMAN RIGHTS

- 11.1. Section 6 of the Human Rights Act 1998 prohibits public authorities from acting in a way which is incompatible with the European Convention on Human Rights (the "ECHR").
- 11.2. The Government guidance "Compulsory purchase process and the Crichel Down Rules" advises authorising authorities that compulsory acquisition (and therefore, by analogy, appropriation for planning purposes under section 122(1) of the GLA), which has the effect, by virtue of section 203 of the HPA, of infringing ECHR rights should consider:

'....When making and confirming an order, acquiring authorities and authorising authorities should be sure that the purposes for which the compulsory purchase order is made justify interfering with the human rights of those with an interest

in the land affected. The officers' report seeking authorisation for the compulsory purchase order should address human rights issues.'

- 11.3. In this case a decision to override easements and other rights represents an interference with rights protected under Article 1 of the Protocol to the ECHR (the right to peaceful enjoyment of possessions) and Article 8 of the ECHR (right to respect for private and family life, home, and correspondence). Such rights are qualified, rather than absolute. Any decision to interfere with such rights must therefore strike a fair balance between the public interest associated with the Scheme and the interference with private rights, which must be necessary and proportionate. "Proportionate" means that the interference must be no more than is necessary to achieve the identified legitimate aim.
- 11.4. Considering the clear public benefit associated with the Scheme and a compelling case in the public interest for the use of the powers to override rights and given that any person who can show that they held an interest in any of the Site will be entitled to compensation in accordance with the relevant statutory provisions, it is considered that the interference with the private rights of those affected would be lawful, justified, and proportionate.
- 11.5. The Council is of the view, therefore, that the exercise of its powers in accordance with this Report is compatible with the ECHR.

12. RISK MANAGEMENT

Identify any potential risks associated with the options and the proposed course of action. Include any relevant risks from the corporate risk register. If none, say so. Remember to put in HIGH/MEDIUM/LOW against level of uncontrolled / controlled risk. Please consider if this action changes or amends any existing risks identified in risk registers.

Table 3: Impact of risk and mitigation

Risk	Level of uncontrolled risk	Controls	Level of controlled risk
Delivery market and affordable homes to serve Maidenhead and meet the requirements of the BLP	High	Deployment of Appropriation Powers	Low
Market uncertainty on sale of new homes	High	Development Agreement between Countryside and RBWM	Low
Financial	Medium	Development Agreement	Low
Planning	Medium	Deployment of Appropriation Powers	Low

13. POTENTIAL IMPACTS

- 13.1 Equalities. Equality Impact Assessments are published on the Council's website. The EQIA stage 1 assessment report has been completed and attached to this report.

Equalities impact assessment

In deciding to proceed with the exercise of appropriation and acquisition so as to engage section 203 of the HPA 2016, the Council must pay due regard to its Public-Sector Equality Duty ("PSED"), as set out in Section 149 of the Equalities Act 2010 (the "2010 Act"). The PSED provides that a public authority must, in the exercise of its functions, have due regard to the need to:

- a) eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by or under the 2010 Act.
- b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
- c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Consideration must also be given to whether, if the decision is made to go ahead, it will be possible to mitigate any adverse impact on a protected group, or to take steps to promote equality of opportunity by, for example, treating an affected group more favourably.

Officers are mindful of this duty in making the recommendations in this Report. Generally, it is considered that the impacts of the Scheme are positive.

- 13.2 Climate change/sustainability. There are no climate change or sustainability impact associated with this decision.
- 13.3 Data Protection/GDPR. There are no Data Protection or GDPR impacts on this decision.

14. CONSULTATION

- 14.1. The planning application for the Development has been the subject of extensive public consultation.
- 14.2. The Council has engaged and consulted with leaseholders and property owners on their proposal and entered negotiations to acquire the necessary interests to proceed with the Scheme. The Council will continue to negotiate with the remaining landowners and tenants.

15. TIMETABLE FOR IMPLEMENTATION

- 15.1. Implementation date if not called in: Insert specific date or 'Immediately'; remove sentence entirely if not a Cabinet report. The full implementation stages are set out in table 4.

Table 4: Implementation timetable

Date	Details
23 June 2022	Cabinet Meeting
30 June 2022	Confirm Appropriation Approval
1 July 2022	Notify third parties
31 July 2022	Draw down of licence to demolish or draw down of the lease

16.1 APPENDICES

- 16.1. This report is supported by two appendices:

- 22 November 2018 Cabinet Report on Appropriation Powers
- Minutes of the 22 November 2018 Cabinet Meeting

17.1 BACKGROUND DOCUMENTS

- 17.1. This report is supported by 1 background documents:

- Equalities Impact Assessment Form (Screening Stage)

18. CONSULTATION

Name of consultee	Post held	Date sent	Date returned
<i>Mandatory: Statutory Officers (or deputies)</i>			
Adele Taylor	Executive Director of Resources/S151 Officer	09/06/22	(14/06/22)
Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer	09/06/22	10/06/22
<i>Deputies:</i>			
Andrew Vallance	Head of Finance (Deputy S151 Officer)	09/06/22	
Elaine Browne	Head of Law (Deputy Monitoring Officer)	09/06/22	
Karen Shepherd	Head of Governance (Deputy Monitoring Officer)	09/06/22	
<i>Other consultees:</i>			
<i>Directors (where relevant)</i>			
Duncan Sharkey	Chief Executive	09/06/22	10/06/22
Andrew Durrant	Executive Director of Place	09/06/22	

Confirmation relevant Cabinet Member(s) consulted	Cabinet Member for Cllr David Hilton Cllr Phil Haseler	Yes/No
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REPORT HISTORY

Decision type:	Urgency item?	To follow item?
<p>If a Cabinet report: Key decision and state the date it was First entered into the Cabinet Forward Plan: 25/05/22 OR Non-key decision OR For information</p> <p>If a Council report: Council decision OR For information</p> <p>If for other meeting state e.g. Licensing Panel decision OR For information</p>	<p>Yes/No</p> <p>Awaiting final advice from Legal Advisers.</p> <p>A decision is required to enable the grant of the Build Licence for and the commencement of the development of the St Cloud Way scheme.</p>	<p>Yes/No</p> <p>Awaiting final advice from Legal Advisers.</p>

Report Author: Ian Brazier Dubber, Managing Director, 07866 124168
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Report Title:	Appropriation of Land
Contains Confidential or Exempt Information?	No- Part I
Member reporting:	Councillor Simon Dudley, Leader of the Council and Maidenhead Regeneration & Maidenhead.
Meeting and Date:	22 nd November 2018
Responsible Officer(s):	Russell O’Keefe – Acting Managing Director
Wards affected:	All

REPORT SUMMARY

- 1 The report seeks approval for the appropriation of a selection of key council owned sites which have already been approved for redevelopment and/or disposal.
- 2 The sites will deliver over 3,000 new homes (at least 30% affordable) and a range of new community facilities for residents.

1 DETAILS OF RECOMMENDATION

RECOMMENDATION: That Cabinet notes the report and:

- i) Approves the appropriation of the following sites (see appendix A red line plans);
 - a. St Clouds Way, Maidenhead
 - b. West Street, Maidenhead
 - c. York Road, Maidenhead
 - d. Reform Road, Maidenhead
 - e. Maidenhead Golf Course
 - f. Ray Mill Road East, Maidenhead
 - g. Riverside, Maidenhead
 - h. Mokattam, Maidenhead
 - i. Brocket, Maidenhead
 - j. St Edmunds, Maidenhead
 - k. Vicus Way (Car Park), Maidenhead
 - l. Broadway (Car Park), Maidenhead.

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

2.1 The following sites have all been previously considered and approved by Cabinet for redevelopment and/or disposal as part of the wider regeneration programme for Maidenhead:

- St Clouds Way, Maidenhead
- West Street, Maidenhead
- York Road, Maidenhead
- Reform Road, Maidenhead
- Maidenhead Golf Course
- Ray Mill Road East, Maidenhead

- Riverside, Maidenhead
- Mokattam, Maidenhead
- Brocket, Maidenhead
- St Edmunds, Maidenhead
- Vicus Way (Car Park), Maidenhead
- Broadway (Car Park), Maidenhead.

- 2.2 The total number of homes to be provided across these sites is over 3,000 new homes, with a minimum 1,000 (30%) for affordable housing for people living and/or working in the borough. The sites will also provide a range of new supporting infrastructure including education facilities on the golf club site.
- 2.3 Public parking provision has been highlighted as essential as part of the wider regeneration of the town, the above named sites will deliver over 1,857 permanent public car parking spaces.
- 2.4 The Council is authorised by legislation to appropriate land within its ownership for any purpose for which it is authorised. Appropriation of land held by a council to a specific planning purpose, engaging the powers in s237 of the Town & Country Planning Act 1990 overrides easements and other rights that might otherwise impede the ability to develop the relevant land.

Table 1: Options

Option	Comments
Appropriate the land Recommended option	This will allow appropriate insurance to be put in place for any potential compensation claims.
Do nothing This is not recommended	This could delay starts on site.

3 KEY IMPLICATIONS

- 3.1 Appropriation of land is required on all projects before an active start on site is commenced. If appropriation is not achieved, this could delay a start on site.

Table 2: Key implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Appropriation of land	Not achieved	28 th Feb 2019	31 st Jan 2019	31 st Dec 2019	28 th Feb 2019

4 FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 All costs associated with the appropriation of the land in this report will be met from existing budgets and the project costs for the redevelopment of each site.

5 LEGAL IMPLICATIONS

5.1 The Council is authorised by virtue of Section 122 of the Local Government Act 1972, and Section 227 and Section 237 of the Town & Country Planning Act 1990 and Section 203 of The Housing & Planning Act 2016, to appropriate land within its ownership for any purpose for which it is authorised.

6 RISK MANAGEMENT

- 6.1 The key risk for all sites appended to this report, takes into account potential compensation claims, for elements predominately relating to right of light, day light and sunlight.
- 6.2 The appropriation process is one available to local authorities, which enables this risk to be mitigated and/or substantially reduced. It offers the ability to insure against such risk, therefore making available funds and contingency should any claims arise.
- 6.3 It is prudent and best practice for local authorities when identifying land for redevelopment to appropriate that land as part of the development/disposal process.

Table 4: Impact of risk and mitigation

Risks	Uncontrolled Risk	Controls	Controlled Risk
Excessive compensation claims	High	Appropriation of the land.	Low

7 POTENTIAL IMPACTS

- 7.1 Projects will take into consideration all vehicular, pedestrian and cycle access, making sure that appropriate infrastructure is put in place as part of the wider regeneration.
- 7.2 Due regard has been given to the Council’s Equalities Duties, in particular with respect to general duties arising under the Equalities Act 2010, Section 49. Having regard to the need to advance equality in particular involves the need to remove or minimise disadvantages suffered by persons who share relevant characteristics which are connected with the characteristic. The culture community space being provided as part of the wider regeneration will provide educational, entertainment and community activities to a wide selection of the community, with good access close to all public amenities.

8 CONSULTATION

8.1 The report will be considered by the Council’s Corporate Overview and Scrutiny Committee.

9 TIMETABLE FOR IMPLEMENTATION

9.1 Implementation date if not called in: immediately.

10 APPENDICES

10.1 Appendix A – Individual site plans

11 CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
Cllr Simon Dudley	Leader of the Council and Maidenhead Regeneration & Maidenhead	1 November 2018	
Andy Jeffs	Executive Director	21 October 2018	23 October 2018
Rob Stubbs	Section 151 Officer	21 October 2018	23 October 2018
Nikki Craig	Head of HR and Corporate Projects	21 October 2018	23 October 2018
Elaine Browne	Law and Governance	21 October 2018	21 October 2018
Louisa Dean	Communications and Marketing Manager	21 October 2018	22 October 2018

CABINET

THURSDAY, 22 NOVEMBER 2018

PRESENT: Councillors Simon Dudley (Chairman), David Coppinger (Vice-Chairman), Phillip Bicknell, MJ Saunders and Stuart Carroll.

Also in attendance: Councillor Malcolm Beer, Councillor Edward Wilson, Councillor Ross McWilliams, Cllr D Wilson and Councillor Lynne Jones.

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

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors N Airey, S Rayner, Targowska, M Airey, Bateson and Hilton.

DECLARATIONS OF INTEREST

There were no declarations of interest received.

MINUTES

RESOLVED UNANIMOUSLY: That the Part I minutes of the meeting held on 25 October 2018 were approved.

APPOINTMENTS

The Chairman announced that Cllr Bicknell had been appointed to the Achieving For Children Joint Committee.

FORWARD PLAN

Cabinet considered the contents of the Forward Plan for the next four months and noted the changes made since the last meeting including the addition of the following report going to December 2018 Cabinet; Sale of Freehold – Lock n Store.

CABINET MEMBERS' REPORTS

A) THAMES HOSPICE - RELEASE OF COVENANT

The Chairman introduced the report regarding the release of restrictive title covenants, at nil consideration, to assist the sale of the Thames Hospice site at Pine Lodge, Hatch Lane, Windsor.

The Chairman informed Cabinet that the land, approximately 1.53 acres, was sold to Thames Hospice in two land sales in 2001 and 2012.

Thames Hospice did an important role in supporting end of life care and that the proposals were an important part of the Trust's relocation strategy to enable the completion of the Trust's proposed new hospice site at Bray Lake to take place.

Restrictive covenants would be attached to the land on which the new facility will sit, to ensure that if the facility is sold at any time in the future, or redeveloped for use other than hospice care, that there is a similar covenant in place in favour of the Council.

The Chairman informed that the report proposed that the covenants would be fixed at the current land value of £2,250,000, however it was proposed to now have this indexed linked following recommendations from the Corporate Services O&S Panel. The hospice had a lot of benefactors and did wonderful work. The new site would be overlooking Bray lake.

The Lead Member for Finance and Economic Development informed that the Royal Borough had made an important investment to support the hospice. He agreed that if the land was sold that the investment should return to our residents. It, therefore, was sensible to roll over the covenants onto the new site whilst supporting the hospice in the excellent work they do.

The Lead Member for Highways, Transport and Windsor informed that the late Cllr Grey and himself had worked with the hospice over the last few years to help facilitate the move to the new site. The Chairman also mentioned his thanks to Peter Prior and Summerleaze for their support of the hospice and for making available the land for the relocation at a very good rate.

Resolved unanimously: that Cabinet:

- I. Approves the release of the Thames Valley Hospice Trust from the overage and restrictive covenants that are currently attached to the title of the land.**
- II. Delegates authority to the Executive Director to sign off the release of the existing restrictive covenants.**

B) Q 2 2018 /19 PERFORMANCE REPORT

The Chairman introduced the report that report summarised the performance in the first two quarters' of the council's 25 strategic measures in the performance management framework.

The Chairman informed that the 25 key measures aligned to the refreshed Council Plan with the six strategic priorities detailed in section 2.1 of the report. The new performance management framework would also feed into the Residents Survey report that is due to come to Cabinet in January 2019.

Out of the 25 strategic measures 18 (72%) reported in Q2 had met or exceeded the target (Green), 4 measures (16%) (Amber) were just short of the target and three measures (12%) (Red) were below target. The Chairman asked for additional information on the three measures reporting 'Red'.

The Director of Children's Services reported on the measure percentage of children with a review at 2 to 2.5 years of age. Cabinet were informed that to get a better connection with social care the authority were one of a few who had decided to undertake these review by using our health visitors. A number of authorities counted any contact with families as a review, however it had been decided locally only to include face to face contact with families. Although below target performance had been stable over the last two quarters and the service offered after work evening sessions and sessions on Saturday. Parents were reporting that they were satisfied with the high quality feedback they got from childcare providers and thus did not wish to take up reviews offered.

With regards to the number of homelessness preventions through council advice and activity the Chairman asked the interim Head of Housing Services Manager to provide an update.

Cabinet were informed that in the past it had been difficult to help prevent homelessness but new legislation provided a legal framework and thus a wider range of initiatives were required.

The Chairman asked for clarification on the main reasons for homelessness within the Royal Borough and was informed that the three main reasons locally were also national reasons; the end of private tenancies, family breakdown resulting in a family member being asked to leave the home and domestic abuse. Within the Royal Borough the high cost of tenancies was problematic.

The Chairman asked how many families required help and that informed that there are usually about 500 approaches. Not all the families require accommodation sometimes they require advice and support, it was better to help prevent homelessness than having to find accommodation. The Chairman said that as we were talking about 500 families this could mean over 1000 residents and demonstrated the need for more housing, especially affordable housing, which planning panels needed to be mindful of.

Cllr Beer addressed Cabinet and said that agenda page 35 showed the number of affordable homes delivered was 32 at quarter two but the emerging Borough Local Plan required well over 400 affordable homes each year.

The Chairman responded that it took time to produce affordable homes and therefore realistic targets had been set. In central Maidenhead we are using our land to generate 30% affordable housing including significant social rent. The RBWM Property Company had also been established and targeted to provide 1000 affordable units. The Royal Borough had an affordability crisis that was being addressed in part by having the emerging Borough Local Plan. We were moving in the right direction but there was still a lot of work to be done, in Maidenhead alone 800 new homes had been approved.

The Lead Member for Finance and Economic Development informed that at planning meetings he mentions that for every site the council owns or has influence over we should strive to going beyond the affordable housing allocation in the emerging Borough Local Plan with a range of tenure. With regards to the target it should include private development and developers should be encouraged to build more affordable homes above other planning considerations.

The Chairman agreed that planning members were going to have to give consideration to our affordable housing policies and commitments.

The Leader of the Opposition mentioned that private rent was not affordable and asked how the council could influence affordability in the private sector. The Chairman replied that if we increased the availability of private rent on the market than the indexation of rent would soften. Although additional private rentals was important it was not the only answer additional tenures of affordable housing was also important. The Royal Borough will be seeing a number of proposed developments that will ask challenging questions to those on planning because there will be an increase emphasis on affordable housing with mixed tenures.

The Chairman asked for further information about the final 'Red' indicator the performance of the Tivoli contract. The Deputy Director Strategy and Commissioning informed Cabinet that during the first quarter ISS Landscapes was taken over and a new company Tivoli was formed a new management structure was implemented but during this period accurate performance data was not available. Officers worked with Tivoli on improving the performance of contractual obligations, the new management structure was implemented, a new operations manager was in place and front line staff recruited. Improvement trajectory was approved and as of today these were on track with continued improvement expected.

The Chairman mentioned that the recent Residents Survey showed that residents were pleased with our open spaces and parkland and this satisfaction rating would improve as the Tivoli improvements. The performance management framework provided monitoring of performance and remedial actions to be taken.

Cllr Beer asked why the dashboards on page 35 showed targets not being met but the indicators were shown as 'Green'. The Strategy and Performance Manager informed that the diagrams were a visual representation that went beyond the actual target and that performance was as reported on target.

Resolved unanimously: that Cabinet notes the report and:

- I. **Endorses the quarter 2 performance summarised in table 1 and appendix A.**
- II. **Requests relevant Members and Heads of Service to focus effort to improve performance in the areas that are below target and maintain performance in the measures meeting target.**

C) 'BIG BELLY' BINS - BOROUGH WIDE 'PILOT'

The Lead Member for Highways, Transport and Windsor introduced the report that recommended the next step on the introduction of Big Bellied Bins, following the pilot scheme, within the Royal Borough.

Cabinet were informed that the recommendations were built on the success of the original 'pilot' scheme and was recommending that a Borough Wide 'pilot' scheme be introduced based on leasing of 5 'Big Belly Bins' bins.

These bins were connected, solar powered waste bins with sensors that communicate real-time status enabling emptying schedules to be timed to occur when the bin is nearing capacity. In addition the bins include solar-powered compacting technology which effectively increases the capacity of the bin.

Cabinet were informed that section 2.7 of the report showed the proposed locations for the extended trial period, the locations had been chosen due to the impact the technology would have on performance. Although there would be additional costs this would be offset by efficiency savings allowing better use of resources. If the recommendations were accepted implementation would commence March 2019.

Cllr E Wilson attended the meeting and informed Cabinet that he was a bid advocate of the technology and had seen its success across the country. The trial in Windsor had been a success and not only did it save money but there was also a positive impact on anti-social behaviour and the positive impact on local businesses. He commented that this was an excellent report and that members should focus on the 112,000 bin collections that were made each year. There were instances of bins being collected when not full and in Windsor there were two bins five feet apart, the recommendations would be a way forward to improving the situation. He welcomed further expansion of the scheme.

The Leader of the Opposition asked what the criteria was for selecting the locations and when were savings expected to be realised. The reporting Lead Member explained that the locations were chosen on the frequency they were required to be emptied and the positive impact the new bins would have. The new bins impact would be a reduction in the frequency of emptying bins, the reduction in anti-social behaviour associated with overflowing bins and a relocation of resource to further improve the local environment.

Resolved unanimously: that Cabinet:

- i) **Approves the leasing of 5 'Big Belly' bins which will be installed at locations across the Royal Borough.**
- ii) **Approves the allocation of £5,000 in the 2019-20 capital programme and for four subsequent years to implement this initiative.**

D) UPDATED HOMELESSNESS STRATEGY AND HOUSING ALLOCATIONS POLICY

The Lead Member for Planning and Health introduced the report that requested approval for an updated homelessness strategy, approval to formally consult on an updated housing allocations policy and the activation of the Severe Weather Emergency Protocol (SWEP).

The Lead Member informed Cabinet that he was delighted to be presenting this paper as it contained so much good news. There was the homelessness strategy which would guide the Council's approach to the provision of homelessness and rough sleeping services in the Borough over the next five years working with partners.

There had been work and engagement with partners including voluntary organisations such as the Brett Foundation and the Windsor Homeless Project, housing providers such as Radian and Housing Solutions, health service providers and Thames Valley Police. There would be a multi-agency approach to helping the homeless with policies to help prevent homelessness, decrease the need for temporary accommodation, improve the quality of housing provision, support for families, reduced number of rough sleepers and improved services.

The Lead Member reported that if Cabinet approved the recommendations then SWEP would be immediately implemented. The Interim Housing Services Manager informed that by introducing SWEP tonight the Royal Borough would be ahead of other authorities in its implementation as the regulations only required it to be introduced when the temperature dropped to zero or below for three consecutive nights. Not only was the authority introducing it early but also it would remain in place throughout the winter which was far beyond the legislation.

The Chairman asked if any other authority had introduced SWEP and if SWEP was withdrawn when the temperature went above zero. Cabinet were informed that the Royal Borough were the only authority that had implemented SWEP and that they would keep it in place beyond the zero temperature cut of point. The Chairman said that this was a level of care that no other authorities were doing across the country.

The Lead Member also informed that the report also request approval to formally consult on an updated housing allocations policy which sets out how the council assesses applications for housing, prioritises each application and decides which applicant will be offered (allocated) housing. The council would be working with a number of suppliers who they had excellent relationships with. There would be more emphasis on support for those suffering from domestic abuse, better help for those leaving care and a policy that bed and breakfast temporary accommodation would no longer be used.

The Interim Housing Services Manager informed that with regards to care leavers the new policy would allow those placed outside the authority to access housing services if they wish to return to the Royal Borough. During the last 6 month the use of temporary accommodation and use of bed and breakfasts had been reduced as it was felt these were not suitable for families with children.

The Chairman reiterated that this change in policy demonstrated the need to build more houses within the Royal Borough.

Cllr McWilliams addressed Cabinet and said he wished to thank the Interim Managing Director and Interim Head of Housing Services for the support they had provided him and that a lot of work had been undertaken to get to this position. A range of policies had been introduced and work was underway in mitigating the impact of high rent in the area.

Cllr McWilliams said that it was important that the policy framework did not just sit on a shelf gathering dust and that it was important to act upon the commitments and work undertaken. Cllr McWilliams mentioned that there had been consultation with our stakeholders and asked why there had not been wider public consultation. He also asked why a cash lease policy was

not included. The Chairman said that the Lead Member responsible for housing would reply in writing.*

Cllr McWilliams asked what would happen to those helped by SWEP but were from other authorities when SWEP ended and it was good to see an updated allocation policy but shared ownership policy was not clear. The Interim Housing Services Manager replied that help and support was provide to those individuals picked up by SWEP during the period and it was not left until the protocol came to an end, this included contacting home authorities. We worked with housing providers regarding shared ownership.

The Lead Member for Adult Social Care and Public Health said that this was an excellent paper covering a number of important issues. This showed that we cared for every resident and that vulnerable people deserved our help. He thanked the Interim Housing Services Manager for the help and support given to him regarding his ward. He had worked towards informing the Prime Minister and Secretary of State the need to have joined up policies to help our vulnerable residents. The Chairman mentioned that there would be significant housing developments with the Lead Members ward that would provide affordable housing.

The Opposition Leader said it was excellent approach to SWEP but asked if there was sufficient local accommodation available and di we proactively help to seek out the hidden homeless. In response Cabinet were informed that accommodation, based on historical need, had already been booked. This was as local as possible but it was difficult if people did not wish to relocate with regards to the hidden homeless support and advice was provided, including a GP service available to all homelessness individuals.

Cllr Beer questioned the consultation process and if there would be sufficient funding in place to support the policies. The Chairman suggested he contact the head of service directly regarding the consultation and that there would always be sufficient funding to support the vulnerable in our society.

Cabinet notes the report and:

- i) Approves the updated homelessness strategy.**
- ii) Delegates authority to the Executive Director with the Cabinet Member for Environmental Services (including Parking, Flooding, Housing and Performance Management) to engage with registered providers and other key stakeholders on the updated housing allocations policy and approve the final version taking into account comments received.**
- iii) Approves that the Severe Weather Emergency Protocol commences from the date of the meeting or as soon as the temperature drops below the necessary level (whichever comes first).**

E) APPROPRIATION OF LAND

The Chairman introduced the report that sought approval for the appropriation of a selection of key council owned sites which have already been approved for redevelopment.

Following the planning approval for the Landings site the Chairman also requested that an additional recommendation be added giving delegated authority for the Acting Managing Director and Leader of Council to include the appropriate red line site for the Landings. The recommendations were an appropriate approach for the development of sites that would also provide additional affordable housing.

The Lead Member for Finance and Economic Development informed that the proposals did not override people's rights of representation regarding future developments. What the proposals did was introduce appropriate filters on potential negativity when authorities bring forward important projects.

The Leader of the Opposition asked for an explanation of easement of rights and was informed that the developer (in this case the council) could take out insurance against compensation claims for issues such as the loss of light. The proposals did not prevent such objections.

The Chairman mentioned that this was a procedural paper but important as part of the development process.

Resolved unanimously: that notes the report and:

- i) Approves the appropriation of the following sites (see appendix A red line plans);**
 - a. St Clouds Way, Maidenhead**
 - b. West Street, Maidenhead**
 - c. York Road, Maidenhead**
 - d. Reform Road, Maidenhead**
 - e. Maidenhead Golf Course**
 - f. Ray Mill Road East, Maidenhead**
 - g. Riverside Caretakers House, Maidenhead**
 - h. Mokattam, Maidenhead**
 - i. Brocket, Maidenhead**
 - j. St Edmunds, Maidenhead**
 - k. Vicus Way (Car Park), Maidenhead**
 - l. Broadway (Car Park), Maidenhead.**

- ii) Delegates authority for the Acting Managing Director and Leader of Council to include the appropriate red line site for the Landings site.**

F) FINANCIAL UPDATE

The Lead Member for Finance and Economic Development introduced the latest Financial Update report.

The Lead Member informed that he had presented the latest financial update and the associated background to the report to Members from all parties and to the appropriate scrutiny panels.

Cabinet were informed that the financial update reports had shown that since July 2018 there had been early pressures on the budget mainly due to the increased demand and cost of children in care, pressure on parking income and recovery of . debt from revenues and benefits. It was reported that there would be a NET pressure of around £1.5 million.

The budget position was being driven by national pressures. The current pressures were being partially mitigated resulting in a net service pressure of £3,044,000 along with an additional £1,500,000 from the Business Rates Pilot, leaving a financial pressure across the Council of £1,544,000 as detailed in appendix A.

