

## NOTICE OF MEETING

# CABINET

will meet on

**THURSDAY, 21ST JULY, 2022**

**At 7.00 pm**

by

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

TO: MEMBERS OF 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 & TRANSPORT

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, 13 July 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](http://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	7 - 8
3.	<u>MINUTES</u>  To consider the minutes of the meeting held on 26 <sup>th</sup> June 2022.	9 - 18
4.	<u>APPOINTMENTS</u>  None	-
5.	<u>FORWARD PLAN</u>  To consider the Forward Plan for the period August 2022 to November 2022.	19 - 24
6.	<u>CABINET MEMBERS' REPORTS</u>  Planning, Parking, Highways and Transport	-
	i. Draft Building Height and Tall Buildings Supplementary Planning Document - Regulation 13 Consultation	25 - 116
	Asset Management & Commercialisation, Finance, & Ascot	
	ii. 2022/23 Month 2 Budget Monitoring Report	117 - 154
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	v. Cavalry Crescent, Windsor	261 - 296

7.

LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

-

To consider passing the following resolution:-

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

**PART II**

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
8.	<p data-bbox="260 443 743 477"><u>CABINET MEMBERS' REPORTS</u></p> <p data-bbox="260 555 1034 589">Asset Management &amp; Commercialisation, Finance, &amp; Ascot</p> <p data-bbox="260 629 1007 663">i. <u>CAVALRY CRESCENT, WINDSOR - PART II</u></p> <p data-bbox="260 703 1265 770"><b><i>(Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972)</i></b></p> <p data-bbox="260 810 1137 878">Details of representations received on reports listed above for discussion in the Private Meeting: None received</p>	<p data-bbox="1374 454 1382 477">-</p> <p data-bbox="1310 629 1445 663">297 - 326</p>



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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, 23 JUNE 2022

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

Also in attendance: Councillors Rayner, Haseler, Baldwin, Larcombe, Hill, Price, Bhangra, Sharpe, Singh and Mr Ogedengbe (RBWM Prop Co).

Officers: Duncan Sharkey, Emma Duncan, Kevin McDaniel, Adrian White, Ian Motuel, Steph James, Tim Golobek, Andrew Durrant, Andrew Valance and David Cook.

### APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Haseler and Rayner who could not attend in person but attended as non-voting members on line.

### DECLARATIONS OF INTEREST

There were no declarations of interest declared.

### MINUTES

**RESOLVED UNANIMOUSLY: That the Part I minutes of the meeting held on 26<sup>th</sup> May 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:

- Medium Term Financial Strategy to July Cabinet.
- Night Time Economy Strategy to July Cabinet.

Cllr Baldwin raised concern that the Biodiversity Action Plan had again been delayed and was not being considered until November 2022. This was the second time it had been pushed back after the Rural Forum had raised concern, he asked if they had a veto on when it came to Cabinet as it was now 18 months overdue.

The Chairman acknowledged that the plan was late but said it was important the council listened to its stockholders and it had been decided to undertake further consultation on this important issue.

The Cabinet Member responsible informed that the decision had been delayed so we could get it right, biodiversity actions were still being undertaken. 86% of the borough was farmland and Royal Estate so it was important to get their views especially as they were already taking action on this issue themselves.

The Chairman said that although it was not for him to tell scrutiny what to do the delay does give them an opportunity to scrutinise the action plan if they wish to.

## CABINET MEMBERS' REPORTS

### A) DRAFT SOUTH WEST MAIDENHEAD DEVELOPMENT FRAMEWORK SUPPLEMENTARY PLANNING DOCUMENT

Cabinet considered the report regarding the publication of the draft South West Maidenhead Development Framework Supplementary Planning Document (SPD) for public consultation.

Cabinet Member for Planning, Parking, Highways and Transport informed that the Borough Local Plan had been adopted earlier this year and identified the South West Maidenhead area for major housing and employment development. The preparation of the SPD would 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 would help in delivering on key Corporate Plan goals. In addition to goals relating to housing delivery and provision of affordable homes. It was important that the SPD was adopted and that everyone had an opportunity to take part in the consultation, to this end the consultation would be over 6 weeks instead of the statutory 4 weeks.

Specific policies and policies for the area included Policy QP1b – South West Maidenhead strategic placemaking area and the following sites:

- Site AL13 – Desborough, Harvest Hill Road, South West Maidenhead,
- Site AL14 – “The Triangle site”
- Site AL15 – Braywick Park

It was important to emphasise that this SPD was 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. He welcomed and encouraged people to take part in the consultation.

The Chairman welcomed the report and proposed its recommendations to Cabinet he welcomed the extended consultation period, the significant opportunity areas for affordable housing, infrastructure provision and excellent placemaking, this was seconded by Cllr Coppinger.

The Cabinet Member for Climate Action & Sustainability welcomed this important document going to consultation and that there would be zero carbon developments as well as green facilities for residents.

The Cabinet Member for Business, Corporate & Residents Services, Culture & Heritage, & Windsor said that she supported the paper as it was an exciting place setting opportunity for Maidenhead and she welcomed the consultation to hear peoples views.

Cllr Hill said that the SPD was in the Oldfield ward and many residents had tried to consult with the Council over the last 6 year as the were apposed to the proposals in the BLP. Residents did not want development on the golf course, over 500 subscribers were contributing to a judicial review and were raising funds and there had been a petition of over 4,448 signatures against the proposals. He also raised concerns about the legal responsibility on any development to have a 10% biodiversity uplift and gave density examples and how he felt the target could not be met. He mentioned how the Oldfield are was being turned into concrete development, the lose of trees and areas for wildlife, how the ward had already been cut in half due to the level of development and how Braywick Park had lost land due to

the school and proposed football club development. There was also concerns about air quality and pollution which would be made worst by these proposals.

The Chairman informed that there had been no judicial review logged within the timeline and that he welcomed Cllr Hills views as part of the consultation.

Cllr Singh said he was concerned that the SPD would have no teeth and not considered by members at planning committees. The Chairman replied that there were no planning applications due to be considered at this point and that the SPD if adopted would have material consideration at planning.

Mr Hill informed that he had been sent a Teams meeting link instead of the Zoom link required to attend the meeting which meant he had difficulty joining at the start. With regards to the report he said that he felt the SPD was unsound, on healthcare it was proposed to move existing facilities to the golf course site rather than introducing more provision, he asked which communities would have their surgeries closed. With regards to bus routes existing ones were being rerouted and discounted for the proposed site but questioned why all residents were not getting discounted travel. With regards to infrastructure he mentioned that there was a £100m gap in funding and he also raised concerns about climate change and the impact the proposed developments would have including the loss of important greenfield sites. There should be protection of sites for biodiversity and leisure.

The Chairman said that there had been a lot of comments that were made prior to the BLP being adopted, that there had been no legal challenge to the BLP and he was looking forward to hearing the consultation feedback.

Cllr Baldwin said that there had been references about the deadline for the BLP challenge being missed and asked if the Monitoring Officer could comment on this. The Chairman mentioned that it had been raised by Cllr Hill and Mr Hill, the monitoring officer said she would provide an update in the Member Bulletin as the judicial review was not part of this SPD paper under consideration.

Cllr Price mentioned that the report said that infrastructure was being funded from other areas rather than the developers, was it expected that residents pay for infrastructure. She was informed that was funded from a range of funding streams, some would be developers contributions as part of the planning process and it was normal that this would be topped up by local authority or national contributions depending on the site.

The Cabinet Member for Environmental Services, Parks & Countryside & Maidenhead said that the Borough Local Plan had been adopted and that the SPD before Cabinet was a key next step. He looked forward to as many people across the borough giving their views as it was an important part of the process. He was disappointed that a lot of the comments made tonight had been about issues prior to the BLP being adopted rather than moving forward and adding value.

**Resolved unanimously: 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**

B) ST CLOUD WAY

Cabinet considered the report regarding the development agreement with Countryside Properties (UK) Ltd for St Clouds Way, Maidenhead.

The Cabinet Member for Asset Management & Commercialisation, Finance, & Ascot informed that section 122 of the LGA, and the s203 – 205 of the Housing and Planning Act 2016 allowed the appropriate of land within its ownership for any purpose for which it was statutorily authorised to acquire land by agreement. Appropriation meant changing the basis on which land held by the Council from one purpose to another purpose. However, in deciding to appropriate, the Council must consider the public need within the area for existing use.

The Site currently comprised the former Magnet 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 in June 2018 for a 5-year period. There were 382 existing car park spaces on the Site. The Leisure Centre was closed in autumn 2020 and a replacement facility, the Braywick Centre. The report was being put forward as the original Cabinet decision had been made in 2018 and it was prudent to re visit the situation prior to further progress. The need for parking on the site had been reduced by available parking in Maidenhead and Vicus Way development, leisure facilities were provided at Braywick Park and there was a need for affordable housing. Negotiations for private rights continued as part of the process.

The Cabinet Member read out the recommendations before Cabinet for clarification.

Mr Hill informed that he had written to the monitoring officer as the recommendations were not clear and had not received a response. He also mentioned that an updated report had been issues on the day of the meeting but there were no tracked changes to see what had changed. He mentioned that he had questioned if the 2018 Cabinet decision was lawful and he had been informed legal advice was being sought but there was nothing tonight to say what the conclusion was. He had not heard back from the monitoring officer on his enquiries on this issue.

The Cabinet Member said that they could appropriate the site now irrespectively of the 2018 decision. The Monitoring Officer said that they had received advice from 'council' and the recommendations were sound, the original recommendation was 4 years ago so it was appropriate to revisit. With regards to responding to Mr Hill she said that her priorities were to represent the council and she would respond to his questions in due course.

Cllr Singh raised concern that parking spaces would be lost from the medical centres that were very important to local residents, he was informed that this was part of the ongoing negotiations.

Resolved unanimously: that 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 reasons are approved:**
  - a. the Site was not required for the purposes for which it was held prior to the appropriation for the reasons in paragraphs 5.3 to 5.8;.**
  - b. the Site is required for planning purposes as set out in paragraphs 4.2, 5.9, 9.3 and 9.4 ; and**

**c. The conclusions reached on the matters set out in paragraphs 5.1, 5.10, 5.11 and 10.10 in respect to the use of section 203 – 205 of the Housing and Planning Act 2016**

**ii) On the assumption that the November 2018 Resolution did not have the effect of appropriating the Site for planning purposes under section 122 of the LGA, then the recommendation is that the Site is appropriated for planning purposes under section 122 of the Local Government Act 1972 (the "LGA") to facilitating the Scheme, or similar development, for the following reasons:**

**a. the Site is no longer required for the purposes for which it was held prior to the appropriation for the reasons in paragraphs 5.3 to 5.8;.**

**b. the Site is required for planning purposes as set out in paragraphs 4.2, 5.9, 9.3 and 9.4; and**

**c. The conclusions reached on the matters set out in paragraphs 5.1, 5.10, 5.11 and 10.10 in respect to the use of section 203 – 205 of the Housing and Planning Act 2016**

**iii) delegates to the Executive Director for Resources in consultation with the Managing Director for the RBWM Property Company Limited to 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.**

**c) LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN AND CYCLING CAPITAL PROGRAMME**

Cabinet considered the report regarding the Local Cycling and Walking Infrastructure Plan and Cycling Capital Programme.

The Cabinet Member for Planning, Parking, Highways and Transport informed that the Government published Gear Change, a national strategy for transforming the role walking and cycling play in transport. The government's goal was for cycling and walking to become the natural first choice for short journeys and for 50% by 2030.

Growing rates of walking and cycling were 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. A capital programme budget of £1.5m for investment in walking and cycling improvements had been approved for this financial year. The plan would be kept under review and updated as new schemes became viable.

The Chairman said he supported the paper and proposed the recommendations, Cllr Hilton seconded the proposal.

The Cabinet Member for Climate Action & Sustainability said that she had attended a recent meeting of the Disability and Inclusion Forum and asked if their views would be taken under consideration. She was informed that they would and that he was happy to meet with them and officers for any schemes coming forward.

The Cabinet Member for Anti-Social Behaviour, Crime, and Public Protection asked if other schemes could be added to the plan and was informed that it was a 10 year programme that would be reviewed annually so there was scope for other schemes to be added.

The Cabinet Member for Digital Connectivity, Housing Opportunity, & Sport & Leisure said that he was pleased to see Harvest Hill included with a feasibility study due to be done.

Cllr Larcombe mentioned that the map on page 57 needed updating as it was not correct.

Cllr Price also mentioned that a number of parks were missing on the Windsor maps. She also mentioned that air pollution was an important issue of concern for cyclists and walkers but there was no consideration of this in the report, there was also a lack of consideration for equalities for those with disabilities. She also mentioned that with regards to the metric used to determine routes they did not always give the right picture, officers should look at what they feel are the correct routes. There was also a need for all weather parks in urban areas. If the appropriate guidance was not followed then there was a risk of funding being lost. She welcomed greater clarity when schemes were brought forward. The Cabinet Member said he welcomed a discussion with Cllr Price on issues raised.

Cllr Baldwin mentioned that earlier in the meeting Mr Hill had mentioned that he had been sent a Teams invite and as this was for the Part II meeting he was concerned about governance breaches. The Chairman replied that Mr Hill had been sent an apology for the wrong meeting link being sent and that if a member of the public attended a Part II meeting in person or on line they would be asked to leave.

**Resolved unanimously: 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**

**D) RBWM LEISURE MANAGEMENT CONTRACT RE-PROCUREMENT UPDATE AND TIMESCALES**

Cabinet considered the report regarding re-procurement process and timeline for the re-tender of the Borough's Leisure Management Contract.

The Cabinet member for Digital Connectivity, Housing Opportunity, and Sport and Leisure reported that since becoming the Lead Member he had visited the borough leisure facilities, and they were excellent facilities. As well as the procurement of the leisure management contract they were also developing a revised sport and leisure strategy which would 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 contributed to the 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 would be underpinned by three priorities that are expected to focus on:

- Promote existing facilities to help grow membership.
- Maximise usage and accessibility of existing facilities.
- Identify gaps in facility provision and explore opportunities to address them.

Due to the Pandemic our then leisure centre operator Parkwood decided it was unable to continue to operate the contract and in June 2020 Cabinet agreed to a Business Transfer Agreement which terminated the contract with Parkwood and transferred the operations to a new Community Incorporated Organisation the Borough had helped create at very short notice, Leisure Focus Trust, who took over from Parkwood with effect from 1 August 2020.

The Cabinet Member informed that Leisure Focus Trust had done an excellent job over the last two years in a difficult situation. Leisure Centres had been re opened and improvements made, such as improvements at the Windsor LC. During the month of May this year there had been over 168,000 users, Braywick LC usage was 3% up from pre pandemic levels. Overall usage was still down from pre pandemic levels but things were moving in the right direction. He also mentioned that Braywick LC had been up for a number of national awards.

The 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.

The Chairman seconded the report and said that it was excellent news seeing the number of users increasing.

Mr Hill addressed Cabinet and said that when the leisure centre at Braywick Park was proposed it was agreed that there would be a trial of a free bus service. The trial was undertaken during the pandemic and thus was not successful, so he asked if another one would be undertaken. He also highlighted that the risk tables in the report had not been completed.

Cabinet were informed that the trial was undertaken but the volume of passengers was so so it was deemed not viable. With regards to the table missing information this was an oversight, however the report was not asking for a key decision to be taken and was informing that there would be the procurement process.

The Chairman reiterated that this was not a key decision and with regards to the free bus trial he was happy to look at the feasibility of holder another trial.

**Resolved unanimously: 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.**

E) MAIDENHEAD TOWN TEAM

Cabinet considered the report regarding the process for establishing a Maidenhead Town Team.

The Cabinet Member for Environmental Services, Parks & Countryside & Maidenhead informed that In June 2021 Cabinet adopted the Maidenhead Vision and Charter which was prepared in collaboration with local stakeholders, residents and communities. One of the next steps was that a town team would be established to review, monitor and assess projects that come forward to ascertain whether they meet the Maidenhead Vision Charter's key points. Everyone with an interest in the future of Maidenhead town centre will have the opportunity to continue working together, building on a spirit of cooperation, and delivering an attractive, vibrant and sustainable town centre for all.

The current Maidenhead Town Partnership was established over 25 years ago to bring together the council and businesses to oversee the day-to-day management of the town centre and help coordinate activity to drive footfall. The partnership was well established and delivered the events and marketing programme for the town centre and offers a point of contact for businesses in the town. Existing members of the partnership will be invited to also take part in the proposed Maidenhead Town Team.

There would also be recruitment for the new town team roles, these will be advertised and a recruitment panel will be set up to ensure that town team members are reflective of the demographic of the town. It was proposed to make the appointments in October 2022 with the first meeting taking place in November 2022.

**Resolved unanimously: Cabinet notes the report and:**

**i) Endorses the process of establishing the Maidenhead Town Team by replacing the existing Maidenhead Town Partnership to be more inclusive of the community of the town.**

**F) APPOINTMENTS TO OUTSIDE AND ASSOCIATED BODIES**

Cabinet considered the report regarding the appointment of representatives to serve the Council on a number of associated and outside bodies.

The Chairman said that pending Cabinet approval of the reports recommendations the bodies with only one nomination will be taken as listed in Appendix B and where there were more than one nomination Cabinet would vote on the appointment.

Following the appointments it was noted that Cllr Larcombe had withdrawn his nomination for the Rural Forum.

**Resolved unanimously: that Cabinet notes the report and:**

**1. Appoints representatives to serve on the organisations listed in Appendix B, as well as the following appointments where more than one nominee was listed:**

**Age Concern, Windsor – Cllr Bowden**

**Community Safety Partnership – Cllr Cannon**

**Housing Solutions - Delegated to the Chair of Housing Solutions to appoint to through the company's normal recruitment process.**

**Thames Valley Berkshire Local Enterprise Partnership – Cllr Clark**

**Thames Valley Police and Crime Panel – Cllr Cannon & Cllr Bowden as sub**

**Windsor and Eton Society – Cllr Bowden and Cllr Shelim**

**Windsor Old People's Welfare Association – Cllr Bowden and Cllr Bateson (Mayor position)**

**Rural Forum – Cllr Johnson**

**Windsor Municipal Charities – Cllr Shelim and Mr Wilson**



2. **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.**
3. **Notes the organisations which no longer require a representative and have been removed from the list of appointments to be made.**

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.

**RESOLVED UNANIMOUSLY:** That the Part II minutes of the meeting held on 26<sup>th</sup> May were approved

The meeting, which began at 7.00 pm, finished at 9.00 pm

CHAIRMAN.....

DATE.....

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## CABINET

### FORWARD PLAN - CHANGES MADE SINCE LAST PUBLISHED:

ITEM	SCHEDULED CABINET DATE	NEW CABINET DATE	REASON FOR CHANGE
Approval of the Cookham Village Conservation Area Appraisal	N/A	September	New Item
Discretionary Scheme for the £150 Council Tax Energy Rebate	N/A	August	New Item
Council Tax Reduction Scheme 2022/23	N/A	August	New Item
Covid Additional Relief Fund	N/A	August	New Item

## 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)
Peer Review Action Plan	- Open	To approve the action plan.	Yes	Leader of the Council & Cabinet Member for Growth & Opportunity (Councillor Andrew Johnson)	Emma Duncan	Internal process	Cabinet 25 Aug 2022	
20 A Night Time Economy Strategy for RBWM	- Open	A report to set out the strategic approach for RBWM dealing with the impacts of the Night Time Economy across the Borough.	Yes	Cabinet Member for Anti-Social Behaviour, Crime, and Public Protection (Councillor David Cannon)	Andrew Durrant	Internal process	Cabinet 25 Aug 2022	
Discretionary Scheme for the £150 Council Tax Energy Rebate	- Open	To approve the proposed discretionary scheme for the award of the £150 CTAX Energy Rebate	Yes	Cabinet Member for Asset Management & Commercialisation, Finance, & Ascot (Councillor David Hilton)	Adele Taylor	Internal	Cabinet 25 Aug 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)
Temporary use of the Chiltern Road school site – Manor Green SEND Careers Hub	Fully exempt - 3	Proposal for the temporary use of the Chiltern Road school site by Manor Green School to open a SEND Careers Hub	Yes	Deputy Chairman of Cabinet & Cabinet Member for Adult Social Care, Children's Services, Health, Mental Health, & Transformation (Councillor Stuart Carroll)	Kevin McDaniel	Internal	Cabinet 25 Aug 2022	
Special Educational Needs and Alternative Provision Capital Strategy	- Open	Proposal for inclusion in a new consultation on the Royal Borough's capital strategy for special educational needs and alternative provision.	Yes	Deputy Chairman of Cabinet & Cabinet Member for Adult Social Care, Children's Services, Health, Mental Health, & Transformation (Councillor Stuart Carroll)	Kevin McDaniel	Internal	Cabinet 25 Aug 2022	
Council Tax Reduction Scheme 2022/23	- Open	To consider the proposed amendments to the Council Tax Reduction scheme for 2022/23 ahead of the required consultation.	Yes	Cabinet Member for Asset Management & Commercialisation, Finance, & Ascot (Councillor David Hilton)	Adele Taylor	Internal	Cabinet 25 Aug 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)
Covid Additional Relief Fund	- Open	To consider the proposals for the discretionary Covid Additional Relief Fund (CARF) to assist businesses with relief against 2021/22 charges.	Yes	Cabinet Member for Asset Management & Commercialisation, Finance, & Ascot (Councillor David Hilton)	Adele Taylor	Internal	Cabinet 25 Aug 2022	
Finance Update	- Open	Latest Financial Update	Yes	Cabinet Member for Asset Management & Commercialisation, Finance, & Ascot (Councillor David Hilton)	Adele Taylor	Internal process	Cabinet 29 Sep 2022	
22 Tivoli Contract for Grounds Maintenance	Fully exempt - 3	A report to set out future options for the grounds maintenance contract across the Borough.	Yes	Cabinet Member for Environmental Services, Parks & Countryside & Maidenhead (Councillor David Coppinger)	Chris Joyce	Internal	Cabinet 29 Sep 2022	
Approval of the Cookham Village Conservation Area Appraisal	- Open	This report seeks Cabinet approval for the adoption of the updated Cookham High Street Conservation Area Appraisal, renamed the Cookham Village Conservation Area Appraisal, to bring it in line with	Yes	Cabinet Member for Planning, Parking, Highways & Transport (Councillor Phil Haseler)	Waite	Internal	Cabinet 29 Sep 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)
		current Historic England guidance.						
23 School place planning annual report	- Open	This report provides an update on projected demand for school places in the Royal Borough and may propose options for further development and consultation.	Yes	Deputy Chairman of Cabinet & Cabinet Member for Adult Social Care, Children's Services, Health, Mental Health, & Transformation (Councillor Stuart Carroll)	Kevin McDaniel	Internal process	Cabinet 27 Oct 2022	
Biodiversity Action Plan	- Open	TBC	Yes	Cabinet Member for Climate Action & Sustainability (Councillor Donna Stimson)	James Thorpe	Internal process	Cabinet 24 Nov 2022	
Annual Consultation on School Admission Arrangements	- Open	To consult on admission arrangements	Yes	Deputy Chairman of Cabinet & Cabinet Member for Adult Social Care, Children's Services, Health, Mental Health, & Transformation (Councillor Stuart Carroll)	Kevin McDaniel	Internal process	Cabinet 24 Nov 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)
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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.



Report Title:	Draft Building Height and Tall Buildings Supplementary Planning Document – Regulation 13 Consultation
Contains Confidential or Exempt Information	No - Part I
Cabinet Member:	Councillor Haseler, Cabinet Member for Planning, Parking, Highways and Transport
Meeting and Date:	Cabinet – 21st July 2022
Responsible Officer(s):	Andrew Durrant, Executive Director of Place Services & Adrien Waite, Head of Planning
Wards affected:	All



## **REPORT SUMMARY**

1. 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.
2. The report recommends that the Cabinet approves the publication of the draft Building Height and Tall Buildings SPD for public consultation in August 2022.

## **1. DETAILS OF RECOMMENDATION(S)**

**RECOMMENDATION: That Cabinet notes the report and:**

- i. **Approves the publication of the draft Building Height and Tall Buildings Supplementary Planning Document for public consultation, along with supporting evidence base studies; and**
- ii. **Delegates authority to the Head of Planning in consultation with the Cabinet Member for Planning, Parking, Highways and Transport, to approve and publish any minor changes to the draft Building Height and Tall Buildings Supplementary Planning Document, prior to its publication.**

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

**Options**

**Table 1: Options arising from this report**

Option	Comments
<p>Publish the draft Building Heights and Tall Buildings SPD and supporting evidence documents in August 2022 for public consultation.</p> <p><b>This is the recommended option.</b></p>	<p>It is a policy requirement of the adopted BLP (QP3a (10)) that a Building Height and Tall Buildings SPD be produced and adopted by the Council.</p> <p>National planning policy requires the Council to provide maximum clarity at an early stage about their design expectations. Progressing the preparation of the Building Heights and Tall Buildings SPD will ensure that this clarity is provided as soon as possible and enable the Council to achieve high quality design and resist poor quality development.</p>
<p>Not publish the draft Building Heights and Tall Buildings SPD and supporting evidence documents for public consultation.</p>	<p>Officers do not consider this would be the right approach to this important matter. This would leave the Council without the detailed guidance that is considered to be appropriate in terms of building height and tall building design across the Royal Borough which would undermine the Council's ability to secure design excellence in new development and to resist poor quality development.</p>

**Background**

- 2.1 The National Planning Policy Framework (NPPF) identifies the creation of high-quality buildings and places as being fundamental to what the planning and development process should achieve. It also expects councils to provide maximum clarity at an early stage about their design expectations using visual tools such as design guides.
- 2.2 The 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.*
- 2.3 The general approach and design principles for building heights and tall buildings within the borough is set out in Policy QP3a of the adopted Borough Local Plan (2013-2033) (BLP). There is increasing pressure in the Borough for increased

density and taller buildings, particularly in central Maidenhead. A tall building is one that is significantly higher than the buildings in the surrounding context. Taller buildings can have an impact, both negative and positive on their immediate and wider surroundings.

- 2.4 However, the Council does not have any detailed and comprehensive guidance on what it considers appropriate in terms of building height and tall building design across the Royal Borough. Clause 10 of policy QP3a specifically states that further details and guidance on the application of this policy will be set out in a Building Height and Tall Buildings SPD. The draft Building Height and Tall Buildings Supplementary Planning Document has been prepared to provide this clear, detailed and specific design guidance to support both Council decision making on development applications and the adopted Borough Local Plan (BLP).
- 2.5 As explained in paragraph 6.14.11 of the BLP, the SPD will “identify locations that present opportunities for tall buildings in the Borough, together with site-specific recommendations on building height. It will provide additional detailed guidance on location, height and design of tall buildings and set application requirements for tall buildings.”
- 2.6 The first stage in the preparation of the Building Height and Tall Buildings Supplementary Planning Document will be the publication of the draft SPD (under Regulations 12 & 13 of The Town and Country Planning (Local Planning) (England) Regulations 2012, as amended). The draft SPD can be seen in Appendix 1 of this report. A final version of the Building Height and Tall Buildings SPD will be prepared taking into account the responses from the Regulation 13 consultation. This final document will then be brought to Members later in 2022 to consider its adoption by the Cabinet.
- 2.7 Supporting documents to the draft SPD will also be made available alongside the SPD as follows:
- Building Height and Tall Buildings Strategy; and
  - Building Height and Tall Buildings Technical and Baseline Study

Earlier draft iterations of these documents were prepared to support Policy QP3a of the BLP. As with the main SPD document, the supporting documents have been updated following the adoption of the BLP.

### 3. KEY IMPLICATIONS

**Table 2: Key Implications**

<b>Outcome</b>	<b>Unmet</b>	<b>Met</b>	<b>Exceeded</b>	<b>Significantly Exceeded</b>	<b>Date of delivery</b>
Publication of the draft Building Height and Tall Buildings SPD and	SPD published for consultation in late 2022/early 2023	SPD published for consultation in August 2022	n/a	n/a	SPD anticipated to be adopted by Winter 2022

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
supporting documents					

#### 4. FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 Work on the Building Height and Tall Buildings SPD commenced in 2021, and it has now reached an advanced stage of production, with adoption anticipated to take place later this year. The cost of producing the SPD and associated supporting evidence documents (to June 2022) has been around £40,000.
- 4.2 The work within this report has been funded from existing budgets.

#### 5. LEGAL IMPLICATIONS

- 5.1 As mentioned above, the Building Height and Tall Buildings SPD will not form part of the Development Plan but will be a material consideration in planning decisions.
- 5.2 There are no direct legal implications as a result of this report. [Regulations 11 to 16 of the Town and Country Planning \(Local Planning\) \(England\) Regulations 2012](#) set out the requirements for producing SPDs. 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, the Environment Agency, Historic England and Natural England have all agreed that SEA is not required for this SPD.

#### 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
The Council is unable to resist poor quality new development as it does not have detailed, locally specific guidance relating to Building Height and Tall Buildings in the Royal Borough.	High	Actions set out in recommendation	Low

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## 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 2.
- 7.2 Data Protection/GDPR. The consultation on the Building Height and Tall Building SPD will be undertaken by the council in accordance with the Data Protection Act 2018 and the General Data Protection Regulation. There are not anticipated to be any impacts.

## 8. CONSULTATION

- 8.1 The draft Building Height and Tall Buildings SPD will, if agreed by Cabinet, be published for 6 weeks consultation in August 2022 under Regulation 13 of The Town and Country Planning (Local Planning) (England) Regulations 2012, as amended. The Council's Statement of Community Involvement includes a minimum requirement of 4 weeks for public consultation on draft Supplementary Planning Documents. Due to this consultation running over the summer holidays, 6 weeks will be allowed for comments to be made.

## 9. TIMETABLE FOR IMPLEMENTATION

- 9.1 The full implementation stages are set out in table 4.

**Table 4: Implementation timetable**

<b>Date</b>	<b>Details</b>
August 2022	Publication of the draft Building Height and Tall Buildings SPD and associated evidence base documents

## 10. APPENDICES

- 10.1 This report is supported by two appendices:
- Appendix 1 – Draft SPD document
  - Appendix 2 – EQIA Screening document

## 11. BACKGROUND DOCUMENTS

11.1 This report is supported by 3 background documents:

- National Planning Policy Framework (NPPF) - <https://www.gov.uk/government/publications/national-planning-policyframework--2>
- Borough Local Plan <https://www.rbwm.gov.uk/home/planning-and-building-control/planning-policy/development-plan/adopted-local-plan>
- Equalities Impact Assessment <https://www.rbwm.gov.uk/home/council-and-democracy/equalities-and-diversity/equality-impact-assessments>

## 12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Date returned
<i>Mandatory: Statutory Officers (or deputies)</i>			
Adele Taylor	Executive Director of Resources/S151 Officer	14/04/2022	19/04/22
Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer	14/04/2022	14/4/22
<i>Deputies:</i>			
Andrew Vallance	Head of Finance (Deputy S151 Officer)	14/04/2022	
Elaine Browne	Head of Law (Deputy Monitoring Officer)	14/04/2022	
Karen Shepherd	Head of Governance (Deputy Monitoring Officer)	14/04/2022	14/4/22
<i>Other consultees:</i>			
<i>Directors (where relevant)</i>			
Duncan Sharkey	Chief Executive	14/04/2022	27/04/22
Andrew Durrant	Executive Director of Place	14/04/2022	27/04/22
<i>Heads of Service (where relevant)</i>			
Adrien Waite	Head of Planning	13/04/2022	14/04/2022
Chris Joyce	Head of Infrastructure, Sustainability and Economic Growth	14/04/2022	
<i>External (where relevant)</i>			
N/A			

Confirmation relevant Cabinet	Cllr Andrew Johnson (Leader) Cllr Phil Haseler (Cabinet	Cllr Haseler
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Member(s) consulted	Member for Planning, Parking, Highways & Transport)	consulted & returned 13/04/2022
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## REPORT HISTORY

Decision type:	Urgency item?	To follow item?
Key decision. First entered into the Cabinet Forward Plan: 14/04/2022	No	No

Report Author: Garry Thornton, Principal Planning Policy Officer
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## Appendix 2 – EQIA Screening document

### Essential information

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

Strategy	X	Policy	X	Plan	X	Project		Service/Procedure	
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Responsible officer	Garry Thornton	Service area	Planning Policy	Directorate	Place
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Stage 1: EqIA Screening (mandatory)	Date created: 13/04/2022	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):** Adrien Waite

**Dated:** 29/04/2022

### Guidance notes

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

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

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

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

**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. 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 Building Height and Tall Buildings Supplementary Planning Document (SPD) for public consultation, along with supporting evidence base documents.

The draft Building Height and Tall Buildings Supplementary Planning Document has been prepared to provide clear, detailed and specific design guidance to support both Council decision making on development applications and the adopted Borough Local Plan (BLP).

**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
Age	Not relevant			The draft SPD will have no impact on this protected characteristic.
Disability	Not relevant			The draft SPD will have no impact on this protected characteristic.
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.
Pregnancy and maternity	Not relevant			The draft SPD will have no impact on this protected characteristic.
Race	Not relevant			The draft SPD will have no impact on this protected characteristic.
Religion and belief	Not relevant			The draft SPD will have no impact on this protected characteristic.
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.

### 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. The revocation of the Building Height and Tall Buildings SPD does not have a negative differential effect on racial groups, gender/transgender, disability, sexual orientation, age or religious belief.	Garry Thornton – Planning Policy	N/A

<b>Does the strategy, policy, plan etc require amendment to have a positive impact?</b>	No	None. The revocation of the Building Height and Tall Buildings SPD does not have a negative differential effect on racial groups, gender/transgender, disability, sexual orientation, age or religious belief.	Garry Thornton – Planning Policy	N/A
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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**

37

**BUILDING  
HEIGHT AND  
TALL BUILDINGS**

**SUPPLEMENTARY PLANNING  
DOCUMENT**

**JUNE 2022**

**CONSULTATION DRAFT**



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**NOTE TO READER:**

1.1.1 This document has been optimised for double-sided printing. Please print with the following print settings: A4 landscape, double-sided print, flip on short edge.

1.1.2 For PDF viewing of the document use the following Acrobat Settings: View/Page Display/Two Page View, and tick View/Page Display/Show Cover Page in Two Page View.

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# CHAPTER 1

# INTRODUCTION

41 Chapter 1 provides an introduction to the Supplementary Planning Document, explaining why it is needed, how it can be used, as well as its purpose, scope and status. This chapter also provides a summary of the relevant policy context.



# 1 INTRODUCTION

## 1.1 INTRODUCTION

1.1.1 The Royal Borough of Windsor and Maidenhead (“Royal Borough” or “RBWM”) is committed to ensuring that the development of tall buildings is beneficial to the Royal Borough’s towns and villages, are located in appropriate locations, and achieve design excellence. Tall buildings, if properly sited and designed can have a role in regenerating central locations, concentrating activity and making efficient use of land. They can also be beautiful landmarks that enhance the Royal Borough’s image.

1.1.2 However, if improperly located and of the wrong height and design, tall buildings can be eye sores for years to come and may become obsolete and need of redevelopment themselves. Poorly designed tall buildings can negatively affect people’s standard of living, whilst well designed, high quality development can generate wellbeing and local pride.

1.1.3 The preparation of the Tall Buildings Supplementary Planning Document (SPD) has been undertaken to help deliver high quality and appropriate tall development and to secure the Council’s vision of ‘building a borough for everyone’ and its priorities of:

- Attractive and well connected borough;
- Healthy, skilled and independent residents;
- Safe and vibrant communities;
- Growing economy, affordable housing.<sup>1</sup>

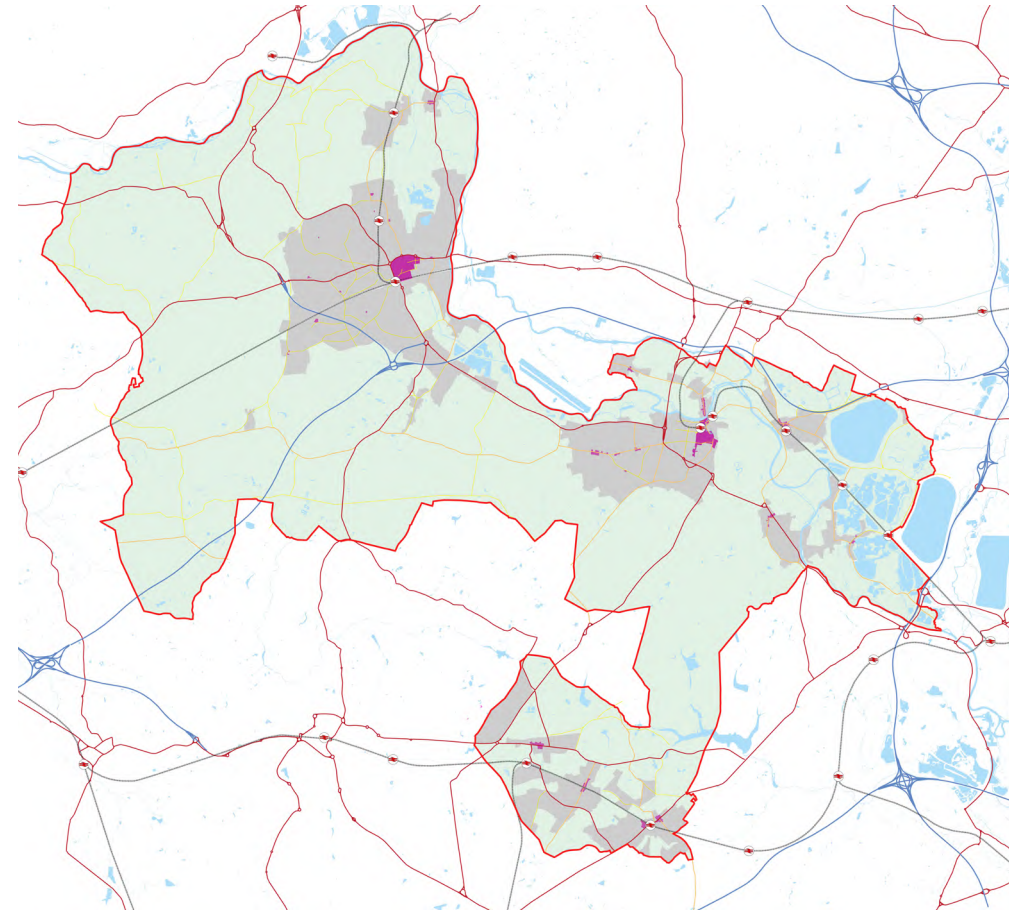


Figure 1.1: Royal Borough of Windsor and Maidenhead - Borough Structure

RBWM boundary  
Green Belt

<sup>1</sup> Building a Borough for everyone – Council Plan 2017 - 2021

## 1.2 PURPOSE

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1.2.1 The Building Heights and Tall Buildings SPD supports Local Plan Policy QP3a by setting out in detail what the Council considers to be appropriate in terms of building height in the Royal Borough. The SPD has the following main purposes:

- To identify what parts of the Royal Borough are inappropriate for tall buildings in principle;
- To guide the appropriate location and height of tall buildings;
- To provide clear objectives and design guidance for tall buildings;
- To highlight the heritage and townscape elements that should be considered in relation to tall building proposals; and
- To identify areas that can accommodate a general increase in context heights thereby intensifying the urban fabric.

## 1.3 SCOPE

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1.3.1 The Building Heights and Tall Buildings SPD is relevant to the entire Royal Borough and tall buildings of any use. It does not cover other tall structures such as wind turbines.

1.3.2 This SPD only covers aspects of tall buildings that are specific to RBWM. It does not provide guidance on matters already addressed by national Building Regulation requirements (e.g. access and fire safety, energy and water efficiency and disabled access).

1.3.3 Sitting alongside this SPD is a range of detailed topic and locally specific design documents including the adopted Borough Wide Design Guide SPD, which sets out the overarching design principles. Also included are the design policies in 'made' neighbourhood plans, detailed design related supplementary planning documents and guidance, and conservation area appraisals. This SPD should be read in conjunction with them.

## 1.4 STATUS

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1.4.1 This document is the consultation draft of the Building Height and Tall Buildings SPD for consultation purposes under Regulation 13 of the Town & Country Planning Regulations (Local Plan) 2012, as amended. Its primary purpose is to seek public views on the scope and content of the draft SPD. The responses received during the consultation period will inform the final version of the Building Height and Tall Buildings SPD.

1.4.2 Developers will be expected to take the SPD into account, along with the requirements of any use or locally specific design policies in adopted, made, or emerging plans and in other SPD's when designing any form of new development in the Royal Borough.

1.4.3 Once adopted, the Building Heights and Tall Buildings SPD will be a material consideration to be taken into account by the Council when considering pre-application proposals, determining planning applications, and at appeals.

## 1.5 POLICY CONTEXT

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### NATIONAL PLANNING POLICY FRAMEWORK

1.5.1 The National Planning Policy Framework (NPPF) sets out the government's objectives for new development. The NPPF does not have any specific policies on tall buildings, however, it sets out a number of more general design and planning principles which are relevant to the development of tall buildings.

1.5.2 The NPPF states that planning should be genuinely plan-led and local authorities should provide clear guidance on the quality of development expected within their area. There is a presumption in favour of sustainable development - a concept that promotes healthy urban environments that facilitate social cohesion, and urban design, character-based approach to development and the efficient use of land through developing at optimal densities, which support sustainable travel.

1.5.3 Furthermore, new development should respect existing character and contribute to improving their local area, particularly where change is desirable. New development should respect and avoid harm to heritage assets.

1.5.4 The Building Heights and Tall Buildings SPD follows the principles of

the NPPF, steering tall development towards the most suitable locations and safeguarding the important character and heritage of the Royal Borough.