The Lead Member informed that at the Corporate Services O&S Panel Cllr Brimacombe had used the analogy of a graceful swan swimming across the lake whilst paddling frantically below the water. The report provided additional appendices detailed what had occurred 'bellow the water' and actions taken to get to the current financial outturn position.

With regards to children in Care the Lead Member for Finance and Economic Development informed that an additional child entering the system could cost between £50,000 t over £150,000 per year. In forecasting the year end position it had been assumed that the national and local increase in demand and cost would continue.

The Lead Member also informed that the other major area of pressure was the projected income from parking. When setting the budget the Lead Member had informed that there had been a policy decision not to increase parking provision for local residents but ,after benchmarking, to increase parking charges proportionally for visitor parking. What had not been expected was that there would be a shift in an increase of resident parking and thus a corresponding drop in projected income due to increased use of the vantage card.

Officers were asked to provide a range of realistic mitigating actions which had also been appended with a matrix of delivery risk. There were also additional funding opportunities such as higher than expected revenue from Business Rates Pooling.

The Council's aggregated usable reserves remained in a healthy position at £8,545,000 (10% of budget) which was in excess of the £5,860,000 (6.87% of budget) recommended minimum level set at Council in February 2018. The Lead Member reiterated the report's recommendations and informed that the projected trends would be taken into account when setting next year's budget.

The Chairman informed that there would be an additional £1.29 million Adult Social Care funding allocated to next year's budget.

The Leader of the Opposition reported that back in 2015 she had raised concern about the rising costs of adult social care, children social care and the increased demand. Yet the budget remained stagnant and council tax was reduced going against the national trend. There was a national trend that budget planners should have been aware of and taken into account when setting the budget. The Leader of the Opposition raised concern about next year's budget, especially as a number of the mitigating actions were one off savings.

The Chairman replied that it was for Members to set policy and for officers to manage the budget, accountability and budget management will be an important consideration when selecting the new Managing Director.

The Lead Member for Finance and Economic Development informed that there had been two large budget variances during the year that had to be dealt with. With regards to the pressure from children in care the report contained an additional appendix that showed that officers felt that there was a decline in demand as forecasted by using three years of data. When setting the budget they were looking at a downward trend and did not budget for the increased demand.

The Chairman mentioned that when setting the 2018/19 budget there was an increase in council tax of 1.9% and the adult social care levee of 3%. If the data that there was going to be an increase in demand had been made available at the time of setting the budget then council tax could have been set at a higher rate with a 2.9% increase. If the right information had been put before Members than a different budget would have been approved.

The Lead Member for Adult Social Care and Public Health informed that with regards to demands in adult social care all avenues at his disposal had been used to help meet demand. He had contacted central government about the need for additional funding and mentioned that by increasing council tax puts more pressure on our residents with low incomes.

The Chairman mentioned that over 70% of revenue was spent supporting venerable members of our society. The Royal Borough had a vibrant economy and a high tax base and this provided use some resilience. There were both local and national issues impacting the budget and we could solve the local issues.

The Leader of the Opposition requested and it was agreed to take mitigating action in children's services to the Children's Services O&S Panel. She also mentioned that she had comparative data with other authorities that showed that although we above other in regards to maintained reserves we were also low down with regards to spend.

The Chairman said that the administration did not wish to increase council tax when there was no evidence that it was required, he would rather leave money with the tax payer rather than sitting in the council's bank account.

The Lead Member for Finance and Economic Development mentioned that the local press had asked him why the administration did not continue to increase council tax over the last ten years, when was it reduced when it could have been increased and added to reserves. This was a view mirrored by the opposition. Cabinet were informed that the council was a revenue based organisation that had a reliable income base so there was no need to steal from our residents to protect ourselves. We tax residents when it is required and maintain a healthy level of reserves.

The Leader of the Opposition said that they had had never said that council tax should be increased but that it should be maintained at was then the current level rather than having it reduced.

The Chairman said that the Residents Satisfaction Survey showed that we had a 65% value for money satisfaction rating compared to a 45% rating nationally. The Royal Borough had the lowest council tax rates outside of London, the administration ran a tight ship as it was our residents money.

The Lead Member for Highways, Transport and Windsor mentioned that the Royal Borough was in an excellent financial position when compared to many other authorities across the country, yet we still provided what our residents expected such as weekly waste collection. Other authorities were looking at £20 million to £30 million pressures whilst we had a £1.5 million pressure. We were transparent with our residents and doing a good job. The Chairman said that 88% of our residents were happy with waste collection.

The Lead Member for Finance and Economic Development replied to the Leader of the Opposition that if Council Tax had been maintained over the past few years and not reduced than our tax payer would have paid 5-10% more. At least £25 million of addition tax would have been collected from our residents that was not required.

The Leader of the Opposition said that there was a £7.4million overspend that had been mitigated. We were looking at the same pressures next year. She felt that the administration could have done better. The Chairman replied that in certain areas thing could have been done better, however this administration delivered value for money and did not squander council tax payers money.

Resolve unanimously: that Cabinet:

- i) Notes the Council's projected outturn position for 2018-19 and notes work undertaken to identify mitigations to deal with pressures.**
- ii) Approves a capital budget of £50,000 to fund the Eton Brook and Barnes Pool restoration project. See paragraph 3.2.**
- iii) Approves an additional grant funded budget of £476,500 for Adult Social Care Winter Funding 2018-19. This grant has been awarded from the Department of Health and Social Care to the Council to alleviate winter pressures on the NHS, getting patients home quicker and freeing up hospital beds. See paragraph 5.18.**

G) LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

RESOLVED UNANIMOUSLY: That under Section 100(A)(4) of the Local

Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act.

Financial Update - Resolved unanimously: that Cabinet noted the Part II appendix.

The meeting, which began at 7.30 pm, finished at 9.40 pm

CHAIRMAN.....

DATE.....

*Addendum to minutes of Cabinet 22/11/18:

Councillor M. Airey responded to the question from Councillor McWilliams about consultation on the housing policy at Full Council on 11 December 2018. Please see the link below for details:

<https://rbwm.moderngov.co.uk/mgAi.aspx?ID=11122>

Councillor M. Airey responded to the question from Councillor McWilliams about a cash lease policy with a verbal response directly to Councillor McWilliams; a summary is provided below:

The cash lease policy was not included in the homelessness strategy due to the fact that this piece of work will form part of a different strategy which involves the MEAM coordinator. The cash lease policy is absolutely still part of our strategy to support the homeless.

**ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD
EQUALITY IMPACT ASSESSMENT**

EqlA : Title of EQIA

Essential information

Items to be assessed: (please mark 'x')

Strategy	X	Policy		Plan	X	Project	X	Service/Procedure	
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Responsible officer	Managing Director of RBWM Company Ltd	Service area	X	Directorate	RBWM Property Company Limited
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Stage 1: EqIA Screening (mandatory)	Date created: 09/06/2022	Stage 2 : Full assessment (if applicable)	Date created : xx/xx/xxxx
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): xxxxxxxxxxxxxx

Dated: xx/xx/xxxx

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ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqlA : Title of EQIA

Guidance notes

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

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

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

EqlAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqlA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

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

What's the process for conducting an EqlA?

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

Openness and transparency

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

Enforcement

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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqlA : Title of EQIA

Stage 1 : Screening (Mandatory)

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

To facilitate and deliver the development of St Cloud Way by Countryside on behalf of the Council.

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1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqlA : Title of EQIA

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	N/A	0	N/A	<i>Key data: The estimated median age of the local population is 42.6yrs [Source: ONS mid-year estimates 2020]. An estimated 20.2% of the local population are aged 0-15, and estimated 61% of the local population are aged 16-64yrs and an estimated 18.9% of the local population are aged 65+yrs. [Source: ONS mid-year estimates 2020, taken from Berkshire Observatory]</i>
nDisability	N/A	0	N/A	
Gender re-assignment	N/A	0	N/A	
Marriage/civil partnership	N/A	0	N/A	
Pregnancy and maternity	N/A	0	N/A	
Race	N/A	0	N/A	<i>Key data: The 2011 Census indicates that 86.1% of the local population is White and 13.9% of the local population is BAME. The borough has a higher Asian/Asian British population (9.6%) than the South East (5.2%) and England (7.8%). The forthcoming 2021 Census data is expected to show a rise in the BAME population. [Source: 2011 Census, taken from Berkshire Observatory]</i>
Religion and belief	N/A	0	N/A	<i>Key data: The 2011 Census indicates that 62.3% of the local population is Christian, 21.7% no religion, 3.9% Muslim, 2% Sikh, 1.8% Hindu, 0.5% Buddhist, 0.4% other religion, and 0.3% Jewish. [Source: 2011 Census, taken from Berkshire Observatory]</i>
Sex	N/A	0	N/A	<i>Key data: In 2020 an estimated 49.6% of the local population is male and 50.4% female. [Source: ONS mid-year estimates 2020, taken from Berkshire Observatory]</i>
Sexual orientation	N/A	0	N/A	

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : Title of EQIA

Outcome, action and public reporting

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

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

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**ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD
EQUALITY IMPACT ASSESSMENT**

EqIA : Title of EQIA

Stage 2 : Full assessment

2.1 : Scope and define

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

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

--

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ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : Title of EQIA

2.2 : Information gathering/evidence

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

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

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Eliminate discrimination, harassment, victimisation

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqlA : Title of EQIA

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

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Advance equality of opportunity

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqlA : Title of EQIA

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

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ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqlA : Title of EQIA

Foster good relations

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

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2.4 Has your delivery plan been updated to incorporate the activities identified in this assessment to mitigate any identified negative impacts? If so please summarise any updates.

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

**ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD
EQUALITY IMPACT ASSESSMENT**

EqIA : Title of EQIA

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Report Title:	Local Cycling and Walking Infrastructure Plan and Cycling Capital Programme
Contains Confidential or Exempt Information	No - Part I
Cabinet Member:	Councillor Haseler, Cabinet Member for Planning, Parking, Highways and Transport
Meeting and Date:	Cabinet - 23 June 2022
Responsible Officer(s):	Chris Joyce, Head of Infrastructure, Sustainability and Economic Growth
Wards affected:	All



REPORT SUMMARY

In July 2020, the Government published Gear Change, a national strategy for transforming the role walking and cycling play in transport. The government’s goal is for cycling and walking to become the natural first choice for short journeys and for 50% of journeys within towns like Maidenhead, Windsor or Ascot to be walked or cycled by 2030. Growing rates of walking and cycling are also objectives within our Corporate Plan, as we look to leading national practice for ways to support a post-pandemic recovery for our town centres, tackle congestion and climate change and improve population health to create a sustainable borough of opportunity and innovation.

To deliver on Gear Change, highway authorities have been tasked by the government with developing Local Cycling & Walking Infrastructure Plans (‘LCWIPs’): evidence-based, prioritised 10-year plans for raising the standards of walking and cycling facilities where the current standard falls short of the utility and safety expectations people have, and is thereby discouraging use.

This LCWIP has brought together the outcomes of public feedback in last summer’s borough-wide ‘Big Conversation’, together with the borough’s existing Cycling Action Plan, analysis of where demand for walking and cycling are highest, and a review of the condition of existing provision.

This report presents an LCWIP for the borough and recommends it for adoption. It offers a clear set of actions for delivering on our Corporate Plan objectives, that we can begin acting on at pace: for example, investigations have started on how a selection of issues identified by the LCWIP might be resolved, utilising the walking and cycling capital programme budget already agreed by Cabinet for this year. It will also enable us to bid for critical future government funding for highway-related investment, for which an LCWIP will be a precondition.

1. The DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) Approves the Local Cycling and Walking Infrastructure Plan, adopting it as corporate policy in place of the borough’s Cycling Action Plan**

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

Options

Table 1: Options arising from this report

Option	Comments
Adopt the Local Cycling & Walking Infrastructure Plan as corporate policy, in place of the Cycling Action Plan This is the recommended option	This offers the Council a clear action plan for delivering on Corporate Plan objectives to grow rates of walking and cycling, using a national best practice approach that will secure our ability to unlock future government funding. It incorporates and develops the recommendations within the existing Cycling Action Plan policy.
Retain the existing Cycling Action Plan (i.e. do nothing) This is not recommended	This plan does not consider how increased rates of walking could be achieved in addition to growing cycling rates, and it will not unlock government funding.

Adopting the Local Cycling & Walking Infrastructure Plan

- 1.1 In July 2020, the Government published Gear Change, a national strategy for transforming the role walking and cycling play in transport. The goal is for cycling and walking to become the natural first choice for short journeys and for 50% of journeys within towns like Maidenhead, Windsor or Ascot to be cycled or walked by 2030. Generally, journeys under 2km are walkable, and journeys under 5km are cycleable, with those trips taking less than 30 minutes.
- 1.2 Growing rates of walking and cycling are also objectives within our Corporate Plan. In our borough, 33% of our carbon emissions come from driving – more than from any other source. Timely, focused action to make walking and cycling realistic options for more trips is vital if we are to address the Climate Emergency fast.
- 1.3 We also know that more walking and cycling means healthier and happier lives, reducing the strain on our health and social care systems. In our borough, 20.5% of adults and 49.7% of children are physically inactive. Helping people switch short journeys onto foot and bike makes physical activity part of the fabric of life, and not an additional activity that time needs to be found for.
- 1.4 Walking and cycling can also stimulate demand for new and recovering business in our high streets as people ‘shop local’. Naturally too, if more short trips are walked and cycled, our roads will be clearer for those journeys that need to be driven.

- 1.5 Local Cycling & Walking Infrastructure Plans (LCWIPs) were introduced alongside Gear Change as a best practice methodology for local authorities to develop a 10-year investment plan for walking and cycling facilities. LCWIPs bring together:
- Stakeholder feedback
 - Analysis of existing and potential journey patterns, for journeys that are or could be walked or cycled
 - Reviews of existing on-street conditions
- 1.6 This information has been used to identify and prioritise opportunities for impactful investment in walking and cycling infrastructure, around which the borough can plan future investment.
- 1.7 In addition to economic, social and environmental goals, investment is needed in order to meet resident expectations. Development of this LCWIP began with the borough's 'Big Conversation' in summer 2021, when every household in the borough was invited to comment on existing conditions for walking and cycling and suggest how improvements could be made. In total, 827 responses were received. The exercise showed only 1 in 3 borough residents are satisfied with existing walking infrastructure, and fewer than 1 in 10 residents are satisfied with provision for cycling.
- 1.8 Alongside Gear Change and LCWIPs, the government published associated updated national highway design guidelines (Local Transport Note 1/20) and established a new executive agency, Active Travel England. The updated design guidelines are intended to normalise new elements of highway design that have proved particularly effective at growing rates of walking and cycling when trialled around the country, and phase out highway design practices that have not been effective and as such are viewed by the government as poor value for money. Active Travel England has been established to support local authorities in adopting these new standards, and to inspect and report on local authority plans and completed projects.
- 1.9 In an effort to ensure value for money from future investment, the government will be basing future highway funding decisions on whether a local authority has a delivery plan in place, and whether Active Travel England are confident that the local authority is delivering improvements that meaningfully grow rates of walking and cycling. The purpose of developing and adopting this LCWIP is to have a credible plan in place, and to have taken the time to identify local priorities for investment where there is a strong evidence base and case for improvement.

Replacing the Cycling Action Plan

- 1.10 The borough has an existing plan for improving provision for cycling. In 2018, before the government's Gear Change announcement, the borough worked with key stakeholder groups to develop a Cycling Action Plan, which is adopted council policy, and which has been used to guide investment in recent years (such as the Maidenhead Missing Links project).
- 1.11 The recommendations of this plan remain pertinent, and have been rolled into the new LCWIP, and expanded upon where necessary to bring it into line with the LCWIP approach. Unlike the Cycling Action Plan, the LCWIP has also considered walking infrastructure improvements.

- 1.12 It is important for clarity of purpose that the council only has one plan, and so it is proposed that the LCWIP be adopted in place of the Cycling Action Plan. However, the substance of the Cycling Action Plan is contained within the LCWIP, to carry that work forward.

Cycling capital programme

- 1.13 A capital programme budget of £1.5m for investment in walking and cycling improvements has been approved for this financial year.
- 1.14 To progress with the delivery of this capital programme, investigations have started on how a selection of issues identified by the LCWIP might be resolved, utilising this agreed cycling capital programme budget. This includes:
- Junction improvement at A308/Mill Lane
 - Stovell Road/Barry Avenue walk/cycle corridor
 - Pedestrian crossing improvements in Datchet
 - Walk/cycle improvements in Maidenhead town centre
- 1.15 These investigations would form a set of pioneer initiatives to make their way through the new LCWIP delivery pipeline. Subject to being able to identify effective, viable, value-for-money solutions to the issues under investigation, we anticipate being able to deliver the first initiatives this financial year. We will instigate additional investigation works later in the year, establishing a delivery pipeline with a regular stream of (potential) projects moving through all stages of development, from identification, through planning, to delivery and monitoring.

2. KEY IMPLICATIONS

- 2.1 The LCWIP will help us achieve our Corporate Plan targets of
- Increasing cycling by 50% by 2025, including investing in improved cycle ways
 - Increase the numbers of people walking as a means of transport
- 2.2 It will do this by offering a prioritised pipeline of improvements to walking and cycling infrastructure, where barriers have been identified that are currently discouraging or preventing people from making trips on foot and by bike where they might otherwise easily be.
- 2.3 Having an approved plan in an LCWIP format will enable us to attract government investment in the future, accelerating how much and how fast we are able to make improvements and grow rates of walking and cycling.
- 2.4 Growing rates of walking and cycling would play an important role in achieving wider corporate goals too, including tackling the climate emergency, creating network capacity to ease congestion and support new housing development, and improving population health outcomes.

3. FINANCIAL DETAILS / VALUE FOR MONEY

- 3.1 An RBWM-funded capital programme budget of £1.5m for investment in walking and cycling improvements has been approved for this financial year. This LCWIP will guide spending of this budget towards initiatives which are impactful, have stakeholder support, and build towards a wider plan for the borough.
- 3.2 This plan will also assist with planning budgets for future years, by providing a clear and prioritised pipeline of investment proposals that can be considered in the context of wider funding decisions. However, the LCWIP does not commit the borough to future funding, and no new funding is sought as part of the approval to adopt the plan.
- 3.3 This plan will enable the borough to bid in the future for capital funding from government and other agencies, to bring investment into the borough. Any bids would be the subject of separate, future decision(s).

4. LEGAL IMPLICATIONS

- 4.1 There are no significant legal implications arising from approving the LCWIP.

5. RISK MANAGEMENT

Table 2: Impact of risk and mitigation

Risk	Level of uncontrolled risk	Controls	Level of controlled risk
Future central government funding for highways held back as no evidence borough is contributing to national Gear Change strategy	Medium	Introduce an LCWIP, to have a demonstrable plan for growing rates of walking and cycling	Low
Proposals rely on public support	Medium	LCWIP has been built on public feedback through 'Big Conversation' exercise and development of Cycling Action Plan. Publishing an LCWIP helps members of the public to see ahead of time what investment is proposed, and why. All projects taken forward will be developed with stakeholders and subject to public consultation.	Low

6. POTENTIAL IMPACTS

- 6.1 Equalities. The EQIA screening has identified no significant negative impacts on persons with protected characteristics. In assessing current highway conditions and recommending areas for improvement, the LCWIP and new national design standards recommend improvements designed to make spaces more accessible and inclusive.
- 6.2 Climate change/sustainability. The LCWIP supports increased rates of walking and cycling, which will reduce carbon emissions from transport. Currently, 33% of borough carbon emissions come from driving – more than from any other source
- 6.3 Data Protection/GDPR. No personal data is associated with the publication of the LCWIP. Responses to the Big Conversation are aggregated and/or otherwise anonymised.

7. CONSULTATION

- 7.1 The borough's 'Big Conversation' was undertaken in summer 2021, with all borough households written to and invited to respond to surveys regarding current and future provision for walking and cycling in the borough. 827 responses were received.
- 7.2 The LCWIP also incorporates the Cycling Action Plan, which was developed by the borough in partnership with relevant stakeholder groups in 2018.
- 7.3 A draft of the LCWIP and its appendices was shared with all Members, parish councils, the local access forum, town forums, Windsor & Maidenhead Cycling Action Group and disability and inclusion forum for comment. There was overall support for the document, with 77% of respondents felt that the vision, aims and objectives were right. Feedback concerning a commitment to improvements being inclusive of the needs of disabled people and clarification of cycle design standards has been incorporated into the final version of the LCWIP. Notable other areas of feedback were:
- comments around wider questions of council walking and cycling strategy beyond planning and prioritising infrastructure improvements, which we will look to address during the planned refresh of the overall Local Transport Plan; and
 - a desire for further public engagement, particularly on the specifics of individual schemes, which we commit to undertaking as each individual scheme comes forward for development.

8. TIMETABLE FOR IMPLEMENTATION

- 8.1 If the Cabinet approves the recommendation made by this paper, the LCWIP will become Council policy from the date of that approval and the Cycling Action Plan will be replaced by it.

8.2 Individual projects within the LCWIP will be taken forward in this and future years, subject to funding and capacity. Investigations have started on how a selection of issues identified by the LCWIP might be resolved, such that delivery of the first improvements can be undertaken later this year.

9. APPENDICES

9.1 This report is supported by two appendices:

- Appendix A – [Local Cycling & Walking Infrastructure Plan](#)
- Appendix B – [Equalities Impact Assessment](#)

10. BACKGROUND DOCUMENTS

10.1 This report is supported by six background documents:

- Local Cycling & Walking Infrastructure Plan – Policy Context
- Local Cycling & Walking Infrastructure Plan – Engagement Report
- Local Cycling & Walking Infrastructure Plan – List of All Routes
- Local Cycling & Walking Infrastructure Plan – Route Selection Tool Summary
- Local Cycling & Walking Infrastructure Plan – Walking Audits Summary
- Local Cycling & Walking Infrastructure Plan – Prioritisation

11. CONSULTATION

Name of consultee	Post held	Date sent	Date returned
<i>Mandatory: Statutory Officers (or deputies)</i>			
Adele Taylor	Executive Director of Resources/S151 Officer	16/5/22	26/5/22
Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer	16/5/22	25/5/22
<i>Deputies:</i>			
Andrew Vallance	Head of Finance (Deputy S151 Officer)	16/5/22	
Elaine Browne	Head of Law (Deputy Monitoring Officer)	16/5/22	
Karen Shepherd	Head of Governance (Deputy Monitoring Officer)	16/5/22	16/5/22
<i>Mandatory: Procurement Manager (or deputy) - if report requests approval to award, vary or extend a contract</i>			
Lyn Hitchinson	Procurement Manager		
<i>Other consultees:</i>			

<i>Directors (where relevant)</i>			
Duncan Sharkey	Chief Executive	16/5/22	19/5/22
Andrew Durrant	Executive Director of Place	16/5/22	20/5/22
Kevin McDaniel	Executive Director of Children's Services		
Hilary Hall	Executive Director of Adults, Health and Housing		

Confirmation relevant Cabinet Member(s) consulted	Cabinet Member for Planning, Parking, Highways & Transport	Yes
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REPORT HISTORY

Decision type:	Urgency item?	To follow item?
Key decision First entered into the Cabinet Forward Plan: 20/04/2022	No	No

Report Author: Dug Tremellen, Transport Policy Manager. 01628 796220
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Royal Borough of Windsor
& Maidenhead
**Local Cycling & Walking
Infrastructure Plan**

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FOREWORD






FOREWORD

The Royal Borough of Windsor and Maidenhead is pleased to present its Local Cycling and Walking Infrastructure Plan (LCWIP).


We want walking and cycling to be convenient, safe and enjoyable travel options for everyone. While not every journey can be walked or cycled, many of the shorter trips made in our borough could be made on foot or by bike with the right investment. To get moving at pace with this plan, we are accompanying its launch with a £1.5 million investment in walking and cycling this year (2022/23).



In our borough, 33% of our carbon emissions come from driving – more than from any other source. Timely, focused action to make walking and cycling realistic options for more trips is vital if we are to address the Climate Emergency fast.


We also know that more walking and cycling helps each of us to live healthier and happier lives, reducing the strain on our health and social care systems. It can stimulate demand for new and recovering businesses on our high streets. Naturally too, if more short trips are walked and cycled, our roads will be clearer for those journeys that need to be driven.

We recognise that action is needed to achieve this. The results of last summer's borough-wide Big Conversation showed that only 1 in 3 borough residents are satisfied with existing walking infrastructure, and fewer than 1 in 10 residents are satisfied with cycling infrastructure. This plan is a step towards investing in improvements.



This plan takes your feedback from the Big Conversation and combines it with the borough's Cycling Action Plan which many residents contributed to in recent years, and from these derives a list of locations where walking and cycling investment would be desirable. This, together with an analysis of trip demand data and existing conditions on-street, leads the plan to identify locations where we plan to undertake studies and public consultations, looking at what walking and cycling improvements could be introduced.

This plan will be kept under review, as we recognise that the list of locations in this report is unlikely to be exhaustive. Equally, we are not confirming changes will be made in any location mentioned within the report, as we have not at this stage undertaken those studies to confirm that a suitable improvement can be made at any of the identified sites. That work is to happen next, and we will consult closely with local communities as we investigate what options exist in each area. In publishing this plan, our aim is to continue our conversation with residents and businesses by setting out what we have learned so far and being transparent about the steps we intend to take from here.



Our ultimate aim is to invest in increasing rates of walking and cycling as means of travel, and to improve the safety of our streets. Our proposals for recreational walking, cycling and horse-riding facilities have already been published in this plan's sister document, the borough's **Rights of Way Improvement Plan**. We do nevertheless anticipate that investment in making streets safe and attractive for walking and cycling will only further enhance our borough as a standout location for enjoying the great outdoors.

Making improvements will not always be straightforward. It will take time, require sustained investment, and at times will require tough decisions to be taken. The rewards for acting – tackling the climate emergency and traffic congestion together with boosting the local economy and health outcomes – are compelling reasons to rise to the challenge.



Cllr Phil Haseler
Cabinet Member for Planning,
Parking, Highways & Transport



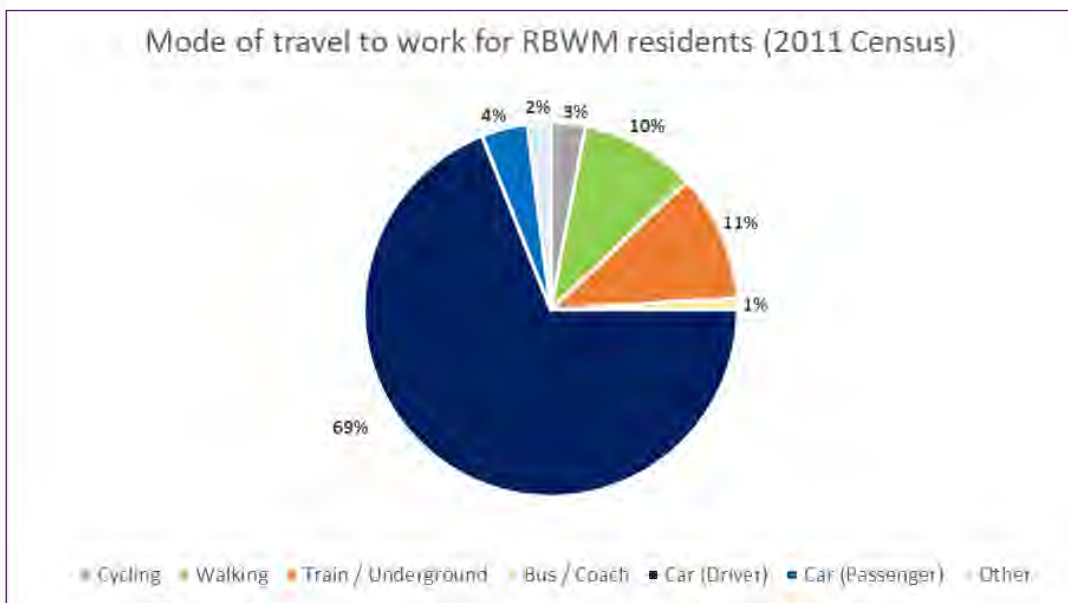
INTRODUCTION

INTRODUCTION

Background

Increasing the levels of walking and cycling is essential to tackle some of the challenging issues the Royal Borough of Windsor and Maidenhead faces such as combatting climate change, reducing congestion, improving air quality, health and wellbeing, addressing inequalities and improving the local economy.