### HISTORIC ENGLAND ADVICE NOTE 4 - TALL BUILDINGS

1.5.5 Advice Note 4, 2nd edition promotes a plan led and positive approach to the location and design of tall buildings. It states that this should be specific to areas and include a local definition for tall buildings that is appropriate to its specific context.

1.5.6 Local authorities are expected to provide clear guidance and policies on where tall buildings should be located, their role in place making and the local community, and how to minimise potential impacts on local character and heritage.

1.5.7 Advice Note 4, 2nd edition states that the scale and form of development should be assessed as part of the formulation of the local plan. It suggests the use of characterisation/building height studies as well as heritage and urban design assessments to designate appropriate locations and policies for tall buildings.

1.5.8 The RBWM Building Heights and Tall Buildings SPD aligns closely to the Historic England advice note to ensure it is based on best practice guidance.

## BOROUGH LOCAL PLAN 2013-2033

1.5.9 The Local Plan for the Royal Borough of Windsor and Maidenhead was adopted in February 2022.

1.5.10 The plan includes **Policy QP3a** 'Building Height and Tall Buildings' which "addresses the height of all new development, with specific urban design criteria for tall buildings. The purpose of the policy is to respond to increasing pressure for higher density and taller development in the Royal Borough." It sets out:

- **General approach to heights in the Borough**

- 1 Within established settlements (outside of Maidenhead Town Centre where Clause 2 applies), new development will be generally expected to maintain the existing context heights, to reinforce and reflect the character of the local area. In large developments that can establish their own sense of place the general height of buildings may be increased to support placemaking and an efficient use of land. Proposed general building heights on such sites should not normally constitute an increase to the typical building height in the

*surrounding area by more than one storey, subject to responding appropriately to the existing characteristics of the site and wider context in respect of the built form, landscape, landform, heritage and views.*

- 2 Maidenhead town centre has the capacity to accommodate buildings of greater height. An increase of the general height by up to 2 storeys above the surrounding context height (up to a maximum of 5 storeys in total) may be acceptable, where it can be demonstrated that this approach is necessary to deliver sustainable development and facilitate intensification, and any adverse impacts on existing townscape, heritage assets and views are avoided or appropriately mitigated.
- 3 Where development is proposed on large greenfield sites that lack a relevant development context, the appropriate future height of buildings should be established through the Placemaking SPD or Stakeholder Masterplan process (as relevant).

- **Tall Building Definition**

- 4 A building of more than 1.5 times the context height of the surrounding area or a minimum of 4 storeys in a 2 storey area, will be considered a tall building.

- **Tall Buildings Urban Design Principles**

- 5 Tall buildings (as defined in Clause 4 above) are exceptional forms of development and will only be appropriate in a limited number of locations and circumstances as exceptions to Clauses 1 or 2 above. Large parts of the Royal Borough are unsuitable for tall buildings due to heritage, landscape and townscape character sensitivities. Other than in Maidenhead Town Centre, building heights of above 2.5 times the context height will not generally be appropriate.
- 6 On the Nicholsons Centre site (AL1) within Maidenhead Town Centre, a single tall building above 2.5 times the contextual height may be acceptable to mark the centre of the town.
- 7 In general, tall buildings will only be considered appropriate in

*areas with high public transport accessibility, a mix of uses and an existing or emerging urban character that can successfully assimilate the scale, height and level of activities of the proposed development.*

- 8 To be acceptable tall building proposals will need to be part of a comprehensive approach to development and placemaking and have a clear purpose. Proposals should demonstrate how as a landmark building (or cumulatively as part of a cluster of buildings) they will significantly enhance legibility and deliver significant regeneration benefits for the locality.
- 9 Proposals for tall buildings must be of the highest quality of design and demonstrate how they will:
  - a be of a height, scale, mass and volume that are proportionate to the role, function and importance of the location in the wider context of the locality and the Royal Borough.
  - b enhance the character and distinctiveness of the area and

- respond appropriately to the local townscape character.*
- c not adversely affect sensitive townscapes and landscapes, detract from important landmarks, strategic and locally important views or key characteristics of the skyline.*
- d mitigate against and avoid harm to the significance of heritage assets and their settings.*
- e not prejudice future development potential of adjacent/neighbouring buildings or plots.*
- f avoid an overbearing impact or canyon effect on the street space and present a human scale of development at street level with active uses at ground floor level.*
- g maintain adequate distance between buildings to protect the amenity of existing and future residents (including consideration of privacy, day and sun-lighting and outlook).*
- h provide high quality private and communal open space,*

*play areas and public realm for occupants of the building.*

- i ensure the development does not adversely impact on the microclimate of the application site and the surrounding area.*
- j achieve innovative and sustainable building design, including maximising opportunities for biodiversity gain.*

*10 the requirement to consult this SPD document for additional guidance*

1.5.11 Policy QP3a was informed by the Tall Buildings Study and Strategy, which were originally prepared in 2019 and updated in 2021 and 2022.

1.5.12 Other relevant policies in the Local Plan include, but are not limited to:

- **Policy SP1** 'Spatial Strategy for the Royal Borough of Windsor and Maidenhead'
- **Policy SP2** 'Climate Change'
- **Policy QP1** Sustainability and Placemaking'
- **Policy QP1a** 'Maidenhead Town Centre Strategic Placemaking Area' (4b, 4c, 4d)
- **Policy QP1b** 'South West Maidenhead Strategic Placemaking Area' (5a, 5b, 5d)
- **Policy QP1c** 'Ascot Strategic Placemaking Area'
- **Policy QP3** 'Character and Design of New Development'
- **Policy HO1** 'Housing Development Sites'
- **Policy HO2** 'Housing Mix and Type'
- **Policy HO3** 'Affordable Housing'
- **Policy ED2** 'Protected Employment Sites'
- **Policy TR1** 'Hierarchy of Centres'
- **Policy TR2** 'Windsor Town Centre'
- **Policy TR3** 'Maidenhead Town Centre'
- **Policy TR4** 'District Centres'
- **Policy TR5** 'Local Centres'
- **Policy TR6** 'Strengthening the Role of Centres'
- **Policy EP1** 'Environmental Protection'
- **Policy EP2** 'Air Pollution'
- **Policy EP3** 'Artificial Light Pollution'
- **Policy EP4** 'Noise'
- **Policy EP1** 'Environmental Protection'
- **Policy IF2** 'Sustainable Transport'

## 1.6 HOW TO USE THE SPD

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1.6.1 The Building Heights and Tall Buildings SPD provides guidance on the location, height and design of tall building developments in Royal Borough of Windsor and Maidenhead. Developers and designers of tall buildings should use the Building Heights and Tall Buildings SPD as a guide for selecting the optimal locations for tall buildings in the borough and achieving excellence in design.

4 1.6.2 The SPD can also be used by planning officers and local councillors to assist in determining planning applications.

1.6.3 The SPD is structured as follows:

### **Chapter 1: Introduction**

### **Chapter 2: Existing Building and Context Heights**

1.6.4 This chapter provides a brief overview of the general height characteristics of the Royal Borough and presents the “context height areas”, which are used for defining tall buildings in Chapter 3.

### **Chapter 3: Tall Buildings Definition**

1.6.5 This chapter provides a definition for tall buildings relative to local height characteristics (context heights) and a classification of tall buildings, specific to RBWM.

### **Chapter 4: Tall Buildings Objectives**

1.6.6 The ten objectives presented in this chapter guide the purpose, function and design of tall buildings in the borough. Proposals for tall buildings must meet the relevant objectives to be considered acceptable. The tall building objectives must be read in conjunction with the recommendations in Chapters 5 and 6.

### **Chapter 5: Locations for Increased Height and Tall Buildings**

1.6.7 Chapter 5 is the main element of RBWM’s Tall Buildings Strategy. It shows what locations are appropriate for tall buildings and/or a general increase in context height by 1 storey. Each location is accompanied by height and design guidance, as well as heritage and townscape considerations, where relevant.

### **Chapter 6: Maidenhead Town Centre Strategy**

1.6.8 Because of the complexity of Maidenhead Town Centre, it is given its own strategy rather than being included in Chapter 5. Chapter 6 shows what height and location of tall buildings would be appropriate in Maidenhead. The strategy also considers what parts of the town centre could be generally intensified with a higher context height.

### **Chapter 7: Application Requirements**

1.6.9 The final chapter explains the what supporting information tall building applications must include in their submission.





# CHAPTER 2

## GENERAL APPROACH TO BUILDING HEIGHT

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Chapter 2 identifies and maps the principal height characteristics of the Royal Borough. It identifies the general approach to building height for new development.



# 2 GENERAL APPROACH TO BUILDING HEIGHT

## 2.1 BUILDING HEIGHTS IN THE ROYAL BOROUGH

2.1.1 The Royal Borough of Windsor and Maidenhead is a largely low rise borough of villages and sub-urban settlements nested in the landscape. The towns of Windsor and Ascot are the only urban conurbations in Royal Borough where building heights increase slightly.

2.1.2 The majority of residential areas across the Royal Borough are 1 or 2 storeys in height. Greater building heights can only be found in the town centres of Windsor and Maidenhead and in a few other locations. Apart from historic buildings such as churches with their spires, tall buildings are rare in the Royal Borough. Notable exceptions are Berkshire House in Maidenhead, Windsor Castle and the Ascot Racecourse Grandstand building.

2.1.3 The rural context and landscape setting is an important characteristic of the Borough and should be preserved and enhanced. Within established settlements new development will be expected to maintain contextual heights to reinforce and reflect the character of an area.

2.1.4 This SPD has mapped the prevailing broad context heights for the Royal Borough (this is represented in Figures 2.1 - 2.6). The context height of an area is the height that an observer would read as the typical or defining height of a particular area. In places that are

consistent in height, the context height may be the most commonly occurring building height. In more varied places, the context height may be the average height that buildings fluctuate around.

2.1.5 The analysis of heights in the Royal Borough has identified five area types in respect to their common and prevailing context height:

- **Area Type A:** 5m (a mix of 1-2 storey buildings) - Low domestic scale and villages;
- **Area Type B:** 7m (predominantly 2 storey buildings) - Domestic scale, village centres, low industrial areas;
- **Area Type C:** 10m (3 storeys) - Modest scale high streets, housing estates, commercial areas;
- **Area Type D:** 13m (4 storeys) - Urban scale; and
- **Area Type E:** 16m (5 storeys) - Intense urban scale.

2.1.6 Note that when the term “storeys” is used, it is referring to a generic residential storey of 3m in height. The term is used for the benefit of the reader to put metre values in perspective. For instance a 10m building would typically contain 3 residential storeys. In reality, the exact height of a storey will vary from building to building and will typically be higher than 3m in commercial buildings.

## 2.2 HEIGHT OF NEW DEVELOPMENT

2.2.1 Most new development in the Royal Borough will be within established settlements and should be of contextual height. This means proposed heights should mirror or relate closely to the height of existing buildings (and roof forms in areas with a highly coherent townscape) to protect the borough’s scale and character.

2.2.2 However, on large redevelopment sites and appropriate greenfield sites there may be an opportunity to increase the general height beyond the existing context height to deliver sustainable settlements and make efficient use of land. This increase to the existing context height should not normally exceed one storey in suburban areas, or two storeys in Maidenhead towncentre locations, if appropriate.

2.2.3 In many locations even a small increase in height by one storey can have a significant impact on the character and feel of an area or result in unintended visual impacts on landscape characteristics or heritage assets.

2.2.4 Establishing the new context height for a large development area should involve a masterplanning approach and testing undertaken in consultation with the local authority. Developers proposing to increase the context height on their lands will

need to demonstrate how the new height approach will deliver successful place making, respond to the existing townscape character, and transitions appropriately with the existing build fabric. Townscape, Landscape, Heritage and Visual Impact appraisals may be required to support proposals for increased heights.

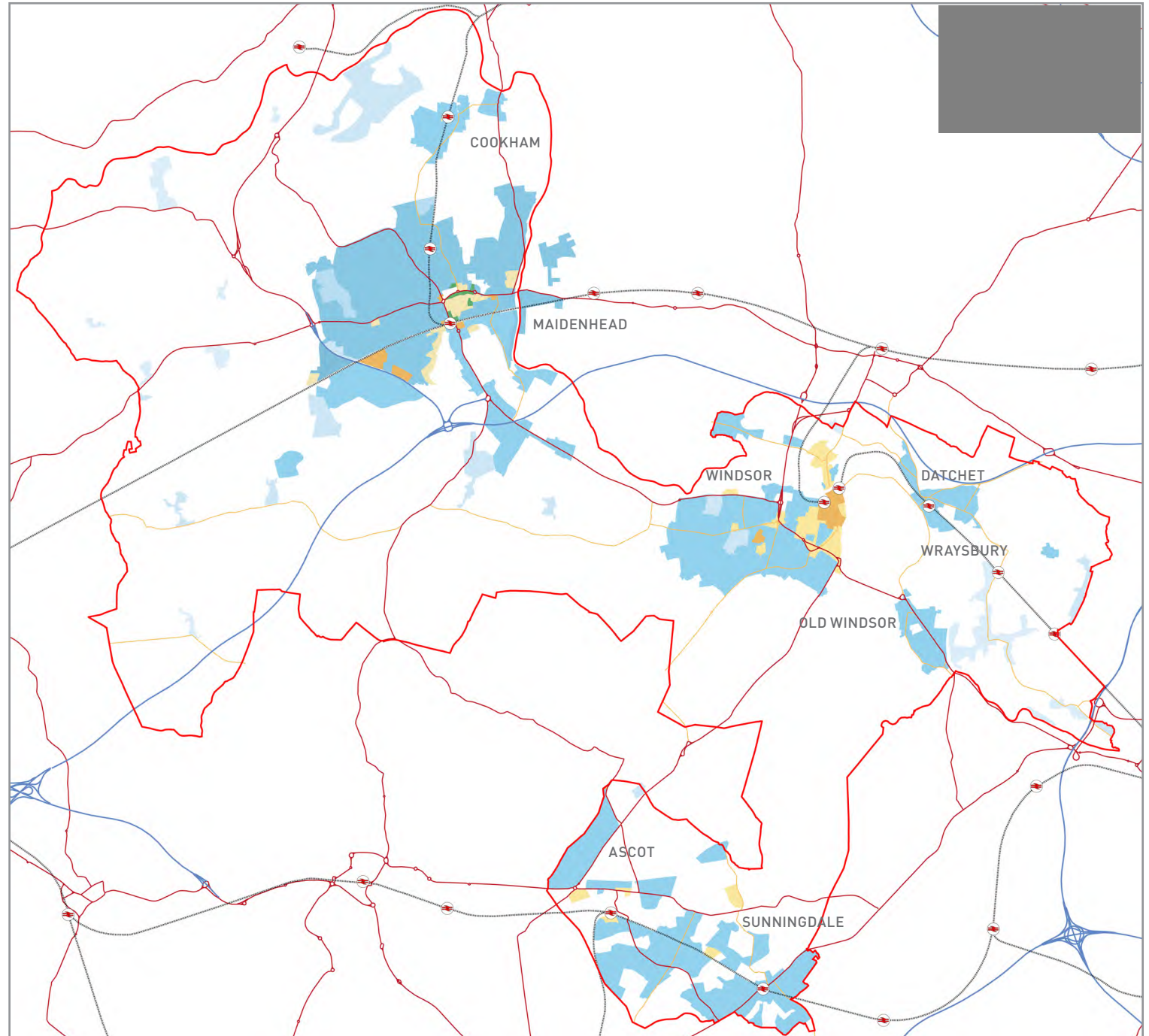
2.2.5 This SPD identifies a number of development sites where the opportunity for an increased height approach can be explored, subject to comprehensive testing. Details of these opportunities are provided in Chapter 5 (borough-wide) and Chapter 6 (Maidenhead town centre).

### PRINCIPLE 2.1 CONTEXTUAL APPROACH TO HEIGHT

Development within established settlements will be generally expected to mirror or relate closely to the local height context, unless otherwise indicated by this SPD.

For reference, broad context height across the Royal Borough can be found in Figures 2.1 to 2.6.

Figure 2.1: Context height areas - borough



### PRINCIPLE 2.2 INCREASED HEIGHT ON LARGE SITES

On large greenfield or regeneration sites, it may be appropriate to increase the general height beyond the existing context height by one storey or up to two storeys in highly urban town centre locations.

Uppermost storeys of buildings should generally be set back from the elevation line below, or form part of a inhabited roof space to create an articulated subservient roofscape.

Proposals for an increased context height require a masterplan approach developed in consultation with the Local Authority and must be supported by a clear place making rationale and demonstrate that it avoids significant adverse impact on the local townscape, heritage and landscape context.

Sites with opportunities for increased context height or tall buildings in the Royal Borough are identified in Chapter 5 (borough-wide) and Chapter 6 (Maidenhead).

Figure 2.2: Context height areas - Maidenhead

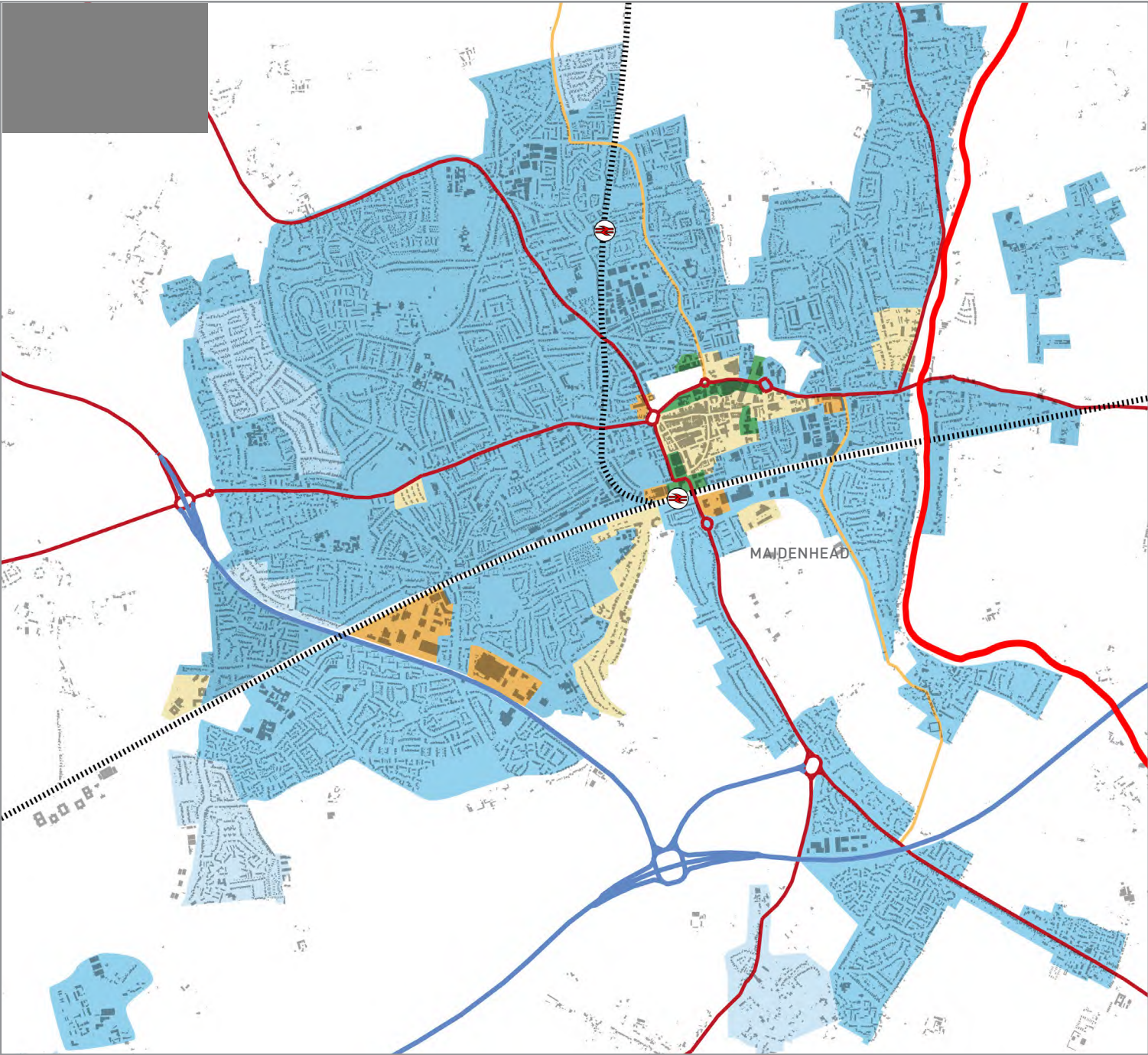
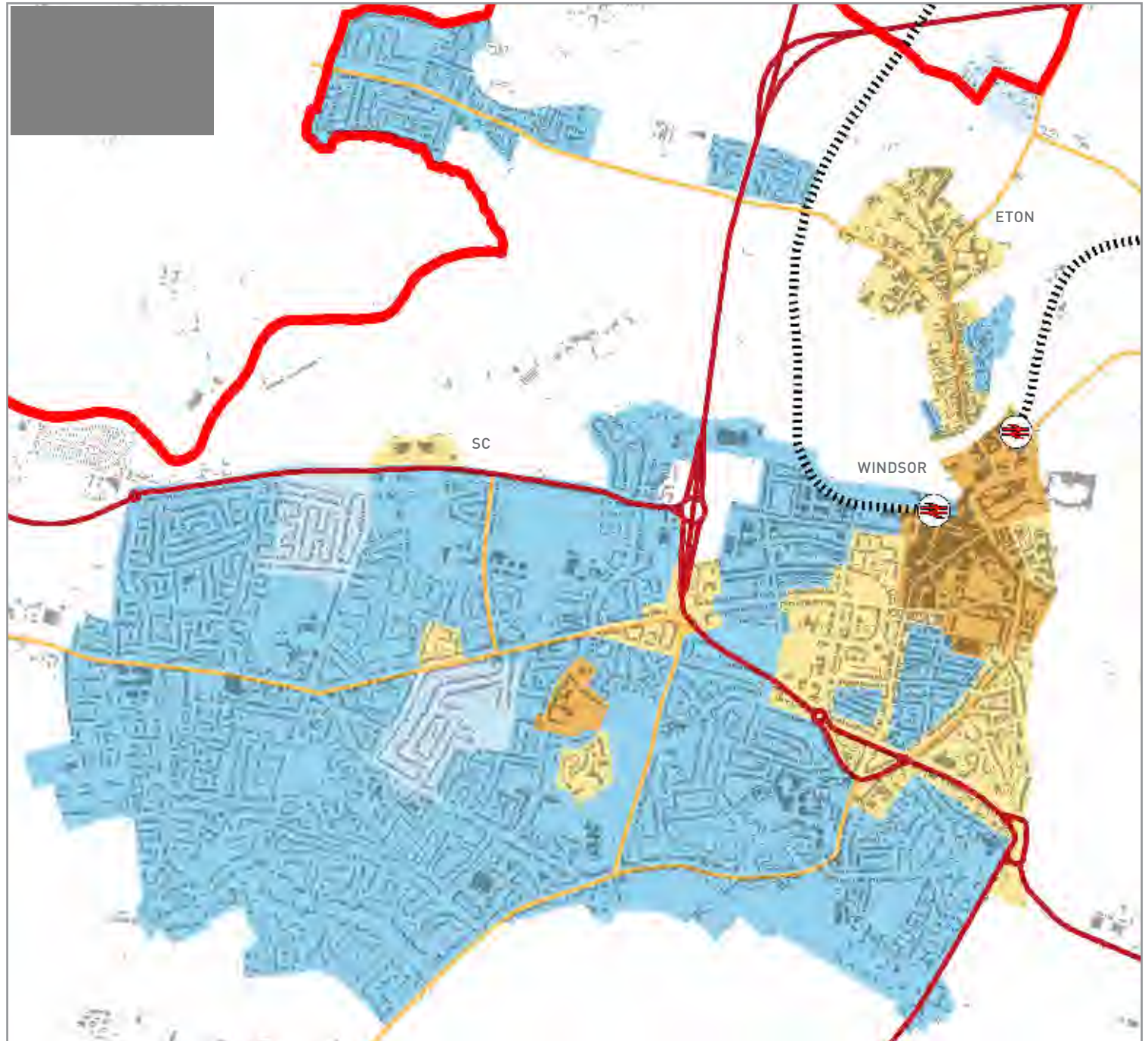


Figure 2.3: Context height areas - Windsor



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Note: Sawyers Close (SC) in Windsor comprises of 4 towers of approximately 8 storeys. These are considered to be exceptional buildings within a wider area that is generally 2 storeys in height, and therefore are categorised as part of Context Height Area B.

Figure 2.4: Context height areas - Ascot

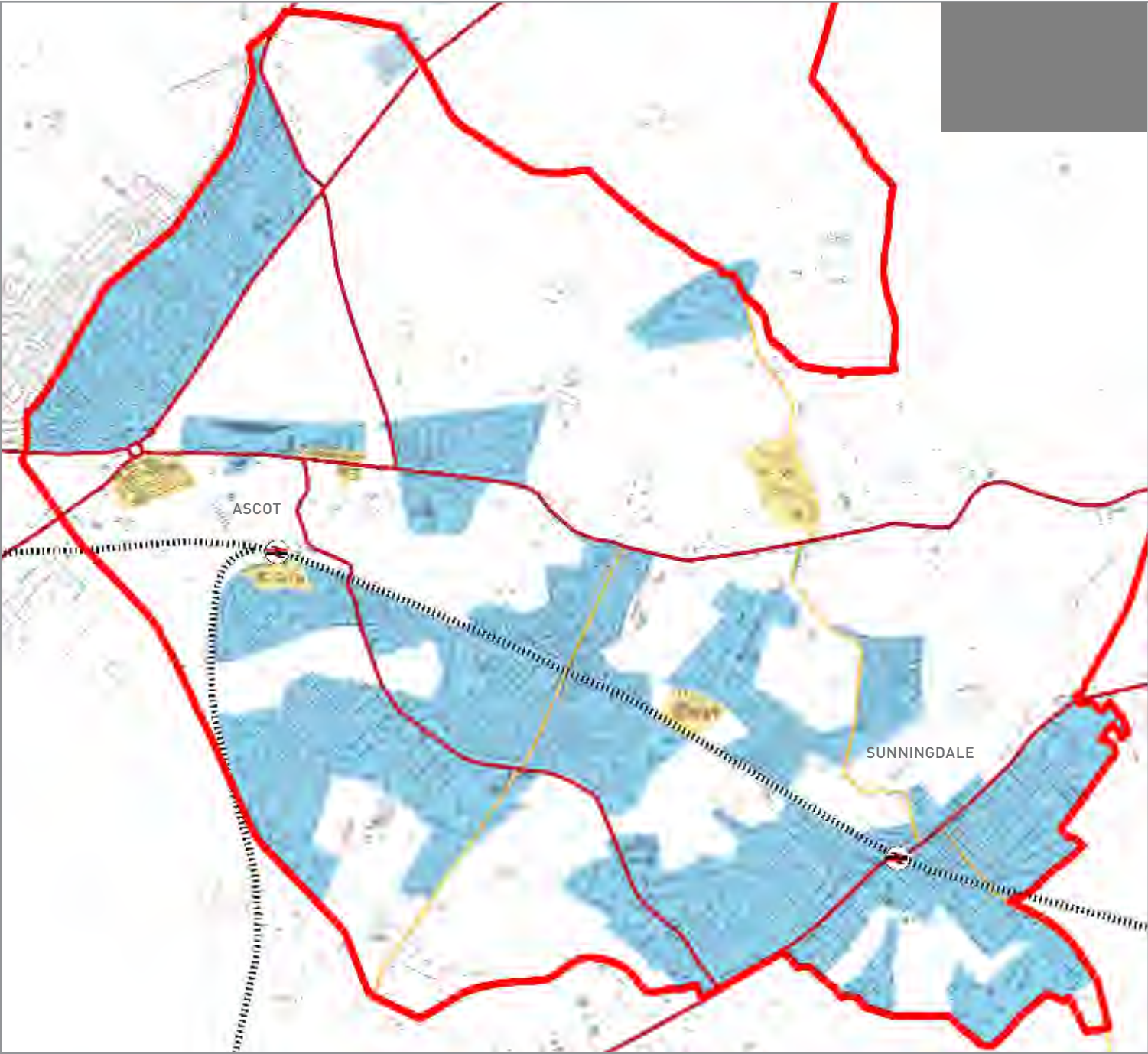


Figure 2.6: Context height areas - Datchet, Wraysbury and Old Windsor

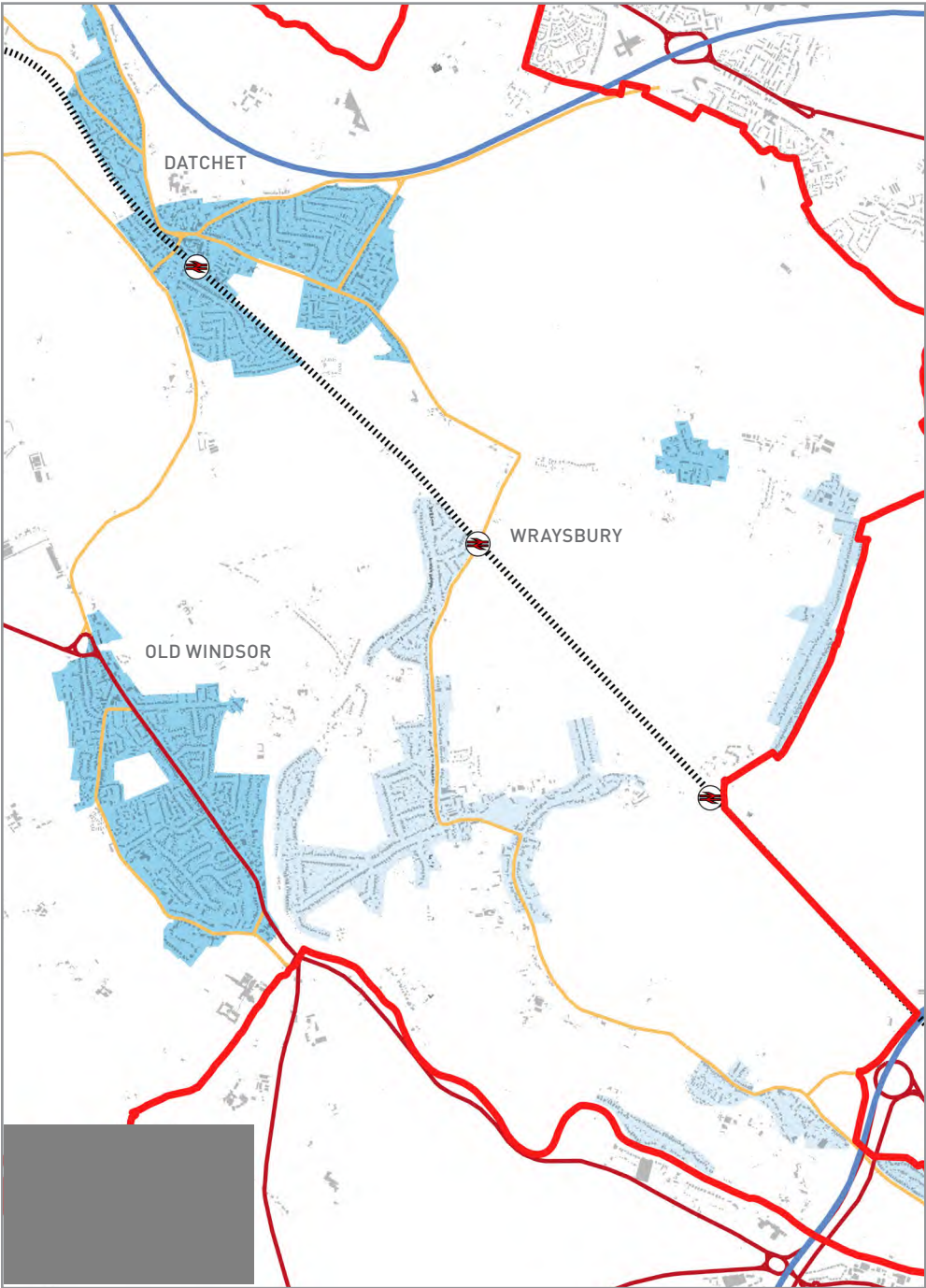
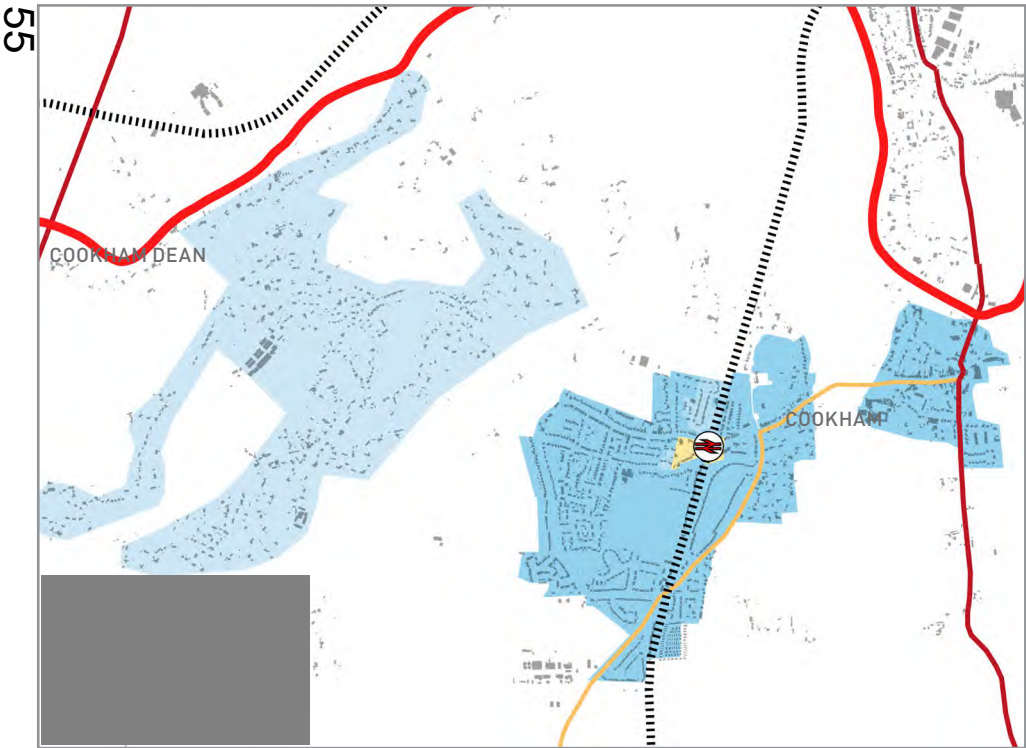


Figure 2.5: Context height areas - Cookham







# CHAPTER 3

## DEFINING TALL BUILDINGS

Chapter 3 provides a definition for tall buildings in the Royal Borough of Windsor and Maidenhead. It identifies height ranges that allow the classification of tall buildings in respect of the context height of the place where they are situated in.

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# 3 DEFINING TALL BUILDINGS

## 3.1 TALL BUILDING DEFINITION

3.1.1 A tall building is an exceptional development that is significantly higher than the buildings in its surrounding context and that notably breaks the skyline.

3.1.2 In many of the one and two storey low rise housing areas of the Royal Borough a four storey building would be considered a tall building. Instead, in the centre of Maidenhead where building heights are generally greater only a building above six or eight stories is considered tall. As such a tall building is a relative and contextual concept.

3.1.3 Tall buildings are defined relative to the context height in which they are situated (see Chapter 2). The height relationship of a tall building with its context can be expressed as a factor of the prevailing context height. This is called the Context Height Ratio (CHR). The CHR expresses the degree of 'tallness' of a building in relation to its context.

3.1.4 A building of more than 1.5 times the contextual height or a minimum of 2 additional storeys above the contextual height (whichever is the greater) will be considered a tall building in the Royal Borough.

## 3.2 TALL BUILDINGS CLASSIFICATION

3.2.1 As the height of a tall building increases so will its visibility and its impact onto the surrounding area. Based on the Context Height Ratio (CHR) tall buildings can be classified into local, district and metropolitan landmarks.

### LOCAL LANDMARKS

3.2.2 Tall buildings with a CHR of 1.5 to 2.5 are classified as Local Landmarks. Tall buildings in this class will be prominent and outstanding exceptions in an area but usually retain a proportional relationship with their context and are perceived as constituent parts of the local townscape. Their visual impact and reach is considered as of local significance.

3.2.3 Figure 3.1 illustrates the relationship of a Local Landmark with its context, depicting the minimum and maximum case of a Local Landmark in different height contexts. Table 3.1 identifies Local Landmark heights with reference to the Context Area Types in the Royal Borough (see Chapter 2).

3.2.4 Given their greater prominence local landmarks will be expected to signify points of townscape interest or functional importance. Successful Local Landmark buildings can support way finding and orientation, help attract people into



Figure 3.1: Diagram illustrating local landmarks relative to their context height (1.5x and 2.5x context height)

**Table 3.1: Context height area types and corresponding local landmarks**

	Code	Area Type	Height Characteristics	Context Height	Local Landmark (1.5 - 2.5x Context Height)
Modest Height Context	A	Low domestic scale and villages	Prevailing 1 and 2 storeys (2-9m)	5m (1-2 storeys)	11m - 12.5m (3 - 4 storeys)*
	B	Domestic scale, village centres, low industrial areas	Predominantly 2 storeys (6-9m) Range 1 - 3 storeys (2-12m)	7m (2 storeys)	13m - 17.5m (4 - 5 storeys)
	C	Modest scale high streets / housing estates / commercial areas	Predominantly 3 storeys (9-12m) Range 2 - 4 storeys (6-15m)	10m (3 storeys)	15m - 25m (5 - 8 storeys)
Urban Height Context	D	Urban scale	Predominantly 4 storeys (12-15m) Range 3 - 5 storeys (9 - 18m)	13m (4 storeys)	19.5m - 32.5m (6 - 10 storeys)
	E	Intense urban scale	Predominantly 5 storeys (15-18m) Range 3 - 7 storeys (9-24m)	16m (5 storeys)	24m - 40m (8 - 13 storeys)

\*The lower threshold for a Local Landmark is 1.5x Context Height or a minimum of two additional storeys (6m)

**PRINCIPLE 3.1 TALL BUILDINGS DEFINITION AND CLASSIFICATION**

A building of more than 1.5 times the contextual height or a 4-storey building in a 2-storey area will be considered a tall building in the Royal Borough.

Generally the Royal Borough is only suitable for Local Landmarks (1.5-2.5x context height). The scale of local landmarks should follow the height ranges set out in Table 3.1.

Potential locations for Local Landmark buildings are identified in Chapter 5 (borough-wide) and Chapter 6 (Maidenhead town centre).

Opportunities for District Landmark buildings (2.5-5x context height) are limited to Maidenhead town centre, and should follow the guidance set out in Chapter 6.

The Borough is not suitable for any Metropolitan Landmark building (above 5x context height).

All tall buildings will need to be of the highest quality and should fully comply with the tall buildings principles set out in Chapter 4.

Buildings up to 1.5x context height are considered Large Buildings. While they usually require less stringent testing compared to tall buildings they should still be carefully located and designed.

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central locations and contribute to local identity and place making.

3.2.5 A well-designed local landmark can be a positive feature within a place if it enhances legibility and distinctiveness, integrates well with its townscape character and responds appropriately to the setting of heritage assets and landscape character.

3.2.6 Tall Buildings in the Royal Borough outside of Maidenhead should generally be no higher than Local Landmarks. Potential locations for Local Landmarks are identified in Chapter 5 (borough-wide) and Chapter 6 (Maidenhead town centre).

3.2.7 Tall buildings in the Royal Borough must be of the highest quality and should comply with the tall building principles set out in Chapter 4 of this SPD.

**DISTRICT AND METROPOLITAN LANDMARKS**

3.2.8 District landmarks are between 2.5 and 5 times the context height (CHR: 2.5 - 5) and Metropolitan Landmarks are above 5 times the context height (CHR>5).

3.2.9 District landmarks are markedly outstanding and typically result in a conspicuous contrast with their surrounding fabric. Due to their height they will have a district wide visibility and impact. As such they should only be considered in places that are of district wide significance and with a townscape character that can assimilate a building of this scale.

3.2.10 Given the townscape characteristics and heritage and landscape sensitivities, the only place in the Royal Borough where a tall building of district landmark scale

can be considered is in the town centre of Maidenhead. Chapter 6 provides further detail on the appropriateness for District Landmarks in Maidenhead.

3.2.11 There is no scope for buildings of Metropolitan scale (CHR>5) in the Royal Borough.

**LARGE BUILDINGS**

3.2.12 Buildings up to 1.5x context height are not tall buildings but are considered to be “large buildings”. A large building is a contextual building that provides a local height accent, for example with a slightly taller corner element, and by this contributes to a varied urban fabric.

3.2.13 Large buildings usually require less stringent testing compared to tall buildings but should still be carefully located and designed.



# CHAPTER 4

# TALL BUILDING

# PRINCIPLES

Chapter 4 provides tall building principles that all tall buildings in the Royal Borough should follow.

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Photo by Tomas Pugh-Cook

# 4 TALL BUILDINGS PRINCIPLES

## 4.1 INTRODUCTION

4.1.1 Ten key principles have been identified to guide the approach and design of tall buildings in the Royal Borough.

4.1.2 Developers and designers should use the principles and contained guidelines to inform their approach to the location, layout and design of a tall building.

4.1.3 Tall Buildings in the Royal Borough should meet all relevant key principles to be considered appropriate. Local authority planners will use these principles when assessing the suitability of a tall building proposal in a planning application.

4.1.4 The key principles are explained in more detail on the following pages.

### KEY PRINCIPLES:



#### BE PART OF A PLAN-LED, PLACE MAKING APPROACH

Tall buildings should be part of a comprehensive, plan-led place making approach, be integrated into larger developments and street blocks.



#### SUPPORT INTENSIFICATION AND A MIX OF USES

Tall buildings should contribute to a mix of uses and the intensification of accessible, central areas.



#### PRESERVE AND INTEGRATE WITH THE LOCAL TOWNSCAPE

Tall buildings should respond sensitively to local townscape and character.



#### DELIVER HIGH QUALITY PLACES TO LIVE

Tall buildings must create an appropriate microclimate, and good indoor and outdoor amenity levels.



#### BE OF THE HIGHEST QUALITY ARCHITECTURAL DESIGN AND APPEARANCE

Tall buildings must be attractive and clearly articulate the base, shaft and top of the building.



#### HAVE A CLEAR PURPOSE

Tall buildings should have a clear role and purpose to act as a landmark, as part of a cluster or deliver vital infrastructure.



#### PROTECT AND ENHANCE HERITAGE ASSETS, PROTECTED LANDSCAPES AND THEIR SETTINGS

Tall buildings must demonstrate that they minimise or avoid harm to heritage assets and landscapes.



#### PROTECT AND ENHANCE KEY VIEWS AND THE SKYLINE

Tall buildings should generally minimise their impact on the skyline and views, and tall building clusters should be limited and confined.



#### A POSITIVE RESPONSE TO THE STREET SPACE

Tall buildings should enhance permeability, provide appropriate enclosure, active frontage and quality public realm.



#### BE SUSTAINABLE AND INNOVATIVE DEVELOPMENTS

Tall buildings should be designed to minimise emissions, adapt to climate change and incorporate blue and green infrastructure.



## 4.2 BE PART OF A COMPREHENSIVE, PLAN-LED AND PLACE MAKING APPROACH

4.2.1 Tall buildings should only be considered where they are part of a plan-led strategy for change and regeneration led by a comprehensive and widely supported vision, and where it has a clear purpose in delivering this vision. A place making approach should always be followed; a tall building must relate and contribute to the wider area and improve the sense of place, or have a clear role in the creation of a new place.

4.2.2 Speculative proposals for tall buildings on smaller sites that do not fit in with an agreed wider vision for a place can lead to a fragmented townscape, an illegible skyline, weaken the distinctiveness and image of place, and undermine regeneration. Therefore, tall buildings should only be promoted in identified tall building areas (see Chapters 5 and 6).

4.2.3 Generally a tall building proposal should form part of the comprehensive development of a large site where it can contribute to the regeneration and enhancement of a wider urban area. By delivering a tall building as part of a comprehensive development that includes mid-rise elements such as courtyard blocks, many problems associated with standalone tall buildings can be mitigated through design (Figure 4.11).

4.2.4 A comprehensive, masterplanned scheme should provide active frontages and good street enclosure with a mix of uses, including a wide range of housing types. Development of a large site can provide opportunities for public open space and an appropriate setting for the tall building, which can also be

set back from the street or integrated within an urban block. Tall building developments should appropriately address the connectivity of the site and the permeability of the wider area, and seek opportunities to create new connections, thereby improving the wider area.

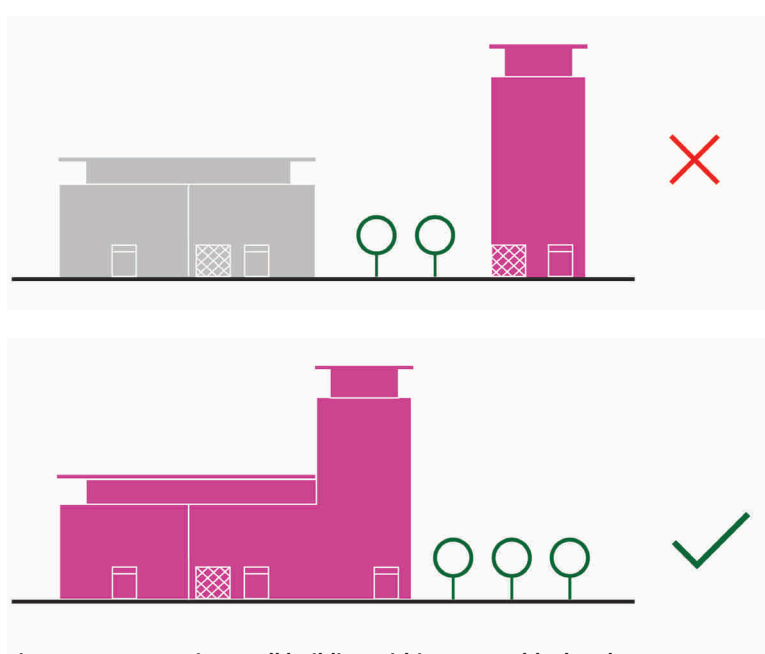


Figure 4.1: Integrating a tall building within a street block or larger development

### PRINCIPLE 4.1 - COMPREHENSIVELY PLANNED

Tall buildings should be part of a comprehensive, plan-led place making approach, rather than being singular, speculative developments.

Tall buildings should be integrated into larger developments as part of a wider vision and masterplan for an area. Tall buildings should be well justified and perform a clear place making role.

A tall building should generally not be a stand-alone building but be part of a larger street block and integrate effectively with the built form, streets space and the public realm.



## 4.3 HAVE A CLEAR PURPOSE

4.3.1 Tall buildings are only a means to an end, not an end by themselves. As such they need to have a clearly defined and justified purpose. From a positive planning and place making perspective there are three principle purposes for tall buildings in Royal Borough:

### 1 Landmarks to enhance legibility:

- Individually tall buildings can be landmarks that help to bring distinctiveness and legibility to the urban fabric by being exceptional markers.
- The height and design of landmark buildings should be proportionate to the respective role or function of a location in the hierarchy of places.
- Landmarks should be located in highly prominent and visible locations, provide a high quality and distinctive design and should be 'singular' in having an aspect that is unique and memorable in the context.
- Tall buildings with a landmark role should be prominently located in the urban environment such as at a street corner or overlooking a public space and be visible from approaching routes in short and medium range views (Figure 4.2).

### 2 Clustering to increase densities and support vitality of town centres:

- In exceptional circumstances a cluster of tall buildings could be part of a new urban character that delivers significant town centre intensification and regeneration benefits.
- This applies principally to Maidenhead town centre where higher concentrations of apartments especially for young urban professionals are desirable to support the vitality of the centre.

### 3 Functional necessity

- A tall building could be a functional necessity to deliver vital social, cultural or civic infrastructure (such as a hospital or a stadium) or another critical planning objective in a certain location; and it can be demonstrated that reasonable alternatives have been tested and this is the only feasible or viable solution.

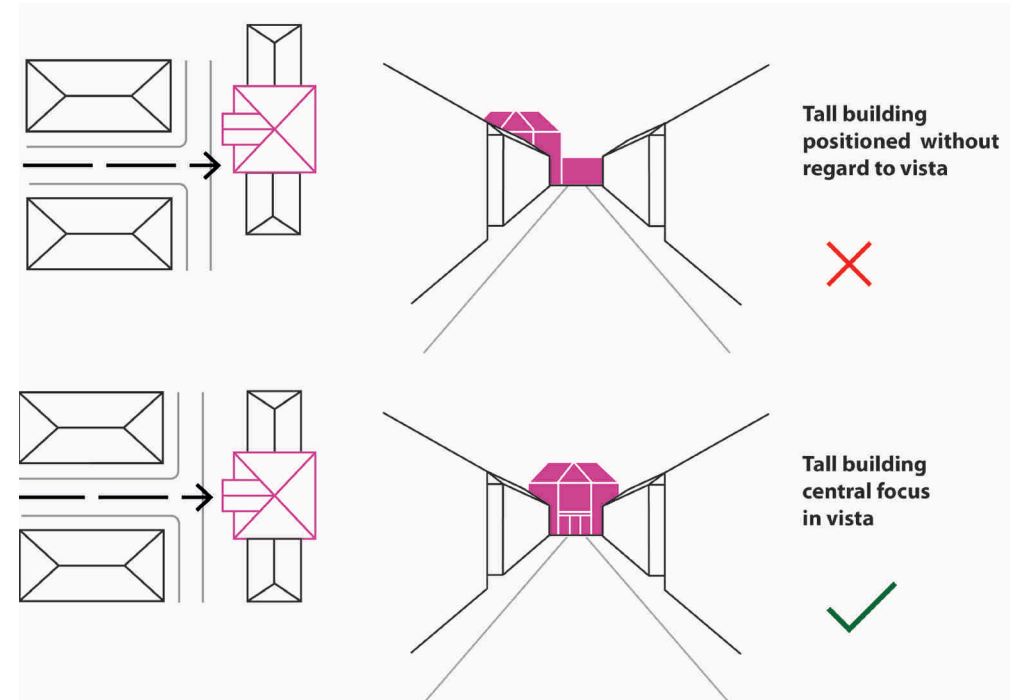


Figure 4.2: Landmark tall buildings should be located in vistas from approaching routes

### PRINCIPLE 4.2 - JUSTIFIED ROLE

Tall buildings in RBWM should have a clear role and purpose to:

- Act as a landmark, which marks a prominent place in the urban fabric, enhances the skyline and aids legibility; or
- Be part of a cluster to increase density and support the vitality of Maidenhead town centre; or
- Deliver vital social, cultural or civic infrastructure or another critical planning objective and it can be demonstrated that this is the only feasible and viable solution to achieve this end.





## 4.4 SUPPORT INTENSIFICATION AND MIX OF USES

4.4.1 Where tall buildings are promoted they should deliver a mix of uses to help animate areas and support the vitality of town and local centres.

4.4.2 Tall buildings should only be proposed in areas that benefit from good public transport accessibility and are well connected with a network of walking and cycling routes.

4.4.3 Tall buildings can contribute to the intensification of urban areas more widely. However, they are not the only means to increase density and in many areas will not be an appropriate development form for this purpose. In the majority of areas in the Royal Borough, intensification will better be achieved through the delivery of compact development on larger development sites and perhaps by locally increasing heights on infill developments by one (or in urban town centres up to two) storeys, rather than by promoting tall buildings.

4.4.4 Tall building should generally be mixed use buildings with active ground floors and offer a meaningful facility for the wider public, unless it can be demonstrated that active ground floor uses such as retail, leisure, cultural, community, health, employment are not viable in a location and the landmark is purely justified from a legibility point of view.



Figure 4.3: Landmark buildings should be mixed use

### PRINCIPLE 4.3 - INTENSIFICATION AND MIX OF USE

Tall buildings generally should provide a mix of uses and support the intensification of central areas that are well served by public transport and offer good connections for walking and cycling.

They should help to animate areas and support the vitality of town and local centres.

Whilst tall buildings can help to intensify urban areas more widely, in many places it will be more appropriate to achieve this with compact mid-rise development rather than tall buildings.

Tall buildings should be mixed use in nature and support a diverse range of uses in the local area, offering a meaningful benefit to the local community.



## 4.5 PROTECT AND ENHANCE HERITAGE ASSETS, PROTECTED LANDSCAPES AND THEIR SETTING

4.5.1 A tall building in the wrong place can cause significant and irrevocable damage to the significance of heritage assets, for example by intruding into their setting, being overbearing and detracting from the appreciation of a heritage asset and its values.

4.5.2 Harm to the significance of heritage assets should generally be minimised or avoided. Potential harm may be obvious when a tall building is located in close proximity to a heritage asset. However, even when located some distance away, tall buildings may adversely impact the setting of heritage assets by appearing in views of the asset or in its backdrop. Great care in testing and mitigating the impact of tall buildings is required, especially related to assets whose setting contributes importantly to their significance.

4.5.3 Harm to protected landscape areas must also be mitigated against, especially where the significance of the landscape is related to its visual and scenic value, such as Areas of Special Landscape and the River Thames Corridor. The intrusion of a tall building or structure could lead to a significant impact on protected landscape characteristics.



**Figure 4.4: The Gherkin in the City of London negatively impacts the setting of surrounding historic buildings**



**Figure 4.5: Tall building in Eastbourne visually impacting on the South Downs National Park**

### PRINCIPLE 4.4 - HERITAGE AND LANDSCAPE IMPACT

Tall buildings must demonstrate that they will minimise or avoid harm to designated heritage assets and their settings. Proposals must comprehensively review and test their impact on heritage assets, even where they are located further away.

Similarly, proposals for a tall building will need to demonstrate that it minimises or avoids adverse impacts to protected and valued landscapes and their characteristics.



## 4.6 PRESERVE AND INTEGRATE WITH THE LOCAL TOWNSCAPE

4.6.1 Tall buildings can have a negative impact on the townscape of an area, if it breaks or detracts from its prevailing characteristics especially in term of the grain, scale and height. Townscapes will be particular sensitive to tall buildings if they are very coherent and intricate, or comprise of heritage significance such as a Conservation Area, or have a strong domestic character.

69 4.6.2 In some of these areas a tall building would be totally out of place and inappropriate, whilst in others, the impact of a tall building on the

prevailing characteristic can effectively be mitigated through design or is offset by significant and positive planning gain that outweighs the harm.

4.6.3 Tall buildings proposals should always aim to respond sensitively to the local townscape, and integrate well with its prevailing characteristics.

4.6.4 Within an area of a coherent townscape, a tall buildings should take cues from the existing built form and emphasise the elements that make the area successful.

4.6.5 In areas that are incoherent or in need of improvement, a tall building development may offer an opportunity to reinstate an urban block structure, open up new routes and stitch together the urban fabric.

4.6.6 Tall buildings must, through careful design, integrate with the pattern of development rather than appearing as separate. This can be achieved by integrating tall buildings within urban blocks and responding to the grain and scale of the surrounding area.

4.6.7 Tall buildings should not create a stark contrast with the lower height context. This can be done by locating the tallest point away from lower neighbours, stepping development down to visually mediate the height difference or establishing buffers between radically different townscapes. (Figure 4.6)

### PRINCIPLE 4.5 - TOWNSCAPE IMPACT

Tall buildings should avoid breaking or detracting from particular sensitive townscapes, such as those with a very coherent and intricate character, a heritage significance or a strong domestic character.

Tall building proposals should always aim to respond sensitively to the local townscape, and integrate well with its prevailing characteristics. This could include:

- Integrating tall buildings within urban blocks;
- Responding to the grain and scale of the existing built form;
- Making use of a stepping form to mediate height from the surrounding context to the highest element; or introducing a buffer with existing townscapes.

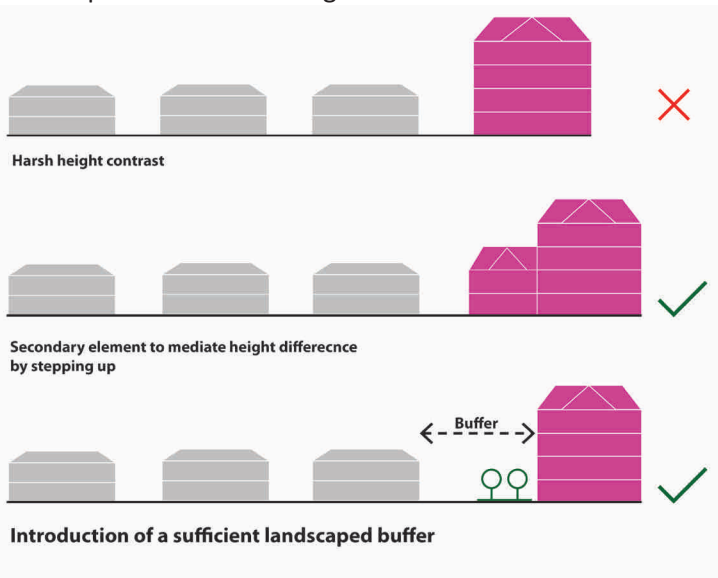
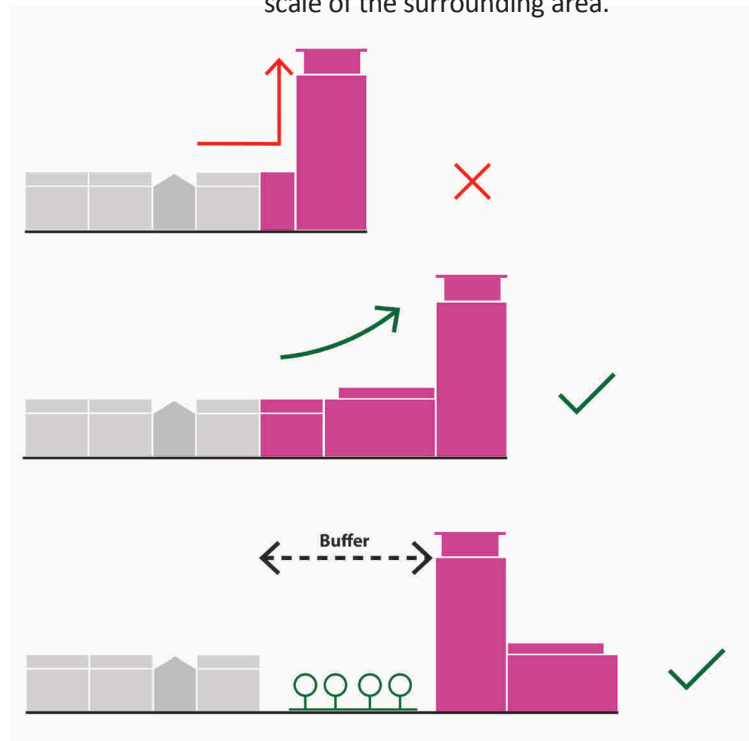


Figure 4.6: Tall development should avoid stark contrast with existing townscapes by introducing mediating development or buffers between different townscapes.





## 4.7 PROTECT AND ENHANCE KEY VIEWS AND THE SKYLINE

### VIEWS

4.7.1 Townscape views and views of the skyline are important aspects of the Royal Borough's villages and two towns, forming an integral part of its image and aiding the understanding of its defining characteristics.

4.7.2 Tall buildings can have an irrevocable and damaging impact on townscape and skyline views. The taller the building, the greater its potential impact.

4.7.3 Panoramic and prospect views that allow the appreciation of distinctive and valued characteristics of the skyline and townscape are particularly sensitive, especially where they are popular and from frequented viewing points.

4.7.4 Tall buildings should avoid any harmful impact onto townscape or skyline views, and avoid detracting from valued townscape ensembles, landmarks or distinctive skyline features.

4.7.5 The impact of a tall building proposal on relevant views should be considered early on during the design phase, and photo-realistic and accurate visual impact work should demonstrate at application stage how harmful impact on views has been avoided.

### INTEGRATING WITH THE SKYLINE

4.7.6 Integrating a tall building in the skyline can include measures such as limiting their height or altering their form so as to avoid detracting from the prominence of existing landmarks on the skyline. Tall buildings could also be required to aesthetically complement or reinforce specific existing or proposed new skyline characteristics, for example by limiting taller buildings to confined cluster locations.

4.7.7 Where appropriate a tall building could establish a distinct new skyline feature. A new accent on the skyline is meaningful and enhances legibility where it can be clearly associated with an important central location or civic function, and where its height is proportional in respect of the height of other landmarks and the role of places they amplify.

4.7.8 The siting of tall buildings on higher land should generally be avoided unless the intention is to create a highly visible landmark and the negative effects of this on the skyline and wider area have been fully considered and are acceptable (Figure 4.7). Tall building proposals should be understood both in terms of their height above ground and their height above ordnance datum (AOD).

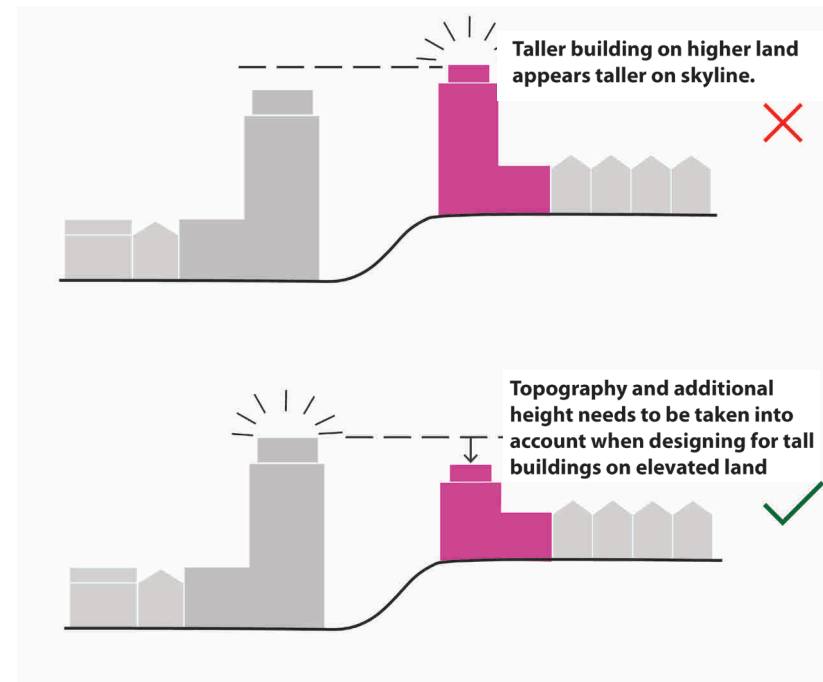


Figure 4.7: Topography affects the prominence of tall buildings

## TALL BUILDING CLUSTERS

4.7.9 A defining characteristic of a landmark is its singularity and uniqueness in context. The role of an individual tall building in contributing to local legibility will be greatly diminished if it must compete with other tall buildings on the skyline. In places where more than one tall building is appropriate the cumulative impact and resultant skyline characteristics of a proposal should be given particular attention.

69 4.7.10 Generally groups of taller buildings should be clustered in confined locations to prevent a scattering of taller buildings over a larger area and to ensure a distinctive, legible and coherent skyline. The only place where the clustering of tall buildings is found appropriate in the Royal Borough is the town centre of Maidenhead.

4.7.11 Clustering of tall buildings should follow a coordinated and planned approach to the height and location of buildings. This should aim to deliver distinct skyline groupings that are recognisable from all sides and express the function and character of a place on the skyline. The tallest building in a cluster will usually be located in the centre of a cluster with other buildings stepping down in height towards the edges (Figure 4.8).

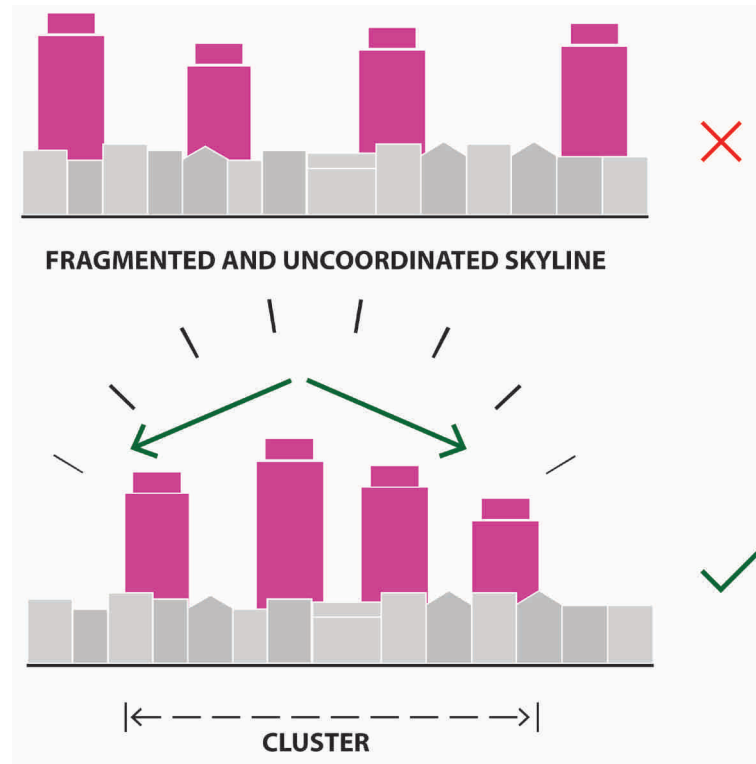


Figure 4.8: Tall building clusters

4.7.12 A cluster should be confined to a limited area to prevent a spread of tall buildings, therefore harming legibility. Within clusters the height of taller buildings will need to vary to achieve a varied skyline and to avoid a monotonous mass of buildings at the maximum height.

## PRINCIPLE 4.6 - VIEWS AND CLUSTERING

Tall buildings must protect and enhance the existing skyline and important views of RBWM's towns and villages. Tall buildings should generally seek to minimise their impact on views and the skyline by:

- Taking account of their underlying topography;
- Limiting their height so as to maintain the prominence of existing landmarks; and
- Implementing design measures such as stepping down or utilising an appropriate architectural form.

In exceptional circumstances, a tall building could become a new prominent skyline feature and positively establish itself in views. In this instance, the tall building must be of the highest architectural quality and mark a place of special significance.

In the town centre of Maidenhead the clustering of tall buildings may be appropriate. Tall building clusters should be confined to a limited area and have a clear central focus with heights dropping away from the central building. Chapter 6 of the Building Heights and Tall Buildings SPD presents the appropriate locations for clusters in Maidenhead town centre.



## 4.8 DELIVER HIGH QUALITY PLACES TO LIVE

4.8.1 Tall buildings are very compact urban forms of development that concentrate accommodation in a small area. They need to be designed carefully to ensure they contribute to rather than detract from the amenity of existing and future residents.

### MICROCLIMATE

4.8.2 Tall buildings should be designed to minimise negative microclimate effects. The design process should involve wind testing to ensure there is not excessive windiness or wind noise affecting the quality, amenity and safety of spaces around the building (Figure 4.9).

4.8.3 The location, height and design of tall buildings should test and ensure its impact on overshadowing of surrounding open spaces, buildings, private and communal outdoor spaces is minimised.

4.8.4 Design should minimise adverse impacts from solar glare and limit light pollution.

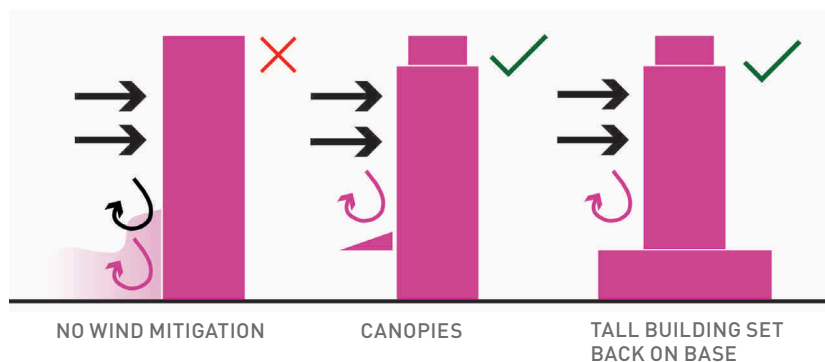


Figure 4.9: Good design of tall buildings should mitigate excessive wind at ground level

### RESIDENT AMENITY

4.8.5 Tall buildings can cause overlooking of dwellings and lack of privacy for both existing and new residents in an area (Figure 4.10). The layout of buildings should ensure adequate separation distances or other effective screening measures to avoid overlooking in-between habitable rooms of dwellings, or infringement of privacy from too close proximity of habitable rooms to communal spaces or the public realm.

4.8.6 Building design should ensure that all dwellings, especially on lower floors and single aspect units, have an adequate outlook and sky view that is not over-dominated by other buildings. The interior of dwellings should receive adequate daylight and sunlight and comply with BRE's good practice guidance on daylight and sunlight.

4.8.7 Consideration should be given to the orientation of units, generally avoiding north facing single aspect units, and the impact of balcony overhangs on the daylight and sunlight conditions of homes.

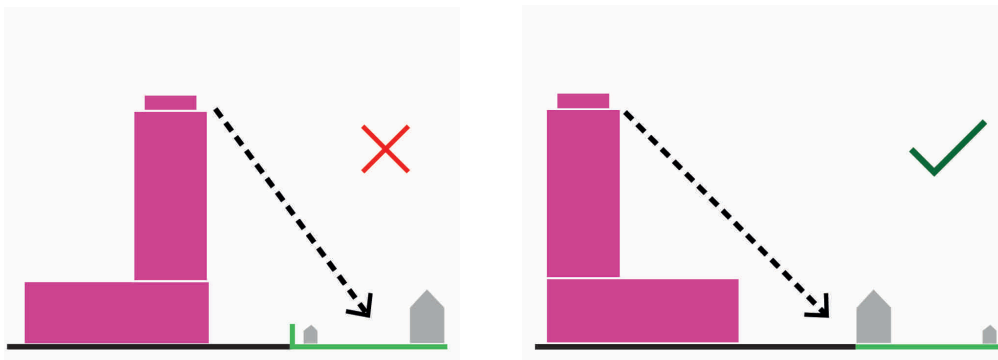


Figure 4.10: Tall buildings should mitigate adverse effects on residential amenity and avoid overdominating existing homes and gardens

4.8.8 Units must be designed to avoid overheating from the sun by incorporating appropriate fenestration and adequate external shading especially on south-facing facades. Throughout the building, adequate natural ventilation must be ensured, particularly for single aspect units.

### PRIVATE AND COMMUNAL AMENITY SPACE

4.8.9 Proposals for tall residential buildings must demonstrate how they will deliver adequate private and communal amenity spaces that are well accessible, serve the needs of residents, are sheltered from wind and noise, and maximise on day and sun lighting. These may be in the form of communal courtyards and gardens, private gardens at ground floor level, balconies, terraces or communal rooftop open spaces. Each apartment should have its own private outdoor space.

4.8.10 Where a development is unable to provide sufficient outdoor resident amenity space, additional internal amenity spaces should be provided. Where family housing units are provided this should include outdoor play space for children based on an assessment of estimated child occupancy. Play spaces should be situated in well lit parts of communal spaces and offer protection from direct sunlight in summer, ideally designed so that family units overlook the play area.

### PRINCIPLE 4.7 - AMENITY

Tall buildings must result in high quality places where people want to live and spend their time, by providing the following:

- Appropriate microclimate around the building, without excessive wind or overshadowing;
- High levels of amenity for residents through adequate building separation distances, attractive outlook, sufficient daylight and sunlight and good natural ventilation; and
- High quality outdoor amenity space for every residential unit, with additional indoor and outdoor communal amenity spaces, including children's play areas.



## 4.9 A POSITIVE RESPONSE TO THE STREET SPACE

### CONNECTIVITY AND PERMEABILITY

4.9.1 As part of a comprehensive approach, tall buildings must support existing movement routes and, if possible, create new routes to centres, facilities and open spaces, and increase the permeability of the area.

### STREET ENCLOSURE

Tall buildings should respond to the scale of surrounding streets and spaces, their sense of enclosure and the quality of the ground floor experience. Tall buildings should not feel overbearing on surrounding streets, or neighbouring developments. Excessive enclosure or the creation of a 'canyon' effect should be avoided, for example by applying set-backs to effectively limit the visual impact of greater height on the street space (Figure 4.11).

### ACTIVE STREET FRONTAGES

4.9.2 Tall buildings should provide a positive interface with the public realm around the building, and the design and distribution of uses especially at ground floor levels should provide overlooking and animation to the street space. Blank frontages and exposed servicing or car parking areas should be avoided.

4.9.3 Cycle parking areas, storage and plant space, and other inactive uses should be internalised within the building envelope and wrapped by other active uses. Servicing yards should be integrated in the building, located away from primary pedestrian areas and be appropriately screened from public view. The building entrance should front onto the principal street frontage.

### A HIGH QUALITY PUBLIC REALM

4.9.4 The public realm around a tall building should be of high quality, consider the provision of tree planting, soft landscaping, seating, lighting and public art, and deliver a design that reflects the prominence of the building in the area. The footway at the base of a tall building should be generous and proportionate, and cater for increased pedestrian activity outside its entrance. Drop-offs, service bays and car park entrances should be located away from the entrance of the building and principal routes to avoid conflicts with pedestrian activity.

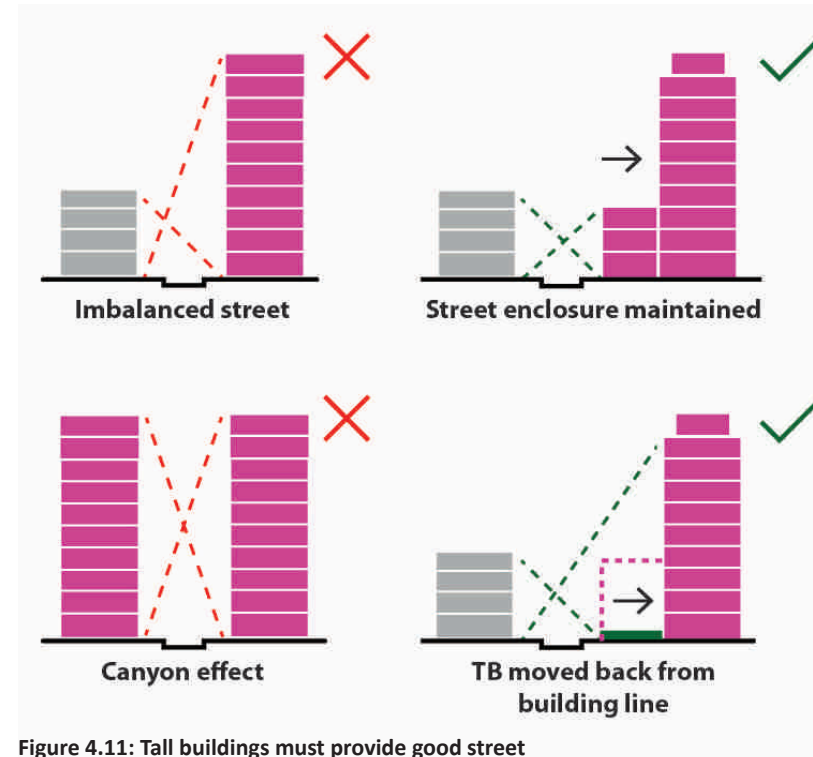


Figure 4.11: Tall buildings must provide good street enclosure without becoming overbearing



## PUBLIC SPACE PROVISION

4.9.5 With their higher density tall buildings intensify the pressure on urban environment and should contribute to the provision of quality spaces in their vicinity. Public open space design should reflect the needs residents and the wider public, where appropriate provide a setting for the tall building, and be orientated to maximise sun exposure.

73 4.9.6 Overshadowing by a tall building located to the south or west of a public space may undermine its attractiveness and amenity and should be avoided (Figure 4.12).

## PARKING DESIGN

4.9.7 Tall buildings can generate a high demand for parking due to high residential density. Parking provision should be integrated within the building envelop as part of a structured solution and wrapped with other uses to minimise its visual impact on the street scene. Alternatively underground parking could be considered.

4.9.8 Surface car parking around the building or structured parking exposed to the public realm should not be permitted as it detracts from the quality of the urban environment. Refer to the RBWM Parking Strategy 2020-2025.

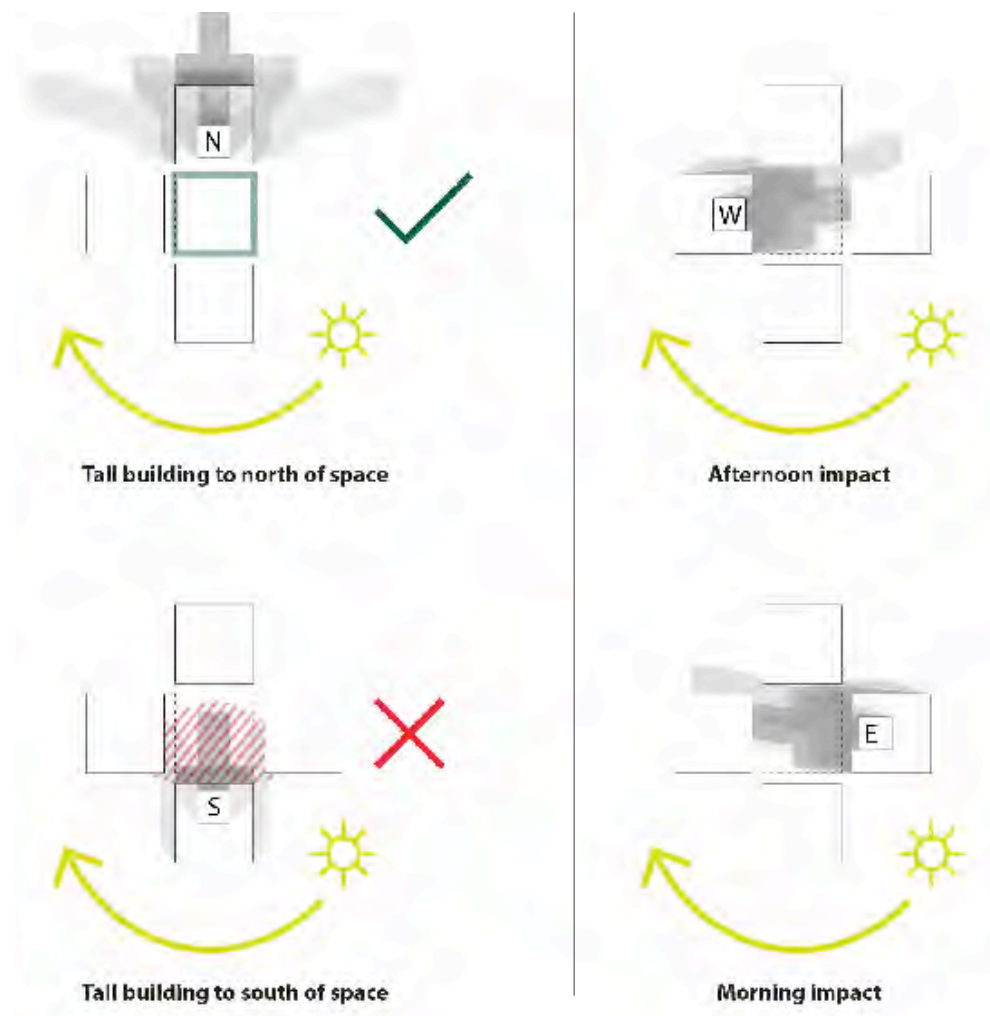


Figure 4.12: Tall buildings should avoid overshadowing open spaces. Proposals must consider the impact of shadow pattern on the amenity and usability of the public space.

## PRINCIPLE 4.8 - POSITIVE RESPONSE TO STREET

Tall building should provide a positive response to the street space:

- Respect existing movement routes and create new routes, enhancing local permeability, where possible;
- Provide appropriate street enclosure, without creating an overbearing or canyon effect;
- Provide active street frontages, a positive interface with the public realm and avoid blank frontages and exposed servicing or car parking areas;
- Deliver a quality public realm around the building with generous and proportionate footways that cater for increased pedestrian activity outside the entrance;
- Contribute to the provision of quality public open space in the area; and
- Avoid surface parking and provide for parking needs within the development and located away from public view.



## 4.10 HIGHEST QUALITY OF ARCHITECTURAL DESIGN AND APPEARANCE

4.10.1 Tall buildings are highly visible and, depending on their stature, are a key part of the skyline and image of a place. Therefore they must be of exceptional architectural design and integrity.

4.10.2 Tall building design should respond to local townscape characteristics without resorting to pastiche solutions. The design attention should be on the careful articulation of the overall form and design, drawing on local characteristics in terms of rhythm of facades, plot width, materials, details and building articulation.

4.10.3 Tall buildings in urban locations (above 8 storeys) can be considered in three parts; the base, the shaft and the top of the building. The architecture of tall buildings should articulate these three parts effectively rather than presenting a simple extrusion:

- The base comprises the lower storeys of the building and its role is to frame the street or public space, clearly present the entrance to the building and provide active frontages.
- The shaft of a tall building is the main tower element and largely determines the prominence of the building, it's effect on neighbouring amenity and microclimate.

- The top of the building includes the uppermost storeys, roof and roof equipment. The top should be a distinctive “crown” to a tall building through articulation, massing and/or materiality.

4.10.4 Tall buildings should be designed to express elegance, proportionality and verticality in a form that is consistent from every angle. To that end, generally slab blocks and bulky forms should be avoided.

4.10.5 Through careful detailing and choice of materials, tall buildings should age well and be designed for longevity, while relating to the character of their location.



Figure 4.13: Example of a tall building with high quality materials and detailing

### PRINCIPLE 4.9 - FORM AND APPEARANCE

Due to their visual prominence, tall buildings must be attractive and of exceptional architectural design and integrity. Tall building design should:

- Respond to the characteristics of the local townscape without resorting to pastiche solutions;
- Articulate the building's constitute three parts - a base, shaft and top. Each part must be carefully considered and designed appropriately;
- Express elegance, proportionality and verticality; and
- Provide careful detailing and choice of materials that are robust, age well and respond to the character of the context.



## 4.11 BE SUSTAINABLE AND INNOVATIVE DEVELOPMENTS

4.11.1 Tall buildings may be used to optimise density on a site, thereby making sustainable use of land. The construction and operation of tall buildings must be designed to high sustainability standards to minimise their impact on the environment. Tall buildings must respond to the climate emergency by ensuring they are designed to adapt to and mitigate climate change.

75 4.11.2 Tall buildings must be sustainable, innovative and efficient buildings that minimise use of resources, are adaptable to change and are long lasting. Tall building proposals should demonstrate how they have minimised the carbon footprint of the building and benchmark the proposal against comparable best practice schemes, and contribute to the Royal Borough's goal of achieving net zero carbon emissions by 2050. Renewable energy generation and the installation or future proofing for Photo Voltaics (PVs) should also be considered. Tall buildings are encouraged to be innovative with regards to sustainability.