Figure 1. Mode of travel for trips to work by Royal Borough of Windsor and Maidenhead residents



The 2011 Census data states over half (55.2%) of borough residents have a commuting distance of less than 10km, while over a third (36.1%) commute less than 5km (3 miles). Many of these journeys could readily be made by cycling or walking. However, cycling accounts for less than 3% and walking for 10% of all journeys to work.

The Census also showed that 8,618 children were driven to school by car or van (43%) while 8,064 (41%) walked and 800 cycled (4%). 9.8% of pupils who live in the borough go to school outside the borough and 15.6% of pupils live in surrounding local authorities.

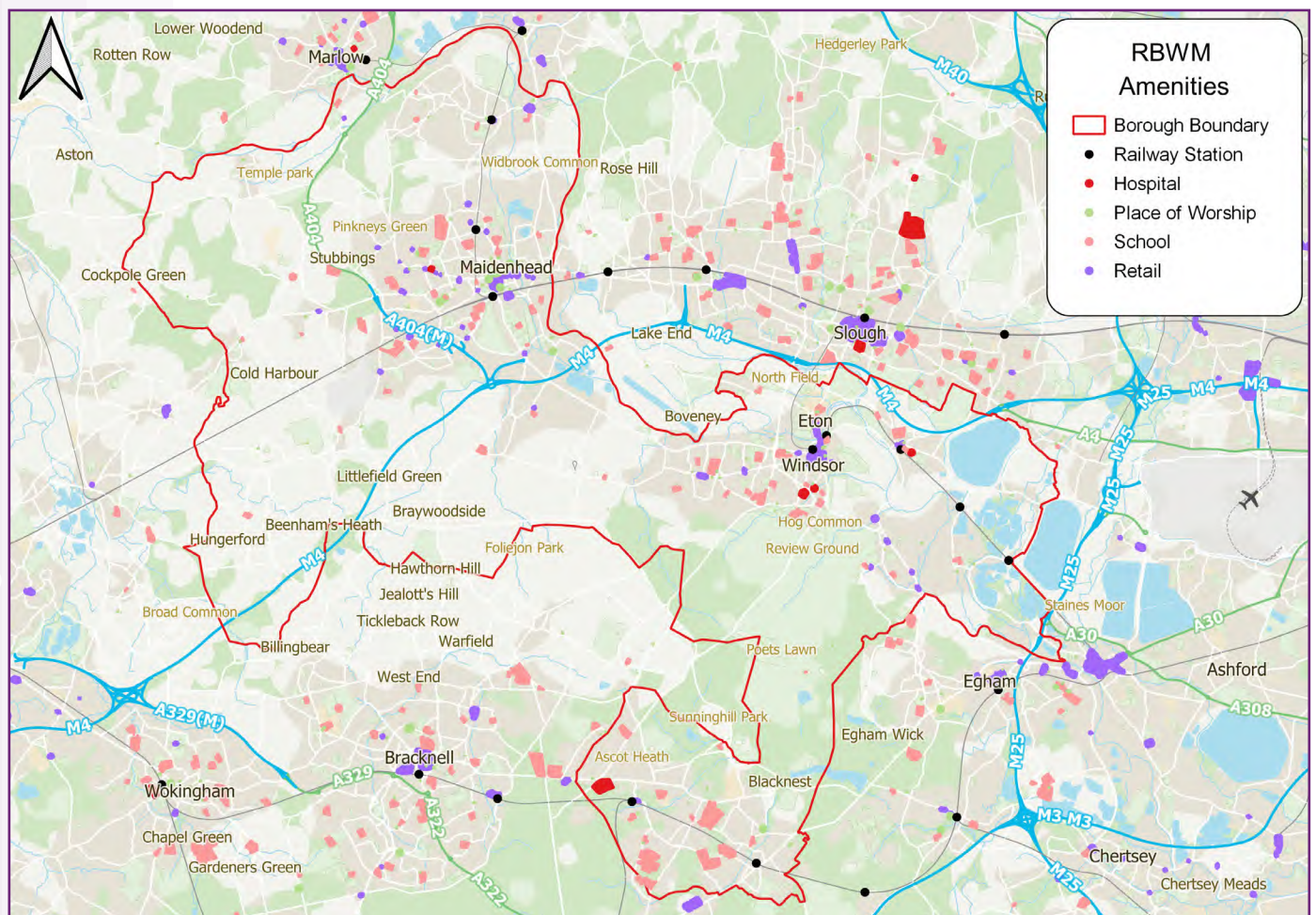
Our 2021 survey stated that 60% of people drove a car as their main mode of travel, with 27% walking and 8% cycling.

This LCWIP provides the Royal Borough of Windsor and Maidenhead with the strategic approach to deliver quality walking and cycling networks across the borough, including information on where active travel investment could be considered. For any future investment in active travel from Central Government, all Local Authorities will need to provide or be working towards creating an LCWIP. Schemes identified within the LCWIP will go through a feasibility process and public consultation.

This plan presents an opportunity to improve walking and cycling environments inclusively, including for people with disabilities who often rely on walking and wheeling as ways to travel. In developing improvement schemes, we will seek to learn from best practice nationally and to engage with disabled people during the project’s development.

The LCWIP covers the whole of the Royal Borough of Windsor and Maidenhead.

Figure 2. Geographical Extent



To date we have completed public engagement on the LCWIP which opened on Monday 16 August 2021 and ran until Sunday 3 October 2021 which enabled the council to begin ‘The Big Conversation’ with residents, visitors and stakeholders within the Borough. The council engaged with people on a number of active travel topics, including walking and cycling centred around the four key themes stated below:

- Cycle routes and infrastructure
- Accessible routes and pedestrian spaces
- School Streets – temporary road closures around schools during school run times (term time only)
- People-friendly streets – changes that can be made to neighbourhoods that reduce traffic dominance



In addition to feedback from the Big Conversation, we have incorporated proposals from the Cycling Action Plan, a plan that stakeholders helped to develop in 2018. Once published, this combined LCWIP will be the council's plan for delivering both walking and cycling infrastructure improvements, superseding the Cycling Action Plan.

We will continue to explore and review options along corridors within the borough to identify workable solutions. Furthermore, once a feasibility study is completed for a location, we will begin a local public consultation phase with residents in the vicinity to look at potential active travel improvements.



The LCWIP process looks to plan a network of walking and cycling routes across the borough which connect people to the places that they want to get to, whether for work, education, leisure or other purposes. The process, developed by Department for Transport, is made up of six stages:

1. Determining Scope: Establish the geographical extent of the LCWIP and arrangements for governing and preparing the plan;
2. Gathering Information: Identify existing patterns of walking and cycling and potential new journeys (e.g., from engagement, developments or modal shift);
3. Network Planning for Cycling: identifying origin and destination points and create network and improvements required;
4. Network Planning for Walking: Identify key trip generators, core walking zones and routes and improvements required;
5. Prioritising Improvements: Prioritise improvements to create a phased programme of investment; and
6. Integration and Application: distil outputs into policy, strategies and funding delivery plans.



The LCWIP supports and ties into several national, regional and local policies which aim to make cycling and walking the natural choice for shorter journeys as well as providing better streets for people to 'be' in. Furthermore, the LCWIP will help to contribute to decarbonising the UK economy by 2050 as well as enabling half of all journeys in built-up areas to be walked or cycled by 2030. Further information regarding the policy integration can be found within Appendix A.



The LCWIP can play an important role in encouraging active travel at new developments within the borough. With over 4,000 additional new homes expected by 2025, and a further 3,500 additional homes expected by 2030 (**RBWM Local Plan**) the LCWIP can play a fundamental role in making sure these new developments are served by quality active travel infrastructure.





VISION, AIMS & OBJECTIVES





VISION, AIMS AND OBJECTIVES

The vision of the LCWIP is:

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

A series of objectives have been set and these will be monitored annually to understand if the LCWIP has been successful:

- Increase cycling by 50% by 2025, and 75% by 2031 (based on 2019 baseline);
- Increase the numbers of people walking as a means of transport by 25% by 2027 and 50% by 2031 (based on 2019 baseline); and
- To reduce cyclist and pedestrian casualties by 20% between 2021 and 2026 and 40% by 2031 (baseline of 2020).

We will work to understand whether these objectives are sufficiently ambitious in light of the need to decarbonise transport to act on the Climate Emergency, and update these objectives accordingly if needed.

The LCWIP supports several aims within RBWM’s 2021-2026 Corporate Plan.

- Increase walking and cycling in the borough;
- An increase in the number of adults undertaking activity in line with the UK Chief Medical Officer’s physical activity guidelines, particularly in those groups where current activity is likely to be lower;
- Deliver new transport infrastructure to support growth;
- Investment along the A308 corridor; and
- A decrease in the borough and council’s own emissions by 50% by 2025 – and net zero by 2050, at the latest.





EVIDENCE






3. EVIDENCE


Our approach


This plan has been developed by combining the results of our 'Big Conversation' exercise together with data relating to trip demand and the existing condition and safety of our network. Data sources include:

- 
- Stakeholder comments, from the 'Big Conversation' and public comments from the development of the 2018 Cycling Action Plan
 - Propensity to Cycle Tool;
 - Location of amenities and trip attractors;
 - Location of development sites and existing schemes (including plans in neighbouring local authority areas);
 - Location of crossing points; and
 - Collision data (last 36 months to December 2020).

Public engagement

Our public engagement consisted of:

- 
- Leaflets delivered to residential and business properties across the borough informing them of the LCWIP development and drop-in sessions;
 - Five in-person drop-in sessions across the borough – at Cookham Dean Village Hall, The Community Room Sunningdale Parish Office, Windsor Library, Old Windsor Library and Maidenhead Library;
 - An online engagement session on the 9 September 2021; and
 - Creation of website including four themed surveys and interactive maps.



Alongside this broad public engagement, 17 borough and 10 parish councillors took part in an online discussion discussing key themes based on their constituents' needs, and discussions were also held with key stakeholders including those managing Windsor and Maidenhead town centres and neighbouring local authorities.

The engagement activities focused on gathering ideas for improvements. Views were sought on the current barriers to active travel, potential solutions to the identified barriers, specific schemes which could be taken forward to tackle existing issues and thoughts on the current solutions being explored in the UK to encourage walking and cycling.



Engagement Survey Results

Four key themes were identified and formed the basis for discussion throughout the engagement sessions:

- Cycle lanes, pathways and parking;
- People-friendly streets;
- School Streets; and
- Walking, accessible routes and pedestrian spaces.



A total of 827 surveys responses were received over the four surveys from local residents. The Cycle Lanes, Pathways and Parking Survey had the highest number of respondents (350), followed by the Walking, Accessible Routes and Pedestrian Spaces survey (249 respondents). The People Friendly Streets Survey had a total of 124 respondents and 104 people responded to the School Streets Survey.



Appendix B sets out the detailed analysis of all of the survey questions for reference, however the main findings of the report can be seen below.



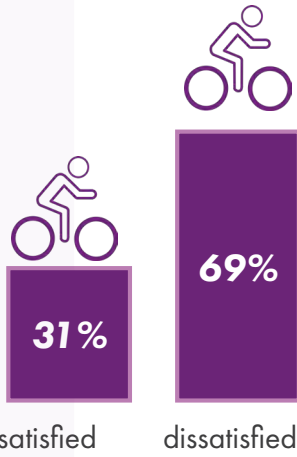
In addition to the surveys, the website provided the opportunity for the public to drop pins on interactive maps to suggest locations for walking and cycling improvements.

Cycle Lanes, Pathways and Parking Survey

The Cycle Lanes, Pathways and Parking survey saw the most comments from residents with 350 residents responding to the survey and 380 pins on the map. In the survey 47% stated that not knowing good routes prevents them from cycling, 58% stated that indirect routes prevent them from cycling in some capacity and 85% stated that busy roads prevent them from cycling in some capacity.



Cycle Lanes, Pathways and Parking



Respondents views on the current cycling network in RBWM. Therefore, respondents are requesting improvements to the cycle network to increase the uptake of cycling in the borough.



of respondents state personal safety, quality of environment, busy roads and difficult junctions as barriers to cycling in the borough, alongside lack of safe cycle parking.



Public Suggestions

- Cycling routes to be implemented, extended, or improved
- Overgrown vegetation to be tended to
- Improvements to the quality of streets, e.g. lighting.



of respondents state they would be supportive of cycle improvements, even if there was less space for traffic. 209



There were a number of locations where people requested improved cycle facilities and cycle parking. These locations are shown in Figure 3.

There were multiple segregated cycle lane requests at the same location:

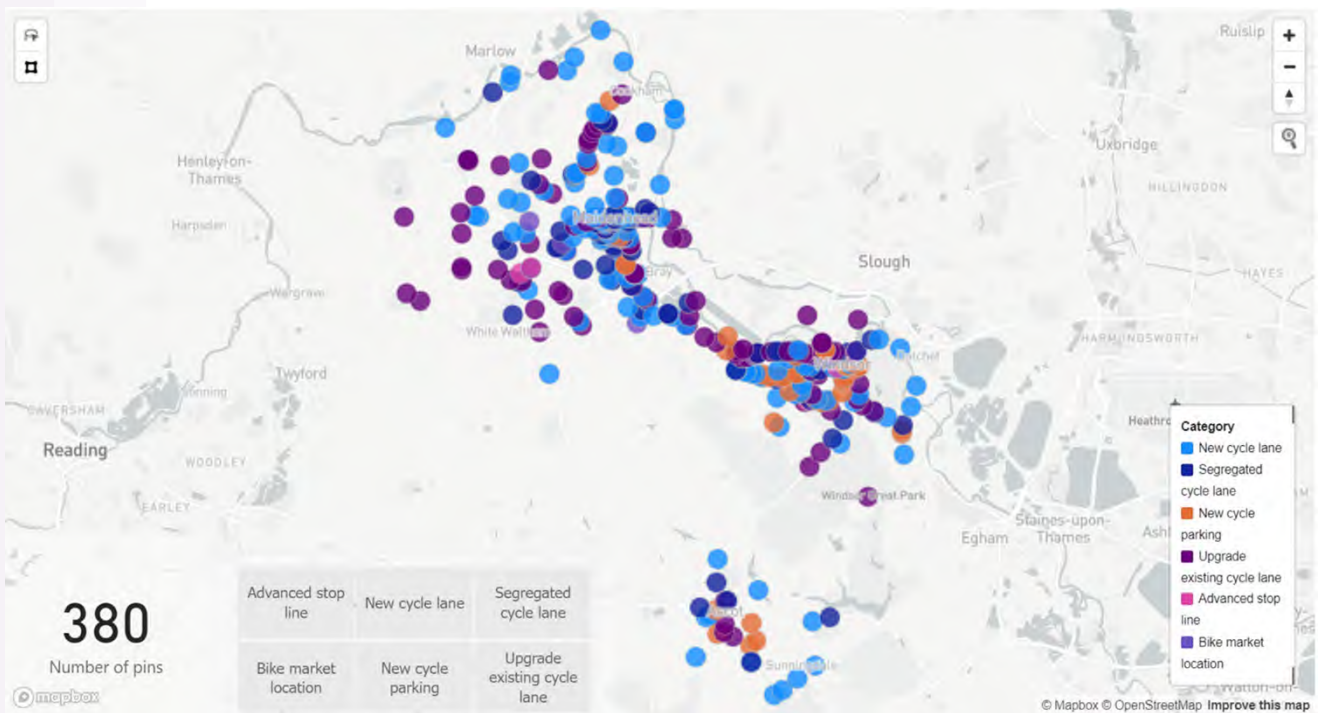
- A308 Maidenhead Road between Ruddlesway and Vale Road, Windsor
- Dedworth Road near junction with Oakley Green Road
- Grenfell Road, Maidenhead
- Bridge Road, Maidenhead



There were also multiple cycle parking requests at the same location:

- William Street, Windsor town centre
- St Leonard’s Road, Windsor
- Windsor Leisure Centre
- Dedworth shopping precinct
- Maidenhead retail park, Stafferton Way, Maidenhead

Figure 3. Pin Drops on the Cycle Lanes, Pathways and Parking Interactive Map



The feedback that we've received has helped inform our proposed approach, as set out in the table below.

You Said	We Did
85% of people stated that busy roads prevent them from cycling	This report proposes some of our busiest roads as suggested locations for improvements, which could include dedicated space for cycling on these roads or developing alternative routes on adjacent quieter streets.
49 people provided locations where new or more bike parking is required	We are introducing new cycle parking at a number of these suggested locations as a direct result of this feedback
21 people requested cycle improvements to A308 between Oakley Green Road and Mill Lane	This plan recommends this corridor be a priority for improvement.
15 people commented on cycle improvements along A308 in Maidenhead particularly between Grenfell Road to Holyport Road	This plan recommends this corridor be a priority for improvement.
11 people commented on cycle improvements to Switchback Road South and North	This plan recommends this corridor be a location for future improvement.

People-Friendly Streets Survey

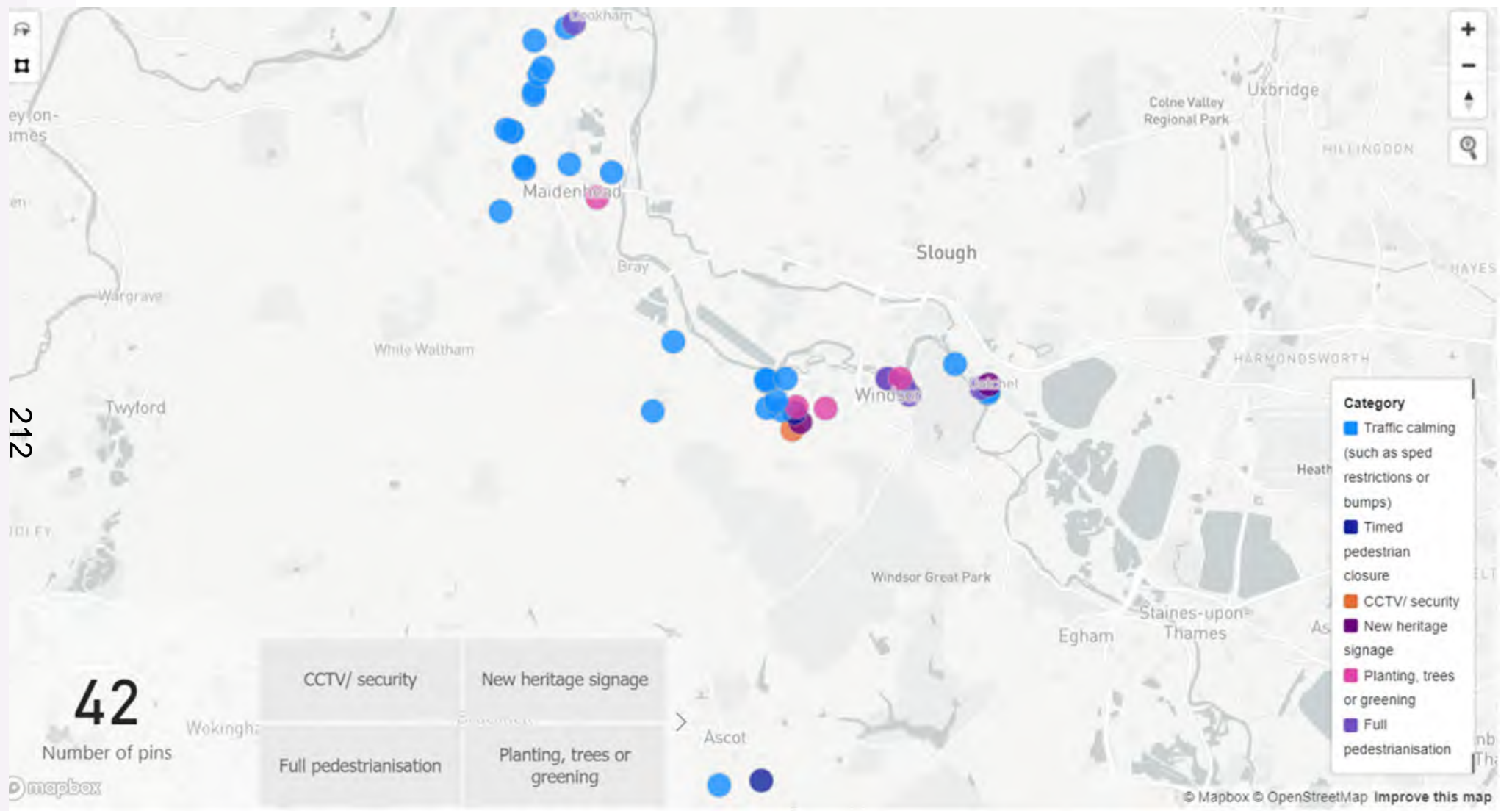
People-friendly streets are sometimes referred to as 'Liveable Neighbourhoods'. They are designed to be attractive, healthy, accessible and safe neighbourhoods for all. This may include traffic calming and an improved street environment including additional planting and more space for walking and sitting. The Department for Transport is particularly keen on the use of modal filters in these locations and these include restrictions for certain vehicles (bus gates) or even a full physical closure of a road to through traffic. These will be carefully judged for their appropriateness and subject to local consultation.

The people-friendly streets survey asked what people wanted to see as part of their neighbourhood. In total 42 people provided comments on the mapping (see figure 4) and 124 people answered the survey. Particular areas of support for people-friendly streets included Ascot, Belmont, Boyn Hill, Clewer, Dedworth and Sunninghill, with people suggesting lower traffic speed limit, public realm improvements with greening and better surfacing.

Introducing people-friendly streets in neighbourhoods that are alongside or connect into the corridor and link improvements identified in this plan would help more people access quality walking and cycling facilities and spread the benefit of investment more widely. This can be achieved by working with local residents and businesses to understand the particular needs and circumstances of each neighbourhood.

We will additionally look at opportunities to make our town centres – as particularly important destinations for local trips – better suited for cycling and walking.

Figure 4. Pin Drops on the People Friendly Streets Interactive Map



The feedback that we've received has helped inform our proposed approach, as set out in the table below.

You Said	We Did
67% of all respondents agreed with the idea of people-friendly streets	We note there is generally a good level of support for people-friendly streets across the borough, and we will look at whether in addition to the proposals in this LCWIP for corridor and link improvements there is scope to investigate area-based plans for individual neighbourhoods and town centres alongside and connecting into these improvements.
71% and 67% of respondents are supportive of people friendly streets in Boyn Hill and Belmont respectively	This plan recommends investigating future improvements to walking facilities on several local streets (see Figure 20), as well as improved cycle connections to Maidenhead town centre, Boyn Hill, Furze Platt and Cookham (cycle corridors PRO8 and PRO9).
57% of respondents are supportive of people friendly streets in Ascot and Sunninghill	This plan recommends investigating future improvements to walking facilities on local streets in Ascot and Sunninghill (see Figure 24), as well as improved cycle facilities (cycle corridor PRO4).
Comments in Clewer and Dedworth East to reduce speeds of vehicles	Previous speed surveys show an 85th percentile speed of 23.3mph along Dedworth Road. We will look to tackle these concerns in future projects that come forward.



67%
agree



10%
neither



23%
disagree



Support for the principle of people friendly streets to improve air quality and congestion.

59% of people believe that people friendly streets would improve air quality and congestion.

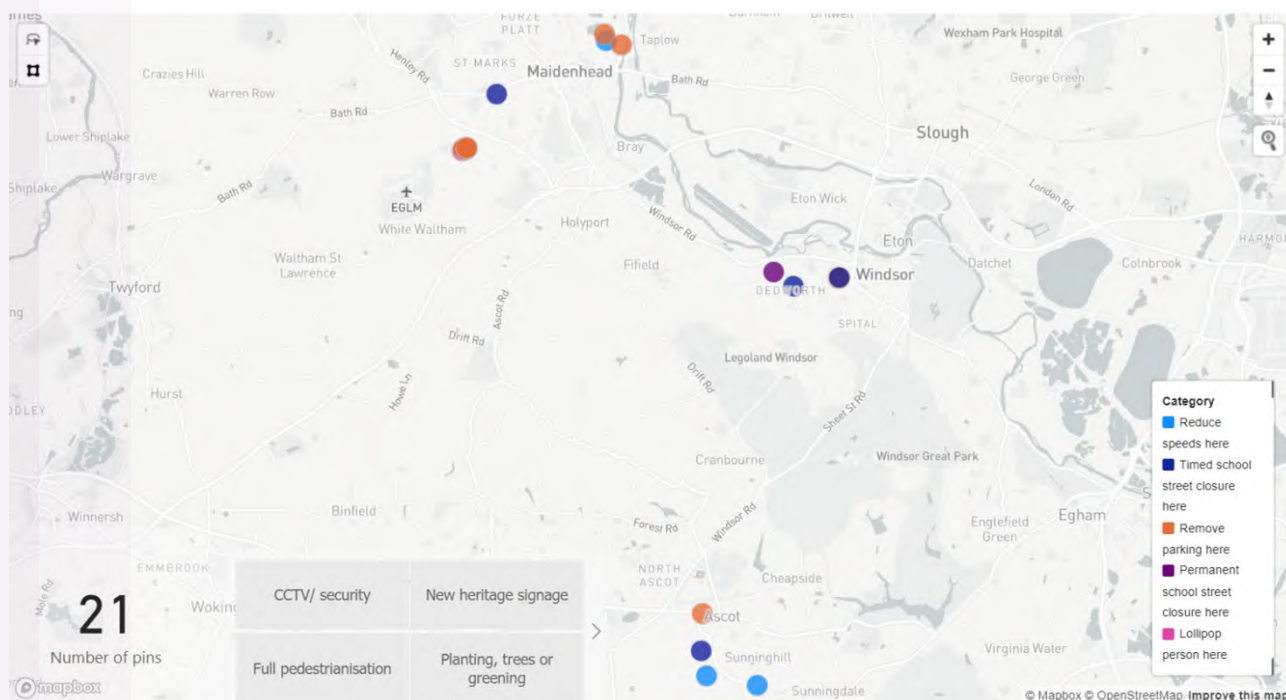


School Streets survey

School Streets are temporary traffic restrictions around school entrances, which operate around school pick up and drop off times throughout the school term, that make it safer and easier for parents and children to walk and cycle to school where they can. School street schemes typically maintain access to properties along the street whilst restricting general through traffic during their times of operation.

The School Streets Survey asked people whether they support the principle of school streets and provided options of potential school streets in their area. Furthermore, people were asked to drop pins on the map to add their own comments. In total 21 comments (see figure 5) were received on the map. A particular concentration of comments was received on The Fairway in Cox Green close to Lowbrook Academy.

Figure 5. Pin Drops on the School Streets Interactive Map

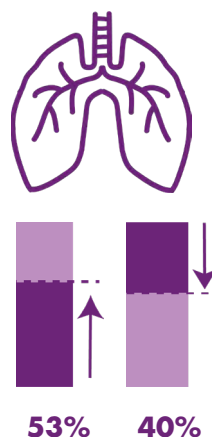


Overall, support for school streets was more mixed than other proposals. We recognise that any school streets would need careful assessment and dialogue with local residents and businesses as well as the schools themselves if they are to be successful. However, where there is local support we will work with schools to bring forward proposals for safer school gate environs and improved walking and cycling routes to schools.

School Streets



Views on school streets in the borough



53% of respondents believe school streets will improve air quality and congestion



62%

No suggested school street gained more than 62% of the public's support

Based on the data we have made some decisions of how to progress with school streets as described below.