4.11.3 Tall buildings must be take into account how the local climate is expected to change as a result of climate change and be designed to mitigate the effects of extreme weather such as heat waves and flooding. Tall building developments should significantly contribute to green and blue infrastructure provision both within the development as well as the wider area. Tall buildings should not be located in areas of flood risk unless it can be demonstrated that the development can remain safe from flooding and will not increase the risk of flooding elsewhere.



Figure 4.14: Example of “vertical greening” (Bosco Verticale, Milan)

4.11.4 Tall building developments should seek to encourage the use of public transport, walking and cycling, support car sharing and minimise parking provision. Electric car charging points should be provided. To facilitate cycling as a sustainable transport mode, a secure cycle storage for residents should be provided with easy access from the public realm. This should provide 1 cycle space per studio, 1.5 spaces per 1 bedroom unit, 2 spaces per all other dwellings.

### PRINCIPLE 4.10 - SUSTAINABILITY

Tall buildings should be sustainable developments, which promote innovative approaches to sustainability. Tall buildings should be:

- Highly energy efficient;
- Have low embodied carbon;
- Durable and adaptable to future needs;
- Explore the possibility of integrating renewable energy production in the building, such as solar panels;
- Designed to mitigate and adapt to changes in local weather as a result of climate change, such as heat waves and flooding;
- Incorporate green and blue infrastructure;
- Be located in areas of high public transport accessibility, provide cycling facilities and be easily accessible by walking.



# CHAPTER 5 POTENTIAL LOCATIONS FOR INCREASED HEIGHT, LARGE AND TALL BUILDINGS

Chapter 5 provides borough-wide recommendations on where development of increased height and tall buildings should be located.

It also defines areas in the Royal Borough that are inappropriate for tall buildings, and areas that are sensitive to tall buildings.

Note that the guidance in this chapter have been reconsidered following advice from the Local Plan Examination Inspector. In some instances the heights of potential tall buildings have been reduced.



# 5 POTENTIAL LOCATIONS FOR INCREASED HEIGHT, LARGE AND TALL BUILDINGS

## 5.1 INAPPROPRIATE AND SENSITIVE AREAS

5.1.1 Based on a thorough assessment of heritage and townscape sensitivities and an understanding of the borough green belt and flood risk areas, two types of areas have been distinguished:

- Areas that by their nature are inappropriate for tall buildings; and
- Areas that are sensitive to tall buildings.

5.1.2 Figure 5.1 shows a composite map of inappropriate and sensitive areas in the Royal Borough. For further detail on sensitivities of heritage assets and townscape character, refer to the Tall Buildings Study - Technical and Baseline Study.

5.1.3 This chapter refers to heritage assets, which are defined by the NPPF as, 'A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).'

### INAPPROPRIATE AREAS

5.1.4 Inappropriate areas are those areas where tall buildings would not be acceptable as they would have a destructive impact on the significance of a highly sensitive heritage asset.

5.1.5 This includes the following highly sensitive Conservation Areas:

- Maidenhead Riverside
- Furze Platt Triangle, Maidenhead
- All Saints, Boyne Hill, Maidenhead
- Cookham High Street
- Altwood Road, Maidenhead
- Pinkneys Green, Maidenhead
- Mill Lane, Clewer Village, Windsor
- Trinity Place, Clarence Crescent, Windsor
- Windsor Town Centre
- Inner Windsor
- Eton
- Datchet
- Sunningdale

5.1.6 The Inappropriate Areas include the Green Belt as development here is not acceptable as a matter of principle.

### SENSITIVE AREAS

5.1.7 Sensitive areas are areas where a tall building may negatively impact on sensitive heritage assets or townscape.

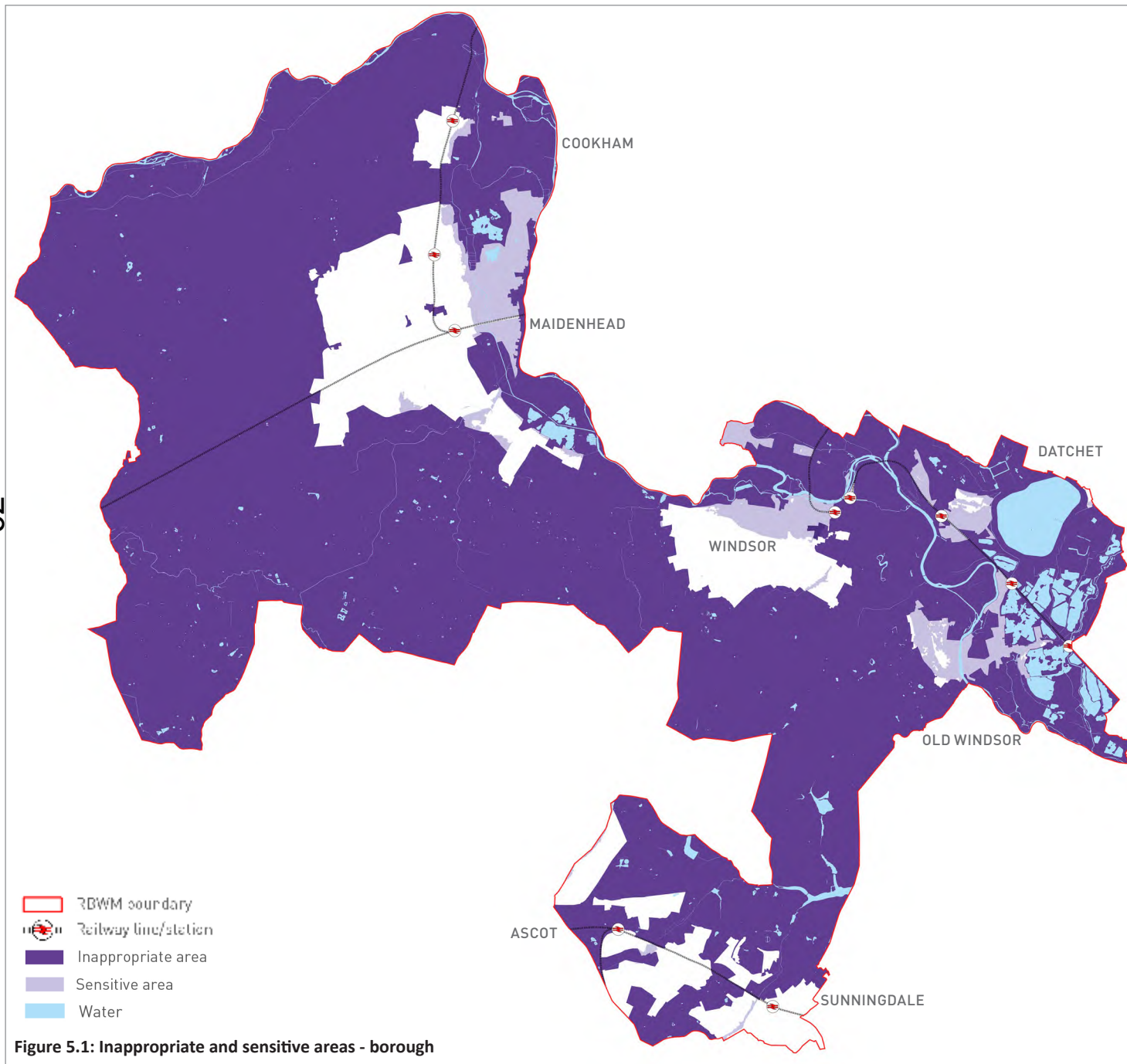
5.1.8 The following areas are sensitive to tall buildings:

- Designated heritage assets including Conservation Areas, Registered Parks and Gardens, Listed Buildings and their settings (highly sensitive assets may also be identified as Inappropriate Areas);
- The following Townscape Character Area Types:
  - Historic Town Cores;
  - Historic Village Cores;
  - Georgian Suburbs;
  - Victorian Villages;
  - Victorian and Edwardian Suburbs;
  - Victorian/Edwardian and Riverside Villa Suburbs; and
  - Collegiate.
- Areas in Flood Zone 2 & 3.

5.1.9 A tall building in a sensitive area should only be permitted if

- it is located in an identified potential tall building location (see 5.2), and
- there are strong justifications and public benefits that outweigh any harm to heritage significance; and
- it can be demonstrated that it delivers clear place making benefits and enhancements to views, the skyline characteristic and image of a place.

5.1.10 Additional testing and evidence is required to determine the appropriateness of tall building proposals in these areas. Tall building proposals should also consider their potential impact on heritage assets located in the Green Belt.



### PRINCIPLE 5.1 INAPPROPRIATE AREAS

Tall buildings must not be located in areas considered inappropriate for them, which are:

- Highly Sensitive Conservation Areas; and
- Green Belt land.

### PRINCIPLE 5.2 SENSITIVE AREAS

Tall building proposals within sensitive areas must consider their relevant sensitivities and demonstrate that any harm is mitigated and justified because of overwhelming public benefit. Sensitive areas are:

- Designated heritage assets;
- Highly sensitive townscape character areas (as identified under 5.1.7); and
- Areas in Flood Zone 2 and 3.

## 5.2 LOCATION GUIDANCE ON INCREASED HEIGHT, LARGE AND TALL BUILDINGS


5.2.1 This SPD has looked at site allocations established by the Local Plan and has identified potential areas where tall buildings may be appropriate. It also identifies the potential for a general increase in context height and the potential for larger buildings.


5.2.2 Potential development areas are identified in Figure 5.2 - Figure 5.7 on the following pages. These will need to be read together with the detailed recommendation for each site contained in Table 5.1 on page 51.


5.2.3 Maidenhead town centre has been identified in Local Plan Policy QP1a “as the key focus in the Borough for accommodating future development and the town centre area will play a major role in delivering the scale and mix of development types that the Borough requires. 12 of the Plan’s 40 allocated development sites lie in the town centre area delivering retail, employment, housing, leisure and community uses.”


5.2.4 Taking a comprehensive approach, the SPD has looked at the whole Maidenhead Town Centre (inclusive of allocated sites) to ensure that “future development of the town centre is considered holistically.” This is set out in greater detail in Chapter 6.

5.2.5 The colour codes used by the Figures on the following pages are explained below:

 **Potential for tall building:** These areas have potential for a local landmark tall building (1.5-2.5x context height) due to their significant location and/or potential for comprehensive development with its own character, subject to meeting all criteria set out in Chapter 6;

 **Potential for large building:** These areas have potential to accommodate a large building (up to 1.5x context height) subject to being well located and designed;

 **Potential future context height:** These areas can accommodate a general increase in height of 1 storey from the existing context height in order to intensify and make good use of land; and

 **Maidenhead town centre:** Chapter 6 provides detailed recommendations for Maidenhead Town Centre.

5.2.6 Where a recommendation is for an increase in height as well as a tall or a larger building, both the relevant fill and stroke colour are applied to the area boundary.

5.2.7 Maidenhead town centre offers an opportunity for tall buildings in several of its character areas and therefore has been looked at in detail in Chapter 6 of this report.

### PRINCIPLE 5.3 OPPORTUNITY FOR INCREASED HEIGHT, LARGE AND TALL BUILDINGS

Development for generally increased context height, large buildings and tall buildings in the Royal Borough of Windsor and Maidenhead should generally only be promoted on sites indicated in Figures 5.2 -5.7.

Development should fully satisfy site specific guidance and undertake relevant tests as set for respective areas in Table 5.1., in addition to all other guidance contained in this SPD.

Identification of a site identifies the potential for any of these three changes subject to test and conditions. It does not constitute a statement of acceptability in principle.



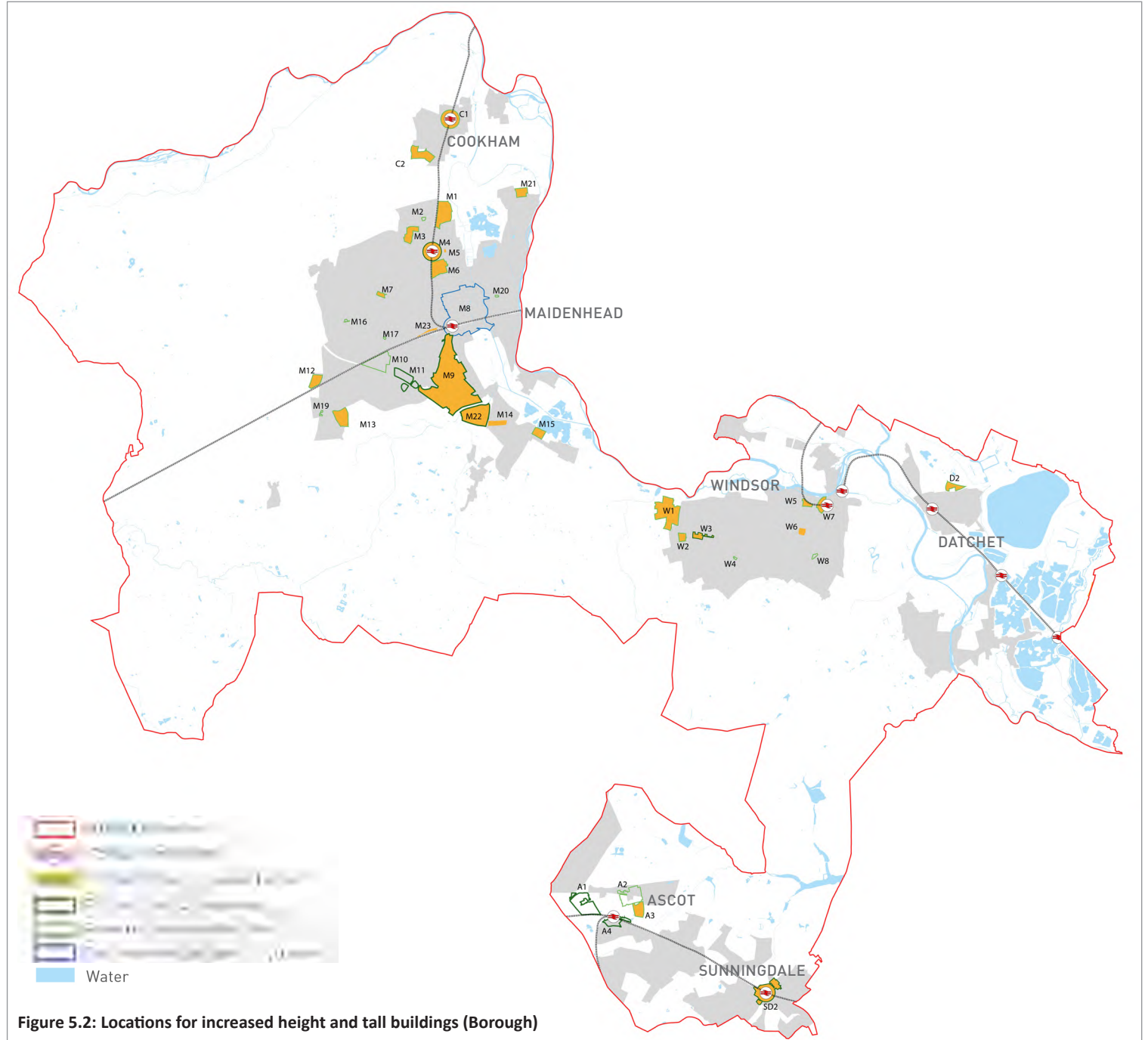


Figure 5.2: Locations for increased height and tall buildings (Borough)

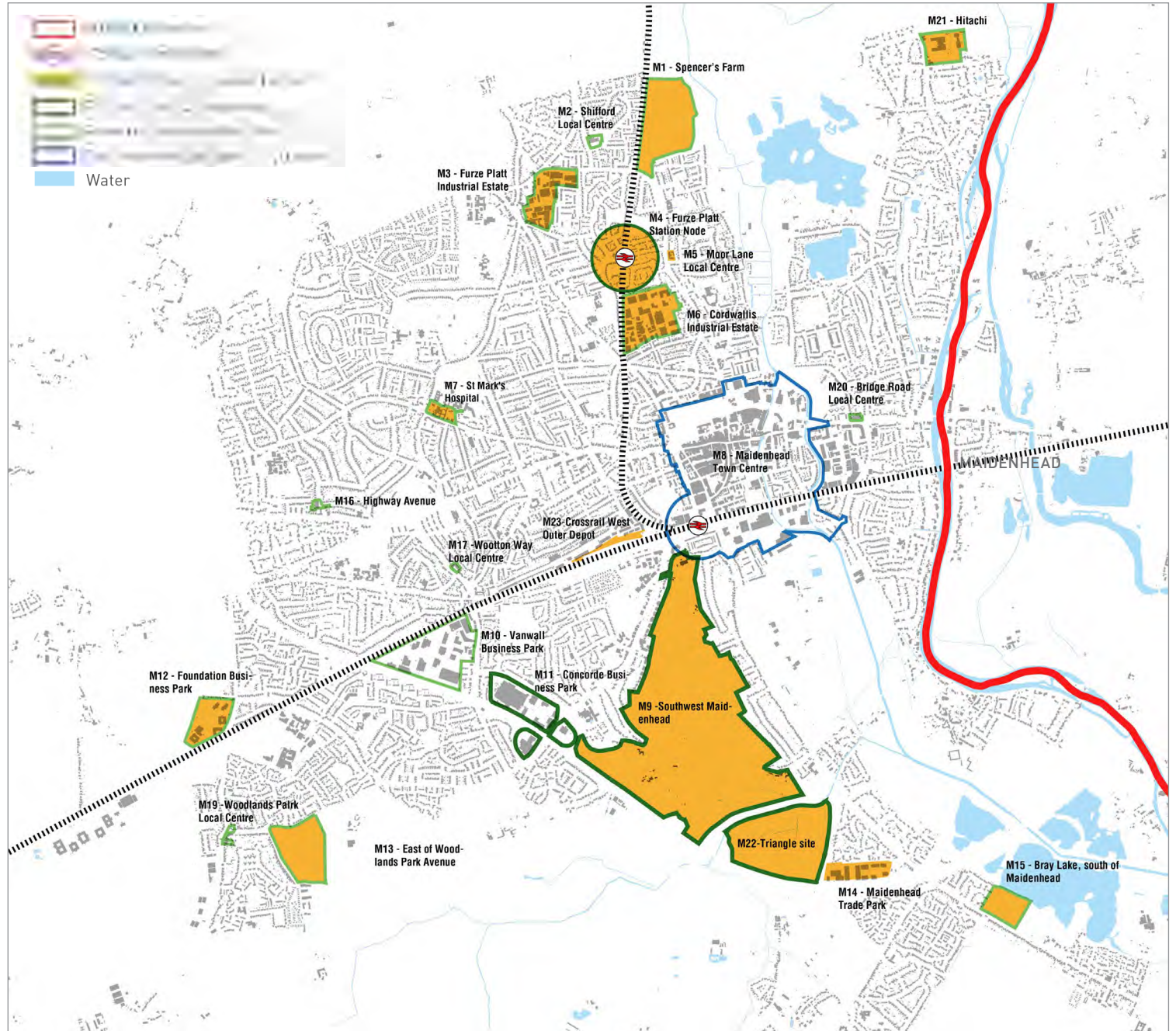


Figure 5.3: Locations for increased height and tall buildings (Maidenhead)

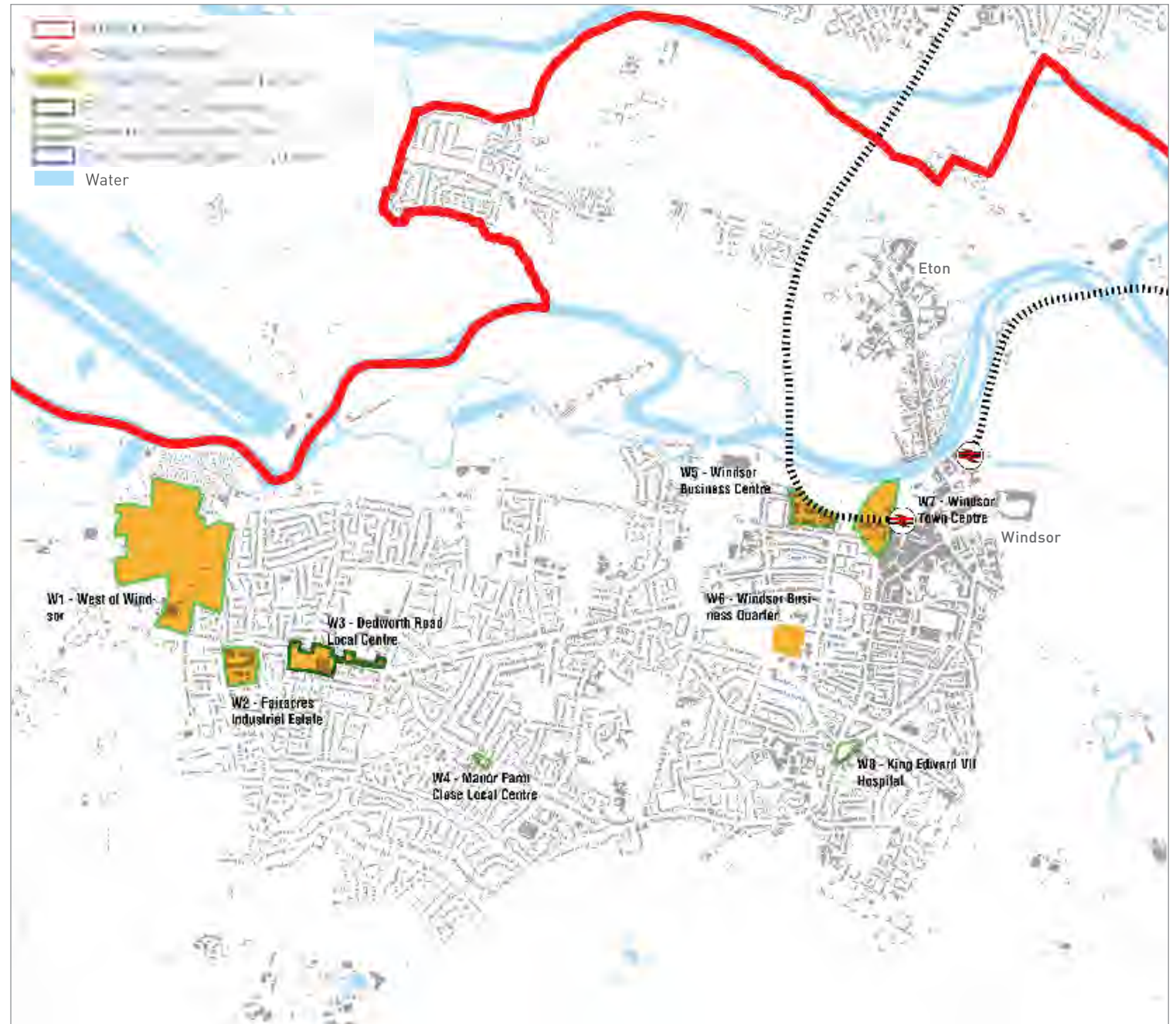


Figure 5.4: Locations for increased height and tall buildings (Windsor)

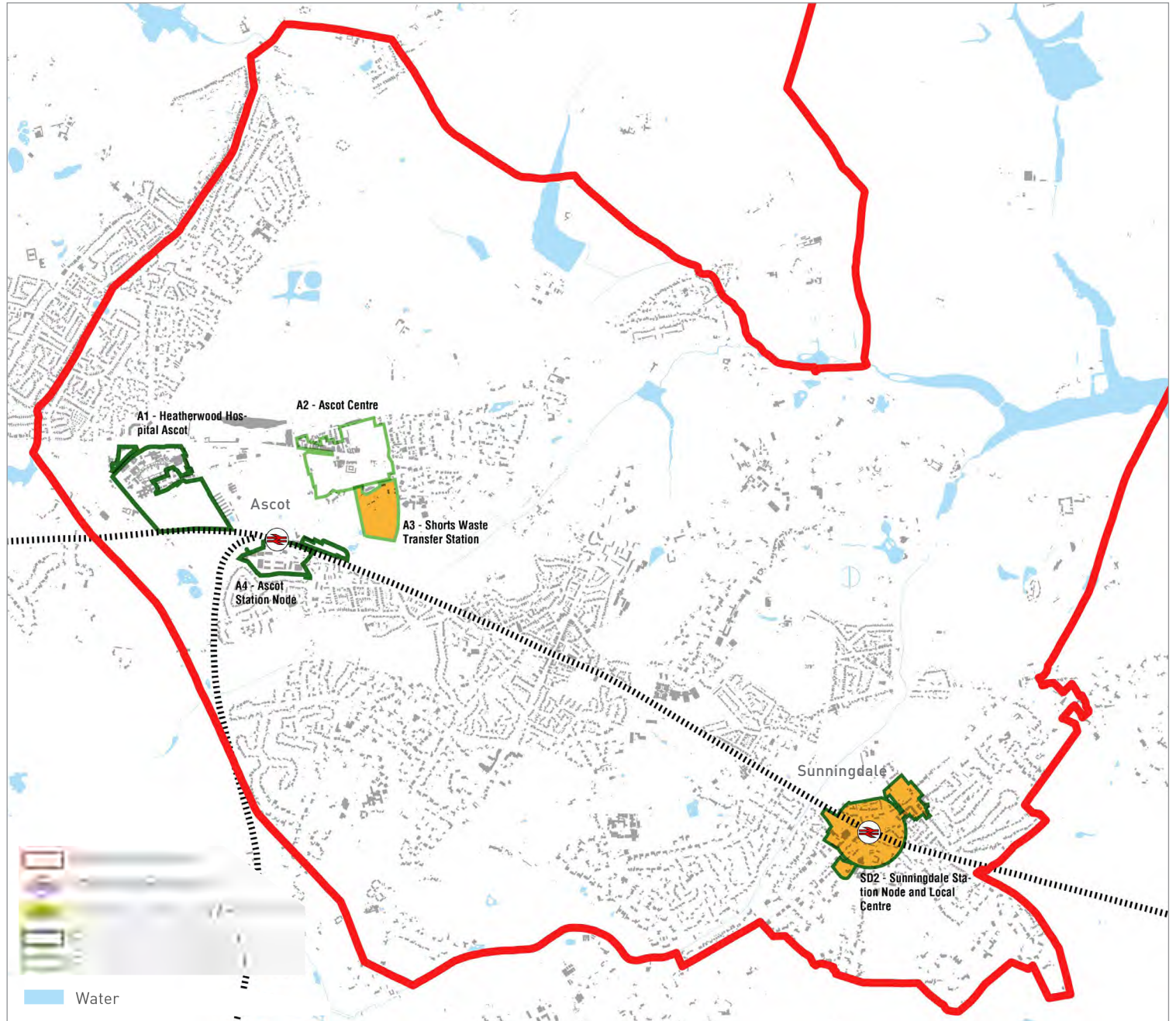


Figure 5.5: Locations for increased height and tall buildings (Ascot)

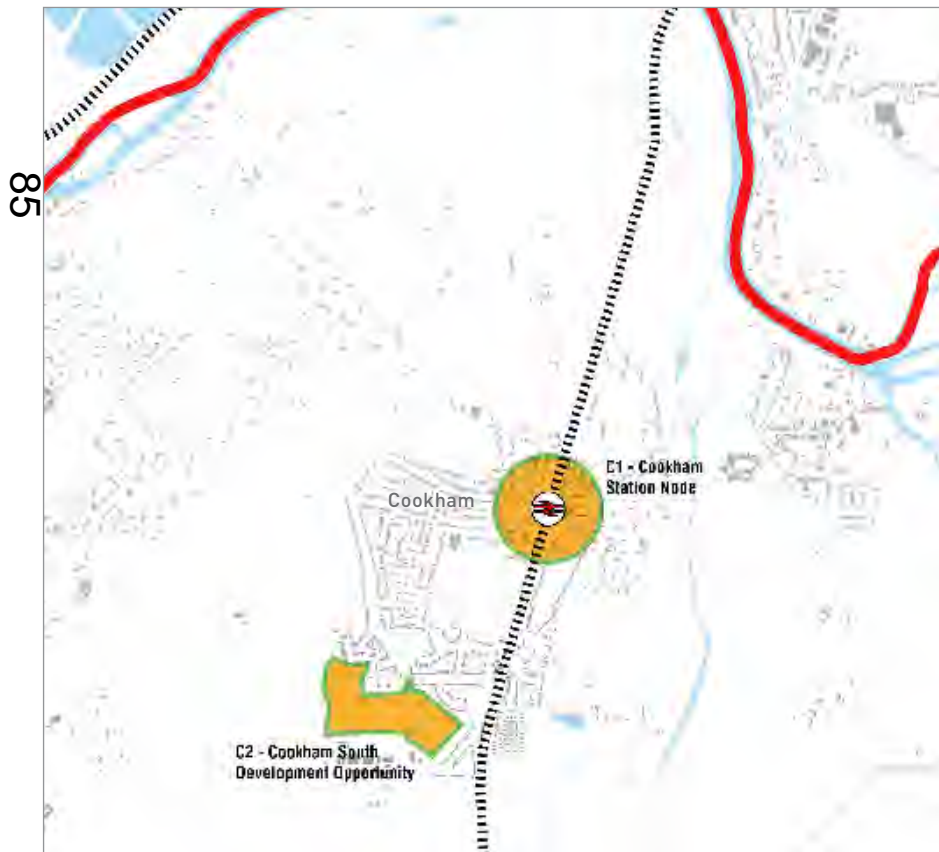
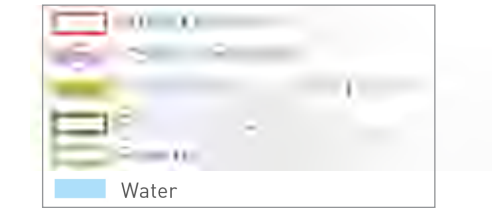


Figure 5.6: Locations for increased height and tall buildings (Cookham)



Figure 5.7: Locations for increased height and tall buildings (Datchet)

## KEY TO READING THE SITE SPECIFIC DETAILED GUIDANCE TABLE

5.2.8 Table 5.1 on page 51 and following pages provides site specific detailed guidance for each site with potential for increased height and/or large or tall buildings.

5.2.9 The table has the following headings and colour coding:

- **Code** - Unique reference code.
  - **Name** - Name of site (both the code and name are used to identify sites in Figures 5.2-5.7).
  - **Potential for tall / large building** - Identifies if there is potential for a large building, a tall building or neither, and provides additional explanation.
- Cells are colour-coded to highlight:
- |   |   |   |
|---|---|---|
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #90EE90; border: 1px solid #000; margin-right: 5px;"></span> Potential for tall building             | <span style="display: inline-block; width: 15px; height: 15px; background-color: #FFDAB9; border: 1px solid #000; margin-right: 5px;"></span> Potential for increase in context height    | <span style="display: inline-block; width: 15px; height: 15px; background-color: #FFA07A; border: 1px solid #000; margin-right: 5px;"></span> Potential tall building assessment criteria |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #E0E0E0; border: 1px solid #000; margin-right: 5px;"></span> Potential for large building            | <span style="display: inline-block; width: 15px; height: 15px; background-color: #D8BFD8; border: 1px solid #000; margin-right: 5px;"></span> No potential for increase in context height | <span style="display: inline-block; width: 15px; height: 15px; background-color: #C0C0C0; border: 1px solid #000; margin-right: 5px;"></span> Not applicable                              |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #F0F0F0; border: 1px solid #000; margin-right: 5px;"></span> No potential for tall or large building |   |   |
- **Potential tall / large overall building height** - States the maximum height in storeys for a potential large building or tall building, if applicable.
  - **Potential future overall context height** - In case there is an opportunity to increase the context height this column states the potentially acceptable context, together with additional recommendations if applicable.
  - **Townscape and Heritage Assessment Criteria** - This column identifies tests, criteria and key heritage assets and townscape characters that need to be considered by proposals for a tall building in this area.
  - This information is only provided for sites that offer opportunity for a tall building, but not for large buildings or the general increase in height, which may also require a detailed consideration of heritage and townscape impacts.
- Cells are colour-coded to indicate:

5.2.10 Note that when the term “storeys” is used, it is referring to a generic residential storey of 3m in height. Height in residential storeys is used because it is the most prevailing type throughout the Royal Borough and this will ensure consistency throughout the strategy. Proposals for commercial buildings must adapt their height to be equivalent to the height of the recommended number of residential storeys stated. For instance a site with potential for a 4 storey residential building could likely only accommodate a 3 storey commercial building as these have roughly equivalent total heights.

5.2.11 Note the following footnotes that are relevant to the site guidance principles:

\* Potential tall building subject to satisfying all principles and impact testing.

\*\* Mixed use building to provide active ground floors and street animation, support regeneration and intensification of activities at local centre, subject to adhering to other TB principles and Impact testing.

\*\*\* Potential tall building height subject to satisfying all principles and impact testing.

\*\*\*\* Increased context height is encouraged as part of a comprehensive masterplan led approach on large sites to support the intensification and higher densities in areas well served by public transport. Note that the increased context height does not affect the existing context height used to establish appropriateness for tall buildings and is subject to impact testing.

**Table 5.1: Borough-wide increased height, large building and tall building detailed guidance**

Code	Name	Potential for tall / large building*	Potential tall / large overall building height***	Potential future overall context height****	Townscape and Heritage Assessment Criteria for Tall Buildings
C1	<b>Cookham Station Node</b>	Potential for single larger building <ul style="list-style-type: none"> <li>to mark the local centre and station node,</li> <li>mixed use building**, and</li> <li>subject to responding sensitively to existing townscape and heritage assets</li> </ul>	Maximum 3 storeys	3 storeys around the station	N/A
C2	<b>Land north of Lower Mount Farm, Cookham</b>	Potential for single larger building <ul style="list-style-type: none"> <li>to emphasise site entrance on Cannondale Road</li> </ul>	Maximum 3 storeys	3 storeys	N/A
M1	<b>Spencer's Farm</b>	Potential for single larger building <ul style="list-style-type: none"> <li>to emphasise site entrance on Cookham Road</li> </ul>	Maximum 3 storeys	3 storeys	N/A
M2	<b>Shifford Local Centre</b>	Potential for single larger building <ul style="list-style-type: none"> <li>mixed use building**</li> <li>to emphasise local centre</li> </ul>	Maximum 3 storeys	None	N/A
M3	<b>Furze Platt Industrial Estate</b>	Potential for larger building(s) <ul style="list-style-type: none"> <li>to emphasise important entrance or node within the site</li> <li>as part of comprehensive development.</li> </ul>	Maximum 3 storeys (or 4 storeys if comprehensive redevelopment)	3 storeys (Opportunity for 4 storeys if comprehensively redeveloped with height concentrated in centre of site)	N/A
M4	<b>Furze Platt Station Node</b>	Potential for single tall building <ul style="list-style-type: none"> <li>local landmark to mark the station node on Harrow Lane,</li> <li>as mixed use building**</li> </ul>	Maximum 4 storeys	3 storeys around the station	Proposals for any taller building in this location should be discussed at the earliest opportunity with RBWM and Historic England. This will aid discussion and agreement of an appropriate scope for and approach to the necessary heritage impact assessment. A comprehensive LVIA will also be required. (It should be noted that these assessments must be conducted separately to avoid confusion and potential double-counting of effects.)
M5	<b>Moor Lane Local Centre</b>	None, as local centre already emphasised by 3 storey mixed use development	None	3 storeys within centre	N/A

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Code	Name	Potential for tall / large building*	Potential tall / large overall building height***	Potential future overall context height****	Townscape and Heritage Assessment Criteria for Tall Buildings
M6	<b>Cordwallis Industrial Estate</b>	Potential for larger building(s) <ul style="list-style-type: none"> <li>to emphasise important entrance or</li> <li>node within the site</li> <li>as part of comprehensive development.</li> </ul>	Maximum 3 storeys (or 4 storeys if comprehensive redevelopment)	3 storeys (Opportunity for 4 storeys if comprehensively redeveloped with height concentrated in centre of site)	N/A
M7	<b>St Mark's Hospital</b>	Potential for single larger building <ul style="list-style-type: none"> <li>to emphasise street corner of Courthouse Road and St Mark's Crescent</li> </ul>	Maximum 3 storeys	3 storeys	N/A
M8	<b>Maidenhead town centre</b>	See area specific guidance in Chapter 6.	See area specific guidance in chapter 6.	See area specific guidance in chapter 6.	<p>Proposals for any taller buildings in this location should be discussed at the earliest opportunity with RBWM and Historic England. This will aid discussion and agreement of an appropriate scope for and approach to the necessary heritage impact assessment. This must be conducted separately from any townscape/landscape and visual impact assessment to avoid confusion and potential double-counting of effects.</p> <p>Given the maximum height recommendations within this search area (up to 40m for LM1, 60m for LM2, 31m for LM4, and 25m for LM7), extensive testing of intervisibility with heritage assets - in line with Historic England HEAN4 - will be required to understand the likely interaction with their setting and significance.</p>

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Code	Name	Potential for tall / large building*	Potential tall / large overall building height***	Potential future overall context height****	Townscape and Heritage Assessment Criteria for Tall Buildings
M9	Southwest Maidenhead	<p>Potential for tall building(s)</p> <ul style="list-style-type: none"> <li>to mark the gateway into Southwest Maidenhead,</li> <li>potential to provide a landmark to a local centre or other strategic node</li> <li>as part of comprehensive plan.</li> </ul>	<p>Maximum 8 storeys (25m) at northern site access, tall building to be maximum 60m AOD to avoid appearing taller on the skyline than the proposed landmark at the station.</p> <p>Maximum 6 storeys for internal landmark buildings</p>	<p>4 storeys (range of 3-5 storeys) in central areas where they are served by public transport</p> <p>3 and 2 storeys in peripheral areas,</p> <p>Needs a comprehensive approach</p>	<p>Test impact of tall building on the following:</p> <ul style="list-style-type: none"> <li>The landscape, including woodland and remnant parkland trees;</li> </ul> <p>Proposals for any taller buildings in this location should be discussed at the earliest opportunity with RBWM and Historic England. This will aid discussion and agreement of an appropriate scope for and approach to the necessary heritage impact assessment. Key assets are likely to include:</p> <ul style="list-style-type: none"> <li>The Scheduled Mesolithic site at Moor Farm, ensuring that proposals conserve the heritage interest of the scheduled monument including any setting issues; and</li> <li>The Grade I listed Ockwells Manor and adjacent buildings ensuring that proposals conserve the heritage interest of the scheduled buildings including any setting issues;</li> <li>The Grade II* listed Braywick House, ensuring that proposals conserve the special historical or architectural importance of the building including any setting issues.</li> </ul>
M10	Vanwall Business Park	<p>Potential for single larger building</p> <ul style="list-style-type: none"> <li>to emphasise a central node within the business park.</li> </ul>	Maximum 4 storeys	None	N/A
M11	Concorde Business Park	<p>Potential for single tall building</p> <ul style="list-style-type: none"> <li>Local landmark to mark gateway into Maidenhead and to be visible from A404</li> <li>as part of comprehensive development, and</li> <li>avoid over-dominating its suburban context.</li> </ul>	Maximum 6 storeys	None	<p>Test impact of tall building on the following:</p> <p>The Grade I listed Ockwells Manor and adjacent buildings ensuring that proposals conserve the heritage interest of the scheduled buildings including any setting issues;</p>
M12	Foundation Business Park	<p>Potential for larger building(s)</p> <ul style="list-style-type: none"> <li>to emphasise important entrance or node within the site.</li> </ul>	Maximum 4 storeys	4 storeys, subject to appropriate landscape impact	N/A
M13	East of Woodlands Park Avenue	<p>Potential for single larger building</p> <ul style="list-style-type: none"> <li>to emphasise site entrance on Woodlands Park Road</li> </ul>	Maximum 3 storeys	3 storeys	N/A

Code	Name	Potential for tall / large building*	Potential tall / large overall building height***	Potential future overall context height****	Townscape and Heritage Assessment Criteria for Tall Buildings
M14	Maidenhead Trade Park	None, as peripheral industrial site with little significance for the wider locality that would justify a local landmark.	None	3 storeys	N/A
M15	Bray Lake, south of Maidenhead	Potential for single larger building <ul style="list-style-type: none"> <li>to emphasise site entrance on Windsor Road</li> </ul>	Maximum 3 storeys	3 storeys	N/A
M16	Highway Avenue Local Centre	Potential for single larger building <ul style="list-style-type: none"> <li>to emphasise local centre with mixed use building**</li> </ul>	Maximum 3 storeys	None	N/A
M17	Wootton Way Local Centre	Potential for single larger building <ul style="list-style-type: none"> <li>to emphasise local centre with mixed use building**</li> </ul>	Maximum 3 storeys	None	N/A
M19	Woodlands Park Local Centre	Potential for single larger building <ul style="list-style-type: none"> <li>to emphasise local centre with mixed use building**</li> </ul>	Maximum 3 storeys	None	N/A
<del>M20</del> CG	Bridge Road Local Centre	Potential for single larger building <ul style="list-style-type: none"> <li>to emphasise local centre with mixed use building**</li> </ul>	Maximum 3 storeys	None	N/A
M21	Hitatchi	Potential for larger building(s) <ul style="list-style-type: none"> <li>to emphasise important entrance or</li> <li>node within the site.</li> </ul>	Maximum 3 storeys	3 storeys subject to appropriate landscape impact	N/A

Code	Name	Potential for tall / large building*	Potential tall / large overall building height***	Potential future overall context height****	Townscape and Heritage Assessment Criteria for Tall Buildings
M22	Triangle Site	Potential for tall building(s) <ul style="list-style-type: none"> <li>to mark the gateway into Southwest Maidenhead,</li> <li>potential to provide a landmark to a local centre or other strategic node</li> <li>as part of comprehensive plan.</li> </ul>	Maximum 6 storeys	4 storeys as this site is large enough to create its own character, subject to appropriate landscape and visual impact	Test impact of tall building on the following: <ul style="list-style-type: none"> <li>The landscape, including The Cut historic stream, woodland and remnant parkland trees (all proposals on greenfield sites should assess impact on the landscape);</li> </ul> Proposals for any taller buildings in this location should be discussed at the earliest opportunity with RBWM and Historic England. This will aid discussion and agreement of an appropriate scope for and approach to the necessary heritage impact assessment. Key assets are likely to include: <ul style="list-style-type: none"> <li>The Scheduled Mesolithic site at Moor Farm, ensuring that proposals conserve the heritage interest of the scheduled monument including any setting issues;</li> <li>The Holyport Conservation Area, ensuring that proposals conserve the special architectural and historic interest and do not adversely affect views noted as important in the conservation area appraisal; and</li> <li>The Grade II* listed Braywick House, ensuring that proposals conserve the special historical or architectural importance of the building including any setting issues.</li> </ul>
M23	Crossrail West Outer Depot	None, as backland site not situated on an important route and lacking the significance for the wider locality to justify a landmark building.	None	3 storeys	N/A
W1	West of Windsor	Potential for larger building(s) <ul style="list-style-type: none"> <li>to emphasise site entrance or</li> <li>central node within the site.</li> </ul>	Maximum 3 storeys	3 storeys	N/A
W2	Fairacres Industrial Estate	Potential for larger building(s) <ul style="list-style-type: none"> <li>to emphasise site entrance or</li> <li>central node within the site.</li> </ul>	Maximum 3 storeys	3 storeys	N/A

Code	Name	Potential for tall / large building*	Potential tall / large overall building height***	Potential future overall context height****	Townscape and Heritage Assessment Criteria for Tall Buildings
W3	<b>Dedworth Road Sainsbury's Local Centre</b>	Potential for single tall building <ul style="list-style-type: none"> <li>Local landmark to mark local centre and supermarket location</li> <li>as a mixed use building**</li> <li>as part of comprehensive development.</li> </ul>	Maximum 4 storeys	3 storeys	Test impact of tall building on the following: <ul style="list-style-type: none"> <li>The urban form, ensuring that proposals do not result in adverse impacts on the Victorian Village character and do not alter or overwhelm the narrow buildings plots and terraces that are typical of the settlement; and</li> <li>The legibility of the townscape, ensuring that proposals provide positive new focal points and do not detract from existing positive focal points such as churches, schools and public houses.</li> </ul>
W4	<b>Manor Farm Close</b>	Potential for single larger building <ul style="list-style-type: none"> <li>to emphasise local centre with mixed use building**</li> </ul>	Maximum 3 storeys	None	N/A
W5 92	<b>Windsor Business Centre</b>	Potential for single larger building <ul style="list-style-type: none"> <li>to emphasise site entrance or central node</li> <li>as part of a comprehensive (residential or mixed use) redevelopment.</li> </ul>	Maximum 3 storeys (or 4-5 storeys if comprehensive residential or mixed use redevelopment)	3 storeys (or 4 storeys if comprehensively redeveloped for residential or mixed use, with heights dropping down towards lower rise buildings to the south)	N/A
W6	<b>Windsor Business Quarter</b>	None, as back land site not situated on an important route and lacking the significance for the wider locality to justify a landmark building.	None	4 storeys	N/A

Code	Name	Potential for tall / large building*	Potential tall / large overall building height***	Potential future overall context height****	Townscape and Heritage Assessment Criteria for Tall Buildings
W7	Windsor town centre	<p>No opportunity for tall buildings as Windsor town centre comprises and is situated within multiple highly sensitive heritage contexts, including Windsor Castle, whose settings would significantly be harmed by a tall building.</p> <p>Potential for larger building(s)</p> <ul style="list-style-type: none"> <li>In areas of lesser heritage sensitivity outside of the conservation areas</li> <li>to emphasise key gateways or nodes</li> <li>as part of comprehensive development.</li> </ul>	Maximum 5 storeys subject to townscape, heritage and visual impact assessment	4 storeys as part of comprehensive development, with heights dropping down towards lower rise buildings, the river front and heritage assets	Development should not exceed the AOD height of the Windsor and Eton Central Station building and avoid adverse impacts on incidental and longer views towards Windsor Castle.
W8	King Edward VII Hospital	<p>Potential for single larger building</p> <ul style="list-style-type: none"> <li>to emphasise junction of Leopards Road with Frances Road</li> <li>as part of a comprehensive development.</li> </ul>	Maximum 4 storeys	None	Development to ensure an appropriate and sensitive response, and appear clearly subordinate, to the Grade II Listed King Edward VII Hospital.
D2	Datchet North	<p>Potential for larger building(s)</p> <ul style="list-style-type: none"> <li>to emphasise site entrance or central node within the site.</li> </ul>	Maximum 3 storeys	3 storeys	N/A
OW1	Old Windsor Local Centre	<p>Potential for single larger building</p> <ul style="list-style-type: none"> <li>to emphasise local centre with mixed use building**</li> </ul>	Maximum 3 storeys	None	N/A

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Code	Name	Potential for tall / large building*	Potential tall / large overall building height***	Potential future overall context height****	Townscape and Heritage Assessment Criteria for Tall Buildings
A1	<b>Heatherwood Hospital Ascot</b>	<p>Potential for single tall building</p> <ul style="list-style-type: none"> <li>Local landmark to mark the gateway into Ascot at the roundabout junction of Kings Ride with the High Street</li> <li>as part of comprehensive development.</li> </ul> <p>Potential for larger building(s)</p> <ul style="list-style-type: none"> <li>to emphasise site entrances or nodal places.</li> </ul>	<p>Tall building maximum of 5 storeys</p> <p>Large building maximum 4 storeys</p>	None	<p>Test impact of tall building on the following:</p> <ul style="list-style-type: none"> <li>The character of the landscape corridor between Ascot and Sunningdale, in particular on the pastureland, woodland, and dispersed character of settlement;</li> </ul> <p>Proposals for any taller buildings in this location should be discussed at the earliest opportunity with RBWM and Historic England. This will aid discussion and agreement of an appropriate scope for and approach to the necessary heritage impact assessment. Key assets are likely to include:</p> <ul style="list-style-type: none"> <li>The Grade II listed Ascot War Memorial, ensuring that proposals conserve the special historic or architectural importance of the memorial and consider any setting issues; and</li> <li>The Scheduled Bell Barrow on Bowledge Hill, ensuring that proposals conserve the heritage interest of the scheduled monument and consider any setting issues.</li> </ul>
A2	<b>Ascot Centre</b>	<p>Potential for larger building(s) to enhance the legibility of the town centre, such as marking a focal point on the High Street.</p>	Maximum 4 storeys	None	<p>Test impact of large building on the following:</p> <ul style="list-style-type: none"> <li>The character of the landscape corridor between Ascot and Sunningdale, in particular on the pastureland, woodland, and dispersed character of settlement;</li> <li>The urban form, ensuring that proposals do not adversely affect the typical narrow buildings plots and Victorian village character associated with this part of Ascot;</li> <li>The legibility of the townscape, ensuring that proposals contribute a positive focal point and do not detract from existing positive focal points in the settlement;</li> <li>-The Grade II listed former Tote building to Ascot Racecourse, ensuring that proposals conserve the special historical or architectural importance of the building and respect its setting.</li> </ul>
A3	<b>Shorts Waste Transfer Station</b>	<p>Potential for larger building(s)</p> <ul style="list-style-type: none"> <li>to emphasise site entrance or</li> <li>central node within the site.</li> </ul>	Maximum 3 storeys	3 storeys	N/A

Code	Name	Potential for tall / large building*	Potential tall / large overall building height***	Potential future overall context height****	Townscape and Heritage Assessment Criteria for Tall Buildings
A4	Ascot Station Node	Potential for single tall building <ul style="list-style-type: none"> <li>local landmark to mark the station node</li> <li>as part of comprehensive development.</li> </ul> Potential for larger building(s) <ul style="list-style-type: none"> <li>to emphasise site entrances or nodal places.</li> </ul>	Tall building maximum of 5 storeys Large building maximum 4 storeys	None	Test impact of tall buildings on the following: The character of the landscape corridor between Ascot and Sunningdale, ensuring that proposals do not result in the physical or perceived loss of pastureland, woodland, dispersed settlement and educational institutions with associated playing fields.
SD2	Sunningdale Station Node and Local Centre	Potential for single tall building <ul style="list-style-type: none"> <li>local landmark to mark the station node and local centre</li> <li>as part of comprehensive development.</li> </ul> Potential for larger building(s) <ul style="list-style-type: none"> <li>to emphasise site entrances or nodal places.</li> </ul>	Tall building maximum of 4 storeys Large building maximum 3 storeys	3 storeys	Test impact of tall buildings on the following: <ul style="list-style-type: none"> <li>The urban form, ensuring that proposals do not adversely affect the typical narrow buildings plots and Victorian village character associated with the village centre;</li> <li>The legibility of the townscape, ensuring that proposals contribute a positive focal point and do not detract from existing positive focal points in the settlement.</li> </ul>

\* Potential tall building subject to satisfying all principles and impact testing.

\*\* Mixed use building to provide active ground floors and street animation, support regeneration and intensification of activities at local centre, subject to adhering to other tall building principles and impact testing.

\*\*\* Potential tall building height subject to satisfying all principles and impact testing.

\*\*\*\* Increased context height by one storey (up to maximum of four storeys) is encouraged as part of a comprehensive masterplan-led approach on large sites to support intensification and higher densities in areas well served by public transport. Note that this does not affect the existing context height used to establish appropriateness for tall buildings and is subject to impact testing.





# CHAPTER 6 MAIDENHEAD TOWN CENTRE HEIGHTS AND TALL BUILDINGS STRATEGY

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Maidenhead town centre has been identified in Local Plan Policy QP1a “as the key focus in the Borough for accommodating future development and the town centre area will play a major role in delivering the scale and mix of development types that the Borough requires. 12 of the Plan’s 40 allocated development sites lie in the town centre area delivering retail, employment, housing, leisure and community uses.” The complexity of the town centre warrants a more specific approach to planning for tall buildings.

Chapter 6 presents a proactive strategy for tall buildings and intensification in Maidenhead town centre.

Section 6.1 describes each character area and summarise their opportunity for change.

Section 6.2 proposes changes to the context height areas in the town centre to accommodate intensification.

Section 6.3 proposes locations for tall buildings in Maidenhead and establishes specific recommendations for each character area.



# 6 MAIDENHEAD HEIGHTS AND TALL BUILDING STRATEGY

## 6.1 CHARACTER AREAS

6.1.1 Maidenhead Town Centre can be divided into nine distinct character areas, each with their own urban form, function and identity. They are as follows:

- **Historic High Street** - Historic heart of Maidenhead, with fine grain high street and attractive townscape;
- **Town Centre Core** - Post-war shopping district displaying a mixture of heights and plans for redevelopment. In recent years this area has seen significant development interests a major development scheme at the Landing has been granted permission for heights up to 16 storeys. Furthermore, there is a major development coming forward at Nicholsons which proposes heights of up to 25 storeys. These schemes will significantly transform the character of this central part of Maidenhead;
- **Town Centre North** - Highly fragmented area with a mixture of standalone post-war and contemporary development. The area offers a number of development opportunities. Recently a 7 storey office building was granted permission at St Cloud Gate at the junction with Cookham Road and Saint Cloud Way. On the adjacent Magnet site, a large residential development is coming forward with proposals of heights up to 11 storeys. The eastern extent of the Town Centre North area a residential scheme with heights of up to 10 storeys was recently permitted at Moorbridge Court And Liberty House on the junction of Moorbridge Road and Forlease Road;
- **Town Centre East** - Fragmented area characterised by a mix of smaller scale housing and institutional buildings. This area has also been identified for residential led mixed use development with heights of up to 8 storeys;
- **Station Quarter** - Rail station with large office and mixed use buildings, surface car parks and the ring road, and dominated by traffic and parked cars. At present the station area is dominated by cars and lacks a distinctive and welcoming arrival experience;
- **Town Centre South** - Large scale office buildings and retail park, with associated parking. Given its use, built form and proximity to the station, this area may offer opportunities for intensification in the future;
- **South West Maidenhead** - South-western periphery of the town centre, including Maidenhead golf course, currently been identified as the site for a major urban expansion;
- **Suburban Residential** - Primarily small scale, semi-detached and short terraced housing with suburban character. This area is largely sensitive to change and offers little opportunity for larger scale development; and,
- **Industrial Area** - Industrial estate with large units, open storage areas and a working environment. This area may offer some opportunity for intensification.

Figure 6.1 presents the locations and extents of the Maidenhead Town Centre character areas.



**Figure 6.1: Maidenhead town centre character areas**

- |   |                      |   |                      |
|---|----------------------|---|----------------------|
|  | Railway line/station |  | Town Centre North    |
|  | Gateway              |  | Town Centre South    |
|  | Historic High Street |  | Industrial           |
|  | Town Centre Core     |  | Southwest Maidenhead |
|  | Town Centre East     |  | Suburban Residential |
|  | Station Quarter      |  | Green open space     |

## 6.2 OPPORTUNITIES FOR INCREASED CONTEXT HEIGHTS

6.2.1 Maidenhead town centre, in line with national policy on sustainable development, is the ideal location in the Royal Borough for intensification. It is served by a national rail station, and soon by Crossrail (Elizabeth Line), and already has a strong retail and leisure offering. Therefore, the town should offer more space to live and work by increasing densities.

6.2.2 Tall buildings are not the only way of delivering high density. Increasing the context height of a wider area can result in high densities in liveable urban quarters that respect the scale of the historic town centre.

6.2.3 Figure 6.2 illustrates the recommendations for increased new context heights. The areas that have capacity to increase their context height (outlined in red) are those that are of lower sensitivity, have already a varied character and offer greater potential for development and intensification. However, development must respond appropriately to sensitivities, which could include stepping down to heritage assets or lower buildings.

6.2.4 No change to the context height is envisioned for the historic town core around the High Street and Queen Street as this is a sensitive historical environment that should be preserved.



Figure 6.2: Maidenhead town centre opportunities for increased context heights

### PRINCIPLE 6.1 INCREASED CONTEXT HEIGHTS IN MAIDENHEAD TOWN CENTRE

Character areas of Maidenhead town centre that can accommodate increased context heights (in brackets) are:

- Industrial Area (4 storeys);
- Town Centre North (5 storeys)
- Town Centre core (4-5 storeys)
- Southern part of Town Centre East (5 storeys)
- Station Quarter (4-5 storeys)
- Town Centre South (5 storeys)
- Northern section of Southwest Maidenhead (4 storeys (range of 3-5 storeys))

Minimal variation of actual building height (context height plus minus one storey) may be permissible subject to meeting principle 2.2.

Accurate boundaries of areas appropriate for increased context heights are indicated in Figure 6.2.

Developments need to respond appropriately to the site context, townscape features, listed buildings, conservation areas and lower rise residential buildings, and where necessary step down in height.

## 6.3 TALL BUILDINGS RECOMMENDATIONS

6.3.1 The recommendations for potential tall buildings and clusters of tall buildings in Maidenhead town centre are shown in Figure 6.3.

6.3.2 The strategy identifies seven specific locations where landmark buildings are proposed. Each landmark will have a special role in the townscape, such as

- to assist orientation and wayfinding,
- to be a welcoming marker at an arrival points, or
- to contribute to the character and identity of area.

6.3.3 Landmarks will need to be buildings of the highest quality and distinctiveness, and fully satisfy the tall buildings principles in Chapter 4. The plan distinguishes between Higher and Lower Local Landmarks. This denotes if a tall building is supposed to be at the upper or lower end of the respective height range for tall buildings.

6.3.4 Three clusters of tall buildings are proposed. Each cluster is anchored by one or more landmark building that marks its centre and can accommodate other subordinate taller buildings.

6.3.5 Clusters help to intensify and animate the town centre. They establish compact groupings of taller buildings that emphasise the town centre core, the station and the northern gateway office quarter on the skyline.

6.3.6 Detailed guidance on location, height, design and sensitivities of each tall building is provided in Principle 6.2 on the following pages.

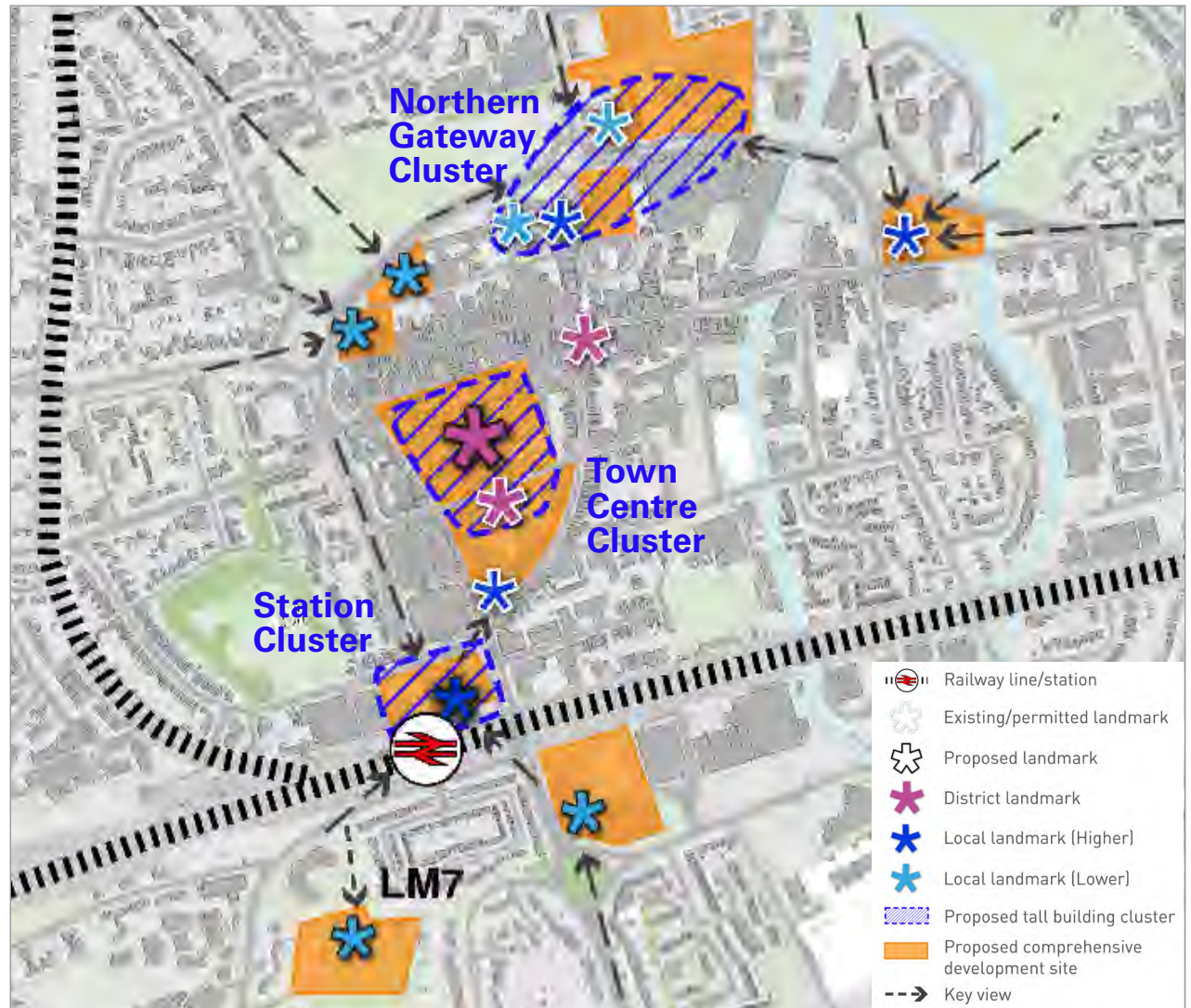
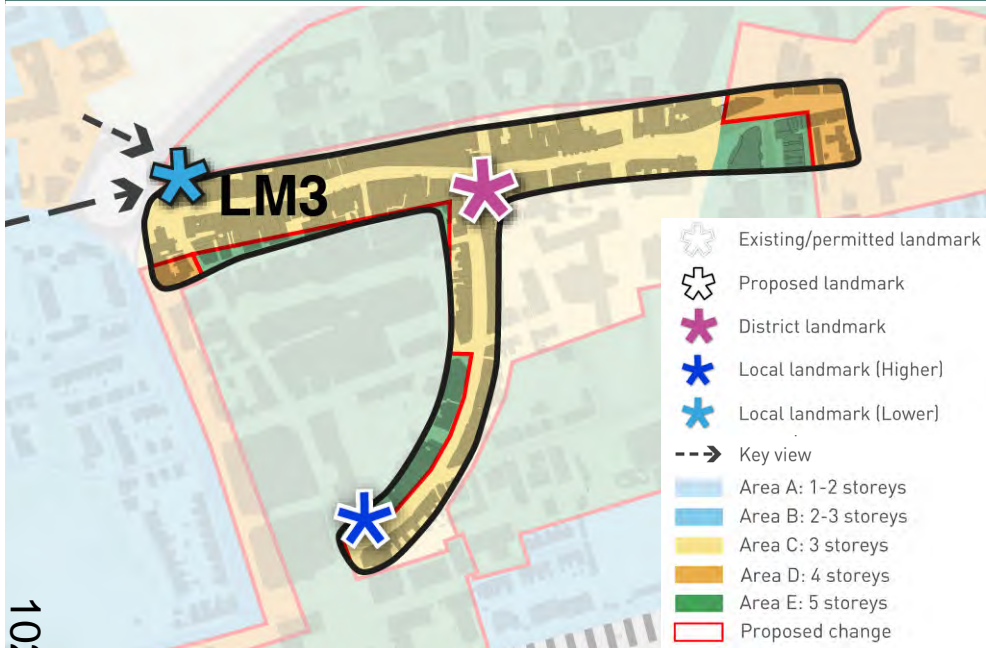


Figure 6.3: Maidenhead town centre tall buildings recommendations

## PRINCIPLE 6.2 TALL BUILDING PRINCIPLES MAIDENHEAD TOWN CENTRE

### A) HISTORIC HIGH STREET



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Figure 6.4: Historic High Street recommendations

#### OPPORTUNITY FOR CHANGE:

Development in the Historic High Street Character should reinforce the existing character to strengthen its sense of place and identity. This may involve sensitive refurbishment and infill development that retains the fine grain and scale of streets.

#### POTENTIAL CONTEXT HEIGHT:

Generally no change in context height with the exception of the eastern end of the character area, which has potential for an increase to 4 storeys.

#### TALL BUILDING POTENTIAL:

There is opportunity to develop a local landmark building (LM3) at the western entrance into the High Street to mark this gateway into the town centre. The development should bring comprehensive change and a significant enhancement to the northern side of the High Street in this area and define an active frontage onto the roundabout.

The design will need to appropriately respond to the historic townscape and avoid over-dominating the fine grain and lower scale character of the High Street.

No other site within this character area is suitable for a tall building due to its historic townscape character and heritage significance.

#### TALL BUILDING HEIGHT AND DESIGN PRINCIPLES:

##### LM3 - Local Landmark

- No more than 19m (6 residential storeys); and,
- The height and design to respond sensitively to views along the High Street from the east to avoid over-dominating or detracting from the character of the Conservation Area.

#### HERITAGE AND TOWNSCAPE ASSESSMENT CRITERIA:

Need for testing of the impact of tall buildings on the following:

- The medieval street pattern, ensuring that proposals do not result in adverse impacts on the fine grain and human scale that characterises the High Street - the way that the building lands at ground level and its interaction with adjacent buildings on the High Street will be critical;
- The legibility of the townscape, ensuring that proposals do not detract from existing historic landmarks;
- The Maidenhead Town Centre and Castle Hill Conservation Areas, ensuring that proposals conserve the special architectural and historic interest and any specified views relating to these areas - and particularly views up and down the High Street;
- The Grade II listed Stables, east of King Street, ensuring that proposals conserve the special historical or architectural importance of the building, and respect its setting;
- The Grade II listed 25 & 27 Broadway, ensuring that proposals conserve the special historical or architectural importance of the building, and respect its setting;
- The Grade II listed Bear Hotel, ensuring that proposals conserve the special historical or architectural importance of the building, and respect its setting;
- The Grade II listed Wilton Mead and Company Estate Agents, ensuring that proposals conserve the special historical or architectural importance of the building, and respect its setting; and
- The Cliveden Registered Park & Garden, ensuring that proposals conserve the special historic interest and respect views from the RPG.

## B) TOWN CENTRE CORE



Figure 6.5: Town Centre Core recommendations

### OPPORTUNITY FOR CHANGE:

The opportunity in this area is to modernise the shopping centre and to regenerate the heart of the town centre. This should renew the focus in the town centre, deliver a high quality public realm and introduce a greater mix of uses including apartments and offices that support the vitality and vibrancy of the town centre.

Tall buildings could form part of a comprehensive approach to development to support increased densities and to help deliver regeneration. The area has seen the permission of one major town centre development at the Landing and a further major development coming forward at Nicholsons; these will have a number of taller buildings including two district landmarks at 16 and 25 storeys respectively that will significantly transform this area.

### POTENTIAL CONTEXT HEIGHT:

There is potential to increase the context height to 5 storeys to support the intensification of the town centre. Along Frascati Way this should step down to 4 storeys to respond appropriately to low rise development on the opposite side of the road.

### TALL BUILDING POTENTIAL:

There is opportunity to develop a cluster of tall buildings in this area that will help to intensify the town centre and attract a cohort of young urban professionals with greater spending power in the centre. New residents will animate the town centre and support local businesses. Tall buildings in the cluster can assist in the viability and deliverability of development, support wider regeneration. The extent of the cluster area is indicated in Figure 6.5.

Central to the cluster a district landmark (LM2) is proposed that together with the cluster itself marks the town centre of Maidenhead on the skyline.

There is potential for a local landmark marking the corner of Queens Street and Kings Street to signal the entry point into the town centre when arriving from the station and the south. The Landing planning permission provides a tall building in this location that satisfies this role. The recent permission and major developments coming forward are in broad conformity with this guidance.

### TALL BUILDING HEIGHT AND DESIGN PRINCIPLES:

#### LM2 - District Landmark

- Opportunity for a district landmark of between 2.5x and 5x the context height (up to maximum 25 storeys); and,
- Distinctly designed exceptional building located central to the site.

#### Town Centre Cluster

- Tall buildings of up to 40m (13 residential storeys); and,
- Tall building heights must reduce heights from the centre towards the edge of the cluster and provide variation to avoid a uniform skyline; and,
- Cluster principles apply

(Permission for the Landing and major development being brought forward at

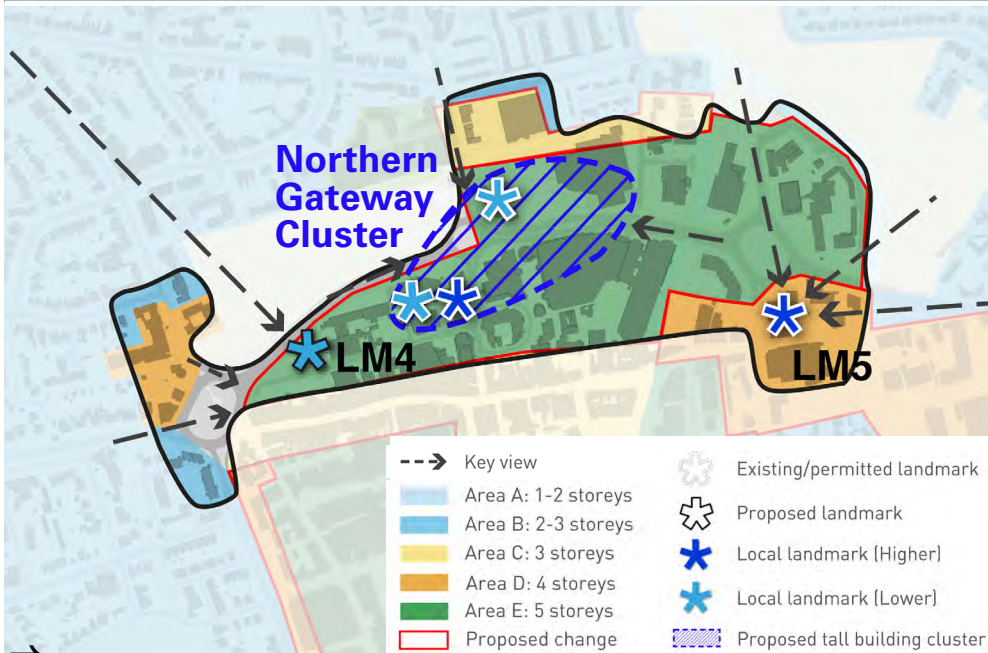
the Nicholson Centre are in conformity with LM2 and cluster principles.)

### HERITAGE AND TOWNSCAPE ASSESSMENT CRITERIA:

Test impact of tall buildings on the following:

- The medieval street pattern, ensuring that proposals do not result in adverse impacts on the fine grain and human scale that characterises the High Street;
- The legibility of the townscape, ensuring that proposals do not detract from existing historic landmarks;
- The Maidenhead Town Centre Conservation Area, ensuring that proposals conserve the special architectural and historic interest and any specified views relating to this area;
- The Grade II listed Stables, east of King Street, ensuring that proposals conserve the special historical or architectural importance of the building;
- The Cliveden Registered Park & Garden, ensuring that proposals conserve the special historic interest and any specified views relating to this area; and
- The Taplow Court Registered Park & Garden, ensuring that proposals conserve the special historic interest and any specified views relating to this area.

## C) TOWN CENTRE NORTH



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Figure 6.6: Town Centre North recommendations

### OPPORTUNITY FOR CHANGE:

This area offers an opportunity for intensification with higher density housing that help repair the fragmented urban fabric and can support the vitality of the centre. Along the ring road, there is also an opportunity to expand the office quarter.

A number of taller development schemes have been permitted in this area. This includes the St Cloud Gate scheme of up to 7 commercial storeys, and the Moorbridge Court and Liberty House scheme of up to 10 residential storeys at the junction of Moorbridge Road and Forlease Road.

On the Magnet site, a large residential development is coming forward with proposals of heights up to 11 storeys.

### POTENTIAL CONTEXT HEIGHT:

The context height can be increased to 5 storeys to support the intensification of the town centre. At the northern edge with low rise development height should step down to 3 storeys. Equally heights should mitigate with the lower rise development to the south and avoid visibility from the High Street.

### TALL BUILDING POTENTIAL:

There is an opportunity for a local landmark (LM4) at West Street (north side) to mark the Western Gateway

and to enhance overlooking to Kidwells Park. Development here should also facilitate a direct and quality pedestrian connection from the High Street to the park.

In the east at the corner of Bridge Road and Moorbridge Road is another opportunity for a local landmark (LM5), that would act as the focus of the view along Bridge Road and mark the eastern town centre gateway. This tall building location accords with the permitted Moorbridge Court and Liberty House scheme that brings forward heights of 10 residential storeys.

Around the intersection of Market Street and Saint-Cloud Way exists an opportunity for the establishment of a cluster of taller buildings. The Northern Gateway Cluster expands from the existing and permitted taller buildings in this location. It will support the intensification of the town centre, mark this important regeneration area, and provide a visual focus in views from Cookham Road, along Saint-Cloud Way and Bad Godesberg Way.

### TALL BUILDING HEIGHT AND DESIGN PRINCIPLES:

#### LM4 - Local Landmark

- up to 31m (10 residential storeys).

#### LM5 - Local Landmark

- up to 31m (10 residential storeys) (the permission of the Moorbridge Court and Liberty House scheme

with 10 residential storeys accords with this guidance for LM5).

### Northern Gateway Cluster

- Comprises existing and permitted tall buildings (Maersk office building, hotel and recent office permission at St Cloud Gate);
- Any additional tall building will need to be carefully considered to establish a coherent cluster and respond sensitively to its immediate surroundings. It should not exceed the height of the Maersk Office Building and avoid undermining the visual prominence of this building in the cluster.

### HERITAGE AND TOWNSCAPE ASSESSMENT CRITERIA:

Test impact of tall buildings on the following:

- The character of the High Street, ensuring that proposals do not result in adverse impacts on the fine grain and human scale that characterises the High Street;
- The legibility of the townscape, ensuring that proposals do not detract from existing historic landmarks;
- The Maidenhead Town Centre Conservation Area, ensuring that proposals conserve the special architectural and historic interest and respect views relating to this area;



## C) TOWN CENTRE NORTH (CONTINUED)

- The Grade II listed Berkshire College of Art with forecourt walls, railings and gate piers, ensuring that proposals conserve the special historical or architectural importance of the building and respect its setting;
- The Grade II listed Wilderness, ensuring that proposals conserve the special historical or architectural importance of the building and respect its setting;
- The Grade II listed Gardeners Arms Public House, ensuring that proposals conserve the special historical or architectural importance of the building and respect its setting;
- The Grade II listed Milestone, Moorbridge Road, ensuring that proposals conserve the special historical or architectural importance of the structure and respect its setting; and
- The Cliveden Registered Park & Garden, considering the impact on views from this RPG.

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## D) TOWN CENTRE EAST

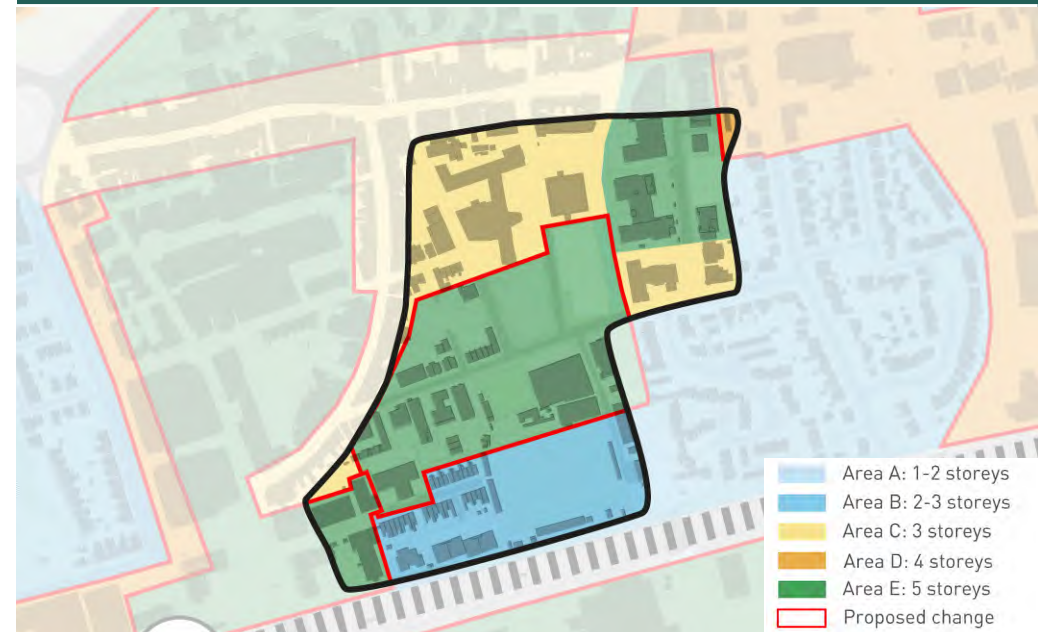


Figure 6.7: Town Centre East recommendations

### OPPORTUNITY FOR CHANGE:

This area offers opportunity for residential intensification and mixed use and residential development to support the vitality of the town centre.

Infill and redevelopment may be promoted to repair the fragmented urban fabric and to establish well designed urban quarter that integrates civic institutions and provide a strong sense of place.

### POTENTIAL CONTEXT HEIGHT:

There is potential to increase the context height in the centre of the character area to 5 storeys to support the intensification of the town centre. Heights need to step down at the edges and where the area interfaces with lower scale development.

### TALL BUILDING POTENTIAL:

The area is peripheral in the town centre and lacks functions, connections or approaches of a wider significance, As such there is no townscape rationale for the provision of tall buildings here.

## E) STATION QUARTER

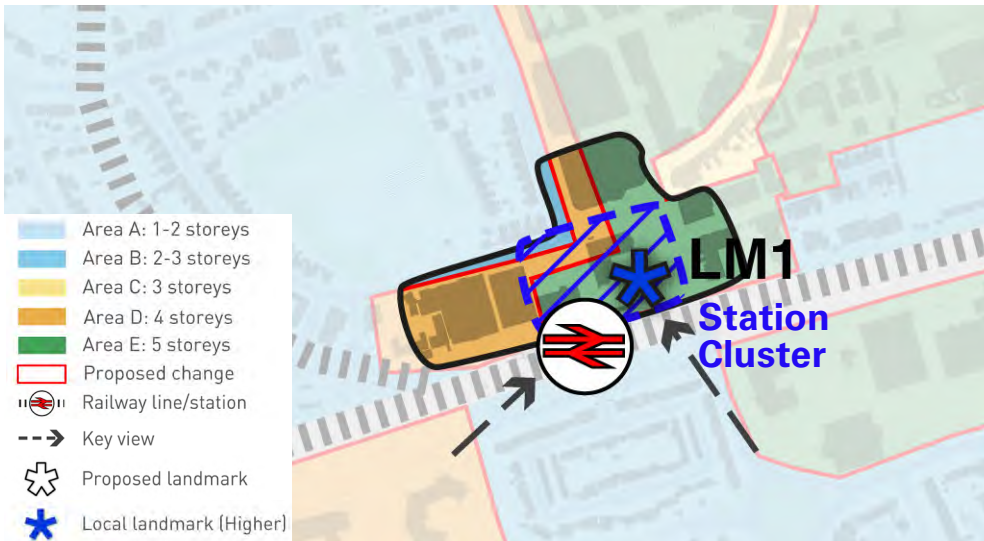


Figure 6.8: Station Quarter recommendations

### OPPORTUNITY FOR CHANGE:

Opportunity for infill or comprehensive (re)development of the station area to provide a better arrival experience, enhance the legibility of the station and better connect the station with the town centre.

### POTENTIAL CONTEXT HEIGHT:

There is a potential to increase the context height to the north east of the station to 5 storeys to support the intensification of the town centre.

Heights need to step down to 4 storeys on Frascati Way and Grenfell Road where the area interfaces with two storey buildings.

### TALL BUILDING POTENTIAL:

There is an opportunity for a local landmark (LM1) to mark the station from approaching roads.

LM1 may be supported by another lower local landmark buildings within the station cluster, to visually mediate its height with the surroundings.

The role of these buildings is to provide legibility of the station and to promote higher density residential and mixed use development in a highly sustainable location.

### TALL BUILDING HEIGHT AND DESIGN PRINCIPLES:

#### LM1 - Local Landmark

- of no more than 40m (13 residential storeys); and,
- tall building situated adjacent to the railway line and on King Street to mark the station in views along Braywick Road.

#### Station Cluster

- can accommodate another tall building of up 25m (8 residential storeys) and larger buildings; and,
- subject to satisfying cluster principles.

### HERITAGE AND TOWNSCAPE ASSESSMENT CRITERIA:

Test impact of tall buildings on the following:

- The Maidenhead Town Centre and Castle Hill Conservation Areas, ensuring that proposals conserve the special architectural and historic interest of these areas, and the transition to them;
- The Grade II listed Clock Tower, ensuring that proposals conserve the special historical or architectural importance of the tower and aiming to enhance its setting;
- The Cliveden Registered Park & Garden, considering the impact of any tall building on views from this RPG; and
- The two storey housing to the north of Grenfell Road and modest apartment buildings to the south of the railway line, ensuring that tall buildings avoid having an overbearing relationship with this housing or detracting from the residential amenity.

## F) TOWN CENTRE SOUTH

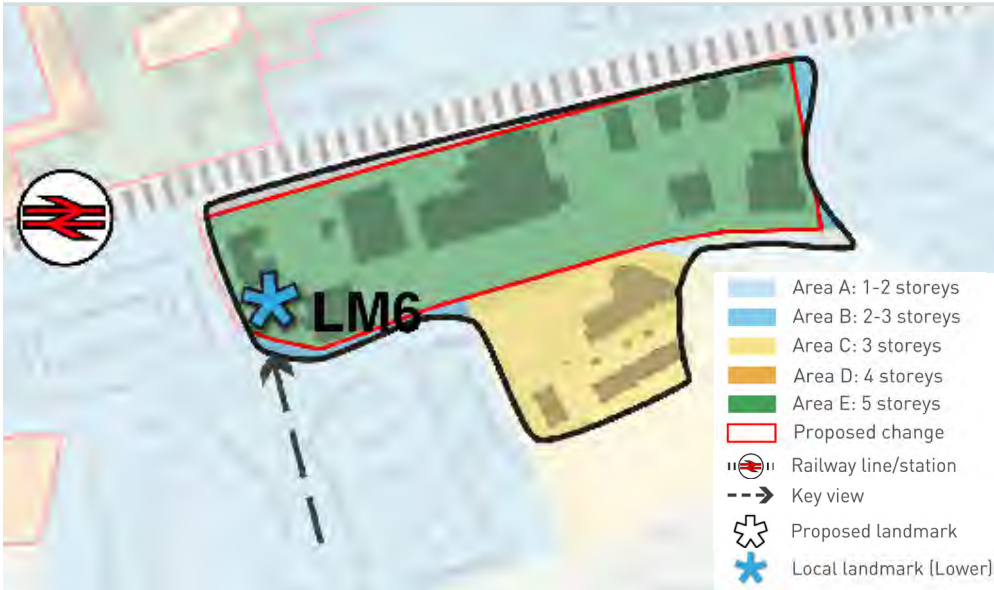


Figure 6.9: Town Centre South recommendations

### OPPORTUNITY FOR CHANGE:

This area offers a longer term opportunity for intensification with mixed use town centre uses in close proximity to the station and the town centre. It lends itself for the establishment of a new urban quarter with town centre scale street blocks.