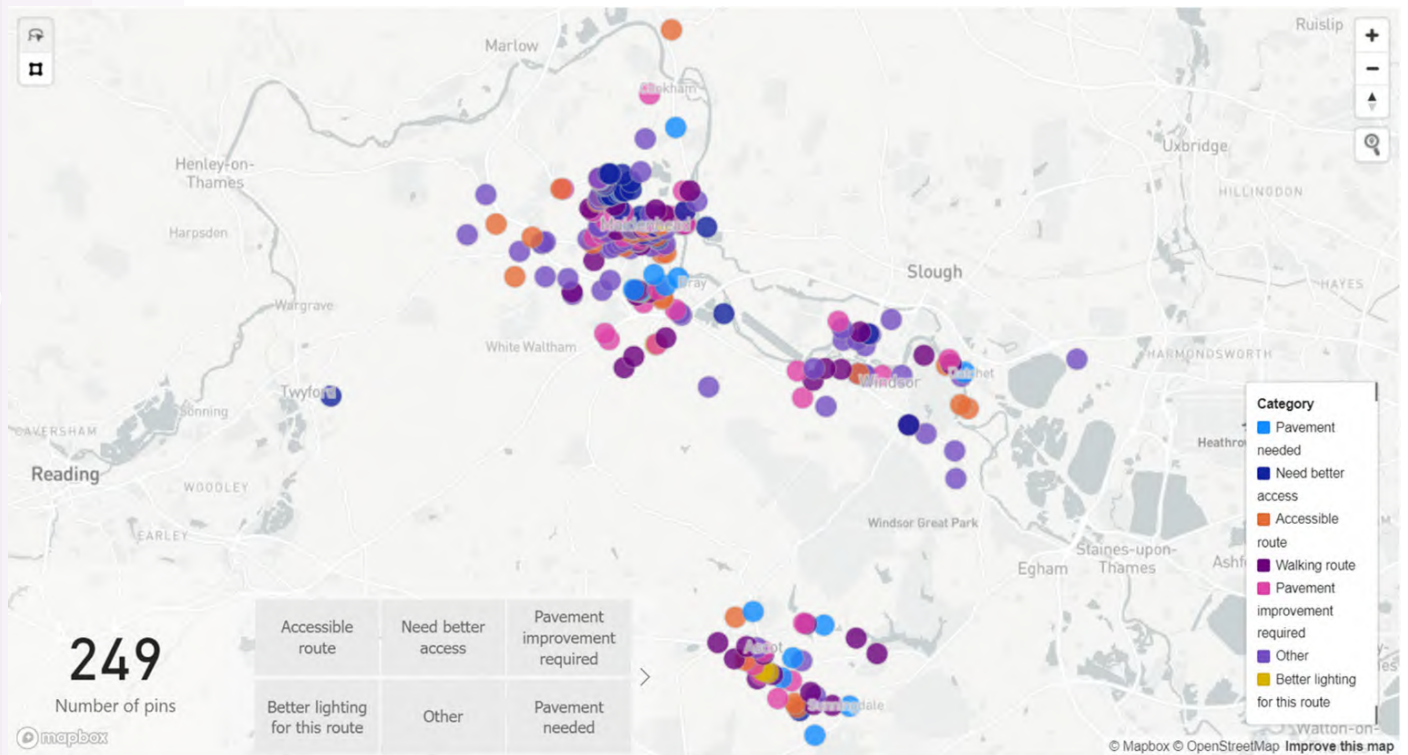
You Said	We Did
8 comments on the map regarding parking issues on The Fairway, Cox Green close to Lowbrook Academy	We have noted concerns on this specific issue and will investigate measures that might ease pressure at this location, including a school street-type measure if this can be found to be workable.
St Michaels Church of England Primary School in Sunninghill, St. Edwards School in Clewer East, and All Saints Junior CE and Altwood Schools in Boyn Hill were suggested for school streets.	We commit to review these sites to understand the viability of school streets in these locations.

The Walking, Accessible Routes and Pedestrian Spaces Survey

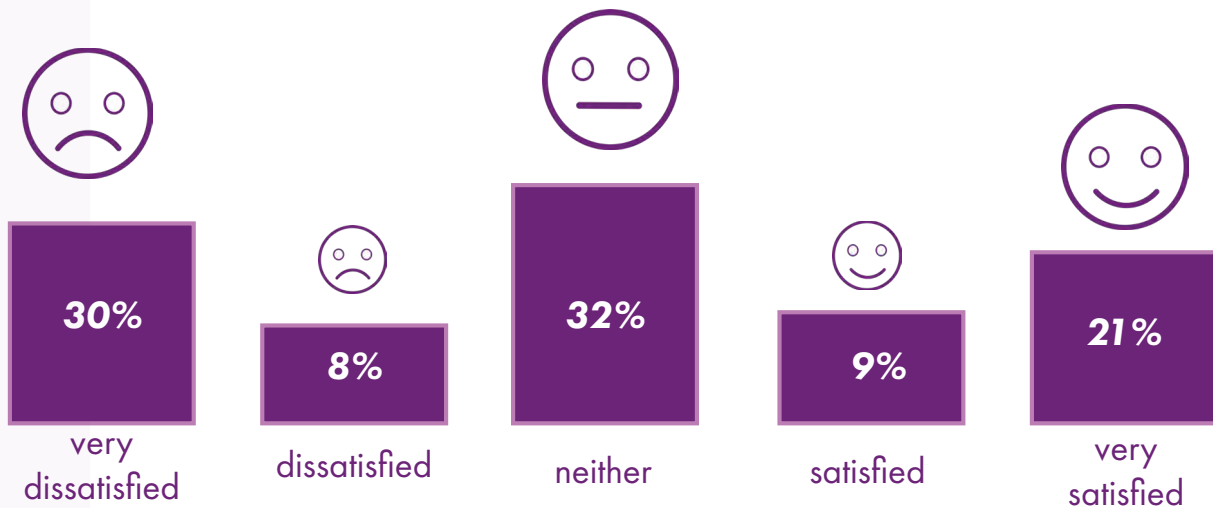
We want everyone to enjoy and feel safe walking or wheeling in the borough, and to make sure all parts of the borough are easy to access these ways. The aim of the Walking, Accessible Routes and Pedestrian Spaces survey therefore was to understand where we can deliver crossings, lighting, planting, seating and other facilities that will help to enhance and improve access routes and provide security for all active travellers.

249 people provided their comments with most people suggesting more crossing facilities, wider pavements and removing access barriers. 38% of respondents are currently dissatisfied with the walking network in Royal Borough of Windsor and Maidenhead. The map below details the locations of improvements to the walking network that were suggested.

Figure 6. Pin Drops on the Walking, Accessible Routes and Pedestrian Spaces Interactive Map



Walking, Accessible Routes and Pedestrian Spaces



Respondents views of the current Walking Network in RBWM



of respondents state busy roads as barriers and prevention for walking in the borough.



The issue of a lack of maintenance and overgrown paths was also highlighted as a barrier for walking.



25%

of responses referred to a specific route being implement, extend or improve walking routes

20%

of comments wanted improved maintenance

12%

of respondents were keen to increase crossings

The feedback that we've received has helped inform our proposed approach, as set out in the table below.

You Said	We Did
100% people strongly agreed to agreed with improved crossing points along B376 The Green	We have identified this as a potential secondary walking route
97% people strongly agreed or agreed with a new pedestrian crossing on Woodlands Park Road between roundabout with Shoppenhangers Road and Ockwells Road	We have identified this as a potential alignment for a primary cycle corridor. We will include proposals for improved pedestrian facilities
90% people strongly agreed or agreed with improved crossing points around B470 and Queens Road in Datchet	We have identified this as a potential secondary walking route
86% people strongly agreed or agreed on extension of footway on Harvest Hill	We are reviewing the feasibility of improved pedestrian and cycle access along the entire length of Harvest Hill, in line with development proposals for the area
85% people strongly agreed or agreed to improved pedestrian crossing facilities on Horton Road	We have identified this as a potential secondary walking route and link footway
70% people strongly agreed or agreed to a pedestrian refuge island or crossing on A308 Gringer Hill between the railway bridge and the junction with Belmont Road	Identified as primary walking route and a connection to secondary walking routes. Furthermore it has been identified as a consideration within a primary cycling corridor (Maidenhead to Cookham)
Harrow Road, Furze Platt - 8 comments on better access such as flush crossings and tactile paving	Identified as potential secondary walking route
Courthouse Road, Belmont - 7 comments on traffic calming, better crossings for pedestrians	Identified as potential secondary walking route
A332/A308/Maidenhead Road roundabout-improvements to crossing points	Identified as potential primary walking route and a connection to link footway.

Propensity to Cycle Tool

The Propensity to Cycle Tool (PCT) for England and Wales provides an evidence base to inform cycling investment. It uses journey to work and school travel data to model demand for trips between origins and destinations around the borough.

The PCT has been used to create a data driven approach to developing a cycle network. The 'Go-Dutch' Scenario has been used to understand which routes provide the greatest potential. An extract of the 'Go Dutch' top 100 lines (most cycled) for the area is shown in Figure 7 and 8.

The results from the tool were cross-referenced with feedback from the public engagement activities to understand where interventions are both most wanted and have the potential to improve the most journeys.

Figure 7. 'Go Dutch' top 100 lines, showing Windsor and Maidenhead

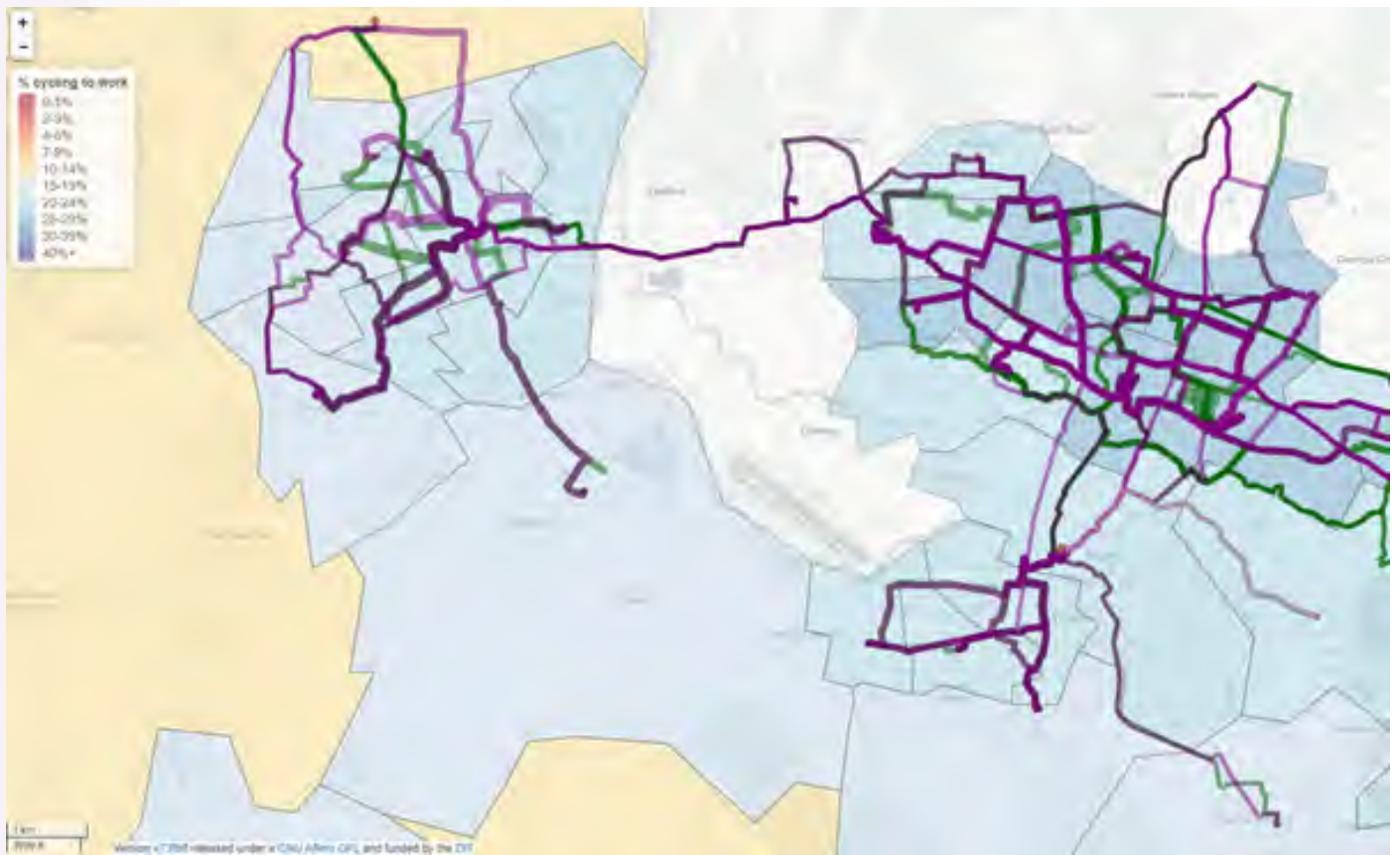
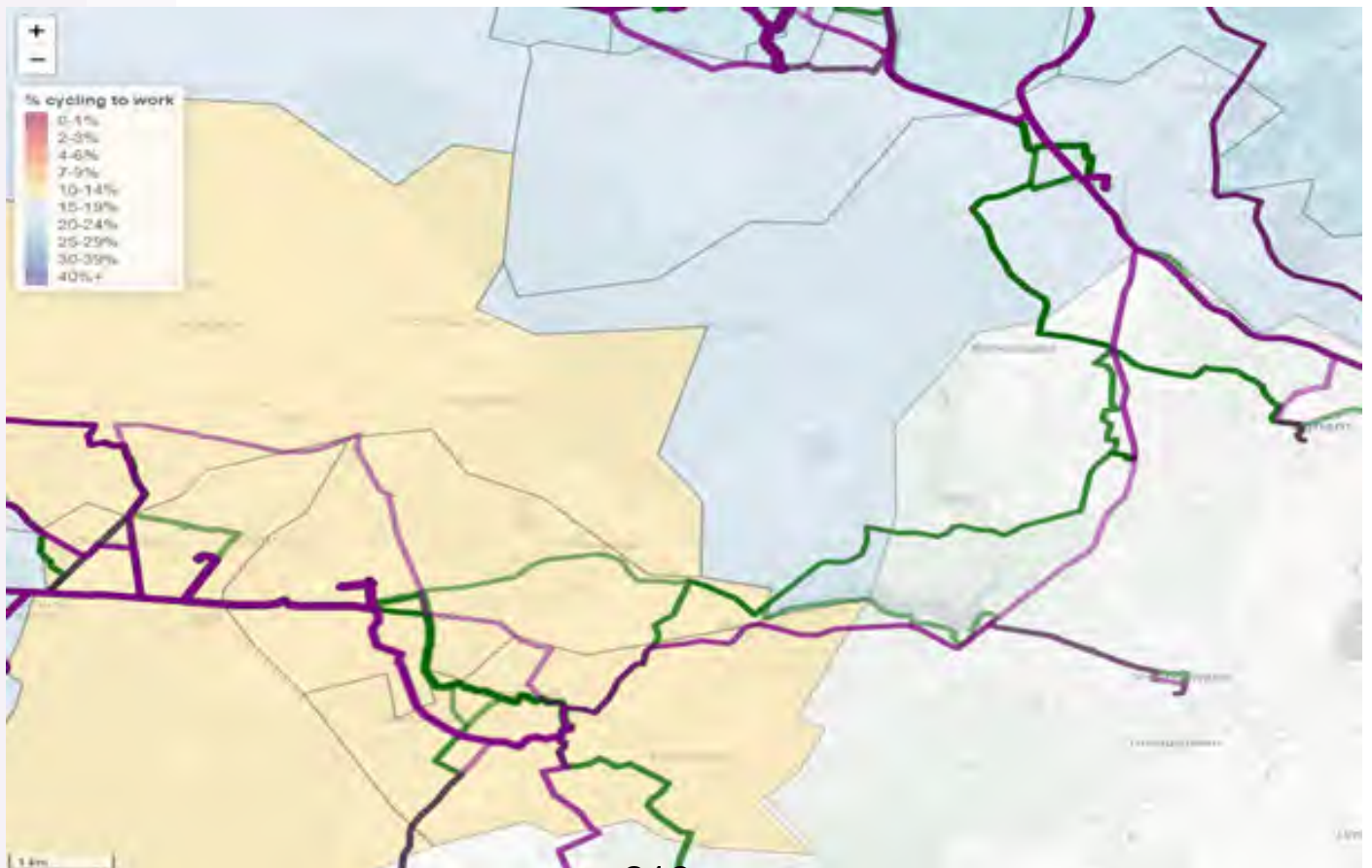


Figure 8. 'Go Dutch' top 100 lines, showing Ascot



Location of Amenities and Trip Attractors

In order to further understand what potential routes could be developed within the borough, research has been undertaken to understand what would be considered 'trip attractors' within the borough as well as the location of amenities that would receive high numbers of visitors each day. The following locations have been identified as key locations within the borough to consider when planning for new and existing routes:

- Railway stations;
- Major bus stops and interchange points;
- Primary and secondary schools;
- Hospitals;
- Town centres; and
- Retail parks and local shopping outlets.



Location of Development Sites and Planned Schemes

The location of development sites and planned schemes has been considered when planning for new and improved existing routes.

There are currently a number of existing allocated sites for various developments within the borough. These developments are earmarked as:

- Green Infrastructure development sites;
- Proposed Employment development sites (largely based around and within Maidenhead); and
- Housing development sites – which are largely surrounding Maidenhead and Ascot, however there are a handful of smaller housing allocation sites surrounding Windsor.

Crossing points and barriers

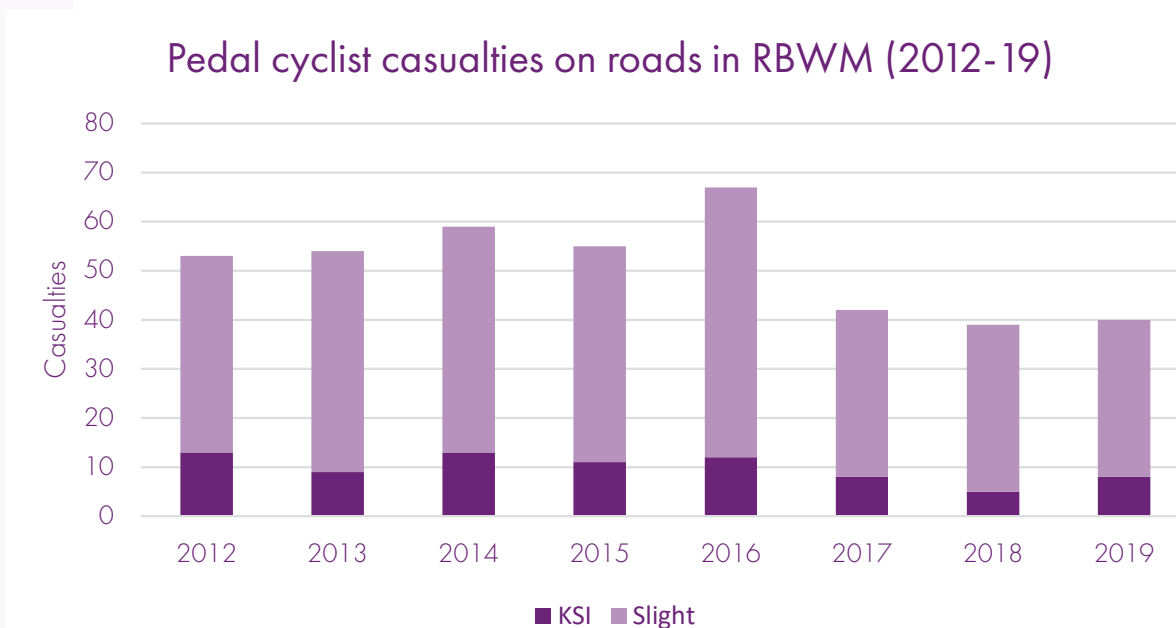
Crossing points (zebra crossings, parallel zebra crossings, toucans, walk/cycle only bridges) have been mapped to understand where there is severance or barriers to walking and cycling. These are the points where facilities for people to cross to access other neighbourhoods are lacking. Examples of features that can create severance or barriers can include railways, water courses, motorways/dual carriageways/main roads, geographic features etc. This has been used in the prioritisation process to weight routes more favourably for investment if they currently have more barriers. Within the audits of the routes, crossings were identified to understand if they are suitable for cycling.

Collision Data

The number of casualties involving cyclists on the borough's roads is summarised in Figure 9. The data shows an increase in both killed and seriously injured (KSI) as well as slight casualties from 2012 to 2016 followed by a steep fall in 2017 that levels out over the next two years.

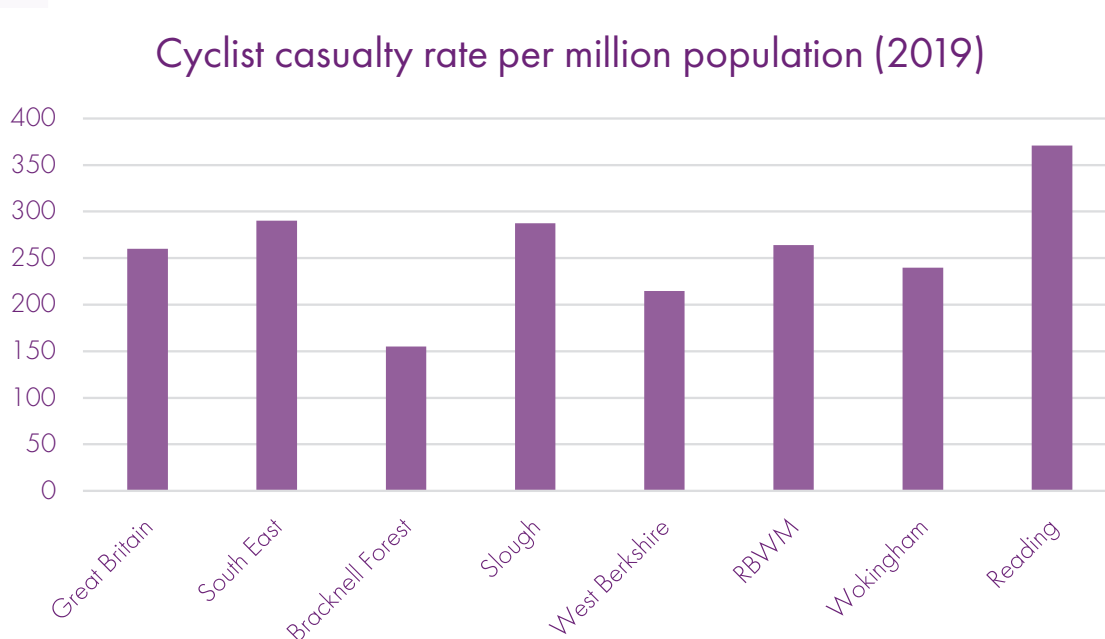
Geographic data of collisions has been used against each corridor, feeding into and informing the prioritisation process.

Figure 9. Cycling casualties from 2012 to 2019



Windsor and Maidenhead's cyclist casualty rate is 2% higher than the national average, but 9% lower than the South East of England rate.

Figure 10. Cycling casualty rate per million of population (2019)



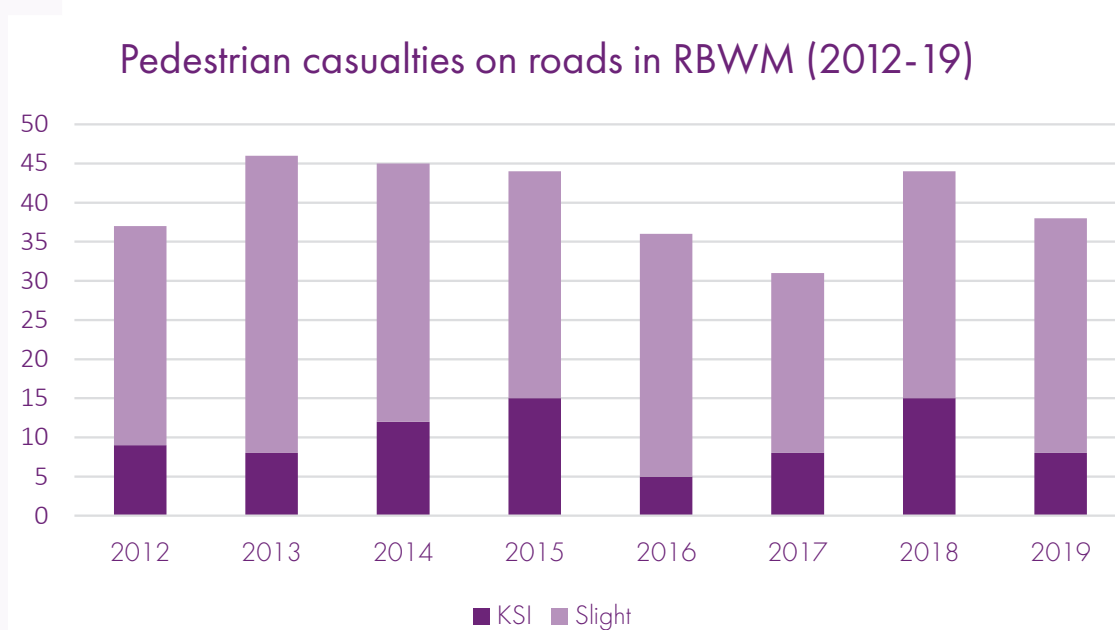
Further analysis identifies that:

- 85% occur during daylight hours; and
- 76% occur at junctions or within 20m of a junction.

The data suggests that junctions should be a focus for investment to improve safety for cyclists.

The data for pedestrian casualties shows that levels are relatively inconsistent in years up to 2017. Since then, the number of pedestrians being killed or seriously injured has dropped significantly and remained at a similar level up until 2019, which saw a slight increase from 2018.

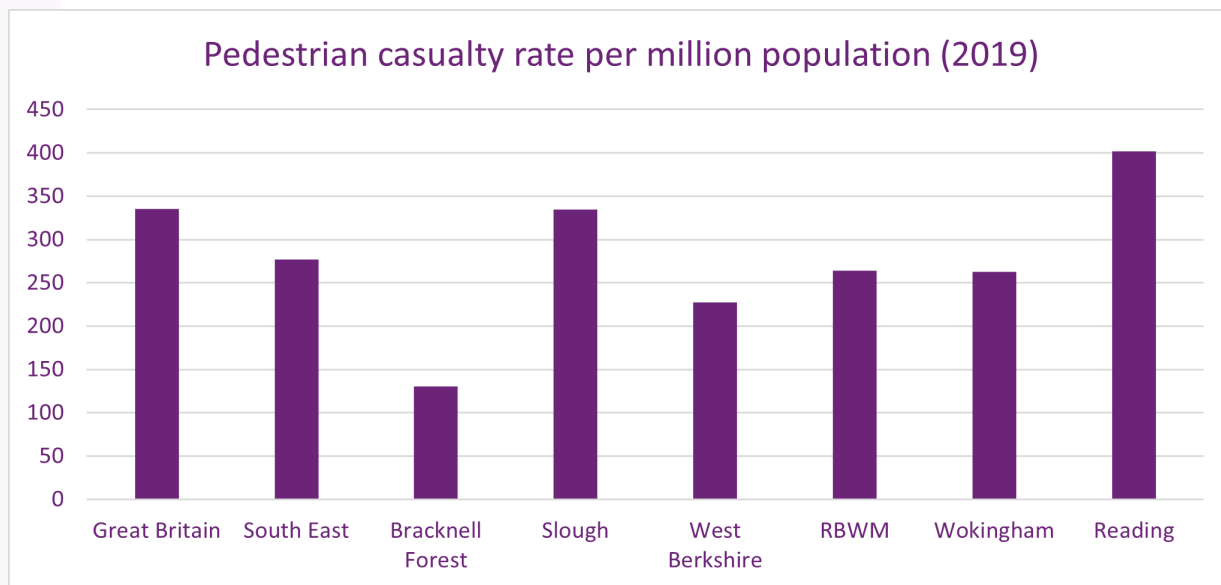
Figure 11. Pedestrian casualties from 2012 to 2019



Windsor and Maidenhead's resident pedestrian casualty rate in 2019 is 21% lower than the national average, and 5% lower than the rate for the South East of England.



Figure 12. Pedestrian casualty rate per million of population (2019)



Further analysis of collisions resulting in pedestrian casualties showed that:

- 68% occur during daylight hours; and
- 55% occur at junctions or within 20m of a junction.