### POTENTIAL CONTEXT HEIGHT:

Height can increase to 5 storeys to support the intensification of the town centre. To the south of Staferton Way heights should step down to 4 storeys.

### TALL BUILDING POTENTIAL:

In this area is an opportunity for a local landmark (LM6) to mark the southern gateway into the town centre on Braywick Road. The role of this landmark is to enhance legibility of the gateway, to mark this potential urban expansion area of the town and increase density in a highly sustainable location near the station.

### TALL BUILDING HEIGHT AND DESIGN PRINCIPLES:

#### LM6 - Local Landmark

- up to 25m (equivalent of 8 residential storeys); and,
- Tall building to address gateway.

### HERITAGE AND TOWNSCAPE ASSESSMENT CRITERIA:

Test impact of tall building on the following:

- The Maidenhead Town Centre and Castle Hill Conservation Areas, ensuring that proposals conserve the special architectural and historic interest of these areas, and the transition to them; and,
- The Cliveden Registered Park & Garden, considering the impact of any tall building on views from this RPG.

## G) SOUTHWEST MAIDENHEAD

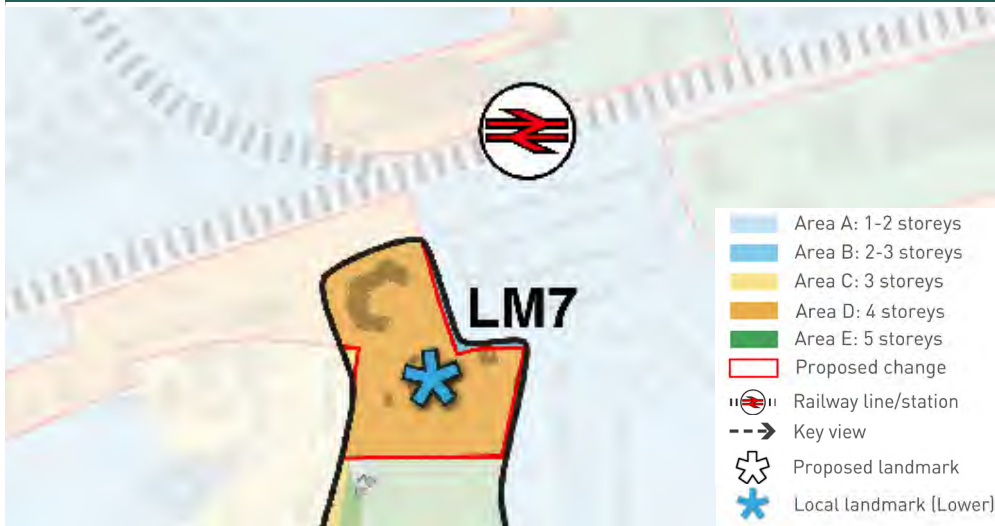


Figure 6.10: Southwest Maidenhead recommendations

### OPPORTUNITY FOR CHANGE:

The Southwest Maidenhead urban extension is a major housing opportunity. The northern area is in close proximity to the town centre and the station, and offers the opportunity to develop higher densities. The area further away could develop a more suburban character with a new central node of medium density, subject to being served by public transport.

### POTENTIAL CONTEXT HEIGHT:

There is a potential to develop heights of 4 storeys in the northern part of the site and in central areas further south if served by public transport. Remaining areas should be 2-3 storeys, as part of a comprehensive development approach.

### TALL BUILDING POTENTIAL:

The northern part of the site offers an opportunity for a Local Landmark (LM7) to mark the entrance into this strategic expansion area of Maidenhead.

### TALL BUILDING HEIGHT AND DESIGN PRINCIPLES:

#### LM7 - Local Landmark

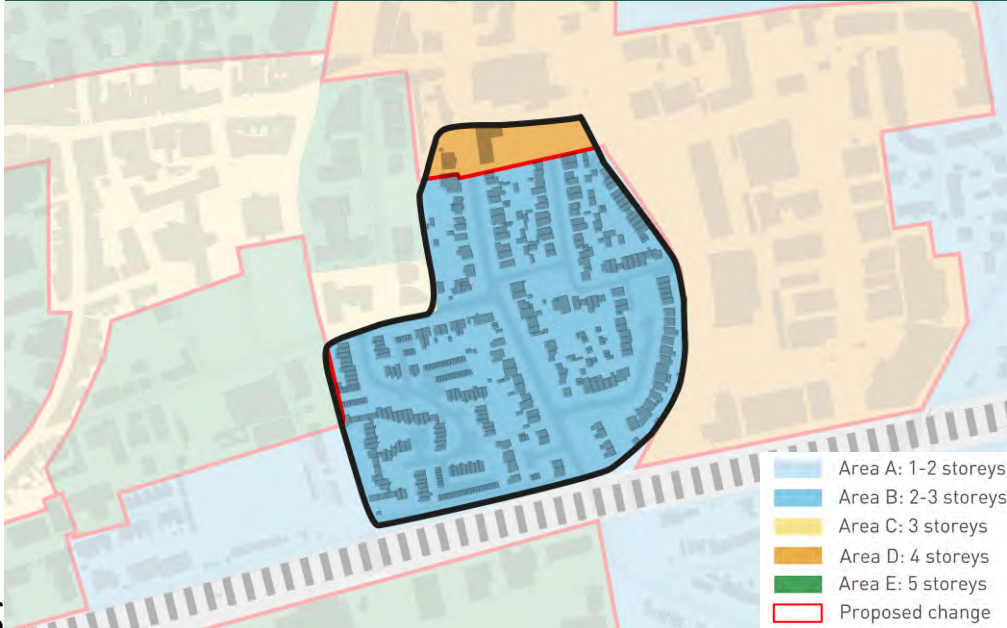
- up to 25m (8 residential storeys); and,
- no more than 60m AOD to respond to the elevated land and avoid competing with other landmarks in the town centre; and,
- avoid overlooking or overbearing relationship with existing neighbouring housing and their amenity spaces.

### HERITAGE AND TOWNSCAPE ASSESSMENT CRITERIA:

Test impact of tall buildings on the following:

- The Maidenhead Town Centre and Castle Hill Conservation Areas, ensuring that proposals conserve the special architectural and historic interest of these areas, and the transition to them; and,
- The Cliveden Registered Park & Garden, considering the impact of any tall building on views from this RPG.

## H) SUBURBAN RESIDENTIAL



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Figure 6.11: Suburban Residential recommendations

### OPPORTUNITY FOR CHANGE:

The established domestic scale of this area means there is little development opportunities apart from individual house extensions.

### POTENTIAL CONTEXT HEIGHT:

Current contextual height should remain.

### TALL BUILDING POTENTIAL:

The area does not offer potential for tall buildings due to its peripheral location, domestic scale and absence of significant location or function that would justify a landmark.

## I) INDUSTRIAL AREA

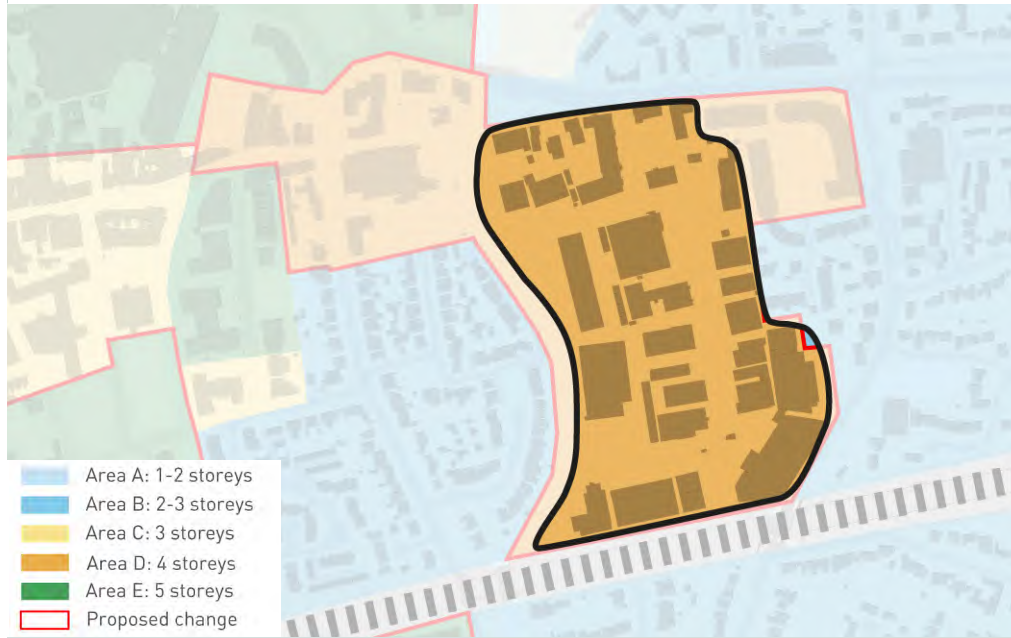


Figure 6.12: Industrial Area recommendations

### OPPORTUNITY FOR CHANGE

This area offers the opportunity to intensify the industrial estate with buildings of increased height to make better use of available land. This could be achieved through incremental intensification or comprehensive development.

### POTENTIAL CONTEXT HEIGHT

The context height of the area could be increased to 4 storeys to support the intensification with employment use. Development will need to step down towards neighbouring lower rise areas.

### TALL BUILDING POTENTIAL

There are no opportunities for tall buildings in this area due to its peripheral location and absence of a significant location or function that would justify a landmark.

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# CHAPTER 7

## APPLICATION REQUIREMENTS

113 Chapter 7 sets out the specific requirements for developers intending to submit a planning application for a tall building.



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# 7 APPLICATION REQUIREMENTS

## 7.1 PRE-APPLICATION PROCESS

7.1.1 Applicants should discuss any proposals for tall buildings with planning and design officers at pre-application stage, with discussions beginning as early as the concept stage. Draft plans and initial design statement and impact studies are important to these discussions and should be made available to the officers at the earliest opportunity.

7.1.2 A computer generated zone of theoretical visibility analysis of the proposed of the proposed tall building should be provided in early discussions with the Planning Authority (and its design and conservation officers) to assist the scoping of the visual impact work and heritage impact statement.

7.1.3 Tall buildings proposals should be subject to a minimum of two design reviews, utilising the Design Review Mechanism available to the Local Authority. The first review should be during the concept and masterplanning stage and the second at draft submission stage. The purpose of the reviews is to ensure design excellence of tall building proposals, the successful integration in their context and maximising the opportunity for place making and an enhanced environment.

### PRINCIPLE 7.1 PRE-APPLICATION PROCESS

Applicants should engage with the council through the pre-application process and at least two design reviews of the proposed tall building.

Proposals for tall buildings should consider their potential cumulative impact with other existing and proposed tall buildings and make use of zone of visual influence analysis to understand potential visual impacts, to inform the visual impact assessment.

## 7.2 SUPPORTING INFORMATION

7.2.1 Tall buildings are a specific and unique form of development and as such require a specific approach in the planning process. The following recommendations for the local authority and applicants are made to ensure that tall buildings proposals are appropriately tested.

7.2.2 Applicants seeking planning permission for tall buildings in the Borough must submit full planning applications for their proposals. Outline planning applications for tall buildings are not acceptable.

7.2.3 Furthermore, applications for tall buildings will need to provide the following additional supporting information to enable a thorough assessment of the proposals and design:

- **Survey plan** and calculations that illustrate the heights of the proposed building in its surrounding context to determine the context height ratio and if the buildings has a proportional relationship with its surrounding;
- **Design and access statement** that sets out the architectural and urban design rationale for the proposal and addresses among other factors the development context, development objectives, relationship with the street and neighbouring buildings,

relationship to open space (including waterways) scale and massing, alignment, density, materials, detailing, lighting (day and night time), existing and proposed land and building uses, ground floor uses, treatment of rooftop/ crown, ground floor treatment, landscaping and public realm strategy.

- **Tall building statement** that evaluates the benefits and justifications for a tall building on the proposed site in terms of the principles and the design criteria (in response to to this SPD and design other policies) used to assess tall building proposals;
- **Evidence** to demonstrate that the viability and appropriateness of other (lower rise) forms of high density development have been explored;
- **Visual impact assessment (VIA)** to illustrate the impact on the context, especially on heritage assets and significant views. This should include a computer-generated zone of visual influence and the impact on local, medium and long distant views which should be done through accurate visual modelling of proposals (buildings fully rendered) – from relevant assessment points

defined by the Council. Proposals should be shown in daylight and night conditions and in different seasons.

- **Heritage impact statement** that identifies the heritage assets that the proposal has taken into account, including the potential for archaeological findings. This should demonstrate how the tall building proposal has responded to these heritage assets and their respective significance, and how the proposal has mitigated its potential adverse impact to avoid or minimise harm to the heritage asset and its setting. This should cross reference to the VIA as necessary.
- **Physical impact assessment** to illustrate the impact on micro climatic conditions (wind tunnel studies, sun path studies, overshadowing, heat island and glare studies), privacy and overlooking, telecommunications, and subterranean service infrastructure.
- **Movement statement** that provides a traffic impact assessment, including car parking, pedestrian movement and public transport needs, and a servicing strategy.

- **Building services strategy**, including building systems and enclosure, energy consumption and efficiency, lighting (day and night time), waste storage and disposal, and maintenance.
- **Sustainability statement** outlining how the building will apply best sustainable practices, including energy management and production, resource conservation, materials specification and waste management. A recognised method of sustainability assessment should be used (e.g., BREEAM, Home Quality Mark).
- **Telecommunications** - Studies have concluded that tall buildings and structures can disrupt wireless services<sup>1</sup>. To mitigate these impacts, developers should assess any consequential impact that their development may have on wireless services at the planning application stage, for example through a desktop assessment that examines the potential of the development on reception, including existing CCTV services. A Section 106 agreement may be necessary in order to address these issues.

<sup>1</sup> Tall structures and their impact on broadcast and other wireless services, Ofcom, 2009

7.2.4 The greater the scale, impact and complexity of the proposals, the more detailed and comprehensive the statements should be. Applications submitted without the above supporting information may lead to a planning refusal on the grounds of insufficient information to allow the application to be fully and effectively assessed.

7.2.5 The potential clustering and cumulative effects of tall buildings must be addressed in the submission. Applications must include adequate information on relevant existing tall buildings, extant permissions or concurrent proposals for tall buildings that have a bearing on the proposal's consideration.

#### PRINCIPLE 7.2 APPLICATION SUPPORTING INFORMATION

Planning applications for tall buildings must include the following supporting documents:

- Survey plan clearly showing height of tall building;
- Tall building statement;
- Viability evidence demonstrating need for a tall building;
- Design and access statement;
- Visual impact assessment;
- Heritage impact assessment;
- Physical impact assessment;
- Movement statement;
- Building services strategy; and
- Sustainability statement.



Report Title:	2022/23 Month 2 Budget Monitoring Report
Contains Confidential or Exempt Information	No - Part I
Cabinet Member:	Councillor Hilton, Cabinet Member for Asset Management & Commercialisation, Finance, & Ascot
Meeting and Date:	Cabinet – 21 July 2022
Responsible Officer(s):	Andrew Vallance, Head of Finance and Deputy S151 Officer Adele Taylor, Executive Director of Resources and S151 Officer
Wards affected:	All

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## REPORT SUMMARY

This report details the forecast outturn against budget for the 2022/23 financial year as at the end of May (Month 2). It includes the revenue and capital budgets along with the forecast financial reserve position at year end.

### 1. DETAILS OF RECOMMENDATION(S)

**RECOMMENDATION: That Cabinet:**

- i) Notes the forecast revenue outturn for the year is an overspend on services of £1.743m but there are sufficient funds to meet this from contingency if required (para 4.1);**
- ii) Approves one budget virement in respect of revenue expenditure funded from capital (para 12); and**
- iii) Notes the forecast capital outturn is expenditure of £56.189m against a budget of £56.971m (para 14).**

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

**Options**

**Table 1: Options arising from this report**

<b>Option</b>	<b>Comments</b>
To note the Council's outturn.	This is the recommended option.
To not note the Council's outturn.	This is not the recommended option.

### 3. KEY IMPLICATIONS

- 3.1 The Council faces considerable financial risks that can have a significant and immediate impact on its finances. However, reserves are currently close to the

minimum levels assessed as being required to protect the Council from these financial risks as well as potential service risks that it may also face.

- 3.2 The Medium-Term Financial Plan assumes that the Council will identify sustainable savings over the medium term and therefore remain above the minimum level of reserves identified by the S151 Officer (£6.7m).

**Table 2: Key Implications**

<b>Outcome</b>	<b>Unmet</b>	<b>Met</b>	<b>Exceeded</b>	<b>Significantly Exceeded</b>	<b>Date of delivery</b>
General Fund Reserves	<£6.7m	£6.7m to £6.9m	£6,9m to £16.9m	> £16.9m	31 March 2022

#### **4. 2022/23 MONTH 2 REVENUE FORECAST OUTTURN**

- 4.1 The current forecast is a pressure of £1.743m. It is however early in the year and a significant amount of uncertainty is included in the forecast. If unallocated contingency budgets were used to offset forecast pressures the overspend changes to a surplus of £0.042m.
- 4.2 The most significant forecast pressure of £1.387m is in the Place directorate and this relates mostly to parking income. Currently the forecast is for a shortfall of £0.600m but there are several assumptions underpinning this which will become clearer later in the year and we have yet to review the impact of the Jubilee celebrations, but they will have undoubtedly led to increased income. There is also a pressure in respect of unbudgeted tree maintenance costs of £0.237m.
- 4.3 Adults, Health and Housing is forecasting an overspend of £0.331m. This is primarily due to pressures on Older People Adult Social Care costs. An action plan has been put in place with Optalis to try and manage this, but it remains a significant risk to the outturn. It should also be noted that the forecast assumes £0.750m included in the contingency budget for demographic pressures is utilised.
- 4.4 Children’s services is forecasting an overspend of £0.346m primarily due to legal costs and the impact of the National Transfer Scheme for unaccompanied asylum seeker children.
- 4.5 Resources is showing an underspend of £0.247m made up of several variances, the most significant being forecast overachievement of income in the Registrars service and government grants assumed to offset existing costs.

**Table 3: 2022/23 Revenue Budget Outturn**

	<b>Current Budget</b>	<b>Forecast Outturn</b>	<b>Forecast over / (under) spend</b>	<b>Change</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Chief Executive Department	279	279	0	0
Governance, Law and Strategy	3,492	3,427	(65)	(65)
Children's Services	27,138	27,484	346	346
Adults, Health and Housing	40,711	41,042	331	331
Resources	5,019	4,772	(247)	(247)
Place	13,204	14,582	1,378	1,378
<b>Total service expenditure</b>	<b>89,843</b>	<b>91,586</b>	<b>1,743</b>	<b>1,743</b>
Contingency	2,535	2,535	0	0
Other funding and non-service exp	(92,378)	(92,378)	0	0
<b>Decrease in General Fund</b>	<b>0</b>	<b>1,743</b>	<b>1,743</b>	<b>1,743</b>

<b>General Fund</b>		
Opening balance	(8,753)	(8,753)
Transfer out	0	1,743
<b>Closing balance</b>	<b>(8,753)</b>	<b>(7,010)</b>

## 5. GOVERNANCE, LAW & STRATEGY

- 5.1 The Governance, Law & Strategy directorate forecast outturn is an underspend of £0.065m. This is primarily due to delays in recruiting.

**Table 4: Governance, Law & Strategy Forecast Outturn**

	Budget	Forecast outturn	Forecast over / (under) spend	Change
	£000	£000	£000	£000
Deputy Director	112	112	0	0
Communications & Marketing	207	206	(1)	(1)
Governance	2,064	2,011	(53)	(53)
Law	636	621	(15)	(15)
Performance Team	380	326	(54)	(54)
Policy Comms & Engagement	93	151	58	58
<b>Total</b>	<b>3,492</b>	<b>3,427</b>	<b>(65)</b>	<b>(65)</b>

5.2 Governance, Law and the Performance Team are forecasting underspends primarily due to delays in recruitment.

5.3 Policy Communications & Engagement is forecasting an overspend of £0.058m due to unbudgeted costs to produce the 2022/23 Resident Survey in addition to higher than anticipated costs for the Head of Strategy, appointed last autumn.

## 6. CHILDREN'S SERVICES

### Non-Dedicated Schools Grant

6.1 Non-school Children's Services show an overspend of £0.346m. This is driven by the impact of the National Transfer Scheme for unaccompanied asylum-seeking children and high legal costs, due to complex cases. Delays in recruitment, the impact of the Direct Payment review and additional grants have contributed to manage the overspend.



**Table 5: Children's (non-Dedicated Schools Grant) Forecast Outturn**

	Budget	Forecast outturn	Forecast over / (under) spend	Change
	£000	£000	£000	£000
AfC: Social Care and Early Help	19,883	20,500	617	617
AfC: Mgt & Business Services	3,824	3,722	(102)	(102)
AfC: Education	1,102	1,184	82	82
AfC: Public Health	1,597	1,597	0	0
AfC: Special Educational Needs	3,471	3,429	(42)	(42)
Retained Children's Services	(2,738)	(2,947)	(209)	(209)
<b>Total</b>	<b>27,138</b>	<b>27,484</b>	<b>346</b>	<b>346</b>

- 6.2 The net position on AfC services is an overspend of £0.555m. The primary reason for this is due to the continued pressure on the Legal Services contract due to high volumes, increased complexity and duration of the legal process £0.300m. There is a further forecast overspend of £0.231m due to the net impact of the National Transfer Scheme for an additional 15 unaccompanied asylum-seeking children, taking the Borough up to the 0.07% quota as directed by the Home Office.
- 6.3 Additionally, within AfC, there have been increased projected costs of placements £0.088m, and home to school transport reflecting the current cohort of pupils £0.050m. Furthermore, there are increased education support costs matched to grant received in Retained Children's Services £0.080m.
- 6.4 These costs in AfC have been partly offset by underspends relating to delays in recruitment of £0.100m and the ongoing impact of the review of direct payment support packages undertaken in 2021/22 £0.092m.
- 6.5 The underspend on Retained Children's Services is primarily due to additional grants of £0.162m and reduced central education support costs £0.047m.

#### **Dedicated Schools Grant**

- 6.6 The Dedicated Schools budget forecast overspend is £0.420m. This overspend is transferred to a dedicated reserve so does not impact on the general fund. However, it should be noted that the accumulated projected deficit as at 31 March 2023 now stands at £2.467m.
- 6.7 The net position on AfC services is an overspend of £0.761m and Retained Dedicated Schools Grant is an underspend of £0.341m.

**Table 6: Dedicated Schools Grant Forecast Outturn**

	Budget	Forecast outturn	Forecast over / (under) spend	Change
	£000	£000	£000	£000
AfC – DSG	12,987	13,748	761	761
Retained – DSG	58,896	58,555	(341)	(341)
Transfer (to) / from DSG reserve	(71,883)	(72,303)	(420)	(420)
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Dedicated Schools Reserve</b>	
Opening Deficit	<b>2,047</b>
Forecast 2022/23 deficit	<b>0.420</b>
Closing Deficit	<b>2.467</b>

- 6.8 The Schools Block underspend £0.450m relates to the release of uncommitted pupil growth fund as no new school places have been required this year.
- 6.9 The Central School Services Block underspend £0.100m relates to reduced management overheads and non-independent special school places.
- 6.10 The Early Years Block underspend £0.080m reflects historic funding levels compared to planned levels of provision.
- 6.11 The High Needs Block overspend of £1.050m is primarily due to provision of Independent Special or Non-Maintained Schools and other associated direct support.
- 6.12 The Dedicated Schools Grant conditions require that any authority with an overall deficit on its Dedicated Schools Grant account at the end of the financial year prepare a Deficit Management Plan, including a recovery period of three to five years. It will be challenging to clear the cumulative deficit with increased costs and rising demand for complex service provision, and the SEND reforms (2014) that increased support to include individuals up to 25 years of age. The Deficit Management Plan was reported to the Schools Forum in May 2022.
- 6.13 In conjunction with the Deficit Management Plan, AfC is participating with the DfE Delivering Better Value (DBV) in SEND support programme. The programme will provide dedicated support and funding to help local authorities with substantial deficit issues to reform their high needs systems. In addition, the aim of the programme is to establish a more sustainable structure so authorities are better placed to respond to the forthcoming SEND Review reforms. The DBV programme is expected to commence in the summer of 2022 and operate for 30/36 months.

## 7. ADULTS, HEALTH & HOUSING

- 7.1 The Adults, Health & Housing directorate is forecasting an overspend of £0.331m. It should be noted that this is assuming £0.750m of the contingency is allocated to offset demographic pressures. This forecast overspend is due to pressures on older people residential care placements and a reduction on income from Hackney carriage licences.

**Table 7: Adults, Health & Housing Forecast Outturn**

	Budget	Forecast outturn	Forecast over / (under) spend	Change
	£000	£000	£000	£000
Director & Support	2,468	2,468	0	0
Housing	2,742	2,823	81	81
Adult Social Care	35,512	35,762	250	250
Public Health – spend	5,058	5,058	0	0
Grants and BCF income	(5,069)	(5,069)	0	0
<b>Total</b>	<b>40,711</b>	<b>41,042</b>	<b>331</b>	<b>331</b>

- 7.2 Adults social care services are forecasting an outturn overspend of £0.250m, this is primarily due to a high-volume of residential placements for older people and mental health clients. This is being partly mitigated by an underspend on Learning Disability clients. The contingency includes £0.750m for adult demographic pressures, so this has been assumed as being used to reduce the additional pressure. Further detail on Adult Social Care services is provided below.

**Table 8: Adults Social Care Forecast Outturn**

	Budget	Forecast outturn	Forecast over / (under) spend	Change
	£000	£000	£000	£000
Older people & physical dis.	20,342	21,342	1,000	1,000
Learning disability	15,717	15,417	(300)	(300)
Mental health	2,949	3,249	300	300
Other Adult Social Care	3,165	3,165	0	0
Better Care Fund income	(6,661)	(6,661)	0	0
Less: use of contingency	0	(750)	(750)	(750)
<b>Total</b>	<b>35,512</b>	<b>35,762</b>	<b>250</b>	<b>(750)</b>

- 7.3 The pressure on older people in residential placements is significantly higher than in previous years pre-covid. Officers have developed an action plan jointly with Optalis with the aim of managing this pressure, with a focus on homecare as this will be key to reducing placements in the medium term. Actions include working with providers to increase capacity, providing support to the officers commissioning services, and review of internal processes such as the 6-weekly review. However, it should be noted that this demand led budget remains a significant risk to the final outturn as few residents return home from residential or nursing care once admitted.
- 7.4 The table below details how the number of older people in receipt of care packages is currently 152 higher than assumed when setting the budget.

**Table 9: Number of Adult Social Care Recipients**

	Budget*	Budgeted numbers	Apr-22	May-22	Current Variance
	£000	No. clients	No. clients	No. clients	No. clients
<b>Older people</b>					
Res & Nur	12,996	278	342	345	67
Domiciliary & other	6,476	344	443	429	85
<b>Total older people</b>	<b>19,473</b>	<b>622</b>	<b>785</b>	<b>774</b>	<b>152</b>
<b>Physical Disability</b>					
Res & Nur	828	16	16	16	0
Domiciliary & other	911	43	42	42	-1
<b>Total physical disability</b>	<b>1,739</b>	<b>59</b>	<b>58</b>	<b>58</b>	<b>-1</b>
<b>Learning disabilities</b>					
Res & Nur	5,186	64	60	57	-7
Domiciliary & other	3,819	104	107	107	3
<b>Total learning disabilities</b>	<b>9,006</b>	<b>168</b>	<b>167</b>	<b>164</b>	<b>-4</b>
<b>Mental Health</b>					
Res & Nur	689	17	25	25	8
Domiciliary & other	1494	82	78	77	-5
<b>Total mental health</b>	<b>2,183</b>	<b>99</b>	<b>103</b>	<b>102</b>	<b>3</b>
<b>Total</b>	<b>32,400</b>	<b>947</b>	<b>1,113</b>	<b>1,098</b>	<b>151</b>

\* Gross budget for commissioned care packages – excludes other costs such as staff costs.

- 7.5 The Better Care Fund is intended to deliver the integration of health and social care in a way that supports costs of care, sustainability and leads to better outcomes for people and carers. The Council are the accounting body. The total received is £12.067m, of which £7.210m funds Council commissioned services. The remainder is spent on services commissioned by the CCG.

**Table 10: Better Care Fund**

	Budget	Forecast outturn	Forecast over / (under) spend	Change
	£000	£000	£000	£000
RBWM commissioned exp.	7,210	7,210	0	0
CCG commissioned exp.	4,857	4,857	0	0
<b>Total</b>	<b>12,067</b>	<b>12,067</b>	<b>0</b>	<b>0</b>

**Housing**

- 7.6 Housing services are forecasting an outturn overspend of £0.081m primarily due to a reduction of income on Hackney carriage license renewals of £0.130m. Street performing licenses renewals are also forecast to overspend by £0.010m. There is underspend due to recruitment delays of £0.015m.
- 7.7 Temporary accommodation is forecast to underspend on current numbers by £0.028m but this is a volatile area and cost of living pressures may impact numbers going forward. Last year numbers did increase during the year before dropping to the current level.
- 7.8 The Council is providing support to approximately 177 refugees through the Homes for Ukraine scheme. This includes making initial payments on arrival to refugees, and regular payments to the host. The Council should receive grant funding of £10,500 per refugee to cover costs, such as additional staff and IT costs to administer the scheme, along with a separate grant to cover the payment to the host. Therefore, expenditure related to this is currently considered to be cost neutral.

**Public Health**

- 7.9 Public Health are forecasting a net nil variance against a budget of £5,058m. this is a ringfenced grant that is spent on Health Visiting & School Nursing; with Sexual Health Prevention and Support; Drugs and Alcohol Programmes and public health activities that exist in other services or the Local Authority.
- 7.10 At the start of this financial year there was £0.588m in the Public Health reserve for use in 2022/23 or future years. This will be used according to PH priorities in 2022-23 and 2023-24.

**8. RESOURCES**

- 8.1 The Resources directorate forecast outturn is an underspend of £0.247m. The more significant variances include additional income in Registrars, government grants in Revenues and Benefits, but lower than budgeted Housing Benefits overpayments.

**Table 11: Resources Forecast Outturn**

	Budget	Forecast Outturn	Forecast over / (under) spend	Change
	£000	£000	£000	£000
Executive Director of Resources	218	218	0	0
Libraries & Residents Services	2,355	2,303	(52)	(52)
Revenues and Benefits	1,150	928	(222)	(222)
Housing Benefit	90	189	99	99
HR, Corporate Projects, and IT	2,748	2,708	(20)	(20)
Corporate Management	(42)	(42)	0	0
Finance	1,337	1,337	0	0
Property	(2,837)	(2,889)	(52)	(52)
<b>Total Resources</b>	<b>5,019</b>	<b>4,772</b>	<b>(247)</b>	<b>(247)</b>

- 8.2 Libraries & Resident Services is forecasting an underspend of £0.052m. This is primarily due to forecast income over budget in the Registrar's service of £0.0.98m. However, this is reduced by £0.046m due to increased utility costs in libraries, and maintenance costs that will not be met out of capital budgets as they are revenue costs.
- 8.3 Revenues and Benefits is forecasting an underspend of £0.222m primarily due to New Burdens and Council Tax Administration Subsidy grants from central government that are assumed to offset existing costs.
- 8.4 Housing Benefits is forecasting an overspend of £0.099m as the forecast level of identified overpayments is lower than budgeted. Overpayments generate income for the Council as, assuming the overpayment is due to claimant error, 40p subsidy is received for every £1 of overpayment, and the Council is also allowed to retain any overpayments reclaimed. Therefore, this is a volatile budget and performance is a factor of the amount of claimant error.
- 8.5 HR, Corporate Projects and IT is forecasting an underspend due to the delay in recruitment to the Technology Solutions Architect, as referred to in Appendix C.
- 8.6 Property services is forecasting and underspend of £0.052m This is primarily due to one-off income received in respect of Sienna Court, Maidenhead.

## 9. PLACE

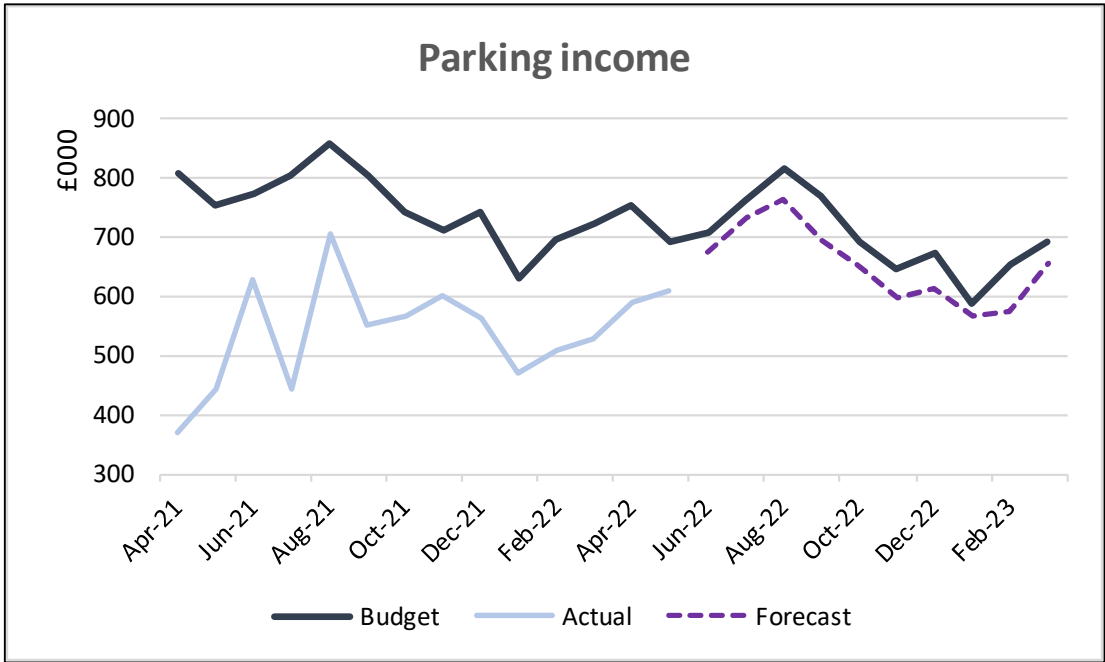
- 9.1 The Place directorate forecast outturn is an overspend of £1.378m. This is mainly due to a shortfall in projected parking fees. There are also significant pressures on income from unbudgeted tree maintenance costs.

9.2 Although the 2022/23 budget includes £0.500m of support for reduced parking charges as a result of the pandemic, the overall outturn is in the context of the removal of £4.016m of one-off Covid budgets across the directorate.

**Table 12: Place Forecast Outturn**

	Budget	Forecast Outturn	Forecast over / (under) spend	Change
	£000	£000	£000	£000
Executive Director of Place	237	237	0	0
Neighbourhood Services	8,733	9,781	1,048	1,048
Planning	1,309	1,621	312	312
Communities	(975)	(975)	0	0
Infrastructure, Sust. & Transport	3,900	3,918	18	18
<b>Total</b>	<b>13,184</b>	<b>14,582</b>	<b>1,378</b>	<b>1,378</b>

9.3 Neighbourhood Services is forecasting an overspend of £1.048m, including a £0.600m shortfall on parking fees and charges. This is based on current trends and an optimistic view of future demand, assuming budgeted daily parking fees will be achieved for the remainder of the year. There are significant uncertainties in the forecast this early in the year, including the impact of the Jubilee celebrations, seasonality of demand, weather and the longer-term impact of the pandemic on parking habits. Income from season tickets account for £0.502m of the declared shortfall and appears to be a continuing trend. For example, employers that previously purchased such tickets in bulk are no longer doing so. The chart below summarises how current assumptions in the forecast compare to recent performance against the profiled budget.



- 9.4 Other pressures within Neighbourhood Services includes forecast overspends of £0.130m on the Tivoli core ground maintenance contract and £0.090m on the fly tipping contract with Volkens. The Tivoli contract is currently under negotiations and could result in additional budgetary pressure. Income from streetworks permits in the Highways service is showing a shortfall of £0.120m against budget.
- 9.5 Planning is forecasting an overspend of £0.312m, mostly due to pressures in the arboricultural team. A new arboricultural services framework contract was recently procured for tree maintenance works, starting from April 2022. This is currently forecast to be £0.237m above budget. Further work is required to determine if actions can be taken to reduce spend. The pressure also includes £0.050m in respect of staffing.

## 10. SUNDRY DEBT

- 10.1 The current level of outstanding sundry debt is £11.314m, a decrease of £0.117m since the start of the financial year.

**Table 13: Aged Debt**

	Debt 1 April 2022	Debt 31 May 2022	< 1 month	1 – 6 months	6 -12 months	12 months +
	£000	£000	£000	£000	£000	£000
Education, Youth and Foster	15	26	19	0	0	7
Schools	123	801	744	10	0	47
Housing Loans	360	364	2	78	0	284
Temporary accommodation	1,077	1,346	43	448	166	689
Adult Social Care	7,183	6,091	508	3,258	539	1,787
Adult deferred payments	542	423	6	29	40	348
Corporate, highways and leisure	1,176	1,579	1,055	203	62	260
Commercial property	955	684	0	254	179	251
<b>Total</b>	<b>11,431</b>	<b>11,314</b>	<b>2,377</b>	<b>4,280</b>	<b>986</b>	<b>3,673</b>

## 11. RESERVES

- 11.1 Appendix H details the movements in reserves based on current forecasts.

## 12. BUDGET VIREMENTS

- 12.1 Budget virements more than £0.100m should be approved by Cabinet. One such virement has been made to increase service budgets to reflect revenue



expenditure funded from capital. This relates to the delay in the implementation of IFRS16 on leases and is a technical accounting adjustment. This total £0.202m is split as £0.030m in Place, and £0.142m in Resources.

### 13. BORROWING

- 13.1 Throughout the year the Council's borrowing levels are updated based on cash-flow and spending on the capital programme. Currently, the Council is borrowing temporarily pending anticipated capital receipts in future years, with short-term interest rates remaining low by historic standards.
- 13.2 Table 14 details current borrowing offset against investment balances. Appendix G details actual and forecast gross borrowing levels for the year.

**Table 14: Net borrowing**

	Opening balance £000	Current balance £000	Year-end forecast £000
Long term	71,265	71,265	71,265
Short term – Local Authority	119,000	94,000	97,000
Short term – LEP / Trusts	15,598	16,270	10,000
Investments	(41,609)	(21,863)	(14,513)
<b>Total</b>	<b>164,254</b>	<b>159,672</b>	<b>163,752</b>

### 14. CAPITAL

- 14.1 Capital expenditure is currently projected at £56.189m at this early stage. Appendix E details the capital budget movements and Appendix F provides more detail on variances.
- 14.2 Property services budgets have been reprofiled due to some delays in the planning and development of schemes. This includes £15.400m for the Maidenhead Golf Course site where budget is earmarked for surrender of the site lease. These costs are now expected to be incurred from 2023/24 onwards.
- 14.3 Current year variances of £0.496m have been identified where 2021/22 schemes are complete and slippage is no longer required in 2022/23, allowing external funding to be utilised on alternative schemes in future.

**Table 15: Capital programme outturn**

	<b>Gross budget</b>	<b>Slippage</b>	<b>Current year variances</b>	<b>Gross outturn</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Chief Executive department	0	0	0	0
Governance, Law and Strategy	289	0	0	289
Children's Services	7,840	0	(88)	7,752
Adults, Health and Housing	2,691	0	0	2,691
Resources	22,363	(286)	0	22,077
Place	23,788	0	(408)	23,380
<b>Total</b>	<b>56,971</b>	<b>(286)</b>	<b>(496)</b>	<b>56,189</b>

- 14.4 The £56.189m of 2022/23 projected capital expenditure will be funded by the income streams as set out below. At present, after use of capital fund reserves of £0.400m the cost of short-term borrowing at a short-term borrowing rate of 0.50% is estimated to cost £0.156m for current year projected expenditure.

**Table 16: Capital programme financing**

<b>Source of funding</b>	<b>£000</b>
Government grants	(13,199)
Developers' contributions (s106 & CIL)	(11,267)
Other contributions	(66)
Corporate funding	(31,657)
<b>Total</b>	<b>(56,189)</b>

**Table 17: Capital programme status**

<b>Number of schemes in programme</b>	
Yet to start	16%
In progress	66%
Completed	9%
Ongoing programmes e.g., Disabled Facilities Grant	9%

## 15. LEGAL IMPLICATIONS

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

## 16. RISK MANAGEMENT

16.1 Projected variances require mitigation to reduce them during the financial year.

## 17. POTENTIAL IMPACTS

17.1 Equalities. See EQIA at Appendix I.

17.2 Climate change/sustainability. There are no direct impacts.

17.3 Data Protection/GDPR. There are no direct impacts.

## 18. CONSULTATION

18.1 None.

## 19. TIMETABLE FOR IMPLEMENTATION

Implementation date if not called in: 'Immediately'.