Traffic Data

Traffic volume and speed data has been gathered to assess routes using the Route Selection Tool and to meet the criteria of Local Transport Note 1/20. Additionally, traffic data has been utilised within the LCWIP as it enables us to assess what sort of intervention that may be required for each individual street across the borough to increase the viability and attractiveness of active travel in any specific area.

Links to Surrounding Areas

As part of the LCWIP development, discussions were undertaken with the neighbouring authorities to understand their proposals and make sure our proposals tie in. The links identified are:

- Slough Borough Council - Yew Tree Road;
- Buckinghamshire Council - Maidenhead Bridge on Bath Road;
- Wokingham Borough Council - Bath Road (tertiary cycle route);
- Bracknell Forest Council - no borough boundary links however will tie in proposals to existing Bracknell cycling network; and
- Surrey County Council - links to Spelthorne's Route 5 and Route 8.





NETWORK PLANNING FOR CYCLING





NETWORK PLANNING FOR CYCLING

Key barriers to cycling were identified in the engagement survey, with the following frequently mentioned:

- Busy roads;
- Difficult junctions;
- Personal safety; and
- Quality of physical environment.

73% of respondents advised that they would be supportive of cycling improvements in the borough.



We will introduce facilities for cycling that are:

- Coherent – easy to follow, with legible and seamless connections between individual link sections and through junctions and no gaps in provision;
- Direct – minimising distance, time, delay and loss of momentum;
- Safe – maximising sure people are safe and feel safe;
- Comfortable – facilities designed for the needs of cyclists of all abilities and all types of design cycle, engineered with user experience in mind; and
- Attractive – contributing to an improved street environment, with cycle facilities that inspire people to try cycling more often.



Current challenges for encouraging cycling



The Royal Borough of Windsor and Maidenhead has three main population centres (Maidenhead, Windsor, Ascot) comprising most of the population. Most people therefore live in built-up areas, and many more short trips within these built-up areas to everyday shops and services could be cycled if this was made to feel comfortable, enjoyable and more safe.

Additionally, the distance between Maidenhead and Windsor is 6.5 miles (10.5 kilometres), whilst the distance between Ascot and Windsor 7 miles (11.2 kilometres), which would take less than an hour to cycle at an average speed. The challenges to encourage more people to cycle include:




- The geography of the borough, with narrow old roads being difficult to deliver cycling facilities in some locations;
- The cycle network is not complete or not always connecting people to the places they want to go;
- People cycling can be left vulnerable where cycle lanes end, particularly at pinch points or difficult junctions;




- 
- Barriers of main roads, rivers, railways;
 - Pedestrian and cycle conflict on shared paths (perceived and actual);
 - A lack of secure residential cycle parking and good quality cycle parking at key destinations;
 - Perceptions of personal fitness and ability to ride a cycle;
 - A fear of safety from road danger;
 - A fear of safety in rural parts of the borough, or traffic free routes due to a lack of lighting;
 - Ownership of land such as the Windsor Great Park and; and
 - Borough boundaries can affect end-to-end routes.
- 

Methodology

The cycle network is developed using the steps of:

- 
- Identifying corridors from stakeholder comments;
 - Assess potential demand on these corridors using the Propensity to Cycle Tool (PCT), to prioritise investment where it can be expected to have the greatest impact for the most people. This is key for funding from the Department for Transport, however the council needs to take the lead on ensuring investment takes place across the borough;
 - Refined by understanding the current condition of routes within corridors using the Route Selection Tool; and
 - Prioritising routes against key metrics.

Corridors were developed to understand the start and end points of a cycle network, while cycle routes present options of which roads, streets and paths could be connected together within the corridor to link the start and end points. These have been categorised as Primary, Secondary or Tertiary corridors.



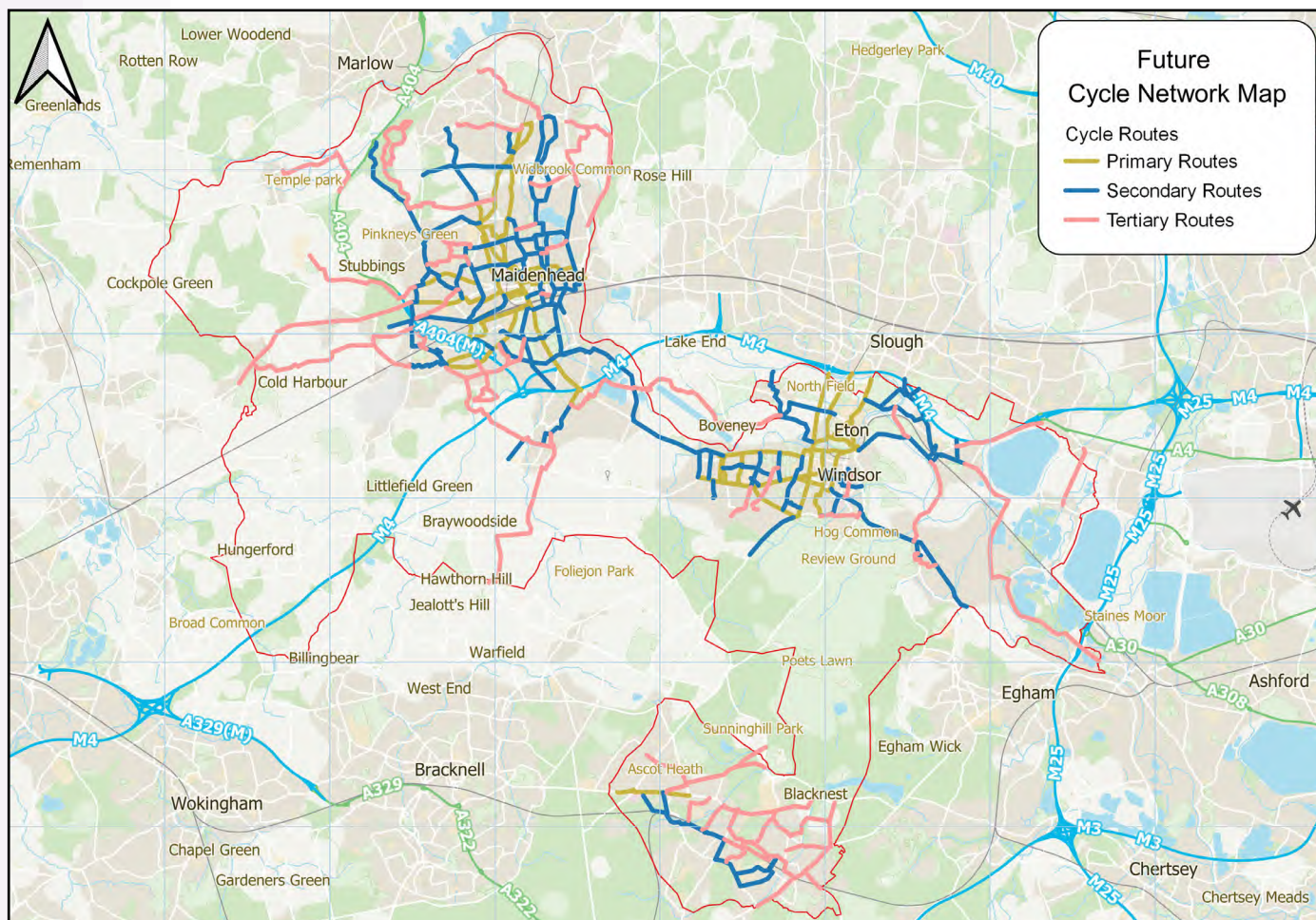
The primary corridors have the most potential for cycle trips. They have been developed by looking at comments from the public and aligning them with potential for the highest cycling flows. Secondary and tertiary corridors have been developed in the same way, but have slightly lower initial potential for future cycle trips, with a focus on feeding in to primary corridors.

Where routes link with boundary boroughs we have tried to make sure they are providing the same classification (in terms of primary, secondary or tertiary) so that a joined-up network can be delivered.

Future Cycle Network Maps

The Future Cycle Network Map below identifies potential primary, secondary and tertiary routes around the borough. There are links to neighbouring boroughs such as Slough from Windsor and Spelthorne from Wraysbury.

Figure 13. Cycle Network Map



There are multiple options (routes) for a number of corridors to be able to access areas. These will be further assessed in terms of feasibility to create a deliverable network.

The maps below detail a 400m buffer around all routes. The ambition is that all urban areas should be within 400m of a safer cycle route whilst our villages are connected to the wider network.

Figure 14. Primary cycle routes with buffer

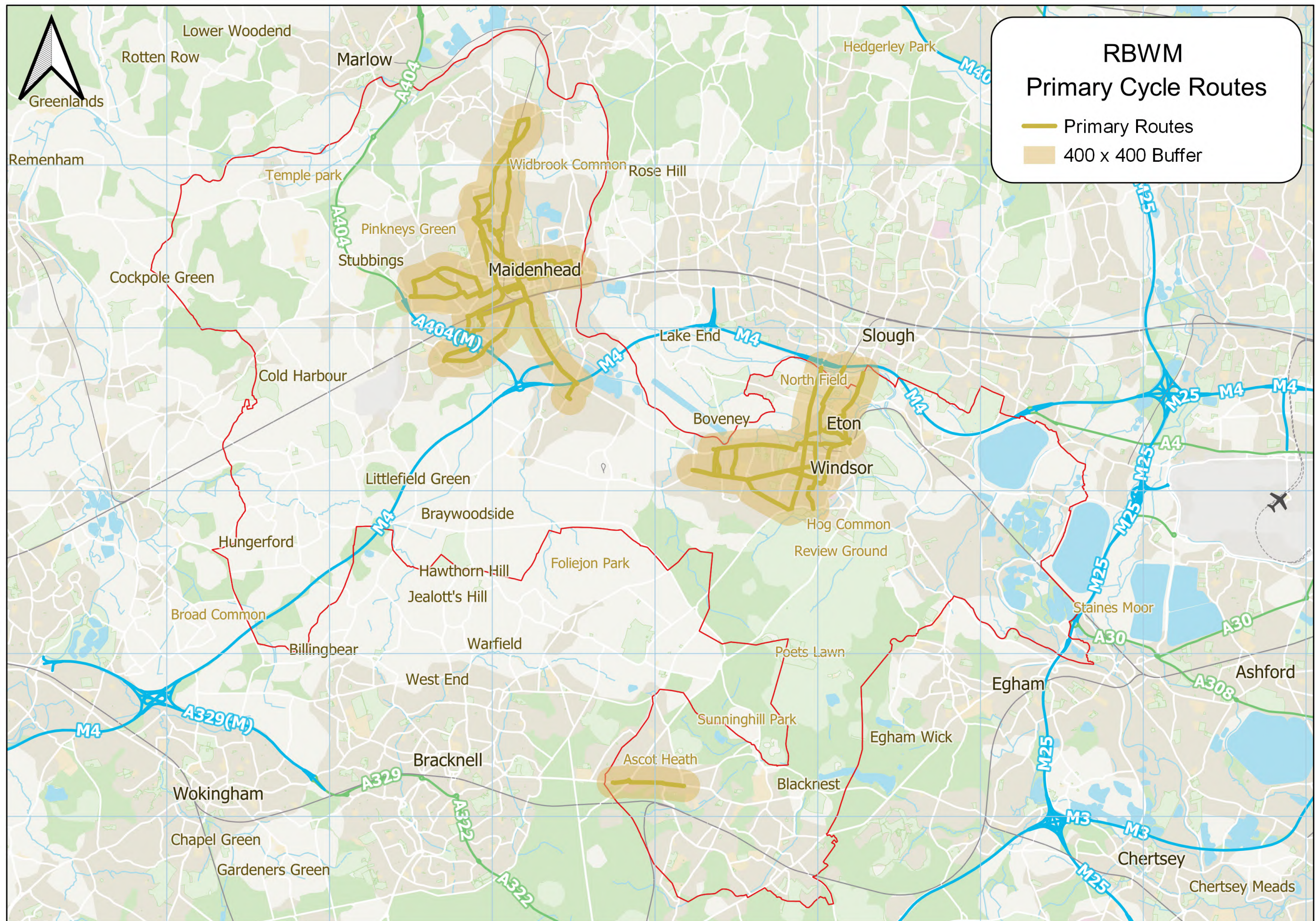


Figure 15. Secondary cycle routes with buffer

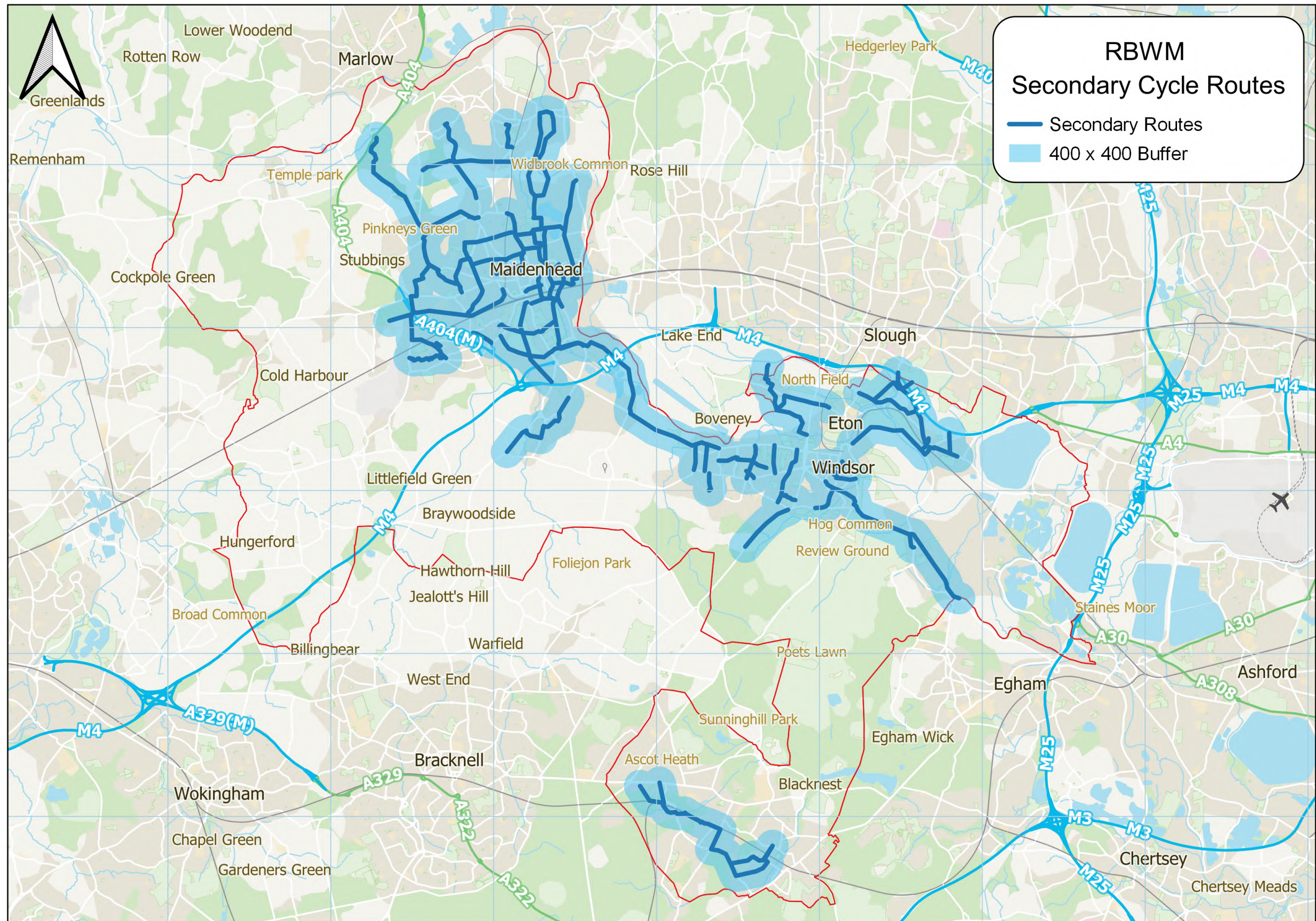
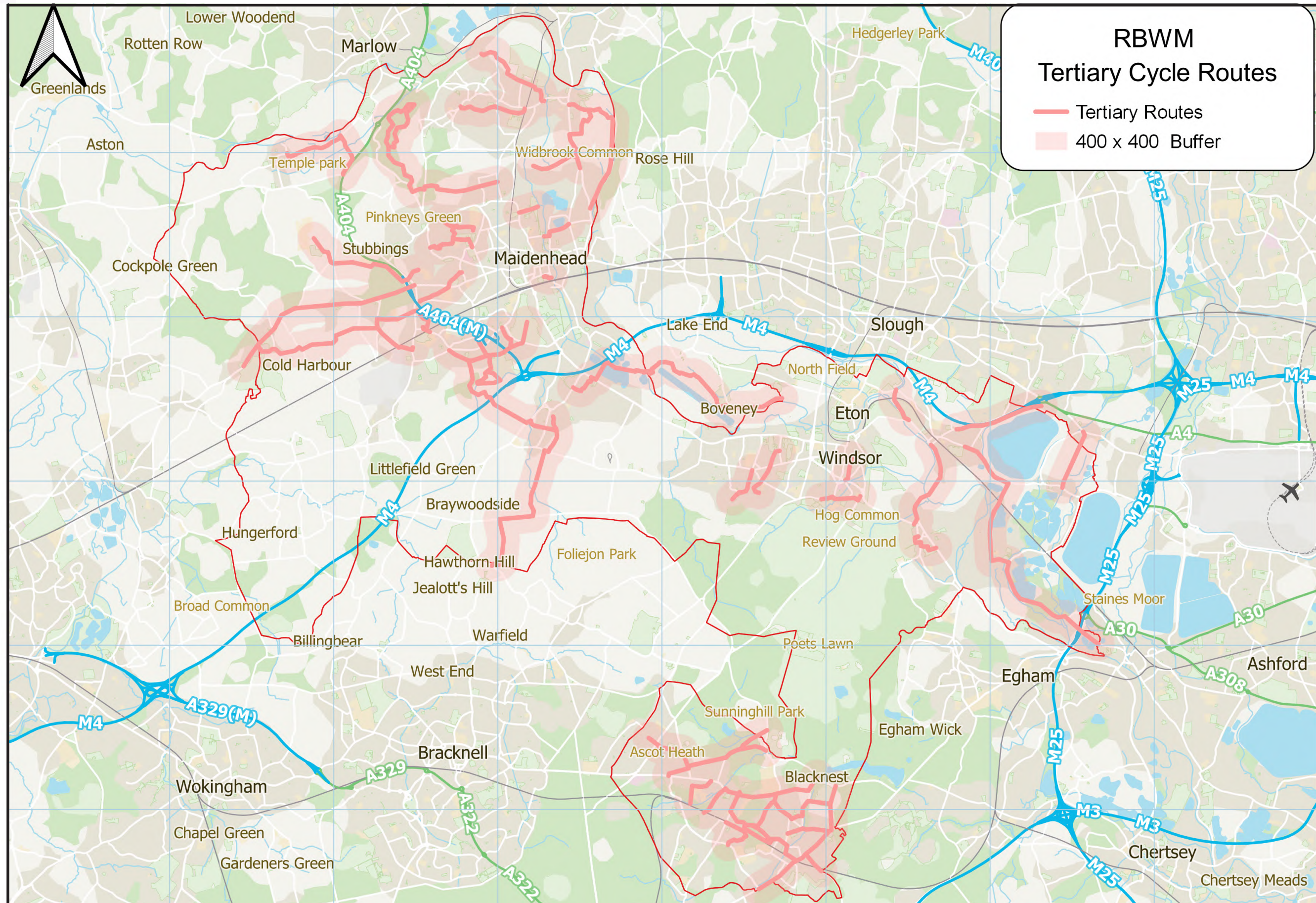


Figure 16. Tertiary cycle routes with buffer



Cycling Corridors and Route Options

The table below lists all the identified Primary corridors and routes, those with the most cycling potential. Secondary and Tertiary corridors can be found in Appendix C. Routes have been limited in length to enable deliverability.

This is not a list of agreed projects, but instead is a list of locations where we propose, subject to funding, to undertake studies and seek views from the communities involved on what cycling improvements could be introduced in these locations.

Identifier code	Corridor	
PR01	Maidenhead to Holyport	a) A308 between King Street and Holyport Road.
PR02	A308 Oakley Green Road to Windsor	a) A308 between Oakley Green Road and Mill Lane, then Mill Lane, Clewer Court Road, Stovell Road, Barry Avenue
PR03	Dedworth Road to Windsor	a) Junction of Dedworth Road with Oakley Green Road, along Dedworth Road and Clarence Road, to its junction with Vansittart Road
		b) Junction of Dedworth Road with Oakley Green Road, along Dedworth Road, Green Lane and Vanisttart Road, to its junction with Clarence Road
PR04	Ascot High Street	a) Ascot High Street, between Blythewood Lane and Winkfield Road
PR05	Maidenhead to Cox Green	a) Shoppenhangers Road/A308 to Ockwells Road.
		b) National Cycle Network 4 - from the junction of Shoppenhangers Road with the A308 to Ockwells Road via Shoppenhangers Road, Ludlow Road, The Gullet, Fane Way, Norreys Drive, Kendall Place, Cox Green Road, Cox Green Lane, Highfield Lane.
PR06	Maidenhead to River Thames	a) From the junction of High Street with Queen Street, along High Street, Bridge Street, Moorbridge Road, Bridge Road, to boundary with Buckinghamshire
		b) From West Street, then Kidwells Park Drive crossing into Kidwells Park, Kennett Road, Blackamoor Lane, Ray Park Road, Ray Park Avenue, Bridge Road, to boundary with Buckinghamshire
PR07	A308 to Dedworth Road	a) Willows Path between Dedworth Road and A308.
		b) Ruddlesway between Dedworth Road and A308.
		c) Gallys Road between Dedworth Road and A308.

PR08	Maidenhead to Cookham	a) Underpass or crossing by Kidwells Park Drive, Kidwells Park, Fairford Road, Norfolk Road, Bridle Road, Malvern Road, St Peters Road, Cannon Court Road, Nightingale Lane, Switchback Road N, Alfred Major Park, Peace Lane, High Road up to Cookham Station
		b) Underpass or crossing by Kidwells Park Drive, Kidwells Park, Fairford Road, Norfolk Road, Bridle Road, Harrow Lane, Queensway, Edinburgh Road, Maidenhead Road, B4447, Alfred Major Park, Peace Lane, High Road up to Cookham Station
		c) South Road or High Town Road, Folly Way or Grenfell Road, College Road, Belmont Park Avenue, Camden Road, Furze Platt Road, Switchback Road S, Switchback Road N/B4447, Station Hill up to Cookham Station
PR09	Maidenhead Town Centre to Cannon Lane	a) South Road or High Town Road, Grenfell Road, Boyn Hill Avenue, Boyn Hill Road, Rutland Place, Westborough Road, Bath Road
		b) South Road or High Town Road, Grenfell Road, Boyn Hill Avenue, Boyn Hill Road, All Saints Avenue, St Marks Road, St Marks Crescent, Farm Road, Newlands Drive, Bath Road to roundabout with Cannon Lane
		c) South Road or High Town Road, Grenfell Road, Boyn Hill Avenue, Boyn Hill Road, Rutland Place, Westborough Road, Bath Road, Courthouse Road, Allenby Road, Farm Road, Newlands Drive, Bath Road to roundabout with Cannon Lane
PR10	North-South Windsor Route	a) From junction of Bulkeley Avenue with St Leonards Road, then along Bulkeley Avenue, Springfield Road, York Avenue, York Road, Goslar Way crossing, Alma Road, Alexandra Gardens and Barry Avenue
		b) From junction of Bulkeley Avenue with St Leonards Road, then along Bulkeley Avenue, Springfield Road, York Avenue, Green Lane, Vansittart Road and Barry Avenue
PR11	Eton to Borough Boundary	a) From Clewer Court Road, following path link up to A332, then NCN4 and NCN461 up to borough boundary
		b) From junction of Thames Street with B3022 Datchet Road, follow Thames Street, The Eton Walkway, Brocas Street, Meadow Lane and NCN461 up to borough boundary with Slough
		c) From junction of Thames Street with B3022 Datchet Road, follow Thames Street, Eton Walkway, Brocas Street, Meadow Lane, South Meadow Lane, Eton Wick Road (B3026) and Slough Road (B3022) to A332 roundabout with B3022
PR12	Dedworth to Spital	a) Clewer Hill Road between Dedworth Road to St Leonards Road.



Route Selection Tool

The route options for the primary corridors have been assessed using the Department for Transport recommended Route Selection Tool. The tool identifies five criteria (directness, gradient, safety, connectivity and comfort), assigning a score from 0-5 for each. The selection of a preferred option will be influenced by the potential for a future cycle route to score highly across these metrics.

National Cycle Infrastructure Design Guidance

Local Transport Note 1/20: 'Cycle Infrastructure Design' ("LTN 1/20") is the UK's national design guidance for cycle routes, introducing greater consistency of design across the country that helps those cycling and other road users have confidence in how bikes use and navigate streets to reduce confusion and improve comfort, safety and convenience, as well as setting a measurable quality threshold to achieve when designing cycling schemes. The prioritisation of the routes includes consideration of this design guide.

The Department for Transport has indicated that it will not ordinarily fund projects that substantially deviate from this national design guidance. Alternative funding will be required to secure the development of any new infrastructure elements that the Department for Transport are not willing to fund, and it is recognised that this could be the case for some of the proposals.

The Route Selection Assessment summary for primary route options is included in Appendix D. Further Route Selection Assessment's will be completed for secondary and tertiary route options in due course.

Barriers for Cycling

Barriers for cycling can be split between both natural and built environment, with watercourses providing a natural barrier to completing a trip, with main roads, junctions, busy high streets and railway lines also being barriers to completing quick and easy trips.

As well as primary routes there is a network of quiet streets, lanes and public rights of way which can be naturally high-quality environments for both walking and cycling. It is therefore important to tackle the barriers to access to enable safe cycling into these quiet areas.

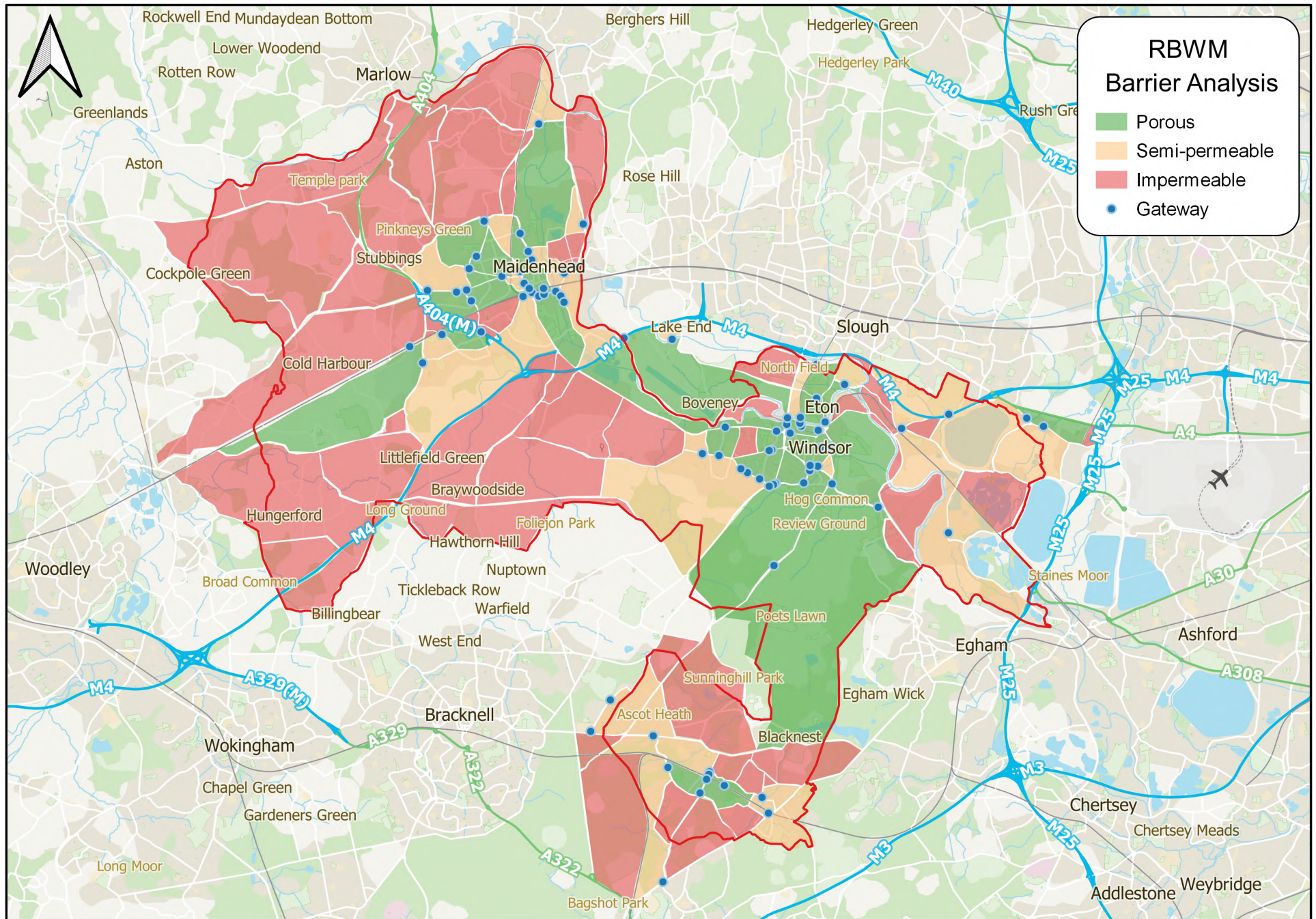
Zebra crossings, toucans and walk/cycle bridges have been included as gateways into areas. An area is deemed 'porous' if it has two crossings, semi-permeable if only one safe crossing and impermeable if there are none.