## 20. APPENDICES

20.1 This report is supported by nine appendices:

- Appendix A Revenue monitoring statement
- Appendix B Savings tracker
- Appendix C Growth tracker
- Appendix D Capital budget summary
- Appendix E Capital programme budget movements
- Appendix F Capital monitoring report
- Appendix G Borrowing forecast
- Appendix H Children's variance analysis
- Appendix I Usable reserves
- Appendix J EQIA

## 21. BACKGROUND DOCUMENTS

21.1 This report is supported by one background document, the budget report to [Council February 2022](#).

## 22. 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	21/06	8/07

Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer	21/06	22/06
<i>Deputies:</i>			
Andrew Vallance	Head of Finance (Deputy S151 Officer)	21/06	24/06
Elaine Browne	Head of Law (Deputy Monitoring Officer)	21/06	
Karen Shepherd	Head of Governance (Deputy Monitoring Officer)	21/06	27/06
<i>Other consultees:</i>			
<i>Directors (where relevant)</i>			
Duncan Sharkey	Chief Executive	21/06	
Andrew Durrant	Executive Director of Place	21/06	22/06
Kevin McDaniel	Executive Director of Children's Services	21/06	05/07

Confirmation relevant Cabinet Member(s) consulted	Cabinet Member for Asset Management & Commercialisation, Finance, & Ascot	Yes
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## REPORT HISTORY

Decision type:	Urgency item?	To follow item?
Non-key decision	No	No

Report Author: Julian McGowan, Senior Finance Business Partner
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Original budget	Service	Current budget	Forecast	Forecast	Previously	Change from
£000		£000	£000	variance	reported	previously
				£000	variance	reported
					£000	variance
						£000
	<b>Chief Executive Department</b>					
279	Chief Executive	279	279	0	0	0
<b>279</b>	<b>TOTAL CHIEF EXECUTIVE DEPARTMENT</b>	<b>279</b>	<b>279</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Governance, Law &amp; Strategy</b>					
112	Deputy Director of Governance, Law & Strategy	112	112	0	0	0
207	Communications & Marketing	207	206	(1)	0	1
2,057	Governance	2,064	2,011	(53)	0	53
636	Law	636	621	(15)	0	15
380	Performance Team	380	326	(54)	0	54
93	Policy Communication & Engagement	93	151	58	0	(58)
<b>3,485</b>	<b>TOTAL GOVERNANCE, LAW &amp; STRATEGY</b>	<b>3,492</b>	<b>3,427</b>	<b>(65)</b>	<b>0</b>	<b>65</b>
	<b>Children's Services</b>					
(79)	Director of Children's Services	(79)	(114)	(35)	0	35
42,863	Achieving for Children Contract	42,863	44,959	2,096	0	(2,096)
57,365	Children's Services - Retained	56,237	54,942	(1,295)	0	1,295
(73,004)	Dedicated Schools Grant - Income	(71,883)	(72,303)	(420)	0	420
<b>27,145</b>	<b>TOTAL CHILDREN'S SERVICES</b>	<b>27,138</b>	<b>27,484</b>	<b>346</b>	<b>0</b>	<b>(346)</b>
	<b>Adults, Health and Housing</b>					
2,491	Director, Support Teams & Provider support	2,468	2,468	0	0	0
2,742	Housing	2,742	2,823	81	0	(81)
35,489	Adult Social Care	35,512	36,512	1,000	0	(1,000)
12,090	Better Care Fund - Spend	12,067	12,067	0	0	0
5,058	Public Health - Spend	5,058	5,058	0	0	0
(17,159)	Grant & BCF Income	(17,136)	(17,136)	0	0	0
0	Use of contingency	0	(750)	(750)	0	750
<b>40,711</b>	<b>TOTAL ADULTS, HEALTH AND HOUSING</b>	<b>40,711</b>	<b>41,042</b>	<b>331</b>	<b>0</b>	<b>(331)</b>
	<b>Resources</b>					
218	Executive Director of Resources	218	218	0	0	0
2,355	Library & Resident Services	2,355	2,303	(52)	0	52
1,150	Revenues & Benefits	1,150	928	(222)	0	222
90	Housing Benefit	90	189	99	0	(99)
2,857	Human Resources, Corporate Projects & IT	2,748	2,728	(20)	0	20
(42)	Corporate Management	(42)	(42)	0	0	0
1,162	Finance	1,337	1,337	0	0	0
(2,914)	Property	(2,837)	(2,889)	(52)	0	52
<b>4,876</b>	<b>TOTAL RESOURCES</b>	<b>5,019</b>	<b>4,772</b>	<b>(247)</b>	<b>0</b>	<b>247</b>
	<b>Place</b>					
237	Executive Director of Place	237	237	0	0	0
8,724	Neighbourhood Services	8,733	9,781	1,048	0	(1,048)
1,235	Planning Service	1,309	1,621	312	0	(312)
(975)	Communities including Leisure	(975)	(975)	0	0	0
3,901	Infrastructure, Sustainability & Transport	3,900	3,918	18	0	(18)
<b>13,122</b>	<b>TOTAL PLACE</b>	<b>13,204</b>	<b>14,582</b>	<b>1,378</b>	<b>0</b>	<b>(1,378)</b>
<b>89,618</b>	<b>TOTAL SERVICE EXPENDITURE</b>	<b>89,843</b>	<b>91,586</b>	<b>1,743</b>	<b>0</b>	<b>(1,743)</b>
	<b>Sources of funding and non-service expenditure</b>					
2,562	Contingency and Corporate Budgets	2,535	2,535	0	0	0
1,931	Precepts and Levies	1,931	1,931	0	0	0
2,078	Financing and investment (income) and expenditure	2,078	2,078	0	0	0
(102,755)	Taxation and non-specific grant income	(102,755)	(102,755)	0	0	0
3,797	Minimum Revenue Provision	3,797	3,797	0	0	0
(1,542)	Use of earmarked reserves	(1,740)	(1,740)	0	0	0
4,311	Contribution to Pension Fund deficit	4,311	4,311	0	0	0
<b>(89,618)</b>	<b>TOTAL FUNDING AND NON-SERVICE EXPENDITURE</b>	<b>(89,843)</b>	<b>(89,843)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>0</b>	<b>INCREASE (DECREASE) IN GENERAL FUND</b>	<b>0</b>	<b>1,743</b>	<b>1,743</b>	<b>0</b>	<b>(1,743)</b>

Ref	Title	Category	Directorate	Service Area	Description	Budgeted Saving £000	Forecast saving	%	RAG	Comments
1	Review of packages and right sizing	Transformation	Adults, Health & Housing	Director of Adults, Health & Housing	Review of packages and right sizing -strengthening our reviewing function including for long term packages, to ensure consistent reviewing practice at the 6 week review where actual rather than anticipated needs are clear.	275	275	100%	AMBER	£150k achieved to date, further work on this will continue throughout the year.
2	Review of resourcing	Service Redesign/change	Adults, Health & Housing	Director of Adults, Health & Housing	Review of resourcing	250	250	100%	AMBER	Targeting Agency spend with a view to reducing by 25% of last financial year where actual spend was circa £1m. Further work required targeting permanent recruitment, including investing in existing staff training and development to help upskill staff to help with promotion. Fundamental review of the establishment underway.
3	Transitions	Transformation	Adults, Health & Housing	Director of Adults, Health & Housing	Transitions - Earlier and smarter commissioning of services provided under the Care act rather than the Children's act should enable more resource effective services to be provided, in particularly support at home and towards independence.	200	200	100%	AMBER	Review the care packages that young people have prior to transition from children's services. The saving may come from children's services or adult social care. Transitions work in progress with a view to more targeted earlier involvement with families to achieve better outcomes and more appropriate placements.
4	Implement shared lives scheme	Transformation	Adults, Health & Housing	Director of Adults, Health & Housing	Expand current Shared Lives scheme - the scheme enables our customers with support needs to live in someone's home who supports them and is paid for the use of the house and the support provided. These arrangements are tailored, flexible and can be more resource effective than more formal placements in care settings.	50	0	0%	RED	Work has begun on this project, however we are not forecasting any savings to be achieved in the current year as there will be lead-in time before savings are realised.
5	Savings resulting from the cessation of contracts in People Commissioning - Alzheimer's Dementia Support	Contract Change	Adults, Health & Housing	Director of Adults, Health & Housing	The service currently provides funding to Alzheimer's Dementia Support on a three year contract. This contract expires on 31 March 2022.	45	45	100%	GREEN	
6	Savings resulting from the cessation of contracts in People Commissioning - Berkshire Vision	Contract Change	Adults, Health & Housing	Director of Adults, Health & Housing	The service currently provides funding to Berkshire Vision on a three year contract. This contract expires on 31 March 2022.	16	16	100%	GREEN	
7	Temporary Accommodation Management	Service Redesign/change	Adults, Health & Housing	Housing	The outsourced temporary accommodation management function is to be brought in-house to reduce costs by 10%	65	65	100%	GREEN	
8	Supported Accommodation Savings	Contract Change	Adults, Health & Housing	Housing	A 10% cost saving is being sought on supported accommodation schemes in the Borough	41	41	100%	GREEN	
9	Subjective Savings	Service Redesign/change	All	All	Subjective Savings e.g. employee mileage, stationary.	350	350	100%	GREEN	
10	Corporate Subscriptions	Service Redesign/change	Chief Executive	Chief Executive	Reduction of corporate subscriptions budget in line with actual costs .	8	8	100%	GREEN	
11	Full year effect of home to school transport reprocurement	Contract Change	Childrens Services	Childrens Services	Following policy updates in 2021 and full contract tender process further efficiencies have been achieved.	165	115	70%	AMBER	Home To School Transport net pressure £50,000 reflecting current term and indicative future terms indicative provision for 2022/23.
12	Refocus of parenting work to edge of care	Transformation	Childrens Services	Childrens Services	Develop edge of care approach to work with families	114	114	100%	GREEN	
13	Health Contribution	Transformation	Childrens Services	Childrens Services	Review health contributions for continuing health care	101	101	100%	GREEN	
14	Traded services scope and cost	Income Generation	Childrens Services	Childrens Services	Increase in fees for services traded with schools, and other local authorities	67	67	100%	GREEN	
15	Multi Agency Safeguarding Hubs (MASH)	Transformation	Childrens Services	Childrens Services	Review MASH working and partnership arrangement including partner contributions	37	37	100%	GREEN	
16	Staff Transport Costs	Service Redesign/change	Childrens Services	Childrens Services	Reduction in mileage budget to reflect new hybrid way of working	30	30	100%	GREEN	
17	External Legal Costs	Service Redesign/change	Childrens Services	Childrens Services	Increased internal Legal triage to support consistent thresholds for seeking legal advice	25	0	0%	RED	Legal Services indicative overspend circa £300,000 reflects expected reduction in volumes and complexity of cases for 2022/23. Delivery of Savings Plan difficult to evidence in light of current projected overspend.
18	Printing	Service Redesign/change	Childrens Services	Childrens Services	Reflects increased use of digital information in Children's Services	20	20	100%	GREEN	
19	Cross-skill role development	Transformation	Childrens Services	Childrens Services	Increase resilience and flexibility of internal support teams including finance	18	18	100%	GREEN	
20	Therapy Provision	Transformation	Childrens Services	Childrens Services	Further transform the therapy provision for Children in care	10	0	0%	RED	Therapeutic provision currently limited internal capacity leading to continued reliance on external providers.
21	Printing	Service Redesign/change	Governance, Law & Strategy	Civic and Facilities	Reduction in printing requirements by officers	30	30	100%	GREEN	
22	Review of resources within Facilities	Service Redesign/change	Governance, Law & Strategy	Civic and Facilities	Review of resources within Facilities Services	27	27	100%	GREEN	
23	Review of resources within Civic Services	Service Redesign/change	Governance, Law & Strategy	Civic and Facilities	Review of resources within Civic Services	15	15	100%	GREEN	
24	Centralised Stationery	Service Redesign/change	Governance, Law & Strategy	Civic and Facilities	Reduced demand for stationery by officers	5	5	100%	GREEN	
25	Sale of advertising and sponsorship on website	Income Generation	Governance, Law & Strategy	Communications & Marketing	Income from sale of advertising and sponsorship on website and other areas - income generation to be identified	50	42	83%	AMBER	Need to clarify proposed action plan, timescales, barriers and estimated income as very little received to date as at 31 May 2022
26	Set up and facilitate local good causes lottery	Transformation	Governance, Law & Strategy	Democratic Services	Set up local good causes lottery and replace revenue funded small grants to local organisations, set up costs in year one - estimated £25k have reduced the saving in 22/23	25	25	100%	AMBER	Initial meetings have been held with a potential operator, but at this stage project support needs to be identified to provide capacity to take this forward.
27	Commercialisation	Income generation	Governance, Law & Strategy	Deputy Director of Law & Strategy	Identification and maximisation of income generating opportunities. A fixed term post initially would be required to review all of RBWM current fees and charges with a view to maximising sponsorship, advertising and identifying new opportunities. £100k growth, rising to £150k in 2026/27.	50	25	50%	AMBER	Post not yet appointed to.
28	Land Charges Income	Income Generation	Governance, Law & Strategy	Electoral and Information Governance	Increase income target for 22/23 only, in recognition of current economic activity.	50	50	100%	GREEN	
29	Land Charges Income	Income Generation	Governance, Law & Strategy	Electoral and Information Governance	Amend fees to bring RBWM more into line with neighbouring authorities.	13	13	100%	GREEN	
30	Remove parish elections budget	Service Redesign/change	Governance, Law & Strategy	Electoral and Information Governance	Costs to be fully recharged to parishes.	10	10	100%	GREEN	

Ref	Title	Category	Directorate	Service Area	Description	Budgeted Saving £000	Forecast saving	%	RAG	Comments
31	Legal services saving	Service Redesign/change	Governance, Law & Strategy	Law	Services delivered by shared service now provided by head of Law & Governance	30	30	100%	GREEN	
32	Magistrates Court	Service Redesign/change	Governance, Law & Strategy	Law	Reducing loan repayment liability	8	8	100%	GREEN	
33	Review of resources within Communities	Service Redesign/change	Place	Communities	Review of resources within Communities	73	73	100%	GREEN	
34	Review of resources	Service Redesign/change	Place	Executive Director of Place	Surplus staff budget identified no longer required	15	15	100%	GREEN	
35	Public transport funding	Income Generation	Place	Infrastructure, Sustainability & Transport	There is £84k of S106 funding that could be used to cover some of the growth bid for public transport subsidy during 2022/23	84	84	100%	GREEN	
36	Christmas Lights - Sponsorship	Income Generation	Place	Infrastructure, Sustainability & Transport	Obtain sponsorship income to cover contract costs for Christmas Lights across the borough.	69	69	100%	AMBER	A combined sponsorship plan for businesses is being developed which will incorporate Christmas lights. At this stage we have yet to determine how much income this can generate hence the amber rating.
37	Concessionary Fares	Service Redesign/change	Place	Infrastructure, Sustainability & Transport	Align expenditure budgets with actual expected costs	30	30	100%	GREEN	
38	Energy	Service Redesign/change	Place	Neighbourhood Services	We currently spend £330k on energy for street lighting and close to £20k on powering water fountains in the borough. Turning lights and fountains off overnight could help to reduce energy bills as well as other carbon and biodiversity benefits.	20	20	100%	GREEN	
39	Cemetery Income	Income Generation	Place	Neighbourhood Services	Income budget increase for one year only	20	20	100%	AMBER	Exceptionally high burials income received in last couple of years due to COVID. Demand for burials has dropped, as such this saving may not materialise. Will be reviewed over coming months as further data emerges.
40	Berkshire records office	Income Generation	Adults, Health & Housing	Commissioning & Support	There is £13.8k of S106 one-off funding available that could be put towards our revenue funding of the Berkshire Records office	14	14	100%	GREEN	
41	Waste Management	Income Generation	Place	Neighbourhood Services	There is S106 funding under waste management (£11.2k) that could be used as one-off support for the waste budget	11	11	100%	GREEN	
42	Allotments - operating model	Income Generation	Place	Neighbourhood Services	Review of operating model for allotments to increase charges and/or reduce cost of operating with the aim to be self-financing over time.	10	10	100%	AMBER	Changes not yet implemented
43	Increased parking enforcement	Service Redesign/change	Place	Neighbourhood Services	Increase parking enforcement - two new officers within the NSL contract, expected to significantly improve enforcement around the borough. Income raised in penalties should fund this service and allow a contribution towards overheads.	50	0	0%	AMBER	Enforcement contract is outsourced. Further work is required to assess viability of these savings. Currently (Month 2) £140k forecast PCN income shortfall against budget.
44	Waste Mobilisation	Service Redesign/change	Place	Neighbourhood Services	Budget no longer required	50	50	100%	GREEN	
45	Street Lighting	Service Redesign/change	Place	Neighbourhood Services	Align expenditure budgets with actual expected costs	30	30	100%	AMBER	Further work required on this, may have some overlap with street lighting savings above.
46	Cash Collection costs	Contract Change	Place	Neighbourhood Services	Reduce cash collection costs - Libraries service - maintain cashless strategy	30	30	100%	GREEN	
47	Cash Collection costs	Contract Change	Place	Neighbourhood Services	Reduced cash collection requirements as customers increase use of pay by phone and card methods of payment	25	25	100%	GREEN	
48	Public Toilets	Service Redesign/change	Place	Neighbourhood Services	Council tax expenditure budget no longer required	20	20	100%	GREEN	
49	Planning Fees	Income Generation	Place	Planning Services	Income target increased to align with anticipated activity levels, subject to annual review.	125	125	100%	GREEN	
50	Building control	Income Generation	Place	Planning Services	Building Control fees to be set to contribute to reasonable RBWM overheads	45	45	100%	AMBER	Current levels of demand are indicative of a potential shortfall on fees if trends continue; service is in competition with approved inspectors from the private sector
51	Planning Policy	Service Redesign/change	Place	Planning Services	Align expenditure budgets with actual expected costs	40	40	100%	GREEN	
52	Review of resourcing of Insurance and Risk service	Service Redesign/change	Resources	Finance	Review of funding and resourcing of Insurance and Risk service	47	47	100%	GREEN	
53	Corporate - Business Development	Income Generation	Resources	Finance	Income target increased to align with activity levels	10	10	100%	GREEN	
54	Telephony Savings	Contract Change	Resources	Human Resources, Corporate Projects & IT	Savings generated by moving to new telephony technologies and a reduction in mobile phones.	70	70	100%	GREEN	
55	Weddings Income	Income Generation	Resources	Library & Resident Services	Income from delayed weddings - one off impact as a result of the Covid-19 emergency restrictions.	100	100	100%	GREEN	
56	Rental Income-Clyde House	Income Generation	Resources	Property Services	Clyde House in occupation by external tenant. Agreed rental income £101k p.a. Termination of agreement scheduled for March 2023. Assumes building demolished 24/25 and related property costs saved of £68k	101	101	100%	GREEN	
57	Development & Regeneration-Removal of revenue professional fees	Service Redesign/change	Resources	Property Services	Removal of provision for RBWM Property Company project management fees - these are now mainly capitalised against relevant projects	40	40	100%	GREEN	
58	Rental Income	Income Generation	Resources	Property Services	Rental income budget from estate shops brought into line with actual expected income.	24	24	100%	GREEN	
59	Town Hall Electricity costs	Service Redesign/change	Resources	Property Services	Review Town Hall electricity / utilities budgets given reduced levels of occupation.	20	20	100%	AMBER	Given current inflation on energy bills this may be at risk.
60	Review of NNDR provision-G10-G12 Alma Rd, Windsor & St Edmunds House, Mhead	Service Redesign/change	Resources	Property Services	Reduce budget provision by £10k to match actual costs	10	10	100%	GREEN	
61	Review Maintenance provision for Estate Shops	Service Redesign/change	Resources	Property Services	Reduce budget by £7k to reflect actual level of likely costs. Saving linked to capital bids for Commercial Investment Property Portfolio-Repairs.	7	7	100%	GREEN	
62	St Mary's House - Utilities costs	Service Redesign/change	Resources	Property Services	Review St Mary's House - electricity / utilities budgets given reduced levels of occupation.	6	6	100%	GREEN	

Ref	Title	Category	Directorate	Service Area	Description	Budgeted Saving £000	Forecast saving	%	RAG	Comments
Summary										
GREEN: Saving expected to be achieved						2,052	2,052			
AMBER: Saving at risk or unlikely to be achieved in full						1,259	1,126			
RED: Saving will not or is unlikely to be achieved						85	0			
<b>Total</b>						<b>3,396</b>	<b>3,178</b>			



Ref	Title	Directorate	Service Area	Brief Description	Budgeted Growth £000	Forecast Growth £000	%	RAG	Comments
1	Private Rented Sector Officer - invest to save	Adults, Health & Housing	Housing	A Private Rented Sector Officer will reduce temporary accommodation spend by assisting homeless households into settled accommodation.	60	0	0%	RED	Post has not been recruited to yet. Grant underspend from 21/22 was rolled forward to 22/23 which should be able to fund this, so this growth should not be required in 22/23..
2	Increase in Employers National Insurance from 2022/23	All	Corporate	The increase in employers national insurance of 1.25% from April 2022 will have an impact on direct and indirect employees costs, this budget is to cover those costs.	500	500	100%	GREEN	
3	Commercial income budget reduction	Resources	Property Services	Request to reduce current Budget to align with actual rental Income after the loss of rental at Siena Court.	225	225	100%	GREEN	
4	Building Services - unachievable income target	Resources	Property Services	Request to reduce current income budget of £179k to align with actual income achievable of £114k split between, Maintained Schools £73k and Academies £41k. A reduction of £83k.	83	83	100%	GREEN	
5	Property repair & maintenance contingency	Resources	Property Services	Budget required for ongoing issues relating to parcels of land/boundary fences and Tree maintenance across the Borough for which there is no current budget.	40	40	100%	GREEN	
6	Cost of provision for open cases	Childrens Services	Childrens Services	The expected increase in costs to manage the care and support for the cohort of children currently open to the Councils services, inclusive of inflation and savings related to the process of regular placement reviews.	1,041	1,041	100%	GREEN	
7	Estimated future demand	Childrens Services	Childrens Services	The estimated costs to manage the likely future demand, including the continued impact of the pandemic and maintaining the domestic abuse support service to mitigate the level of demand.	985	985	100%	GREEN	
8	Workforce transformation	Childrens Services	Childrens Services	Three year plan to reduce reliance on agency workers by offering strong professional development in a highly supportive environment with lower than average case holding levels. Transformation supported by short-term stability incentives.	465	465	100%	GREEN	
9	Practice Transformation	Childrens Services	Childrens Services	Investment in an edge of care team and continued support for domestic abuse services to support families from reaching point of crisis.	325	325	100%	GREEN	
10	Increased costs of compliance	Childrens Services	Childrens Services	Additional capacity to respond to information requests (Subject Access Requests), health and safety, insurance and apprenticeship levy.	156	156	100%	GREEN	
11	Increases in volume of children with additional needs	Childrens Services	Childrens Services	Additional posts required within the education and disability services to support the ability to respond within the statutory timescales for processing reviews and changes in education, health and care plans.	92	92	100%	GREEN	
12	Lost income (Covid)	Childrens Services	Childrens Services	Lost income relating to education welfare regulations and use of group facilities	55	55	100%	GREEN	
13	Grant changes	Childrens Services	Childrens Services	Implications of regulatory changes on the amounts of money that can be used from the ring-fenced Dedicated Schools Grant for school improvement.	19	19	100%	GREEN	
14	VRU Coordinator	Place	Communities	This bid is to provide one-off funding for a Violence Reduction Coordinator. A Bill, currently going through parliament, will place a new duty on all LA's to work on an ongoing basis to reduce violence and work with partners to share information and coordinate work to achieve a reduction in serious violence the local area.	40	30	75%	AMBER	Recruitment process not yet complete so growth unlikely to be required in full this year.
15	Bus Service Support Investment	Place	Infrastructure, Sustainability & Transport	Additional investment to support the alignment of our approach with the national bus strategy and our environment and climate strategy	300	300	100%	GREEN	
16	RBWM Climate Partnership	Place	Infrastructure, Sustainability & Transport	The proposals, set out in further detail in a paper to cabinet on 30 September 2021, will set up a new independent RBWM Climate Partnership to lead on the delivery of the Borough Wide Environment and Climate Strategy. This will better engage the private sector and community organisations to support delivery for the goals of the strategy and enable the council to focus on its own commitments to deliver carbon reductions on its own estate, deliver biodiversity recovery in its green spaces	250	250	100%	GREEN	
17	Local Enterprise Partnership (LEP)	Place	Infrastructure, Sustainability & Transport	Funding to continue the LEP from 2022/23	75	75	100%	GREEN	
18	Waste Contract	Place	Neighbourhood Services	Waste Contract - wording to be confirmed	500	500	100%	GREEN	
19	Section 81 works extra resource - self funding from year 2	Place	Neighbourhood Services	This spend to save initiative aims to enhance resources relating to enforcement/management of Sections 81 works, this should be self funding in future years.	75	75	100%	GREEN	
20	Paving Maintenance Cleaning	Place	Neighbourhood Services	This growth bid is for additional street cleaning in both Maidenhead and Windsor Town Centre. Currently under the street cleansing contract there are a few cleans leaving the towns looks neglected and unkempt which leads to a negative perception of the town and a lack of funding from new businesses.	21	21	100%	GREEN	
21	IT post - Technology Solutions Architect	Resources	Human Resources, Corporate Projects & IT	Post requirement in the IT team to work across the whole council in the delivery of the IT strategy, providing strategic technological insight to all services and working collaboratively with all teams when identifying suitable technology solutions for the delivery of improved services. Salary plus 28% on costs.	96	76	79%	AMBER	Post not yet recruited to but in progress. Full amount will be required, but probably less this financial year.
22	Laptop warranty extension - modern workplace devices	Resources	Human Resources, Corporate Projects & IT	Extension of the current 3 year warranty with Dell for modern workplace devices to 5 years.	46	46	100%	GREEN	

	2022/23 Original Budget			New Schemes – 2022/23 Approved Estimate A			Unspent budget from Schemes Approved in Prior Years B			Revised Budget 2022/23 A+B		
	Gross	Income	Net	Gross	Income	Net	Gross	Income	Net	Gross	Income	Net
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
<b>Capital Programme Portfolio Summary</b>												
<b>Law &amp; Strategy</b>												
Corporate Communications	0	0	0	0	0	0	59	0	59	59	0	59
Democratic representation	261	0	261	0	0	0	230	0	230	230	0	230
<b>Total Law &amp; Strategy</b>	<b>261</b>	<b>0</b>	<b>261</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>289</b>	<b>0</b>	<b>289</b>	<b>289</b>	<b>0</b>	<b>289</b>
<b>Place Directorate</b>												
Neighbourhood Services	8,170	(6,364)	1,806	6,692	(6,270)	422	2,632	(1,318)	1,314	9,324	(7,588)	1,736
Local Enterprise Partner Schemes	4,640	(1,166)	3,474	0	0	0	7,265	(1,467)	5,798	7,265	(1,467)	5,798
Communities	684	(309)	375	450	(25)	425	645	(294)	351	1,095	(319)	776
Planning	465	0	465	0	0	0	950	(255)	695	950	(255)	695
Green Spaces & Parks	292	(292)	0	292	(292)	0	36	0	36	328	(292)	36
Infrastructure, Sustainability & Transport	3,316	(2,916)	400	3,536	(2,916)	620	1,290	(573)	717	4,826	(3,489)	1,337
<b>Total Place Directorate</b>	<b>17,567</b>	<b>(11,047)</b>	<b>6,520</b>	<b>10,970</b>	<b>(9,503)</b>	<b>1,467</b>	<b>12,818</b>	<b>(3,907)</b>	<b>8,911</b>	<b>23,788</b>	<b>(13,410)</b>	<b>10,378</b>
<b>Adults, Health &amp; Housing</b>												
Housing	2,156	(1,356)	800	1,800	(1,000)	800	506	(451)	55	2,306	(1,451)	855
Adult Social Care	385	(385)	0	185	(185)	0	200	(200)	0	385	(385)	0
<b>Total Adults, Health &amp; Housing</b>	<b>2,541</b>	<b>(1,741)</b>	<b>800</b>	<b>1,985</b>	<b>(1,185)</b>	<b>800</b>	<b>706</b>	<b>(651)</b>	<b>55</b>	<b>2,691</b>	<b>(1,836)</b>	<b>855</b>
<b>Childrens Services</b>												
Non Schools	370	0	370	0	0	0	538	(92)	446	538	(92)	446
Schools - Non Devolved	3,044	(3,044)	0	3,632	(3,632)	0	2,991	(2,991)	0	6,623	(6,623)	0
Schools - Devolved Capital	194	(194)	0	247	(247)	0	432	(432)	0	679	(679)	0
<b>Total Childrens Services</b>	<b>3,608</b>	<b>(3,238)</b>	<b>370</b>	<b>3,879</b>	<b>(3,879)</b>	<b>0</b>	<b>3,961</b>	<b>(3,515)</b>	<b>446</b>	<b>7,840</b>	<b>(7,394)</b>	<b>446</b>
<b>Resources</b>												
Finance	248	0	248	248	0	248	597	0	597	845	0	845
Technology & Change Delivery	590	0	590	590	0	590	144	0	144	734	0	734
Revenues & Benefits	0	0	0	0	0	0	53	(31)	22	53	(31)	22
Library & Resident Services	310	(190)	120	189	(190)	(1)	407	0	407	596	(190)	406
Property	42,855	(893)	41,962	16,325	(893)	15,432	3,810	(1,205)	2,605	20,135	(2,098)	18,037
<b>Total Resources</b>	<b>44,003</b>	<b>(1,083)</b>	<b>42,920</b>	<b>17,352</b>	<b>(1,083)</b>	<b>16,269</b>	<b>5,011</b>	<b>(1,236)</b>	<b>3,775</b>	<b>22,363</b>	<b>(2,319)</b>	<b>20,044</b>
<b>Total Committed Schemes</b>	<b>67,980</b>	<b>(17,109)</b>	<b>50,871</b>	<b>34,186</b>	<b>(15,650)</b>	<b>18,536</b>	<b>22,785</b>	<b>(9,309)</b>	<b>13,476</b>	<b>56,971</b>	<b>(24,959)</b>	<b>32,012</b>
			(£'000)									(£'000)
<b>Portfolio Total</b>			<b>67,980</b>									<b>56,971</b>
<b>External Funding</b>												
Government Grants			(7,694)									(13,417)
Developers' Contributions			(9,206)									(11,267)
Other Contributions			(209)									(275)
<b>Total External Funding Sources</b>			<b>(17,109)</b>									<b>(24,959)</b>
<b>Total Corporate Funding</b>			<b>50,871</b>									<b>32,012</b>

**Capital Programme Movements 2022/23**

	<b>Expenditure £'000</b>	<b>Income £'000</b>	<b>Net £'000</b>
<b>Original Budget 2022/23</b>	67,980	(17,109)	50,871
<b>Budget Changes to 30 June 2022</b>			
Final slippage-in from previous year	11,435	(5,678)	5,757
Schools DFC budget adjustment to reflect final grant allocation	53	(53)	-
Schools budget approvals - Council April 2022	2,065	(2,065)	0
Reprofiling of Property budgets to reflect current projections	(24,614)	-	(24,614)
Academies s106 funding	54	(54)	0
Roundings	(2)	-	(2)
<b>Revised Budget 2022/23</b>	<b>56,971</b>	<b>(24,959)</b>	<b>32,012</b>

## Capital Monitoring Report 2022/23

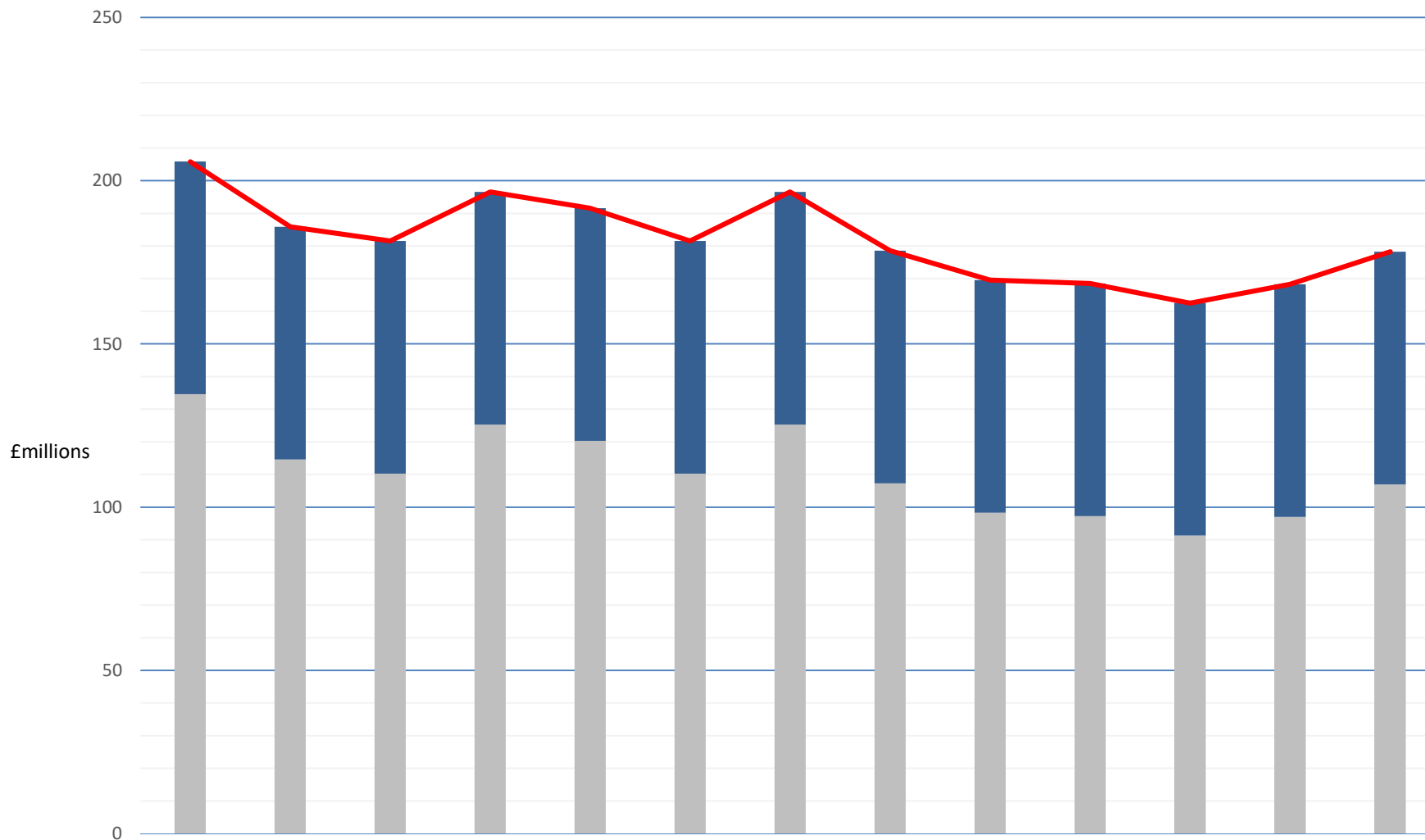
	Exp £'000	Inc £'000	Net £'000
Revised Budget	56,971	(24,959)	32,012
Variances identified	(497)	218	(279)
Slippage to 2023/24	(286)	209	(77)
<b>Projected outturn 2022/23</b>	<b>56,188</b>	<b>(24,532)</b>	<b>31,656</b>

Variances from revised budget		£'000	£'000	£'000	Commentary
<b>Neighbourhood Services</b>					
CD73	Replacement Highway Drain-Waltham Rd,White Walthm	(24)	24	0	Slippage no longer required
<b>Infrastructure, Sustainability &amp; Transport</b>					
CC60	Hostile Vehicle Mitigation Measures for Windsor	(234)	0	(234)	Slippage no longer required
CC6B	Hostile Vehicle Mitigation Measures-Windsor Ph 1B	(25)	25	0	Slippage no longer required
CD01	LTP Feasibility Studies/Investigation/Develop	(24)	24	0	Slippage no longer required
CD43	Flood Prevention	(38)	38	0	Slippage no longer required
CD72	Preliminary Flood Risk-Assessments	(18)	18	0	Slippage no longer required
CD92	Telemetry System Replacement	(45)	0	(45)	Slippage no longer required
<b>Schools - Non Devolved</b>					
CSLO	Oakfield First Boiler Replacement	(46)	46	0	Budget no longer required
CSLP	Alexander First Boiler Replacement	(11)	11	0	Budget no longer required
CSLQ	Braywood First Boiler Replacement	(11)	11	0	Budget no longer required
CSLR	Eton Wick First Incoming Power & Elec Upgrade	(21)	21	0	Budget no longer required
<b>Total Variances</b>		<b>(497)</b>	<b>218</b>	<b>(279)</b>	

Slippage to 2022/23		£'000	£'000	£'000	Commentary
Slippage reported this month is as follows					
<b>Property</b>					
CI33	Clyde House	50	0	50	Demolition scheduled 2023/24
CI75	York House-Leasing & Building Adaption Costs	27	0	27	Budget now not required until 2023/24
CX55	Property-Finance Leases	209	(209)	0	Implementation of lease accounting deferred nationally by CIPFA
<b>Total Slippage</b>		<b>286</b>	<b>(209)</b>	<b>77</b>	

Gross Borrowing Forecast 31/05/2022

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	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23
Long-term Borrowing £'000	71	71	71	71	71	71	71	71	71	71	71	71	71
Short-term Borrowing £'000	135	115	110	125	120	110	125	107	98	97	91	97	107
Total Gross Borrowing £'000	206	186	182	197	192	182	197	179	170	169	163	168	178

<b>Children's Services</b>					
<b>Service</b>	<b>Original Budget</b>	<b>Current Budget</b>	<b>Forecast Outturn Variance</b>	<b>Previously Reported Variance</b>	<b>Change in Reported Variance</b>
	£'000	£'000	£'000	£'000	£'000
Children's Services non Dedicated Schools Grant					
Social Care and Early Help					
Employee & Operational Related Expenditure	7,143	7,143	-2	0	-2
Legal Services	657	657	300	0	300
Placements	10,432	10,432	88	0	88
Community Hubs including Employee & Operational Expenditure	1,651	1,651	0	0	0
National Transfer Scheme	0	0	231	0	231
<b>Total Social Care and Early Help</b>	<b>19,883</b>	<b>19,883</b>	<b>617</b>	<b>0</b>	<b>617</b>
Other					
Management & Business Services	3,824	3,824	-102	0	-102
Education	1,102	1,102	82	0	82
Public Health	1,597	1,597	0	0	0
Special Educational Needs and Children with Disabilities	3,471	3,471	-42	0	-42
Children's Services - Retained	-2,738	-2,738	-209	0	-209
Total Other	7,255	7,255	-271	0	-271
<b>Total Children's Services non Dedicated Schools Grant</b>	<b>27,138</b>	<b>27,138</b>	<b>346</b>	<b>0</b>	<b>346</b>
Dedicated Schools Grant					
AfC Contract - Dedicated Schools Grant	12,987	12,987	761	0	761
Dedicated Schools Grant - Retained	58,896	58,896	-341	0	-341
Dedicated Schools Grant Income	-71,883	-71,883	-420	0	-420
Total Dedicated Schools Grant	0	0	0	0	0
<b>Total Children's Services and Dedicated Schools Grant</b>	<b>27,138</b>	<b>27,138</b>	<b>346</b>	<b>0</b>	<b>346</b>
Summary Position					
Achieving for Children Contract	42,863	42,863	1,316	0	1,316
Children's Services - Retained	-2,738	-2,738	-209	0	-209
Dedicated Schools Grant - Retained	58,896	58,896	-341	0	-341
<b>Total Children's Services net budget</b>	<b>99,021</b>	<b>99,021</b>	<b>766</b>	<b>0</b>	<b>766</b>
			<b>766</b>		

Reserve name	Opening balance £	Forecast transfers in £	Forecast transfers out £	Forecast closing balance £	Description of reserve
Better Care Fund	(3,399,541)	0	1,384,000	(2,015,541)	Funds directed by the BCF Board.
Business Rates Section 31 Grant Reserve	(23,052,535)	0	0	(23,052,535)	This relates to additional s31 grant to cover for the Covid-19 reliefs granted to businesses.
Business Rates Volatility Reserve	(3,133,414)	0	0	(3,133,414)	To cover any deficits on business rate collection.
Community Infrastructure Levy Capital	(8,712,667)	0	0	(8,712,667)	For funding of capital finance schemes.
Community Infrastructure Levy Revenue	(329,090)	0	0	(329,090)	CIL contributions to revenue costs.
Covid-19 General Reserve	(2,143,972)	0	2,143,972	0	To meet funding gap in 2022/23 due to the impact of the pandemic, identified in the MTFP.
Insurance Reserve	(901,064)	0	100,000	(801,064)	To fund insurance claims.
Grant funded future commitments reserve	(2,927,866)	0	706,970	(2,220,896)	New burdens and other unringfenced government grants that have not been utilised by services in year but will be required in future years.
Optalis Development Reserve	(380,747)	0	0	(380,747)	Set aside to mitigate against increases in the Optalis contract.
Property Reserve	(500,000)	0	0	(500,000)	Funding property specific one-off costs.
Public Health Fund	(587,984)	0	0	(587,984)	Ring-fenced Public Health Grant.
Arts funding reserve	(140,000)	0	0	(140,000)	Specific funding for the arts.
Safeguarding Reserve	(194,018)	0	0	(194,018)	Funds earmarked for the Safeguarding Board.
Building Control Reserve	69,241	0	0	69,241	Deficit from the joint service has to be met from future fees & charges.
Grave Maintenance Reserve	(7,535)	0	0	(7,535)	To meet expenditure on closed graveyards.
Nature Reserve Maintenance Fund	(122,682)	0	0	(122,682)	Arthur Jacobs Nature Reserve.
Old Court Maintenance Reserve	(16,434)	0	0	(16,434)	Art Centre in Windsor
<b>Total earmarked reserves</b>	<b>(46,480,306)</b>	<b>0</b>	<b>4,334,942</b>	<b>(42,145,365)</b>	
<b>School Reserves</b>					
Schools Forum De delegated school services	(547,029)	0	0	(547,029)	Funding passed back (de-delegated) for school services with Schools Fourum approval.
Sensory Consortium Service	(245,457)	0	70,000	(175,457)	Berkshire joint arrangement for specialist ducation support.
Schools Revenue Balances	(3,003,155)	0	0	(3,003,155)	School specific reserves.
DSG Adjustment Account	2,046,845	0	420,000	2,466,845	Ringfenced deficit on education services held separately from general fund.
<b>Total schools reserves</b>	<b>(1,748,796)</b>	<b>0</b>	<b>490,000</b>	<b>(1,258,796)</b>	

## Essential information

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

Strategy		Plan		Project		Service procedure	x
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Responsible officer	Andrew Vallance	Service area	Finance	Directorate	Resources
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Stage 1: EqIA Screening (mandatory)	Date created: 24/06/2022	Stage 2 : Full assessment (if applicable)	Date created: NA
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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): Andrew Valance

Dated: 24/06/2022

## 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?

*This report sets out the financial position of the Council in respect of the current year. The report reviews the various elements of the Council's financial position including the revenue budget and its funding, the capital programme, and the Council's financial reserve position. The report reviews the main areas of financial risk affecting the revenue and capital budgets and in respect of these risks sets out the assumptions that underpin the forecast position for the year.*

*RECOMMENDATION: That Cabinet: notes the report including:*

- i) The Council's projected revenue and capital position for 2021/22.*
- ii) Approves a capital budget virement of £164,000 from Boulters Lock Car Park extension to Windsor Coach Park.*

**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
<b>Age</b>	Not Relevant			
<b>Disability</b>	Not Relevant			
<b>Gender re-assignment</b>	Not Relevant			
<b>Marriage/civil partnership</b>	Not Relevant			
<b>Pregnancy and maternity</b>	Not Relevant			
<b>Race</b>	Not Relevant			
<b>Religion and belief</b>	Not Relevant			
<b>Sex</b>	Not Relevant			
<b>Sexual orientation</b>	Not Relevant			

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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	Not at this stage		
Does the strategy, policy, plan etc require amendment to have a positive impact?	No	Not at this stage		

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).