Cycle and Pedestrian access under railway bridge on Barry Avenue, Windsor



Figure 17. Barrier analysis





Types of Infrastructure

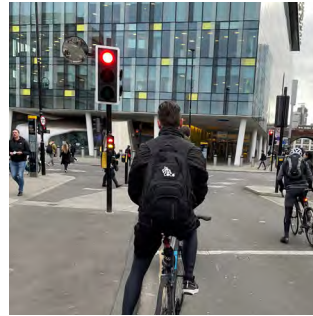
A number of different types of infrastructure can be used to enable cycling. The list below with pictures is a snapshot of the infrastructure toolkit. These have been used throughout the Route Selection Tool process to outline improvements which can be made.



Paralell Zebra Crossing



Cycle Gate



Early release cycle lights



School Streets



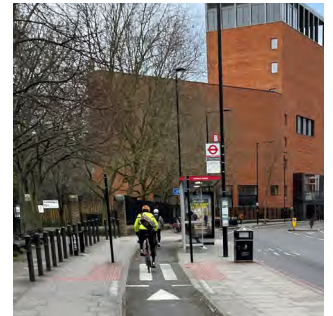
People Friendly Streets



Fully Segregated Cycle Track



Lightly Segregated Track



Bus Stop Bypasses

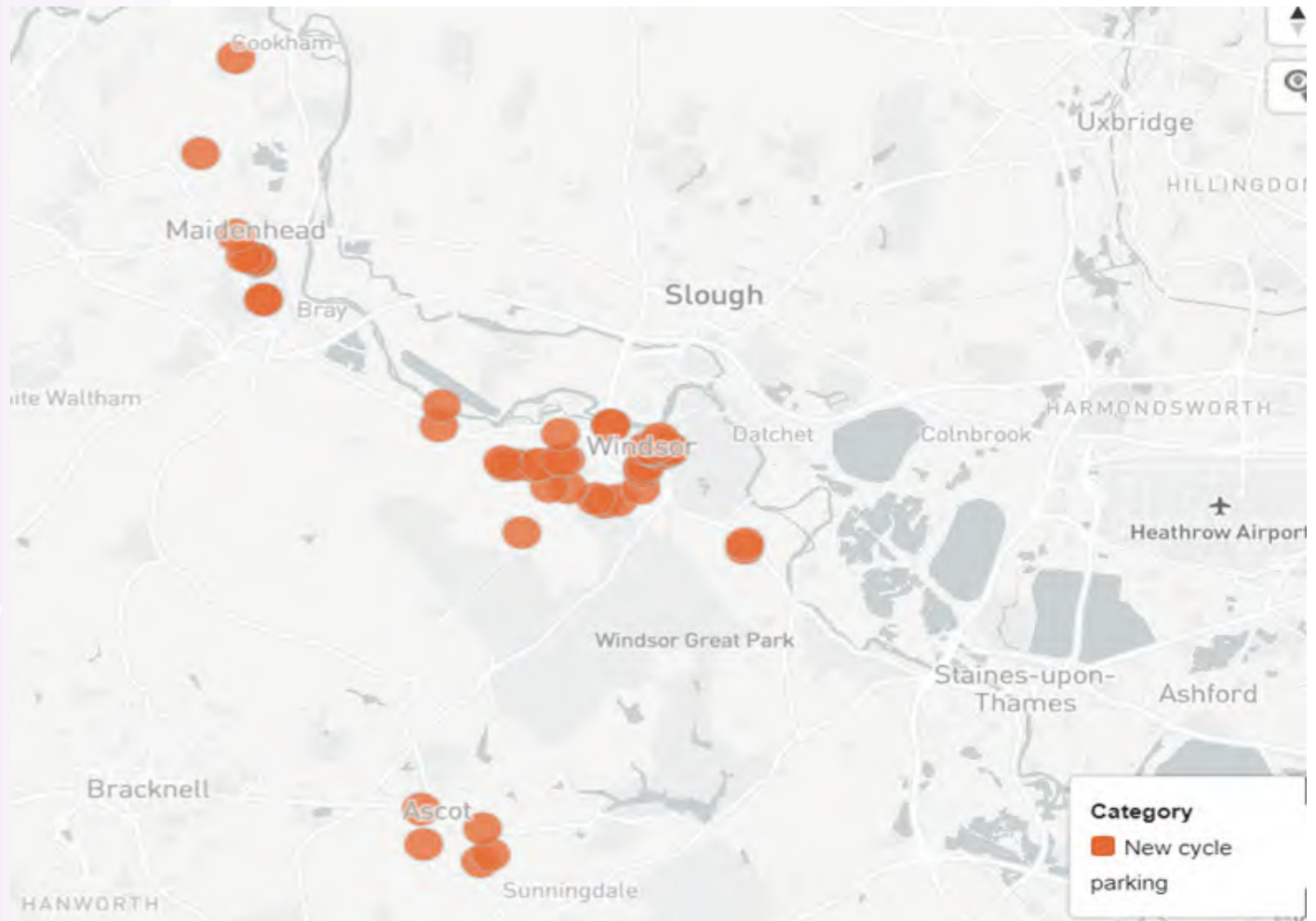




Cycle Parking

Cycle parking has been identified during the stakeholder engagement. The map below shows the full range of destinations for cycle parking based on the online engagement.

Figure 18. Map of Cycle Parking related Comments from Cycle Lanes, Pathways and Parking survey





NETWORK PLANNING FOR WALKING





NETWORK PLANNING FOR WALKING

Methodology

This LCWIP sets out to identify existing and potential walking routes that could be provided or improved upon for residents and visitors within the Borough. The LCWIP will look to encourage more people to walk around the Borough, and by engaging with a number of stakeholders we have been able to develop an understanding of the main concerns and infrastructure that stakeholders would like to see developed to encourage walking.



Using a number of methods outlined below, the LCWIP has engaged with a number of stakeholders as well as utilised the latest guidance to identify a number of routes to develop a user-friendly walking network around the Borough.

The walking network is developed using:

1. Mapping refined by stakeholder comments on routes and improvements;
2. The Department for Transport guidance, identifying key amenities and barriers;
3. Core Walking Zones confirmed with Town Centre Managers;
4. Walking audits to determine where improvements are needed; and
5. Infrastructure prioritisation into three categories (short, medium and long term due to complexity of work involved).



Current challenges for encouraging walking

The towns and villages in the Royal Borough of Windsor and Maidenhead have the potential to be walkable in terms of distance with many residential areas are within a two kilometre radius of the town centre (Core Walking Zone). The key challenges for the borough in terms of encouraging walking are:

- Areas of poor quality pavements / tactile paving;
- Pavement obstructions (e.g. signage, lighting columns) and pavement parking;
- Crossings not meeting desire lines, or missing, or difficult to use;
- Crossing times do not allow everyone to cross safely;
- More seating and greening on routes required; and
- Fear of safety at night / in the dark.



Overcoming these challenges will require close cooperation with residents and town businesses. The network maps that follow outline the current situations and it is the aim of this policy to determine location specific solutions for each town or village centre.



Walking Network Maps

The walking network maps for the Royal Borough of Windsor and Maidenhead can be found below.

Figure 19. Cookham Walking Network Map

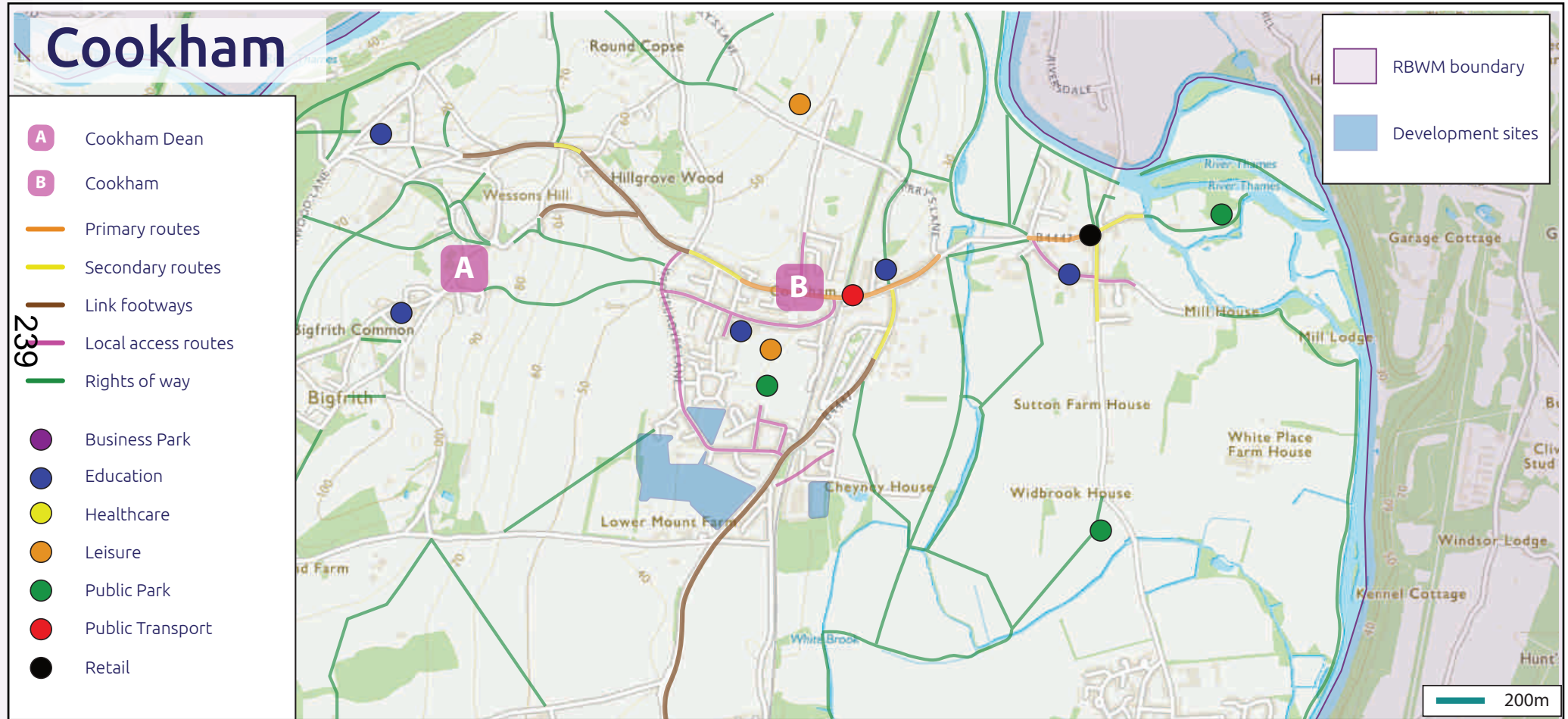


Figure 20. Maidenhead Walking Network Map

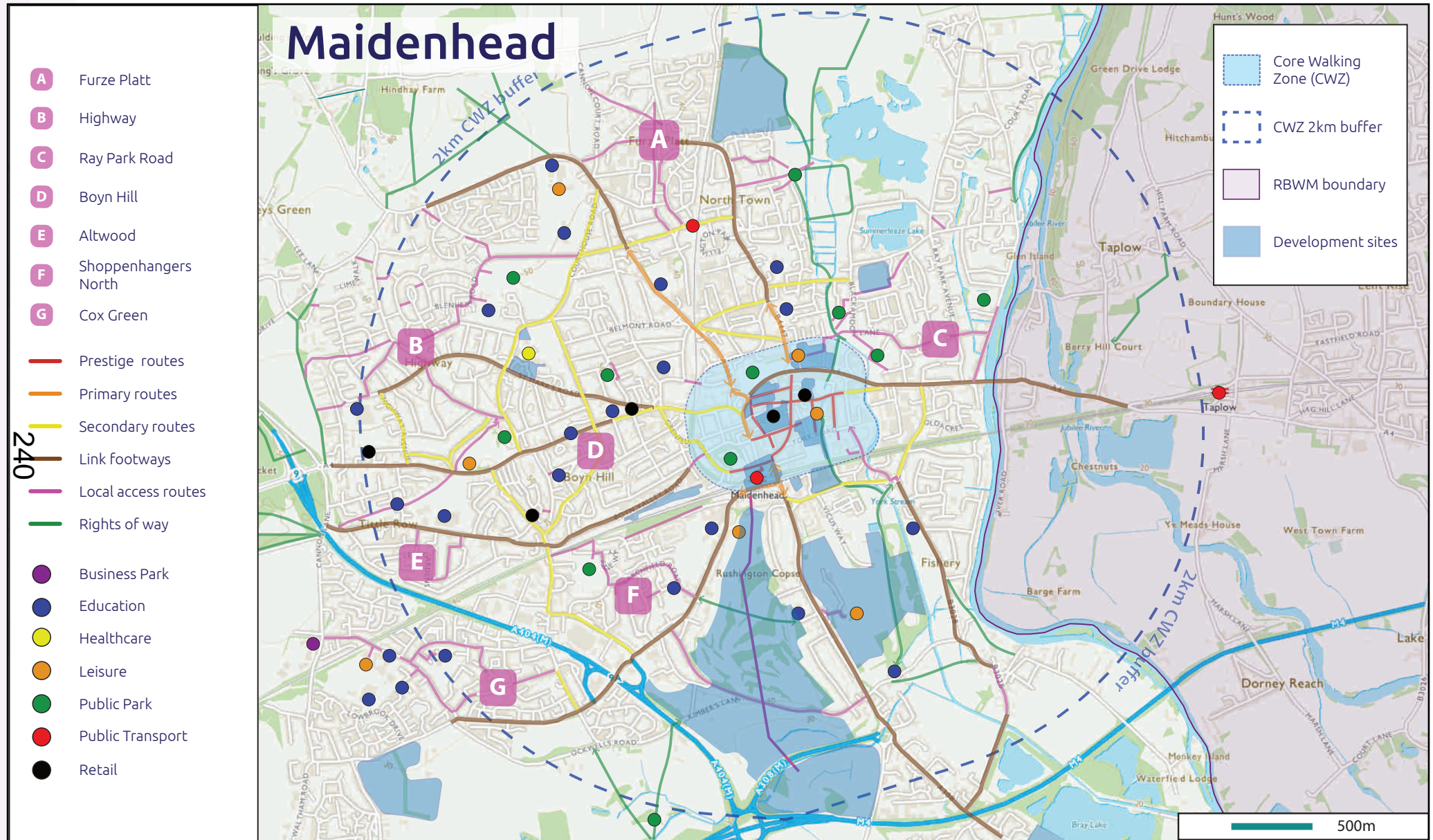


Figure 21. Holyport and Fifield Walking Network Map



Figure 22. Windsor, Eton and Datchet Walking Network Map

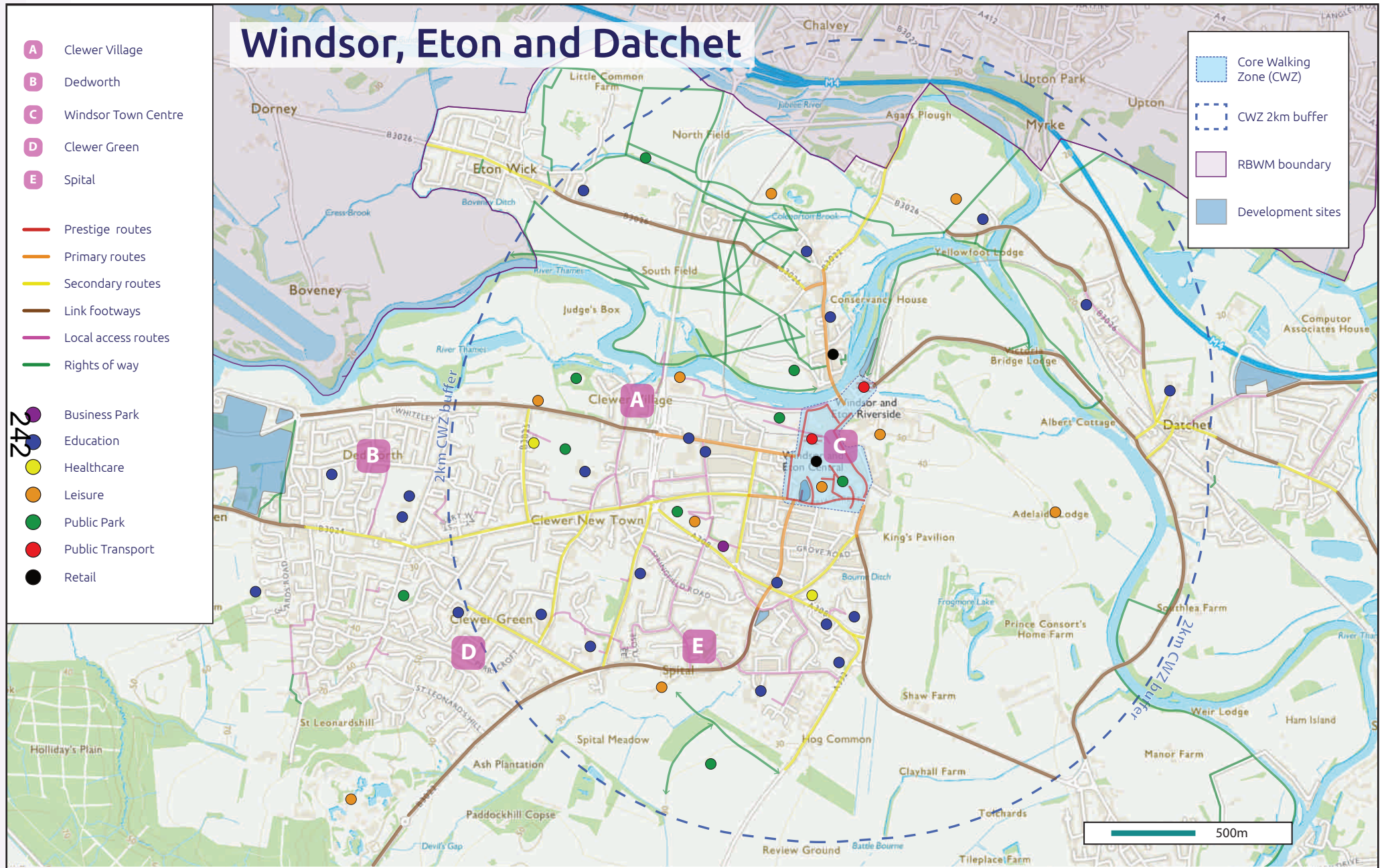
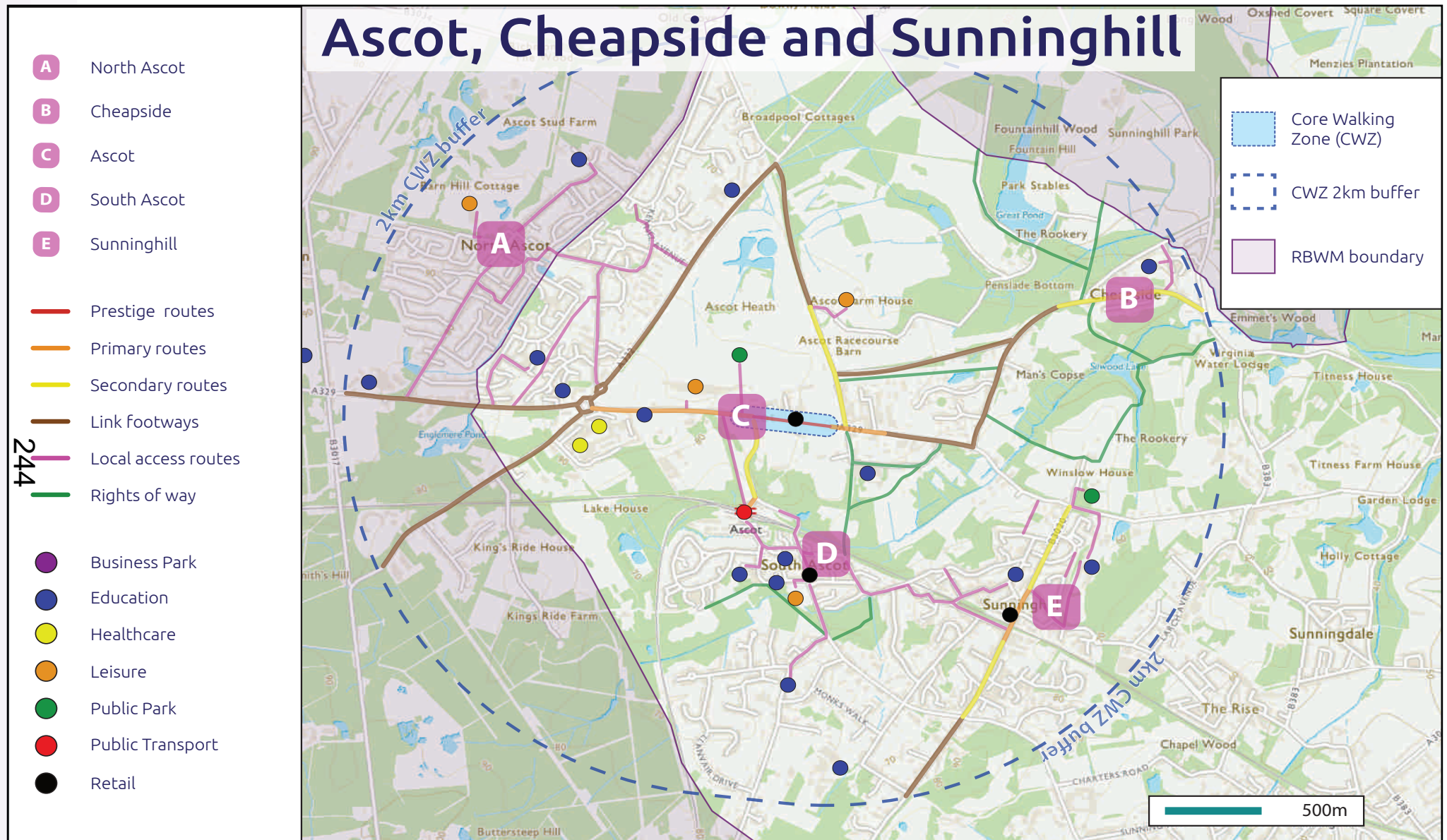


Figure 24. Ascot, Cheapside and Sunninghill Walking Network Map





The walking routes are split into the following categories:

- Prestige Routes- Very busy areas of towns with high public space and street scene contribution;
- Primary Routes- Busy shopping / business areas and main pedestrian routes;
- Secondary Routes- Medium usage routes to residential areas which feed into primary routes;
- Link Footways- Linking local access footways through urban areas and busy rural areas;
- Local Access Routes- Footways with low usage, short estate roads to the main roads and cul-de-sacs; and
- Public Rights of Way- leisure and rambling routes around the borough.



Core Walking Zones

Core walking zones have been developed for the key town centre areas of Maidenhead, Windsor and Ascot. These are a minimum of 400m diameter or a 5 minute walk time. It is important that walking infrastructure is exemplar in the core walking zone.

From the core walking zones, routes of up to 2kms have been developed.



Walking Audits

Walking audits have been completed for all the Prestige, Primary and Secondary routes. The walking audits target five key design outcomes for pedestrian infrastructure which are:

- Attractiveness;
- Comfort;
- Directness;
- Safety; and
- Coherence.

Each route was scored against the above criteria and the infrastructure improvements were proposed and costed. The walking audits are included in Appendix E.





PRIORITISING IMPROVEMENTS



PRIORITISING IMPROVEMENTS

Cycling corridors

An appraisal process has been undertaken to confirm what the primary cycle corridors should be researched further first.

Prioritisation factors were chosen based on available data sources. These are presented below.

Prioritisation Metric	Priority	Relevance
Public engagement Comments	The highest number of comments relating to an individual area will receive the highest prioritisation score for this metric. (score based on actual number of comments for each road and averaged per route)	We need to take on board the opinions and feelings of stakeholders within the borough to make sure we are designing schemes with the right issues in mind for the people it will serve
Councillors / Schools comments to do something	The highest number of comments from individual schools or councillor comments will receive the higher prioritisation score for this metric. (score based on number of comments for each road and average per route)	We need to facilitate a modal shift towards active travel and have political leadership for these changes. This starts with delivering on what Councillors and organisations want
Potential Increase in Cycling along route (Go Dutch, PCT Tool)	Areas with the highest potential for increase in cycling will receive a higher priority score (score range of between 0-2)	Increasing cycle numbers is a key objective of the LCWIP
Collision Data- Last 36 months (to Dec 20)	Highest number of collisions means a higher priority corridor (score 0-4 collisions = 0, 5-9 collisions = 1, 10+ collisions = 2)	We need to reduce collisions across our borough and make it safer for vulnerable users and this will also encourage further active travel usage
Current Improvement Schemes (at site or nearby)	Proximity to improvement scheme (within 400m) will improve prioritisation score (if within 400m then a score of 1 is provided. Otherwise score is 0)	We need to assess if it is close to existing schemes as it could enable these schemes to be designed with LCWIP design outcomes
Near Borough Local Plan Site Allocation Location	Proximity to new developments (within 400m) will increase priority to make sure new infrastructure is ready to serve these sites (if within 400m then a score of 1 is provided. Otherwise score is 0)	We need to make sure new developments are served with reliable infrastructure for active travel and can be source of funding
Barriers	The more barriers to tackle the higher the score (impermeable = 2, semi-porous = 1, porous = 0)	We need to make sure barriers are tackled so every person can walk or cycle freely
Deliverability	The more simple the delivery the higher the score (simple = 2, somewhat difficult = 1, difficult = 0)	We need to make sure we prioritise easier schemes to enable a quick start to delivery of the plan



There is weighting against the prioritisation matrices to make sure engagement comments are paramount in terms of understanding which corridors to invest in first.

This prioritisation ranks five corridors as most suitable for investigation first. This is not a list of agreed projects, but instead is a list of locations where we propose, subject to funding, to undertake studies and seek views from the communities involved on what cycling improvements could be introduced in these locations:

1. PR01- Maidenhead Town Centre to Holyport Road;
2. PR02- A308 Oakley Green Road to Windsor;
3. PR03- Dedworth Road to Windsor;
4. PR04- Ascot High Street; and
5. PR05- Maidenhead Town Centre to Cox Green.



Each corridor has been analysed based on deliverability in the short term (< 2 years), medium term (2-5 years) and long term (>5yrs). Details for the primary routes are found in Appendix F.

The assessment of deliverability regarding any design or build time has been assessed by planners and engineers. The timeframe for deliverability of each individual route will depend on how they have scored, particularly when factoring in routes with multiple ‘critical junctions’ as opposed to those with fewer or none. Furthermore, deliverability will also be dictated by the length of any route, with longer routes along main highway routes taking longer than shorter routes within residential areas.



Walking links

A programme of walking infrastructure improvements has been developed by comparing the walking audit scores (lowest score meaning it requires more improvement) against the stakeholder comments. These were used in assessing the prioritised routes to deliver.



Prioritisation Metric	Priority	Relevance
Public engagement Comments	The highest number of comments relating to an individual section of route will receive the highest prioritisation score for this metric. (score based on actual number of comments for each road and averaged per route)	We need to take on board the opinions and feelings of stakeholders within the borough to make sure we are designing schemes with the right issues in mind for the people it will serve.





Councillors / Schools comments to do something	The highest number of comments from individual schools or councillor comments will receive the higher prioritisation score for this metric. (score based on number of comments for each road and average per route)	We need to facilitate a modal shift towards active travel and have political leadership for these changes. This starts with delivering on what Councillors and organisations want
Walking Audit Score	The furthest away from the walking audit total score of 32 receives the highest score. The actual figure is used in prioritisation.	This prioritises places which require further work due to not meeting the Department for Transport's Walking audit criteria.



This has identified that the top 20 schemes to be investigated first are:

1. B470 High Street, Datchet
2. Queens Road, Datchet
3. A308 Gringer Hill between Frascati Way and Harrow Lane
4. B376 Horton Road, Datchet
5. Datchet Road- Huntswood Motor Company to Milton Close, Horton
6. King Street, Maidenhead
7. Grenfell Road, Maidenhead
8. Bachelors Acre / Acre Passage, Windsor
9. Ascot Station, Ascot
10. Arthur Road, Windsor
11. A308 Roundabout Frascati Way, Maidenhead
12. Imperial Road, Windsor
13. B4447 Cookham Road, Maidenhead
14. A308- Braywick Roundabout to Fifield Road, Holyport and Fifield
15. Sunninghill Road, Sunninghill
16. B376 Welley Road, Wraysbury
17. B3024 Oakley Green Road, Fifield
18. High Street/Bridge Street to Forlease Road, Maidenhead
19. Cordwallis Road, Maidenhead,
20. Madeira Walk, Windsor



A summarised table of all the walking routes ~~249~~ be found in Appendix C.





People-Friendly Streets, Town Centres and School Streets

To improve access to and from the walking and cycling corridor and link improvements outlined above, we will additionally investigate wider, area-based people-friendly street schemes, as well as the potential for introducing school streets, alongside and connecting in to these corridors and links. We will do this working closely with local residents and businesses – and also parents and teachers in the case of school streets – to identify measures that are right for each neighbourhood.

This includes specifically looking at improved walking and cycling measures in and around our town centres, which are particularly key destinations for many of the proposed walking and cycling links and corridors.





NEXT STEPS






NEXT STEPS


Ten year delivery plan

This LCWIP is a ten year delivery plan, and will guide our investment in walking and cycling over this period.



The LCWIP recommends locations where investment should be taken forward. For each location, feasibility studies will be needed to identify what options for making improvements exist, combined with engagement with local residents and businesses so that options reflect local circumstances and needs. Following this first feasibility and options step, where a suitable preferred option is identified a detailed design will be developed, and consulted on again with local residents and businesses. Figure 25 details the process in terms of delivery for active travel schemes.

As a ten year plan, we undertake to investigate a few of the recommended locations each year, as part of a rolling programme. Locations that the report identifies as being of the highest priority will be investigated towards the front end of the ten year programme. Each year, we will look to progress a selection of both larger, strategic projects and smaller, complimentary schemes which will build towards a cohesive network.



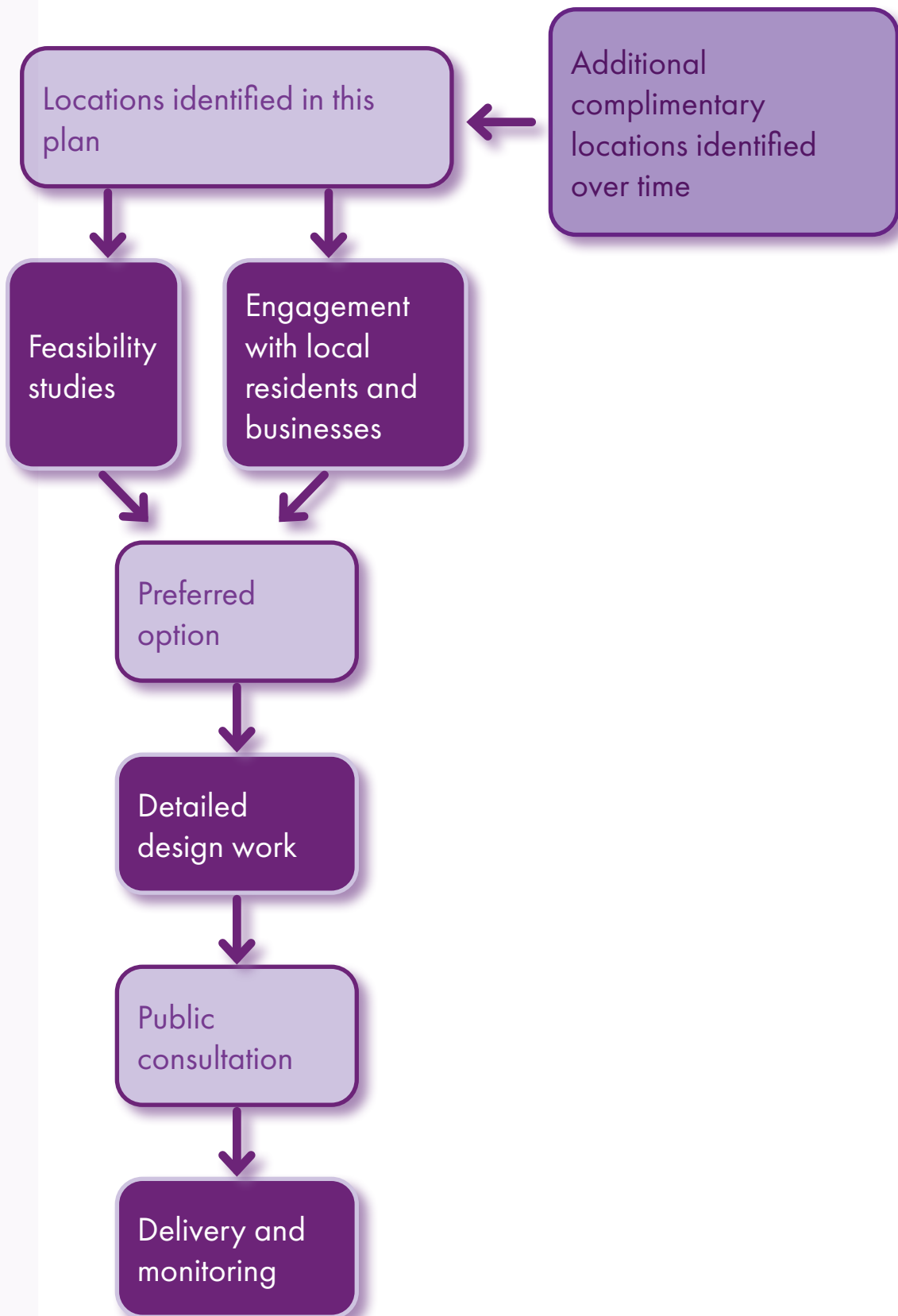
We recognise that the locations in this report are unlikely to form an exhaustive list of where improvements would be beneficial, and where additional opportunities are identified for initiatives that will compliment the overall shape of the borough's cycle network these can be adopted into future versions of this plan.

As we take forward the walking and cycling links and corridors referred to in the report, we will look to support these with complimentary 'people-friendly street' (and, where appropriate, 'school street') improvements to neighbourhood and town centre streets along and adjacent to these identified routes or corridors, to improve access to the main walking and cycling routes and spread benefits more widely.



A budget of £1.5 million has been approved by the Council for the 2022-2023 financial year, to support the development and delivery of the first set of improvements. This matches the recommendation of the All Party Parliamentary Cycling Group that councils spend an equivalent of £10 per person in the borough to support active travel, noted in the borough's 2018 Cycling Action Plan. In addition to the £1.5 million budget, we will pursue opportunities to bring in external funding when they present.

Figure 25. Stages of project delivery





Monitoring

Regular monitoring is essential to track progress. The below performance monitoring tools will be used to ensure an accurate representation of how the borough is performing.

Monitoring will be achieved through various different indicators on all LCWIP schemes to measure the success of any scheme implemented and to continue to identify areas in most need of improved walking and cycling infrastructure developments. The process for monitoring (which is structured in the below infographic) will be a firmly embedded process of delivery using indicators, including but not limited to:



- Changes in cycling trips;
- Changes in walking trips; and
- Cycle and pedestrian casualties.

This process will be achieved via frequent contact and dialogue with various stakeholders such as developers, businesses and town centre managers in order to successfully produce improvements that will benefit all stakeholders.

Where necessary data recording such as vehicle counts will be undertaken to understand cycle and walking patterns pre, during and post scheme implementation.

Example indicator	Methodology	Frequency
Changes in cycling trips	Department for Transport statistics and cycle counts	Annual
Changes in walking trips	Department for Transport statistics and footfall surveys	Annual
Cycle and pedestrian casualties	Police records	Annual



ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD
EQUALITY IMPACT ASSESSMENT

EqIA : Local Cycling & Walking Infrastructure Plan

Essential information

Items to be assessed: (please mark 'x')

Strategy		Policy		Plan	x	Project		Service/Procedure	
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Responsible officer	Dug Tremellen, Transport Policy Manager	Service area	Infrastructure, Sustainability & Economic Growth - Transport	Directorate	Place
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Stage 1: EqIA Screening (mandatory)	Date created: 10/05/2022	Stage 2 : Full assessment (if applicable)	N/A
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): Chris Joyce

Dated: 19/05/2022

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ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqlA : Local Cycling & Walking Infrastructure Plan

Guidance notes

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

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

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

EqlAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqlA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

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

What's the process for conducting an EqlA?

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

Openness and transparency

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

Enforcement

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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD
EQUALITY IMPACT ASSESSMENT
EqlA : Local Cycling & Walking Infrastructure Plan

Stage 1 : Screening (Mandatory)

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

The aim of the Local Cycling & Walking Infrastructure Plan (LCWIP) is firstly to identify where infrastructure provision for walking and cycling is inhibiting people from using and choosing these modes as ways to make short trips, and to access public transport for longer trips. This includes addressing barriers to travel for people with protected characteristics, including physical impediments for people with disabilities as well as creating inclusive street spaces that respond to needs raised particularly by groups representing persons with protected characteristics such as ensuring spaces are well-lit and have adequate places to stop and rest.

Having identified locations that need improving, the LCWIP prioritises these locations based upon need and impact to generate a forward plan for the council to deliver upon.

The LCWIP is a national best practice methodology, and utilises tools including the Walking Route Assessment tool and Route Selection Tool that are designed to identify issues that disproportionately impact groups with protected characteristics in order that they be resolved, improving the standard of facilities for everyone.

All individual projects that go forward will be subject to a design process and consultation, in which stakeholders representing groups with protected characteristics can be involved, before implantation.

Our overall objectives for walking and cycling are to increase the proportion of trips within the borough made in these ways.

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : Local Cycling & Walking Infrastructure Plan

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : Local Cycling & Walking Infrastructure Plan

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Relevant	Medium	Net positive	The plan proposes improvements to walking and cycling facilities to create accessible and inclusive street environments that make walking and cycling the natural choice for short trips. The exact nature of the improvements at any given location will be determined as projects come forward, and the needs of people who may be less mobile or face additional barriers to travelling (etc) as a result of age or disability will be considered at this stage, but in general terms there will be an opportunity to incorporate latest national design standards and best practice as far as possible within projects and thereby overall improve upon existing levels of accessibility.
Disability	Relevant	Medium	Net positive	The plan proposes improvements to walking and cycling facilities to create accessible and inclusive street environments that make walking and cycling the natural choice for short trips. The exact nature of the improvements at any given location will be determined as projects come forward, and the needs of people who may be less mobile or face additional barriers to travelling (etc) as a result of age or disability will be considered at this stage, but in general terms there will be an opportunity to incorporate latest national design standards and best practice as far as possible within projects and thereby overall improve upon existing levels of accessibility.
Gender re-assignment	Not Relevant	N/A	N/A	
Marriage/civil partnership	Not Relevant	N/A	N/A	
Pregnancy and maternity	Relevant	N/A	N/A	
Race	Relevant	N/A	N/A	

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ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : Local Cycling & Walking Infrastructure Plan

Religion and belief	Not Relevant	N/A	N/A	
Sex	Relevant	N/A	N/A	
Sexual orientation	Not Relevant	N/A	N/A	

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqlA : Local Cycling & Walking Infrastructure Plan

Outcome, action and public reporting

Screening Assessment Outcome	Yes / No / Not at this stage	Further Action Required / Action to be taken	Responsible Officer and / or Lead Strategic Group	Timescale for Resolution of negative impact / Delivery of positive impact
Was a significant level of negative impact identified?	Not at this stage	When individual projects come forward, opportunities should be taken wherever possible to draw upon national design standards and best practice to improve accessibility, and gateway reviews used in the design process to ensure that negative impacts are identified and resolved. Where practical, there should be early involvement from appropriate representative forums of persons with accessibility needs.	Transport team, within Infrastructure, Sustainability and Economic Growth Service	Ongoing over life of plan (10 years)
Does the strategy, policy, plan etc require amendment to have a positive impact?	No			

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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD
EQUALITY IMPACT ASSESSMENT
EqIA : Local Cycling & Walking Infrastructure Plan

Report Title:	RBWM Leisure Management Contract re-procurement update and timescales
Contains Confidential or Exempt Information	No - Part I
Cabinet Member:	Councillor McWilliams Cabinet member for Digital Connectivity, Housing Opportunity, and Sport and Leisure
Meeting and Date:	Cabinet – 23 June 2022
Responsible Officer(s):	Andrew Durrant – Executive Director Place Alysse Strachan – Head of Neighbourhoods
Wards affected:	All



REPORT SUMMARY

This report updates Cabinet on the re-procurement process and timeline for the re-tender of the Borough’s Leisure Management Contract, which will seek to appoint the leisure operator for the next contract period with effect from 1 August 2023.

The contract re-procurement will identify the next operator following the end of the current contract with Leisure Focus Trust, who were appointed in June 2020 to operate a 2+1 year contract following the business transfer agreement from Parkwood when the Covid pandemic began and there were major impacts on leisure contracting arrangements across the country.

The new contract will include the five sites in the existing leisure management contract (Braywick Leisure Centre (LC), Windsor LC, Charters LC, Cox Green School Community LC, Furze Platt School Community LC) and two additional smaller sites that current sits outside of the contract (Dedworth Community Centre and Larchfield Community Centre). The operation of the borough’s leisure centres contributes significantly to our corporate plan objectives of Thriving Communities, Inspiring Places, and to Create a sustainable borough of opportunity and innovation, by providing high quality, accessible sport and leisure facilities that help and encourage more people to be more active more often and be more healthy.

In parallel with the contract re-procurement the borough is also developing a sport and leisure strategy with the primary objective of ‘more residents, more active more often and more healthy’, and which will support and inform the future role of the leisure centres as a key strand to our overall sport and leisure delivery in RBWM.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) *Process for the re-procurement timeline and to appoint the operator for our leisure centre for the next 12 year contract period.***

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

Options

Table 1: Options arising from this report

Option	Comments
<p>To re-procure the leisure management contract in the open market to seek to achieve the best possible management fee payable to the Council from the operation of our leisure centres following the conclusion of the current contract. This is the recommended option</p>	<p>This approach reflects the previous decision to appoint Leisure Focus Trust for a period of 2+1 years following the business transfer agreement reached with Parkwood when they decided they could no longer operate the borough's contract in the spring of 2022 when Covid impacted on all leisure operations.</p>
<p>Not to re-procure the next operator via an open market process at this time, but to appoint the current operator for a further period, and delay the open market procurement process for a further one or two years, when the impact of Covid may be reduced and even greater numbers of users have returned to regular activity in our centres. This is not recommended</p>	<p>If the borough were to delay the open market re-procurement it may be challenged by other operators, and it would likely delay the achievement of the best possible value for money from our current leisure estate.</p>

2.1 When Covid emerged in early 2020, there were huge impacts on the operation of public venues including local authority and private leisure centres, and under the Government's policies all leisure facilities went through an extended period of closures and restricted operations. At that time the Borough had a 10 year contract (with the option for a further 10 year extension) with Parkwood Leisure that had commenced in January 2015, following an open market procurement process in 2014.

2.2 Parkwood decided it was unable to continue to operate the contract and in June 2020 Cabinet agreed to a Business Transfer Agreement (BTA) which terminated the contract with Parkwood and transferred the operations to a new Community Incorporated Organisation (CIO) the Borough had helped create at very short notice, Leisure Focus Trust (LFT), who took over from Parkwood with effect from 1 August 2020. Leisure Focus Trust were appointed to operate the contract on a 2 year plus 1 year extension option basis, the one year extension runs until 31 July 2023. This new procurement process seeks to appoint the operator for the subsequent 12 years with a 5 year extension option. The initial 12 year period seeks to reflect that leisure services are still recovering from the impact of Covid and it is considered a good period to enable contractors to maximise the centres potential.

2.3 At the time the current contract was awarded, there was huge uncertainty in the leisure contracting market, and the Borough has been very pleased with the Leisure

Focus Trust's performance to manage our leisure centres and restore the public's confidence to return to using our facilities in a very safe and managed way. Cabinet approved a Business Plan from LFT in June 2020 before the longer-term impacts of the Covid Pandemic and the Government's Road Map to recovery and Living with Covid were fully developed. However, LFT have done a fantastic job of operating the centres and the Borough and its residents have benefited from their positive approach to operating and paying the Council a management fee. In many Councils, where the operators were previously paying the Council, those contracts now have the councils paying the contractors to operate and run their centres or negotiations about reduced payment levels are ongoing.

2.4 Braywick Leisure Centre operated by Leisure Focus has been shortlisted in the following category at the ukactive (leisure industry) Awards 2022: Regional (South) & National Club/Centre of the Year. The Braywick site had more visits in April 2022 than its predecessor Magnet leisure centre did in the April's prior to the Covid pandemic, this trend is expected to continue as the recovery from the pandemic takes place and is a credit to the dedication of LFT.

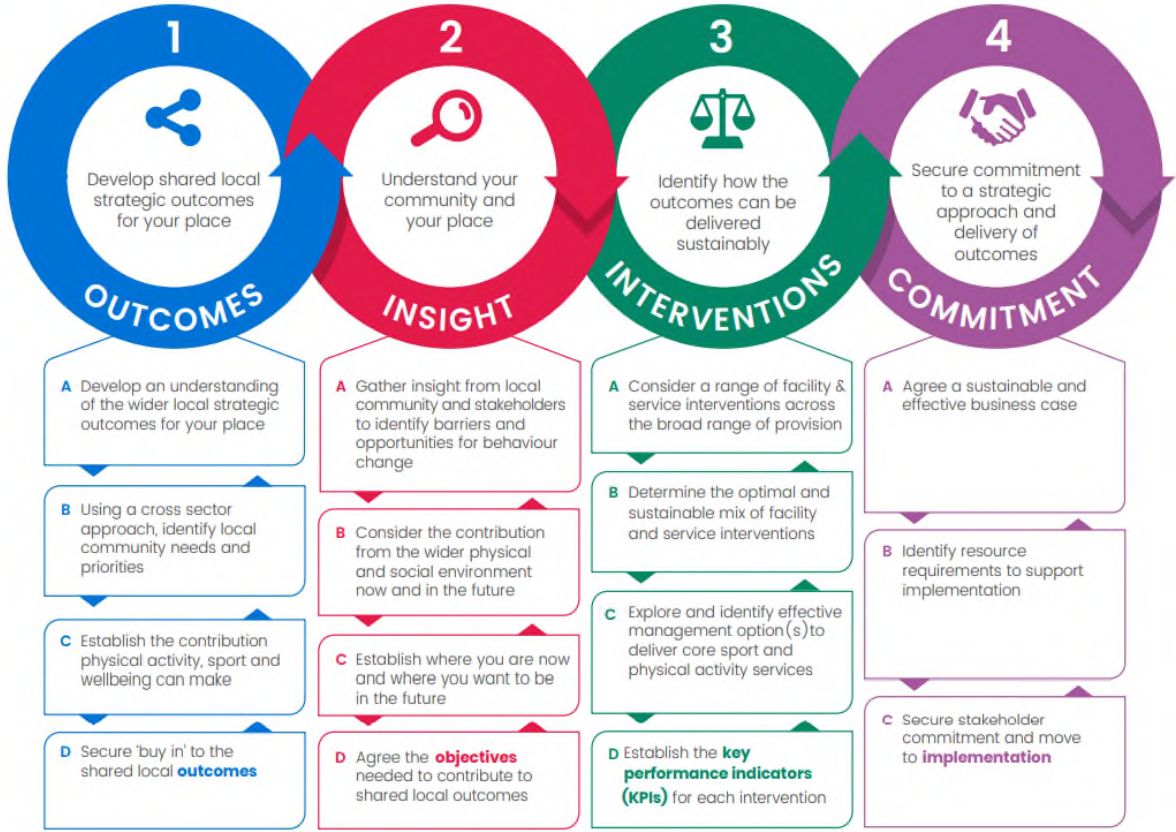
2.5 RBWM have appointed consultants to assist with the re-procurement process. The Sports Consultancy are leading on the leisure contractor procurement, and specialise in this market and have supported the Borough previously, and Brown Jacobson to support the contract documentation and who supported the borough to facilitate the creation of a new CIO in the spring of 2020. There is a core officer group working with these consultants to ensure all aspects of this significant contract are fully considered. The officer group includes representatives from: Leisure, Finance, Procurement, Legal, Public Health and Property.

2.6 To date there has been some soft market engagement with key operators to gauge the market interest and appetite for this new and significant leisure contract. The current operator (LFT) and various well-known market leading operators expressed an interest in the new contract and provided some helpful feedback on the outline of the contract that was shared with them as part of that exercise. The soft market engagement indicated that there will be some competition for this contract.

2.7 In addition to the re-procurement of the leisure centres management contract, the Borough is developing a revised sport and leisure strategy which will have at its heart the primary objective of more residents, more active, more often, and more healthy. The operation of the borough's leisure centres contributes significantly to our corporate plan objectives of Thriving Communities, Inspiring Places, and to Create a sustainable borough of opportunity and innovation, by providing high quality, accessible sport and leisure facilities for our residents. This will be underpinned by three priorities that are expected to focus on:

1. Promote and champion existing clubs to help grow membership
2. Maximise usage and accessibility of existing facilities to enable clubs to grow
3. Identify gaps in leisure/sports facility provision and explore opportunities to address

2.8 The council is determined to ensure the approach to this strategy work places significant emphasis on engagement with key stakeholders to understand collaborative service opportunities. Sport England’s ‘Strategic Outcomes Planning Model’ (shown below) will be used as a systematic and evidenced based tool for any investment in new facilities or services and builds in opportunities to ensure ‘buy-in’ from senior officers and elected members. It will provide both options of new facility investment and key service interventions. Finally, the approach will support any strategic funding applications if applicable as an industry recognised standard within the sector.



2.9 In parallel with developing this overarching sport and leisure strategy the borough is also undertaking a refresh of Playing Pitch provision analysis, and the Built Facilities Review, which will both help identify strengths and weakness in the current provision across RBWM. These are also recognised documents that sit alongside the adopted Borough Local Plan.

2.10 The overarching strategy objective and priorities will inform how the leisure centre management contract will support and contribute to the overall ambition to seek better health outcomes and wellbeing for our residents.

3. KEY IMPLICATIONS

3.1 The Leisure Management Contract is a significant income generator for the Council, which contribute to a net reduction in wider Place services . Pre-Covid the Borough was receiving just under £3m per annum from the operator as the surplus

from the contract that they tendered for in 2014. This is one of the highest performing contracts in the country for the scale and mix of facilities that the contract covers. The procurement process being used is the Open Procedure in accordance with the requirements of the Public Contract Regulations 2015 (PCR 2015).

3.2 It is intended that by going back to the marketplace, albeit that public use of leisure centres across the country has not yet fully recovered from the considerable impact Covid had on the usage, the borough will continue to achieve the best value for money from the operations over the next 12 year period (with an option for a further 5 year extension).

3.3 The timeline for the re-procurement process is summarised in Table 2.

Table 2: Procurement timeline.

Date	Activity
23 June	Cabinet endorses re-procurement process
July	Place advertisement, issue document for the Invitation to Tender
July to September	Tender period
July / August	One to one tender clarification meetings with contractors
End of September	Deadline for receipt of Tender
October to December	Evaluation of Tenders
February 2023	Report to Cabinet on outcome of the procurement process.
Early March 2023	Notification of Contract award decision
March 2023	Standstill period
End of March 2023	Confirm contract award
April 2023	Finalise and sign contract
May- July 2023	Contract mobilisation
1 August 2023	New Contract start date

3.4 This is a large and important contract for the borough and the service specification will be mainly be based upon the successful contract that has operated since January 2015 which has generated a significant concession fee from the operator to the Council. The form of contract will also reflect Sport England's Leisure Services Delivery guidance. The key components of the contract specification include:

- A careful balance between quality (technical criteria) and cost (Commercial criteria), split 40/60% for tender scoring purposes to evaluate the delivery of services required, within the tender process to seek to secure the most economically advantageous tender, which combines both price and technical quality.
- Success will be a guaranteed minimum income target set by the Council from the leisure provider, whilst meeting increased general participation/attendance targets as well as targeted deconditioned markets at the leisure facilities.

- Alongside refreshed Built Facilities & Playing Pitch Strategies to consider longer term facility stock renewal, improvements, and new build across geographic areas of the authorities' boundaries
- Demonstrate commercial acumen to deliver sustainable leisure services but also identify growth opportunities over the next 12+ 5 year contract term
- Health & Community engagement – develop existing partnerships and deliver programmes beyond the leisure centre facilities that benefit residents' health & wellbeing
- Work in collaboration with sports clubs to encourage growth and sustainability as part of a continuum of activity for users.

3.5 The timeline set out in Table 2 recognises there are a number of key stages to the re-procurement process to ensure that the contract let is not challenged and that the Council has a very robust and resilient contract with the selected operator to ensure high quality leisure opportunities whilst at the same time generating the maximum return to the council from the leisure estate the contract covers.

3.6 The final decision to appoint the successful contractor will be one for Cabinet (as the values will be significantly over £500K as well as being having a cross borough impact), and it is proposed this will be in February 2023.

3.7 The Invitation to Tender (ITT) and the Service Specification will reflect the general form of the Sport England Leisure Services Delivery Guidance. The ITT recognises the Borough Corporate Plan 2021 – 2026, and that the borough declared a Climate Change Emergency in 2019, and is committed to being carbon neutral by 2050, and as such that the authority and the contractor are required to do everything in their powers to minimise the carbon emissions of the leisure portfolio within this contract.

What else? Is this table required given the report is to note...

Table X: Key Implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery

4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1 This contract currently generates significant income for RBWM from the concession fee paid by the contractor to RBWM which contributes to the overall funding for the council to operate all of its services. The re-procurement process seeks to continue this position whilst also balancing the need to retain control over key outcomes required from the operators to support our corporate objectives and promote healthier lifestyles.

4.2 This report does not have any specific financial implication as it relates to the re-procurement process being undertaken to secure the new operator for the next contract period. The contract ITT is seeking to maintain as a minimum the £2.5M per annum concession fee from the operator, which recognises the post

Covid market which is still not yet recovered fully to pre-Covid levels, although RBWM centres are exceeding the general leisure centre market recovery levels.

5. LEGAL IMPLICATIONS

5.1 The RBWM legal team have been involved in monthly meetings with the external consultants and will be providing feedback as the need arises. External support had been instructed to deliver the majority of the contract legal work due to the size and specialist nature of the contract. The property elements of the contract and related leases will be provided by the RBWM Legal team in collaboration with the Property Services Team.

5.2 Procurement have been involved in monthly meetings with the external consultants and will be providing further feedback on the final documents before they are sent out to the market.

6. RISK MANAGEMENT

6.1 The approach being adopted to the re-procurement process seeks to ensure the Council has a robust process in place to appoint the next contractor that will stand up to any challenge should another contractor seek to challenge the eventual appointment of the new operator, or the process followed to award this large contract.

6.2 The re-procurement approach also seeks to ensure that there is robust competition for this contract and in so doing optimise the concession fee paid to RBWM.

6.3 Table X: Impact of risk and mitigation

Risk	Level of uncontrolled risk	Controls	Level of controlled risk

7. POTENTIAL IMPACTS

7.1 Equalities. Equality Impact Assessments are published on the [council's website](#). [EQIA screening form](#). As part of the tender process the council will specify some protected bookings and/or membership categories in order to minimise any impact of changing contractor (if the incumbent operator does not retain the contract). It is the council's view that bidders will provide details on how they will support the participation of underrepresented groups within their tender submission.

7.2 Climate change/sustainability. As part of the tendering process and the subsequent evaluation of tenders received, bidders will be required to submit details on how they will support the Council's motion to declare a climate emergency through energy reduction and control measures at the leisure facilities.

7.3 Data Protection/GDPR. Bidders are required to conform to the most up to date Data Protection and GDPR guidance, this will form part of the tender process and will be specified within the contract issued to the successful bidder.

7.4 As part of the tendering process bidders will outline their staffing and workforce practices including their approach to staff development. Proposals from the tenderers are expected to include how they will support community cohesion and look after the council property and assets detailed within the tender documents.

7.5 Not following the advised process could impact Council's ability to meet the corporate target of 10% increase in attendance at leisure centres (including those who are 60+, disabled and have attended as part of a medical referral scheme). The attendance at leisure facilities also supports another of the council's objectives to increase the activity level of residents and reduce the obesity levels of primary school aged children.

8. CONSULTATION

This report is seeking to ensure that Cabinet and all Members are aware of the re-procurement process being followed for this significant contract. In parallel with the re-procurement process the borough is updating its Sport and Leisure Strategy, the Playing Pitch Strategy and the Built Facilities Strategy, which will all have their own consultation processes. The outcomes from these refreshed documents will help inform the final contract with the successful bidder.

9. TIMETABLE FOR IMPLEMENTATION

9.1 Implementation date if not called in: 'Immediately'; The full implementation stages are set out in table 2.

10. APPENDICES

10.1 This report is supported by one appendix:

- Appendix A – Equality Impact Assessment

11. BACKGROUND DOCUMENTS

11.1 This report is supported by one background document:

- Cabinet Report – Business Transfer Agreement Parkwood Leisure to Leisure Focus Trust June 2020

12. CONSULTATION

Name of consultee	Post held	Date sent	Date returned
<i>Mandatory: Statutory Officers (or deputies)</i>			
Adele Taylor	Executive Director of Resources/S151 Officer	27/05/22	27/05/22
Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer	27/05/22	27/05/22
<i>Deputies:</i>			
Andrew Vallance	Head of Finance (Deputy S151 Officer)		
Elaine Browne	Head of Law (Deputy Monitoring Officer)	26 /05/22	26/05/22
Karen Shepherd	Head of Governance (Deputy Monitoring Officer)		
<i>Mandatory: Procurement Manager (or deputy) - if report requests approval to award, vary or extend a contract</i>			
Lyn Hitchinson	Procurement Manager	26 /05/22	26/05/22
Julian McGowan	Senior Finance Business Partner	26 /05/22	26/05/22
<i>Other consultees:</i>			
<i>Directors (where relevant)</i>			
Duncan Sharkey	Chief Executive		
Andrew Durrant	Executive Director of Place	23/05/20 22	25/05/20 22
Kevin McDaniel	Executive Director of Children's Services		
Hilary Hall	Executive Director of Adults, Health and Housing		
<i>Heads of Service (where relevant)</i>			
<i>Insert as appropriate</i>	Head of		
David Scott	Head of Communities.....	22/05/22	22/05/22
Alysse Strachan	Head of Neighbourhoods.....		25/05/20 22
<i>External (where relevant)</i>			
<i>Insert as appropriate or N/A</i>			

Confirmation relevant Cabinet Member(s) consulted	Councillor McWilliams - Cabinet member for Digital Connectivity, Housing Opportunity, and Sport and Leisure	Yes
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REPORT HISTORY

Decision type:	Urgency item?	To follow item?
Key decision First entered into the Cabinet Forward Plan: 25 May 2022 For information	No	No

Report Author: David Scott Head of Communities 07710 352 095

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : Leisure contract re-procurement

Essential information

Items to be assessed: (please mark 'x')

Strategy		Policy		Plan		Project		Service/Procedure	X
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Responsible officer	Alysse Strachan	Service area	Leisure Services	Directorate	Place
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Stage 1: EqIA Screening (mandatory)	Date created: 10/06/2022	Stage 2 : Full assessment (if applicable)	Date created : N/A
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): David Scott

Dated: 15/06/2022

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ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqlA : Leisure contract re-procurement

Guidance notes

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

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

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

EqlAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqlA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

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

What's the process for conducting an EqlA?

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

Openness and transparency

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

Enforcement

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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : Leisure contract re-procurement

Stage 1 : Screening (Mandatory)

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

The leisure contract re-procurement process will identify the next leisure facility operator following the end of the current contract with Leisure Focus Trust, who were appointed in June 2020 to operate a 2+1 year contract following the business transfer agreement from Parkwood when the Covid pandemic began, and there were major impacts on leisure contracting arrangements across the country.

The new contract will include the five sites in the existing leisure management contract (Braywick Leisure Centre (LC), Windsor LC, Charters LC, Cox Green LC, Furze Platt LC) and two additional smaller sites that current sit outside of the contract (Dedworth Middle School Community Facilities and Larchfield Community Centre). The operation of the borough's leisure centres contributes significantly to our corporate plan objectives of Thriving Communities, Inspiring Places, and to Create a sustainable borough of opportunity and innovation, by providing high quality, accessible sport and leisure facilities that help and encourage more people to be more active more often and be more healthy.

In parallel with the contract re-procurement the borough is also developing a sport and leisure strategy with the primary objective of 'more residents, more active more often and more healthy', and which will support and inform the future role of the leisure centres as a key strand to our overall sport and leisure delivery in RBWM.

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ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : Leisure contract re-procurement

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqlA : Leisure contract re-procurement

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Relevant	Low	Positive	The facilities are accessed and available for all residents with protected characteristics. As part of the tender process applicants are scored on their programming and timetabling to best ensure positive provision for the whole community.
Disability	Relevant	Low	Positive	The facilities are accessed and available for all residents with protected characteristics. As part of the tender process applicants are scored on their programming and timetabling to best ensure positive provision for the whole community.
Gender re-assignment	Relevant	Low	Positive	The facilities are accessed and available for all residents with protected characteristics. As part of the tender process applicants are scored on their programming and timetabling to best ensure positive provision for the whole community.
Marriage/civil partnership	Relevant	Low	Positive	The facilities are accessed and available for all residents with protected characteristics. As part of the tender process applicants are scored on their programming and timetabling to best ensure positive provision for the whole community.
Pregnancy and maternity	Relevant	Low	Positive	The facilities are accessed and available for all residents with protected characteristics. As part of the tender process applicants are scored on their programming and timetabling to best ensure positive provision for the whole community.
Race	Relevant	Low	Positive	The facilities are accessed and available for all residents with protected characteristics. As part of the tender process applicants are scored on their programming and timetabling to best ensure positive provision for the whole community.
Religion and belief	Relevant	Low	Positive	The facilities are accessed and available for all residents with protected characteristics. As part of the tender process applicants are scored on their programming and timetabling to best ensure positive provision for the whole community.

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqlA : Leisure contract re-procurement

Sex	Relevant	Low	Positive	The facilities are accessed and available for all residents with protected characteristics. As part of the tender process applicants are scored on their programming and timetabling to best ensure positive provision for the whole community.
Sexual orientation	Relevant	Low	Positive	The facilities are accessed and available for all residents with protected characteristics. As part of the tender process applicants are scored on their programming and timetabling to best ensure positive provision for the whole community.

Outcome, action and public reporting

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

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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : Leisure contract re-procurement

Stage 2 : Full assessment

2.1 : Scope and define

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

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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : Leisure contract re-procurement

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

2.2 : Information gathering/evidence

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

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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : Leisure contract re-procurement



Eliminate discrimination, harassment, victimisation

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : Leisure contract re-procurement

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

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Advance equality of opportunity

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : Leisure contract re-procurement

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

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ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : Leisure contract re-procurement

Foster good relations

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

2.4 Has your delivery plan been updated to incorporate the activities identified in this assessment to mitigate any identified negative impacts? If so please summarise any updates.

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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqIA : Leisure contract re-procurement

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Report Title:	Appointments to Outside and Associated Bodies
Contains Confidential or Exempt Information	No - Part I
Cabinet Member:	Councillor Andrew Johnson - Leader of the Council and Cabinet Member for Growth & Opportunity
Meeting and Date:	Cabinet – 23 June 2022
Responsible Officer(s):	Emma Duncan – Deputy Director of Law & Strategy Karen Shepherd – Head of Governance
Wards affected:	All

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REPORT SUMMARY

This report deals with the appointment of representatives to serve the Council on a number of associated and outside bodies, see Appendix B. The appointment of council representatives provides support to, and engagement with, a wide variety of bodies including charities and community organisations at both the local and regional level, thereby supporting the key objectives set out in the Corporate Plan 2021-2026.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) Appoints representatives to serve on the organisations listed in Appendix B.**
- ii) Delegates authority to the Head of Governance, in consultation with the Leader of the Council and Leaders of the Opposition Groups, to fill any ad hoc vacancies that might arise through the year from nominations received or make any changes to appointments as required.**
- iii) Notes the organisations which no longer require a representative and have been removed from the list of appointments to be made.**

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

- 2.1 Appointments to a number of outside bodies are made by the Council. The schedule attached in Appendix B details the appointments due in June 2022 and indicates the nominations received for each body. Where organisations have stipulated or have expressed a preference that the representative appointed be a serving Councillor, this is indicated.

- 2.2 Appointments are made on a one, two, or four-year basis as determined by the organisation's own constitution or terms of reference. Bodies which have previously been appointed to on a three-year basis have, with the organisation's consent, been amended to being appointed to on either a one, two, or four-year basis instead. This will allow the appointments to align with the borough's election cycle going forward.
- 2.3 Cabinet last made appointments to all outside bodies in June 2019, therefore appointments which have a term of both one year and three years are included for consideration. Any outside bodies which currently have a vacancy are also included, these are noted on Appendix B.
- 2.4 Following on from the resolution of Cabinet in June 2020, all bodies have been reviewed and consulted on whether a representative is still required. The main consultation took place during 2021 and changes were noted at Cabinet in June 2021, however, there are a few examples where it has recently been confirmed that an organisation is no longer in existence, or where a representative from the council is no longer required. These are highlighted at the bottom of Appendix B.

Options

Table 1: Options arising from this report

Option	Comments
To appoint representatives to the outside bodies as detailed in Appendix B and review any vacancies. This is the recommended option.	Group leaders and Councillors not in a political group have been given the opportunity to put forward nominations for appointments.
Not to appoint representatives to the outside bodies as detailed in Appendix B.	Not appointing would mean the Council was not represented on a number of outside bodies within the local authority.

3. KEY IMPLICATIONS

Table 2: Key Implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
% Council representation on outside and associated bodies where it is considered appropriate to have a representative.	Less than 80%	80-90%	91-95%	96-100%	June/July 2022

4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1 There are no financial implications directly arising from this report that are not already covered by existing budgets.

5. LEGAL IMPLICATIONS

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

6. RISK MANAGEMENT

Table 3: Impact of risk and mitigation

Risk	Level of uncontrolled risk	Controls	Level of controlled risk
Lack of representation on relevant outside and associated bodies.	Medium	Promotion of all available appointments to all Councillors. Careful consideration of feedback from organisations where a reduction in representation is proposed.	Low

7. POTENTIAL IMPACTS

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

7.2 Reduced or cessation of Member representation on individual associated and outside bodies could require the organisation to amend their constitution or terms of reference.

7.3 Equalities: All Councillors can be nominated for appointment. Where allowed by the organisation’s constitution, a council representative can be a non-Councillor. An EQIA screening document is available at Appendix A; a full EQIA is not considered necessary for the purposes of this report.

7.4 Climate change/sustainability: No impacts identified.

7.5 Data Protection/GDPR: Contact details for all appointees are shared with the relevant organisation in accordance with the relevant [Privacy Notice](#).

8. CONSULTATION

- 8.1 All Group Leaders, and Members not in a political group, have been given the opportunity to put forward nominations for appointment.

9. TIMETABLE FOR IMPLEMENTATION

- 9.1 Implementation date if not called in: Immediately.

10. APPENDICES

- 10.1 This report is supported by two appendices:

- Appendix A – Equalities Impact Assessment
- Appendix B – Proposed nominations to outside and associated bodies.

11. BACKGROUND DOCUMENTS

- 11.1 This report is supported by two background documents:

- [The Council's Constitution – Part 7E – Advice to Members \(Duties on Outside Bodies\)](#)
- Annual Reports – Council Representatives on Outside Bodies 2021/22 (Available on request)

12. CONSULTATION

Name of consultee	Post held	Date sent	Date returned
<i>Mandatory:</i>		<i>Statutory Officers (or deputies)</i>	
Adele Taylor	Executive Director of Resources/S151 Officer	05/05/22	09/05/22
Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer	05/05/22	05/05/22
<i>Deputies:</i>			
Andrew Vallance	Head of Finance (Deputy S151 Officer)	05/05/22	
Elaine Browne	Head of Law (Deputy Monitoring Officer)	05/05/22	
Karen Shepherd	Head of Governance (Deputy Monitoring Officer)	03/05/22	03/05/22
<i>Mandatory:</i>		<i>Procurement Manager (or deputy) - if report requests approval to award, vary or extend a contract</i>	
Lyn Hitchinson	Procurement Manager	N/A	N/A
<i>Other consultees:</i>			

<i>Directors (where relevant)</i>			
Duncan Sharkey	Chief Executive	05/05/22	06/05/22
Andrew Durrant	Executive Director of Place	05/05/22	
Kevin McDaniel	Executive Director of Children's Services	05/05/22	
Hilary Hall	Executive Director of Adults, Health and Housing	05/05/22	09/05/22
<i>Heads of Service (where relevant)</i>			
David Scott	Head of Communities	05/05/22	05/05/22
Nikki Craig	Head of HR, Corporate Projects and IT	05/05/22	09/05/22
Lynne Lidster	Head of Commissioning – People	05/05/22	10/05/22
<i>External (where relevant)</i>			
N/A			

Confirmation relevant Cabinet Member(s) consulted	<p>Councillor Andrew Johnson, Leader of the Council and Cabinet Member for Growth & Opportunity</p> <p>Councillor Samantha Rayner, Cabinet Member Business, Corporate & Residents Services, Culture & Heritage, & Windsor</p>	Yes
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REPORT HISTORY

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

Report Author: Mark Beeley, Democratic Services Officer,
mark.beeley@rbwm.gov.uk, 01628 796345

**ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD
EQUALITY IMPACT ASSESSMENT**

EqlA : Appointments to Outside and Associated Bodies

Essential information

Items to be assessed: (please mark 'x')

Strategy		Policy		Plan		Project		Service/Procedure	x
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Responsible officer	Karen Shepherd, Head of Governance	Service area	Governance	Directorate	Law and Strategy
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Stage 1: EqlA Screening (mandatory)	Date created: 3/5/22	Stage 2 : Full assessment (if applicable)	Date created: 3/5/22
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Approved by Head of Service / Overseeing group/body / Project Sponsor:

"I am satisfied that an equality impact has been undertaken adequately."

Signed by (print): K. Shepherd

Dated: 3/5/22

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqlA : Appointments to Outside and Associated Bodies

Guidance notes

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

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

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

EqlAs are a systematic way of taking equal opportunities into consideration when making a decision, and should be conducted when there is a new or reviewed strategy, policy, plan, project, service or procedure in order to determine whether there will likely be a detrimental and/or disproportionate impact on particular groups, including those within the workforce and customer/public groups. All completed EqlA Screenings are required to be publicly available on the council's website once they have been signed off by the relevant Head of Service or Strategic/Policy/Operational Group or Project Sponsor.

What are the "protected characteristics" under the law?

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

What's the process for conducting an EqlA?

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

Openness and transparency

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

Enforcement

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

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqlA : Appointments to Outside and Associated Bodies

Stage 1 : Screening (Mandatory)

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

The aim of the proposal is to appoint council representatives to a number outside and associated bodies.

1.2 What evidence is available to suggest that your proposal could have an impact on people (including staff and customers) with protected characteristics? Consider each of the protected characteristics in turn and identify whether your proposal is Relevant or Not Relevant to that characteristic. If Relevant, please assess the level of impact as either High / Medium / Low and whether the impact is Positive (i.e. contributes to promoting equality or improving relations within an equality group) or Negative (i.e. could disadvantage them). Please document your evidence for each assessment you make, including a justification of why you may have identified the proposal as “Not Relevant”.

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqlA : Appointments to Outside and Associated Bodies

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	Not relevant			All Councillors can be nominated for appointment. Where allowed by the organisation's constitution, a council representative can be a non-Councillor.
Disability	Not relevant			
Gender re-assignment	Not relevant			
Marriage/civil partnership	Not relevant			
Pregnancy and maternity	Not relevant			
Race	Not relevant			
Religion and belief	Not relevant			
Sex	Not relevant			
Sexual orientation	Not relevant			

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Outcome, action and public reporting

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

EQUALITY IMPACT ASSESSMENT

EqlA : Appointments to Outside and Associated Bodies

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

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

Organisation	Organisation Aims and Meetings	No. of representatives	Current Cllr Reps	Other Reps	Notes	Recommended Appointment
1 year appointments						
Age Concern - Windsor	To promote the well being of all older people in Windsor.	1	Cllr Bowden			<i>Cabinet to consider nominations:</i> Cllr Bowden has been nominated by the Conservative Group. Cllr Price has been nominated by the Local Independents Group.
Berkshire Healthcare NHS Foundation Trust Council of Governors	To engage with local people and organisations in order to shape and develop healthcare provision in the area in a tailored and customer focused way.	1	Cllr Sharpe			Cllr Sharpe
Berkshire Local Transport Body	From 2015, funding for major transport schemes will be devolved to Local Transport Bodies (LTBs). The Department for Transport (DfT) sets out within the comprehensive guidance accompanying this process that LTBs will be voluntary partnerships between Local Authorities, Local Enterprise Partnerships and other optional organisations. Quarterly meetings.	1	Cllr Clark			Cllr Haseler
Berkshire Maestros	To advance the education in music of, and to provide music centres for young people residing in the county of Berkshire.	1	Cllr Walters			Cllr Walters
Community Safety Partnership	Community Safety Partnerships (CSPs) are made up of representatives from the police, local authorities, fire and rescue authorities, health and probation services (the 'responsible authorities'). The responsible authorities work together to protect their local communities from crime and to help people feel safe.	1	Cllr Cannon			<i>Cabinet to consider nominations:</i> Cllr Cannon has been nominated by the Conservative Group. Cllr Davey has been nominated by the Local Independents Group. Cllr Werner has been nominated by the Liberal Democrat Group.
Heathrow Strategic Planning Group Member Board	The Council is an observing member of HSPG. Operates within a terms of reference which includes a member steering board which is regularly briefed on the work requests from Heathrow Airports Limited and the alternative proposals from Arora.	2	Cllr Johnson Cllr Clark			Cllr Johnson Cllr Haseler
Housing Solutions	To provide a quality housing service that reflects the needs and demands of tenants on a non profit-making basis. 9 meetings a year in Crown House.	1	Vacancy		Cllr McWilliams has been nominated by the Conservative Group. Cllr Reynolds has been nominated by the Liberal Democrat Group.	Delegated to the Chair of Housing Solutions to appoint to through the company's normal recruitment process.
Joint Minerals & Waste Members Board	The Council is engaged in producing a Joint Central and Eastern Berkshire Minerals and Waste plan working with Bracknell Forest, Wokingham and Reading; there is a members board which is regularly briefed on progress.	2	Cllr Bateson Cllr Coppinger			Cllr Haseler Cllr Coppinger
Local Authorities Aircraft Noise Council	To deal with problems affecting members arising from the nuisance created by the operation of aircraft. March, June, September and November.	1	Cllr Bowden			Cllr Bowden
Older People's Advisory Forum	Our focus is on the older members of our community and how they are cared for by both the NHS, Primary Care, and Social Care.	1	Cllr G Jones			Cllr G Jones
South East Reserve Forces & Cadets Association	Local civilian body for building, recruitment and general support of the nation's reserve forces. Two county meetings per year in Reading.	1	Cllr Walters			Cllr Walters
Thames Basin Heaths Joint Strategic Partnership Board	The Thames Basin Heaths Joint Strategic Partnership (The Partnership) will provide a vehicle for joint working, liaison and exchange of information between the local authorities and other organisations affected by the Thames Basin Heaths SPA and related planning or land management issues. Approx 3 times per year.	1	Cllr Hilton			Cllr Hilton
Thames Valley Berkshire Local Enterprise Partnership	The Berkshire Local Enterprise Partnership is a business-led, multi-sector partnership mandated by government to lead activities that drive local economic growth. To date we have secured and allocated £182m of UK and European public funds to deliver a wide range of initiatives in the Thames Valley Berkshire area.	1	Cllr Clark		With the organisation's agreement, the appointment period has been amended from three years to one year, to allow alignment with the borough's election cycle.	<i>Cabinet to consider nominations:</i> Cllr Clark has been nominated by the Conservative Group. Cllr Werner has been nominated by the Liberal Democrat Group.
Thames Valley Police and Crime Panel	To maintain an efficient and effective police service for the people of the Thames Valley.	1 (+1 sub)	Cllr Cannon Cllr Bowden (sub)			<i>Cabinet to consider nominations:</i> Cllr Cannon and Cllr Bowden (sub) have been nominated by the Conservative Group. Cllr Werner has been nominated by the Liberal Democrat Group.
VisitWindsor Partnership Board	The Partnership Board will become the leadership and management hub for a fresh approach to partnership working that will ensure closer links between the Royal Borough of Windsor & Maidenhead, key industry stakeholders, the wider membership and national and regional organisations such as Tourism South East, VisitEngland and VisitBritain.	3	Cllr Rayner (Cabinet Member) Cllr Coppinger (Maidenhead) Cllr Shelim (Windsor/Ascot)		The council will be represented by three elected Members – one will be the Cabinet Member with responsibility for tourism. One Member will represent Maidenhead and one Member will represent a Windsor or Ascot ward.	Cllr Rayner (Cabinet Member) Cllr Coppinger (Maidenhead) Cllr Shelim (Windsor/Ascot)
Windsor and Eton Society	To conserve the heritage of the buildings and the environment of the conservation area situated adjacent to Windsor Castle and other buildings and places of architectural or historic interest within the boundaries of Windsor.	2	Cllr Bowden Cllr Shelim			<i>Cabinet to consider nominations:</i> Cllr Bowden and Cllr Shelim have been nominated by the Conservative Group. Cllr Davey has been nominated by the Local Independents Group.
Windsor Festival Society	To bring first class music by international artists and orchestras to audiences in Windsor, Eton and Maidenhead.	1	Cllr Rayner			Cllr Rayner
Windsor Old People's Welfare Association	Care of the elderly in Windsor. One meeting per month.	2	Cllr Bowden Cllr Story (Mayor)		Representative must include the Mayor.	Cllr Bowden Cllr Bateson (Mayor)

2 year appointments						
Relate London North West, Hertfordshire, Mid Thames and Buckinghamshire	Offers a confidential counselling service for people who have difficulties or anxieties with their marriage or other personal relationships. The Board meets quarterly in March, June, Sept & Dec for 2 hours starting at 7pm on a Wed evening. Meetings are held via Zoom/hybrid format.	1	Vacancy		Appointment until end of term (2023). The Board would welcome nomination of anyone with strategic skills, knowledge and experience in the fields of: Information and communication technology Safeguarding Equality, Diversity and Inclusion	Cllr Story
4 year appointments						
Charters School Community Recreation Centre Trust	To provide and to promote the use of recreational and leisure facilities at Charters School, Sunningdale in the interests of social welfare for the benefit of and with the object of improving the conditions of life of the residents of the civil parishes of Sunningdale and Sunninghill. Such facilities to be available to members of the public at large.	3	Cllr Bateson Cllr Story Cllr Luxton		Appointment until end of term (2023). With the organisation's agreement, the appointment period has been amended from three years to four years to align with the borough's election cycle. Therefore an appointment is required in June 2022 for one year. A new four year appointment will be made in 2023. At least one shall be a Ward member for Sunningdale & South Ascot and one a Ward member for Sunninghill (unless such members decline to act). Person should have knowledge of or associations with the areas of Sunningdale and/or Sunninghill.	Cllr Bateson Cllr Story Cllr Luxton
Cox Green Community Centre - Management Committee	Supervisory body, meeting four times a year to set strategy, review progress and consider the financial and operations reports provided by those responsible for the day-to-day running and control of the Centre (i.e. Centre Manager, Pre School Manager and Treasurer). When appropriate, members may also serve on one of the executive sub committees (Finance, Early Years, Fundraising, Policies & Procedures).	3	Cllr McWilliams Cllr Haseler Vacancy		Appointment until end of term (2023). Appointment only needs to be made to the one vacant position.	<i>No nominations have been made for the vacant position.</i>
RBWM/All Parishes Meeting	Chair meetings between RBWM and the Parish Councils. Usually three meetings a year.	1	Cllr Bateson		Cllr Bateson has stepped down from this body after becoming Mayor.	Cllr Rayner
Rural Forum	The Rural Forum discusses issues that affect rural communities within the Royal Borough, including providing updates on the farming community and rural crime. A Farm Walk is hosted by a member of the Forum each summer, usually June.	6	Vacancy Cllr Cannon Cllr Clark Cllr Coppinger Cllr Hunt Cllr Rayner		Cllr Bateson has stepped down from this body after becoming Mayor. Appointment until end of term (2023). Appointment only needs to be made to the vacant position.	<i>Cabinet to consider nominations:</i> Cllr Johnson has been nominated by the Conservative Group. Cllr Larcombe has nominated himself.
Windsor and Maidenhead Christian Trust	The object of the association is to promote the moral improvement of people within the area by furthering education in the basic principles of Christian morality; undertaking voluntary work in education, social services and similar charitable activities for the benefit of the community and in accordance with Christian principles.	2	Cllr Stimson Vacancy		Appointment until end of term (2023). Appointment only needs to be made to the one vacant position.	<i>No nominations have been made for the vacant position.</i>
Windsor Municipal Charities	The main business is providing accommodation for the elderly low-income people of Windsor.	2	Cllr Shelim	Ed Wilson	Appointment until end of term (2023). With the organisation's agreement, the appointment period has been amended from three years to four years to align with the borough's election cycle. Therefore an appointment is required in June 2022 for one year. A new four year appointment will be made in 2023.	<i>Cabinet to consider nominations:</i> Cllr Shelim and Ed Wilson have been nominated by the Conservative Group. Cllr Price has been nominated by the Local Independents Group.
Bodies which no longer need a representative						
Eton Commons Management Committee	-	-	Cllr Bowden		The body meets sporadically and has not done so for some time - they will contact RBWM if a representative is required in future.	N/A
Windsor and Maidenhead Victim Support Scheme	-	-	Rajiv Chelani Dorothy Kemp		No longer exists.	N/A

Agenda Item 8

By virtue of paragraph(s) 1, 2, 3, 4, 5, 6, 7 of Part 1 of Schedule 12A of the Local Government Act 1972.

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