## 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.**

**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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**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.***

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**Eliminate discrimination, harassment, victimisation**

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**

<b>Protected Characteristic</b>	<b>Advancing the Equality Duty : Does the proposal advance the Equality Duty Statement in relation to the protected characteristic (Yes/No)</b>	<b>If yes, to what level? (High / Medium / Low)</b>	<b>Negative impact : Does the proposal disadvantage them (Yes / No)</b>	<b>If yes, to what level? (High / Medium / Low)</b>	<b>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.</b>
Age					
Disability					
Gender reassignment					
Marriage and civil partnership					
Pregnancy and maternity					
Race					
Religion and belief					
Sex					
Sexual orientation					

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**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.*

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Report Title:	Spencer's Farm Stakeholder Masterplan Document
Contains Confidential or Exempt Information	No - Part I
Cabinet Member:	Councillor Haseler, Cabinet Member for Planning, Parking, Highways and Transport
Meeting and Date:	Cabinet – 21 <sup>st</sup> July 2022
Responsible Officer(s):	Andrew Durrant, Executive Director of Place Services Adrien Waite, Head of Planning
Wards affected:	Site is within the Riverside Ward, but development will also affect Furze Platt and Belmont

## **REPORT SUMMARY**

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.

The report recommends that Cabinet approves the Spencer's Farm Stakeholder Masterplan Document as an important material consideration for Development Management purposes.

## **1. DETAILS OF RECOMMENDATION(S)**

**RECOMMENDATION:** That Cabinet notes the report and:

- i) Approves the Spencer's Farm Stakeholder Masterplan Document as an important material consideration for Development Management purposes.**

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

**Options**

**Table 1: Options arising from this report**

<b>Option</b>	<b>Comments</b>
<p>Approve the Spencer’s Farm Stakeholder Masterplan Document for Development Management purposes.</p> <p><b>This is the recommended option.</b></p>	<p>The site promoter, stakeholders, local residents and local planning authority have worked collaboratively on the Stakeholder Masterplan Document. If approved for Development Management purposes, the document will help to ensure a high-quality development that takes into account the views of the local community and other stakeholders.</p>
<p>Not approve the Spencer’s Farm Stakeholder Masterplan Document for Development Management purposes.</p> <p><b>This is not the recommended Option.</b></p>	<p>Deciding simply not to approve the Stakeholder Masterplan Document would undermine the Stakeholder Masterplanning process set out in the adopted Borough Local Plan. If there is a significant concern about an aspect (or aspects) of the Stakeholder Masterplan Document, Officers could review the Stakeholder Masterplan Document, and a revised version brought back to Cabinet for approval.</p>

- 2.1 The adopted Borough Local Plan (BLP) places great importance on ensuring that development is sustainable, and that it positively contributes towards the qualities and character of the Borough. The BLP’s Spatial Vision states that: *"...development will be expected to promote sustainability and add to the special qualities of the Borough through high quality design, effective and efficient use of land and protection of valued heritage, natural and other assets."*
- 2.2 To assist in implementing the Spatial Vision, BLP Policy QP1 (Sustainability and Placemaking) introduces a requirement for the preparation of ‘stakeholder masterplans’ for developments that will deliver 100 or more net new dwellings, or more than 5,000 sq. m of employment or mixed use floorspace. The supporting text to Policy QP1 explains that the stakeholder masterplanning process formalises good practice in relation to pre-application discussions, by requiring developers of larger sites to engage with the Council, local community, and other stakeholders at an early stage in the development process.
- 2.3 The developer is responsible for preparing the Stakeholder Masterplan Document (SMD). In summary, the process involves:

- Engagement with the Council, local community and other stakeholders on key issues, priorities, and development options;
  - Preparation of the draft SMD;
  - Consultation on the draft document;
  - Consideration of the consultation responses, with amendments to be made to the draft SMD as appropriate/necessary; and
  - Preparation of the final SMD.
- 2.4 The last stage in the process is for the final SMD to be presented to Cabinet, with a recommendation that the document be approved as an important material consideration for Development Management purposes.
- 2.5 The remainder of this Cabinet report addresses the process of preparing the SMD for Spencer's Farm, the content of the SMD, and the next steps.
- 2.6 Barton Willmore (the site promoter) and IM Land (landowner) have worked through the stakeholder masterplanning process at their own risk. Officers have been supportive of the progress made by Barton Willmore (including work done in advance of the BLP being adopted) on the basis that there are long lead-in times for larger developments, and in order to meet the housing targets set out in the BLP, it was important that this early progress was made with some of the BLP site allocations.
- 2.7 The site allocation proforma for Spencer's Farm (at Appendix C of the BLP) outlines the uses to be accommodated on the site, alongside a number of site-specific design requirements and considerations. The proposed uses are:
- Approximately 330 residential units
  - High quality network of green and blue infrastructure across the site
  - A Primary School (up to three forms of entry)
- 2.8 The site-specific design requirements and considerations address matters including access to the site (including by sustainable modes of transport), boundary treatments, the form of housing (including the need for family housing and affordable housing), and the importance of providing a strong green and blue infrastructure network across both elements of the site.
- 2.9 Consultation on the scheme proposals originally commenced in 2017 prior to the submission of the adopted BLP. Various meetings and exhibition events took place in 2017/18 as detailed in the SMD document.
- 2.10 Further stakeholder and community engagement was carried out in 2021 in the form of webinars and workshops, with a three week public consultation taking place in August 2021.
- 2.11 The requirements for site AL25, as set out in the BLP, were the starting point for determining the matters to discuss with the local community and other stakeholders through the stakeholder masterplanning process.
- 2.12 Barton Willmore created a dedicated project website (<https://www.spencers-farm.co.uk>) along with an email address and phonenumber to enable community members to engage with the project during the COVID-19 pandemic. The

Barton Willmore team have also met with officers, local residents and Councillors over the course of the last 12 months, to discuss particular aspects of the project in further detail.

- 2.13 The feedback at and following the engagement meetings, the Borough Wide Design Guide and pre-application advice from officers and the Council's urban design advisor, all then fed into the preparation of the draft SMD. Barton Willmore were responsible for preparing the draft SMD, in consultation with officers and the Council's urban design advisor.
- 2.14 In summary terms, the SMD prepared provides a description of the site and a summary of the planning policy context; summarises the feedback received during the engagement phase; sets out a series of development objectives for the site; identifies the principal opportunities and constraints associated with the site; and outlines the design principles that will guide the future development of the site.
- 2.15 Some of the main SMD principles and approaches to highlight, include:
- A commitment to deliver a greater proportion of family housing.
  - A commitment to providing formal public spaces within the development to create a community focus and identity to the scheme.
  - Land set aside for a new Primary school, with the size and location of the school site discussed and agreed with Achieving for Children.
  - The provision of a new vehicular access point to the site via the B4447 in the form of a ghost island junction, as well as safe pedestrian/cycling access across the B4447.
  - A commitment to the provision of internal cycle infrastructure including protected space for cyclists in accordance with guidance set out in LTN 1/20 'Cycle infrastructure design'.
  - A commitment to bring forward a number of improvements to the existing pedestrian and cycle networks between the site, town centre and other key destinations within the Maidenhead and Furze Platt/North Town residential area (including Furze Platt train station).
  - An extensive network of footpaths and cycleways within the site, providing safe and direct routes through the site, which connect with existing footpaths and cycleways in the local area.
  - A sensitive approach to the boundaries with existing development, in particular with Aldebury Road and Westmead.
  - A commitment from Barton Willmore to prepare a Design Code for the site, as part of their outline planning application submission.
- 2.16 Barton Willmore organised a four-week community consultation on the draft SMD between 4<sup>th</sup> March and 4<sup>th</sup> April 2022. A letter was sent to 1,002 local addresses around the Spencer's Farm site. Barton Willmore also provided consultation information on their website.

- 2.17 Barton Willmore received 51 completed sets of comments. A table summarising the comments received has been provided by Barton Willmore. Against each comment theme is a Barton Willmore view. This summary table is attached as **Appendix A**.
- 2.18 Many of the comments received related to matters that had also been raised at the previous meetings and events. Barton Willmore and Council officers had therefore already had the opportunity to consider many of the issues in preparing the draft SMD. Some of the concerns being raised were in relation to matters of principle, which have been dealt with through the adoption of the BLP (for example, the principle of releasing the land from the Green Belt for development). Other matters are points of detail (too detailed for the SMD) that can be further considered at the planning application stage.
- 2.19 A copy of the final SMD, as recommended for approval for Development Management purposes, is linked as **Appendix B**.
- 2.20 The main changes made to the SMD, as a result of the consultation feedback, include:
- Increased ambition of the vision to focus more on nature and biodiversity enhancements in response to local comments, the vision now includes: *“...Tree lined streets, pollen rich gardens, open spaces, the riverside meadow and the woodland copse will support biodiversity...”*
  - Clarification that the development will predominantly seek to provide family housing in response to resident’s comments relating to high-density flatted development.
  - Improved clarity in diagrams illustrating the edges of the development site and relationship with the surrounding area.
  - An increased emphasis on the potential for offsite-walking and cycling connectivity improvements where appropriate and feasible. This is in response to local comments in relation to traffic as well as comments from the appointed urban designer and a resultant site visit which included walking key routes to and from the site and considering opportunities for improvements.
- 2.21 The Council’s Urban Design advisor has also been engaged throughout the SMD process to provide an independent view on the Stakeholder Masterplanning process, and the role and benefit of the Stakeholder Masterplanning exercise for Spencer’s Farm. There are some outstanding issues with the SMD document that he would like to see addressed. However, the level of design detail is beyond the scope of the SMD document and will need to be assessed at the planning application stage.
- 2.22 An outline planning application was received by the Council on this site on June 6th. Barton Willmore have submitted a Design Code as part of their application in order to develop the design principles outlined in the SMD. The Council’s Urban Design consultant will write a note/informative to cover the above-mentioned issues when consulted by Development Management (DM) colleagues on the outline planning application.

2.23 Barton Willmore will also include a Statement of Community Involvement which will cover all of the engagement and consultation activities that have been undertaken in the period 2017-2022.

**3. KEY IMPLICATIONS**

**Table 2: Key Implications**

<b>Outcome</b>	<b>Unmet</b>	<b>Met</b>	<b>Exceeded</b>	<b>Significantly Exceeded</b>	<b>Date of delivery</b>
The SMD helps to deliver a high-quality scheme on Spencer’s Farm, which meets the requirements of the BLP, is appropriate to context and respects its surroundings.	The high-level design principles, developed with input from the local community, and set out in the SMD, are not taken forward/ are watered down.	The high-level design principles, as set out in the SMD, are generally taken forward, and positively influence the planning application proposals/ development on the ground.	The high-level design principles, as set out in the SMD, are mostly taken forward, and positively influence the planning application proposals/ development on the ground.	The high-level design principles, as set out in the SMD, are taken forward and strengthened (with further community input at the design coding stage) and positively influence the planning application proposals/ development on the ground.	Upon determination of the Reserved Matters applications/ completion of the development.

**4. FINANCIAL DETAILS / VALUE FOR MONEY**

- 4.1 Whilst this report does not have direct financial implications, the masterplanning process has a role to play in ensuring that infrastructure needs are further considered prior to the submission of any future planning applications. This is an important part of the process of ensuring that the resourcing implications of the planned development are fully considered.
- 4.2 The hosting of the engagement sessions, publicity, drafting of the SMD, and organisation of the consultation, were all the responsibility of Barton Willmore (albeit with guidance and input from officers and their advisors).
- 4.3 A Planning Performance Agreement was agreed with Barton Willmore at the start of the Stakeholder Masterplanning process. This Agreement provided funding to the Council to resource the input of specialist officers/ consultants, in particular Stefan Kruczkowski (urban design advice) and Project Centre (highways and education advice).

**5. LEGAL IMPLICATIONS**

- 5.1 The SMD for Spencer’s Farm will not form part of the Development Plan in the Royal Borough as it cannot set new policy. It would not have the same weight as a Supplementary Planning Document (SPD) produced in accordance with [Regulations 11 to 16 of the Town and Country Planning \(Local Planning\) \(England\) Regulations 2012](#).



- 5.2 SMDs are effectively the first stage in the development process on the larger housing sites within the Borough (in effect an expanded pre-application submission, but with added public engagement intended to allow residents to have an input into the development of the sites). We are therefore expecting the developer at Spencer’s Farm to come forward with a pre-application submission or an outline planning application which would be based upon the SMD following the adoption of the SMD by Cabinet.
- 5.3 In light of the community engagement and consultation undertaken in relation to the SMD, some weight must already be attributed to the SMD, but in accordance with the process prescribed in the adopted BLP, and to give Barton Willmore confidence that the Council is supportive of the design objectives and design principles in the SMD, Officers are recommending that Cabinet formally approves the SMD as an important material consideration for Development Management purposes.
- 5.4 This is a process that will be repeated for other housing sites within the borough. There are 8 housing allocation sites in the BLP that would need to go through this process in order to comply with policy QP1. The Land West of Windsor site had its SMD adopted by Cabinet in October 2021. Currently, in addition to the Spencers Farm site, we have two more sites that have initiated the SMD process, both of which are at an earlier stage than Spencer’s Farm (Lower Mount Farm in Cookham (AL37) and Woodlands Park in Maidenhead (AL24)). Both are likely to be coming to Cabinet with final draft SMDs for adoption in the Autumn/Winter.

**6. RISK MANAGEMENT**

**Table 3: Impact of risk and mitigation**

<b>Risk</b>	<b>Level of uncontrolled risk</b>	<b>Controls</b>	<b>Level of controlled risk</b>
Local community concerns and issues are not taken into account at the planning application stage.	Medium	Approve the Spencer’s Farm SMD for development management purposes, ensuring that the comments from the local community are considered at the planning application stage.	Low
Other developers and promoters (for other sites allocated in the BLP) resist preparing	Medium/ Low	Approve the Spencer’s Farm SMD for development management purposes (demonstrating the benefits/ effectiveness of the process).	Low

Stakeholder Masterplans.			
Design principles in the SMD are watered down in delivering the development	Medium/ High	Approve the Spencer's Farm SMD for development management purposes – which includes a commitment from Barton Willmore to prepare a Design Code for the site, for agreement prior to any granting of outline planning permission.	Low

## 7. POTENTIAL IMPACTS

- 7.1 Equalities. Officers consider that the SMD for Spencer's Farm meets the Basic Conditions in relation to human rights requirements.
- 7.2 Equalities. Equality Impact Assessments are published on the [council's website](#). 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.
- 7.3 An [EQIA screening form](#) has been completed and signed by the relevant Head of Service. The recommendations in this report have no identified equality impacts.
- 7.4 Climate change/sustainability. The SMD aligns with the policies and requirements of the BLP, which was subject to Sustainability Appraisal/ Strategic Environmental Assessment. In addition to this, Officers confirm that the SMD meets the Basic Conditions, in terms of sustainability.
- 7.5 Data Protection/GDPR. The consultation on the draft SMD was undertaken by Barton Willmore. Any sensitive information shared with Officers was handled in accordance with the GPDR regulations and the statement on the way the Planning Policy team in the Planning Department handles personal data.

## 8. CONSULTATION

- 8.1 The process of engagement and consultation on the draft SMD for Spencer's Farm is described above. Officers believe that the form and amount of engagement is as envisaged by the adopted BLP (in relation to the preparation of SMDs) and accords with the principles set out in the Council's Statement of Community Involvement.

## 9. TIMETABLE FOR IMPLEMENTATION

Table 4: Implementation timetable

Date	Details
1 <sup>st</sup> August 2022	Subject to Cabinet’s approval, the SMD will become an important material consideration in the assessment and determination of planning applications on the Spencer’s Farm site.

## 10. APPENDICES

10.1 This report is supported by 2 appendices:

- Appendix A – EQIA
- Appendix B - Summary of consultation responses, with Barton Willmore comments
- Appendix C – Spencer’s Farm Stakeholder Masterplan Document – April 2022 (Version for Approval).

## 11. BACKGROUND DOCUMENTS

11.1 This report is supported by 3 background documents:

- National Planning Policy Framework (NPPF) - <https://www.gov.uk/government/publications/national-planning-policyframework--2>
- [Adopted Borough Local Plan](https://consult.rbwm.gov.uk/file/5883688)  
<https://consult.rbwm.gov.uk/file/5883688>
- [Equalities Impact Assessment](https://www.rbwm.gov.uk/home/council-and-democracy/equalities-and-diversity/equality-impact-assessments)  
<https://www.rbwm.gov.uk/home/council-and-democracy/equalities-and-diversity/equality-impact-assessments>

## 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		24/06/22
Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer		24/06/22
<i>Deputies:</i>			
Andrew Vallance	Head of Finance (Deputy S151 Officer)		23/6/22

Elaine Browne	Head of Law (Deputy Monitoring Officer)		
Karen Shepherd	Head of Governance (Deputy Monitoring Officer)	17/5/22	17/5/22
<i>Other consultees:</i>			
<i>Directors (where relevant)</i>			
Duncan Sharkey	Chief Executive	17/05/22	17/05/22
Andrew Durrant	Executive Director of Place	17/05/22	18/05/22
<i>Heads of Service (where relevant)</i>			
Adrien Waite	Head of Planning	06/05/2022	24/06/22
Chris Joyce	Head of Infrastructure, Sustainability and Economic Growth		
<i>External (where relevant)</i>			
N/A			

Confirmation relevant Cabinet Member(s) consulted	<p>Cllr Andrew Johnson (Leader) Cllr Phil Haseler (Cabinet Member for Planning, Parking, Highways &amp; Transport)</p> <p>Cllr David Coppinger (Cabinet Member for Environmental Services, Parks &amp; Countryside &amp; Maidenhead)</p>	<p>Sent to Cllr Haseler on 06/05/2022, <b>returned on 09/05/2022</b></p>
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## REPORT HISTORY

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

Report Author: Garry Thornton – Principal Planning Policy Officer
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## **Appendix A – Equalities Impact Assessment (EqIA) Screening**

### **Essential information**

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

<b>Strategy</b>		<b>Plan</b>	X	<b>Project</b>		<b>Service procedure</b>	
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<b>Responsible officer</b>	Adrien Waite, Head of Planning	<b>Service area</b>	Planning	<b>Directorate</b>	Place
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<b>Stage 1: EqIA Screening (mandatory)</b>	Date created: 06/05/2022	<b>Stage 2: Full assessment (if applicable)</b>	Date created:
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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:**

### **Guidance notes**

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

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

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

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

#### **What are the "protected characteristics" under the law?**

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

#### **What's the process for conducting an EqIA?**

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

## **Openness and transparency**

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

## **Enforcement**

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

## **Stage 1: Screening (Mandatory)**

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

The Stakeholder Masterplan Document (SMD) has been prepared to guide future development on Spencer's Farm, identified as Allocation AL25 within the Royal Borough of Windsor & Maidenhead's (RBWM) adopted Borough Local Plan (BLP).

The Stakeholder Masterplan document aims to:

- Inform the Development Management process;
- Enable the local community and other stakeholders to engage with the planning and design process for the site, far early than would normally be the case;
- Improve the efficiency of the planning and development process, by providing greater certainty in advance of the planning application stage; and
- Ensure that the new development framework delivers the sustainability and place-making aspirations of the BLP, thereby creating a high-quality environment

### **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".**

<b>Protected characteristic</b>	<b>Relevance</b>	<b>Level</b>	<b>Positive or negative</b>	<b>Evidence</b>
<b>Age</b>	Relevant	Medium	Positive	<p>The Borough Local Plan proposes allocation of site AL25, Spencer's Farm, for residential uses and supporting community infrastructure. The adopted Borough Local Plan was subject to an Equality Impact Assessment in 2017, which did not identify any negative impacts for any particular group with protected characteristics.</p> <p>The Stakeholder Masterplan Document for Spencer's Farm develops the policies and</p>

				<p>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). The Stakeholder Masterplan Document recognises the need for different housing types and tenures to meet a range of local needs, and future planning applications will need to comply with Borough Local Plan policy.</p> <p>In addition, both the allocation site proforma for AL25 and Stakeholder Masterplan Document make provision for a Primary School.</p> <p>There is nothing in the Stakeholder Masterplan Document which is considered to disproportionately impact on any particular individual or group.</p>
<b>Disability</b>	Relevant	High	Positive	<p>The Borough Local Plan proposes allocation of site AL25, Spencer's Farm, for residential uses and supporting community infrastructure. The adopted Borough Local Plan was subject to an Equality Impact Assessment in 2017, which did not identify any negative impacts for any particular group with protected characteristics.</p> <p>The Stakeholder Masterplan Document for Spencer's Farm 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). The Stakeholder Masterplan Document recognises the need for different housing types and tenures to meet a range of local needs, and future planning applications will need to comply with Borough Local Plan policy.</p> <p>In addition, both the allocation site proforma for AL25 and Stakeholder Masterplan Document make provision for a Primary School.</p> <p>There is nothing in the Stakeholder Masterplan Document which is considered to disproportionately impact on any particular individual or group.</p>
<b>Pregnancy and maternity</b>	Relevant	Low	Positive	<p>The Borough Local Plan proposes allocation of site AL25, Land west of Windsor, for</p>

				<p>residential uses and supporting community infrastructure. The Borough Local Plan (Submission Version) was subject to an Equality Impact Assessment in 2017, which did not identify any negative impacts for any particular group with protected characteristics.</p> <p>The Stakeholder Masterplan Document for Spencer's Farm develops the policies and requirements set out in the Borough Local Plan. It does not create new policy.</p> <p>There is nothing in the Stakeholder Masterplan Document which is considered to disproportionately impact on any particular individual or group.</p>
<b>Race</b>	Relevant	Medium	Positive	<p>The Borough Local Plan proposes allocation of site AL25, Spencer's Farm, for residential uses and supporting community infrastructure. The adopted Borough Local Plan was subject to an Equality Impact Assessment in 2017, which did not identify any negative impacts for any particular group with protected characteristics.</p> <p>The Stakeholder Masterplan Document for Spencer's Farm 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). The Stakeholder Masterplan Document recognises the need for different housing types and tenures to meet a range of local needs, and future planning applications will need to comply with Borough Local Plan policy.</p> <p>There is nothing in the Stakeholder Masterplan Document which is considered to disproportionately impact on any particular individual or group.</p>
<b>Religion and belief</b>	Not relevant			
<b>Sex</b>	Not relevant			
<b>Sexual orientation</b>	Not relevant			
<b>Gender re-assignment</b>	Not relevant			
<b>Marriage/civil partnership</b>	Not relevant			



**Outcome, action and public reporting**

<b>Screening Assessment Outcome</b>	<b>Yes / No / Not at this stage</b>	<b>Further Action Required / Action to be taken</b>	<b>Responsible Officer and / or Lead Strategic Group</b>	<b>Timescale for Resolution of negative impact / Delivery of positive impact</b>
<b>Was a significant level of negative impact identified?</b>	No	At this time, it is considered that the proposed Stakeholder Masterplan Document is unlikely to have a disproportionate impact on any particular group.		
<b>Does the strategy, policy, plan etc require amendment to have a positive impact?</b>	No			

## Appendix B – Barton Willmore summary of consultation responses

Development objective comment		
	Comments from feedback form (unedited)	Team response
Formal public spaces	No comment.	
Frontages	No comment.	
Hierarchy of streets	No comment.	
Local character references	No comment.	
Publicly accessible open spaces	<ol style="list-style-type: none"> <li>1. There is an amount of green belt land that would be lost. There is no way of recovering that or providing any alternative. Once the land has been used for other purposes it is lost for ever.</li> <li>2. We moved here because of the lovely open spaces. All this will be compromised. We have enjoyed many years of beautiful open space and would like to carry on enjoying it. We chose this estate to live on because of the open space surrounding it, but if more houses are built the estate will become very claustrophobic. I have a young grandson and love taking him for walks over the green open spaces. I do a lot of driving for my job so it is nice to be able to go for walks on my doorstep.</li> <li>3. We need to keep our green spaces.</li> <li>4. The land itself is greenbelt land and should not be built on.</li> <li>5. It is so lovely to have all this countryside on our doorstep. Do we really need another 330 houses instead of countryside that we need??? Really hope that this does not go ahead and ruin my peaceful and happy home/environment.</li> <li>6. Firstly, I think it is criminal to our local green belt. Walking the dogs along the surrounding footpaths really opens your eyes to the amazing wildlife, some being quite rare, that we are so lucky to have. Building such a large development will destroy habitats and cause a catastrophic reduction in wildlife.</li> <li>7. I don't agree to this plan to build on green belt land.</li> <li>8. I believe that it should have been retained as greenbelt and be maintained as agricultural land.</li> <li>9. Losing Green belt goes against climate change policies set out by Government and we will lose vital wildlife habitat.</li> <li>10. This proposal removes a substantial amount of Green Belt. If this goes ahead, Cookham will be almost joined to Maidenhead.</li> </ol>	<p>The part of the site proposed for residential development and to provide a school site is no longer Green Belt land. This was removed from the Green Belt within the BLP.</p> <p>The development will enable the creation of new publicly accessible open space for the benefit of new and existing residents. The site is currently private land without public access.</p>

<i>Woodland copse and tree belts</i>	<i>No comment.</i>	
Veteran oak tree	<ol style="list-style-type: none"> <li>1. The access point is an has several well-established trees and hedges, damage to these would be catastrophic.</li> </ol>	The proposed vehicular access has been carefully designed. The existing oak tree located along the site frontage will be retained, and the impact on the root protection areas of other important trees has been minimised as far as possible in order to avoid unacceptable arboricultural impacts.
<i>Views to riverside meadows</i>	<i>No comment.</i>	
Maidenhead Ditch	<ol style="list-style-type: none"> <li>1. Also as an old maidonian are take exception to the reference of the Maidenhead ditch. This has always been know as Strande water, yet another example of strangers just wanting to come in build on land make money and move on.</li> </ol>	We have updated the document to reference Maidenhead Ditch / Strand Water to reflect the different names by which the waterway is known.
<i>Range of everyday facilities</i>	<i>No comment.</i>	
Land for a primary school	<ol style="list-style-type: none"> <li>1. Furze Platt does not need a new selective primary school.</li> <li>2. There is already a school (st marys) so why build another one.</li> <li>3. I do not understand why there is a need for another school so close to an existing one. The traffic on this road is already high when the kids finish, parents park everywhere and kids run into the road.</li> <li>4. The proposed school will create noise and traffic pollution. All of this will ruin our quality of life here.</li> <li>5. How can Maidenhead need another primary school this close to three others? With the three primary schools already on Cookham Road there is already significant traffic hold ups during rush hour especially during the school drop off and pick up times. Exiting from Sandringham Road during these times can already take up to ten minutes and this can only be increased with this number of extra houses even before the school is built.</li> <li>6. The addition of a Primary School will in particular only exacerbate as the "school run" already results in congestion. Between Aldebury Road and Norfolk Road, there are already three Primary Schools that have their only access onto Cookham Road adding another will make this even worse. Its so bad currently that I try to avoid going out until after 9-30 and between 3 and 4 due to the congestion.</li> </ol>	<p>The land for a primary school is a requirement from RBWM based on their assessments of need and evidence within the BLP.</p> <p>RBWM will be responsible for the design and delivery of the school.</p>

	<ol style="list-style-type: none"> <li>7. Cookham Road has 3 schools and the traffic at school times is already very heavy. Another school will just make matters worse.</li> <li>8. There is already a primary school 200m from the new proposed school, at school start and finish times it is currently very difficult to leave/enter Aldebury Road and the parents already park inconsiderably and any new school will cause major issues as many will not comply with supposed parking arrangements, as a retired police officer I have spent many hours dealing with school parking issues and the many problems caused by them to local residents.</li> </ol>	
<i>Rail access</i>	<i>No comment.</i>	
Local road network	<ol style="list-style-type: none"> <li>1. I fill the roads can not take another 300houses.congestion is bad enough now.</li> <li>2. I am against this development on environmental ground and the increase in congestion/pollution which will be brought by 330+ more cars.</li> <li>3. Once again these proposals have given no consideration to the infrastructure surrounding the site. There are few households that have at least 2 cars, that plus the additional traffic associated with schools of any size will create a volume of traffic which the minor road leading into Maidenhead will be unable to carry safely.</li> <li>4. I just can't believe a housing and school development on the scale proposed would have ever been considered due to the current heavy traffic along the adjoining roads that already have 4 schools in close proximity and, an area of high residential housing density. Not only do I feel it would result in adverse road safety but, certainly wouldn't benefit the environment caused by further vehicle emissions of additional traffic at School times. It's bad enough now when it can result in near stand still along the Cookham Road.</li> <li>5. The local road system will not cope with thousands of extra vehicle movements every day.</li> <li>6. Access to cookham road will be a nightmare. St Mary's already causes severe traffic problems in the morning and again in the afternoon for people living in aldebury road, so if there are 2</li> </ol>	<p>The transport evidence base produced by RBWM to inform the Borough Local Plan, which allows for development at the Spencer's Farm site, demonstrates the local highway network within the vicinity of the site, including the B4447 Cookham corridor towards Maidenhead town centre, is predicated to operate within capacity.</p> <p>A detailed Transport Assessment is also currently being produced and will assess the traffic implications of the proposals (using survey data collected in the weekday peak periods prior to the pandemic – as agreed with RBWM).</p>

	<p>schools in close proximity it will be chaos. If where you are proposing to build these houses there is only one way for all the traffic to come out and that will be via aldebury road. SO I AM SAYING A BIG EMPHATIC NO TO THIS SCHEME</p> <ol style="list-style-type: none"> <li>7. I can not understand why you would willing want to add more traffic to a busy road. No matter what you do parents will drive their kids to school some because they have no choice and others because it quicker.</li> <li>8. The surrounding area to this proposed site is already often chaotic with traffic</li> <li>9. The plans for 330 dwellings and a new school will cause even more traffic/parking concerns for our area.</li> <li>10. 1-2 cars per house is realistic. Living in very close proximity to this - we have seen a dramatic increase in traffic down Maidenhead Road to link through to Cookham and Maidenhead over the last 3 years (particularly over the past year), and it is heavily used instead of the Switchback Road. Rush hour is extremely challenging particularly for walkers and cyclists where drivers have no regard at all for the safety or rights of individuals - speed and distance when overtaking. I have seen a report analysing the data that RBWM provided which an expert in Cookham has analysed and shared this in the consultation demonstrating a deeply concerning impact on the traffic and gridlock that Cookham and the surrounding area will endure because of this. I am shocked to hear how little regard has been paid to this report given it is using RBWM data. For the road I live on peak time will increase by 52 extra cars - that is 1 a minute. This is significant. All this traffic has one route through to Cookham and beyond, whether Switchback or Maidenhead Road is taken. It is also an extremely challenging junction already to exit or enter from on both ends of Maidenhead Road to B4447 and A4094.</li> <li>11. There has been no consideration to the increase in traffic and the impact it will have on Cookham and traffic flow in this area. There is too much speeding in this area and nothing being done about it.</li> <li>12. I am concerned about the amount of building in Cookham and in particular in the area where I live (there are three proposed developments very close). I am concerned for the infrastructure and in particular increase in traffic on Maidenhead Road as a result of these three developments.</li> <li>13. In particular the traffic on Maidenhead Road and the Switchback Road.</li> <li>14. Secondly, living on Maidenhead road which is a fast, busy, narrow main road, I fear for the safety of drivers and fellow neighbours'</li> </ol>	<p>The analysis is considering the capacity and safety of local junctions and takes into account background traffic growth and the traffic generated by schemes that have planning permission, including Land at Hollands Farm, Bourne End.</p> <p>To offset the development, it is proposed to bring forward the following improvements:</p> <ul style="list-style-type: none"> <li>• A308 Furze Platt Road / Switchback Road South signals</li> <li>• B4447 Cookham Road / A4 Saint-Cloud Way / A4 Bad Godesberg Way Roundabout;</li> <li>• improvements on the main pedestrian and cycle routes between the site and the town centre and other key destinations.</li> </ul> <p>It is acknowledged that the road-over-rail bridge on the B4447 Cookham Road immediately to the west of the site is subject to a 13 tonne mgw (maximum gross weight) limit. The weight limit is in place to stop large vehicles, primarily those associated with the nearby Furze Platt Industrial Estate as well as through lorry movements, from travelling across the overbridge in order to protect the character of the area and prevent damage to the bridge. The only large vehicle that will require regular access to the development site will</p>
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	<p>properties as adding traffic to the already dangerous road could risk lives.</p> <p>15. I consider the proposed access onto the highway to be dangerous. It is immediately adjacent to the bridge which has poor visibility over its crest with a busy section of road adjacent to it during school start and finish times. As a resident of Sandringham Road, existing at busy times is difficult enough. This development will exacerbate the problem.</p> <p>16. The bridge on the A4447 is not fit for purpose (needs strengthening), so how is it going to cope with hundreds of extra cars?</p> <p>17. INCREASING TRAFFIC.</p> <p>18. Not to mention the increase in traffic that 330 new dwellings will bring and the school.</p> <p>19. I am very concerned that the access to the site will not be adequate for the volume of traffic generated by the new houses and the school. The existing Aldebury Road access towards the proposed site is already very problematic with a steepish slope to Cookham Road and the volume of traffic generated by the existing primary school only a short way down the road. I am only too aware of how much congestion this school already generates in the morning and afternoon, making it extremely difficult to get out of and into Aldebury Road. Surely this should give a warning of the future problems but on a larger scale. The new access to the site might in principle be fine but once it reaches the Cookham Road movement of traffic is going to be very much impeded with tail backs and hold ups. I think this will also encourage people to turn into Aldebury Road to drive through the estate and use the other access road by St Mary's school ... which, as I have said, is already badly congested at school times. Despite what has been said, I think this really does need to be reconsidered not just for the existing residents of Aldebury Road but for the users of any new development.</p> <p>20. The current junction already has issues with accidents and near misses due to the gradient of the road and the road junction position, the local access to Aldebury Road for the residents is already busy and with a potential extra 300 houses which in real terms means an extra 600 cars using this junction you will have queues trying to get in and out and at school times will be near impassable. This will be a large impact on the lives of the current residents. It will also mean as there will be no access to the north side of Aldebury Road everyone from that side will then have to drive round the whole estate to get out onto Cookham Road adding to the chaos by the current school and meaning extra time in trying to leave or return to their homes. There seems to be an awful lot of</p>	<p>be a refuse vehicle. It is important to note there will be no increase in the number of refuse vehicle movements serving the Aldebury Road residential area, or to the routing strategy, as a result of the proposed development – the existing vehicle accessing the existing residential area will also serve the proposed site when built out. Any school buses serving the proposed primary school on the site will also need to adhere to the existing weight limit and there are ample opportunities to access the wider highway network to the south of the site without crossing the bridge, i.e. this is direct route towards the A4 and town centre. The structural wear associated with the axle weight of the additional light vehicle movements crossing the bridge travelling to/from the site will be negligible, particularly in comparison to the existing traffic crossing the bridge.</p>
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	<p>inconvenience that is going to be inflicted on the current residents!</p> <ol style="list-style-type: none"> <li>21. There is also an issue with heavy traffic locally with the surrounding schools this will only increase by injecting a further 200+ cars – delivery vehicles to an already busy area</li> <li>22. The main problem with this development is that extra traffic that will result in 660 additional cars. Currently, the roads stretching from St Mary's to Furze Platt Senior School is logjammed at peak times. It is particularly bad at the entry of Aldebury road and the B4447.</li> <li>23. Living so close to the development and experiencing the current traffic that accumulates at both entrances of Aldebury Road onto the B4447 I can imagine the negative impact of 330 houses and a school will have on the infrastructure. Realistically, 330 houses are likely to result in 660 cars (two per household). At present during peak times (especially school times) it is so difficult to exit this estate as one of the entrances has St Mary's primary school located there and this in turn impacts both entrances.</li> </ol>	
<i>Public Rights of Way</i>	<i>No comment.</i>	
<i>Pedestrian routes</i>	<i>No comment.</i>	
<i>Cycle routes</i>	<i>No comment.</i>	
Local bus services	<ol style="list-style-type: none"> <li>1. you will not get people out of cars taking their children to school without offering them an alternative. This could be an opportunity to think about a school bus. There are not many things that I think are better in the US, but this is one of them. Everything gives way to the yellow school buses morning and evening. Without something like this, parents are still going to drive their children to school, unless they live just round the corner. Primary school children should not be cycling along busy main roads to school.</li> <li>2. I heard a councillor mention that the bus stops were going to be improved. Currently the 37 Wycombe bus comes from Cookham and goes along Queensway once an hour towards Maidenhead. Coming from Maidenhead it turns at the garage, up to Queensway and then joins Cookham Road also once an hour. The only other bus that comes near Aldebury Road only goes in one direction from Maidenhead up the Cookham Road once an hour. It doesn't go back the way it came! So much for public transport to the site!</li> <li>3. No provision for any services has been included in the plan for this site so any of the new residents will have to travel by car to even get to a local shop</li> </ol>	<p>The proposed development will assist in bringing forward substantial financial contributions towards local transport measures, including:</p> <ul style="list-style-type: none"> <li>• Improvements to existing bus stops (potentially to include Real Time Passenger Information, increased kerb heights (i.e. Kassel kerbs) to be fully accessible for disabled people; and improved bus shelter provision.</li> </ul> <p>There are genuine opportunities for future residents to travel by non-car modes – The Furze Platt Senior School, a parade of local shops including Co-Op on Shifford Crescent, Furze Platt industrial estate, and Furze Platt railway station are all located within a ten-minute walk from the site. Maidenhead town centre is</p>

		approximately 20 minute walk from the site.
<b>Design principles</b>		
Building typology	<ol style="list-style-type: none"> <li>1. We need affordable housing for locals, in their 20's and 30's not houses over £250,000. Working habits and commuting patterns have changed since these plans were proposed.</li> <li>2. It is unsatisfactory that you do not set a standard within any plan for the design of the houses to include environmental and smart home efficiencies such as solar panel or underground heating options, electronic charge points for cars. To advise you guide and pass over to the builder who then determines that is neither helpful nor productive in partnering to ensure that any new houses that are built are new homes for the future in line with sustainability and meet the borough plan for lowering carbon emissions to help tackle the climate crisis. <a href="https://www.rbwm.gov.uk/home/environment-and-waste/energy-and-sustainability/environment-and-climate-strategy">https://www.rbwm.gov.uk/home/environment-and-waste/energy-and-sustainability/environment-and-climate-strategy</a></li> </ol>	<p>The affordable housing provision will be in accordance with the Council's policy.</p> <p>Energy efficiency measures will be set within detailed design and reserved matters applications and will need to be in accordance with local and national requirements.</p>
Family housing	<ol style="list-style-type: none"> <li>1. One other problem is the building of flats and not houses. It is so important to build houses with gardens for young families so that children can have "time outside" which will help their mental health and well-being and prepare them for their adult life. The stresses on our young children are 100 fold more than way back in the 1970-80's and every family should have access to a garden and not live in flats.</li> </ol>	The proposal will predominantly provide dwellinghouses with private gardens with a limited number of flats.
Building height	<ol style="list-style-type: none"> <li>1. Loss of privacy and overlooking - The suggested estate is of a huge capacity and I am concerned about high rise buildings and on lookers.</li> </ol>	Neighbouring amenity including privacy will be considered by the Council at reserved matters stage at which point the layout and location of windows will be fixed.



		<p>Notwithstanding this, the site and relationship to neighbours comfortably affords sufficient separation distances such that amenity will be safeguarded.</p> <p>The need to ensure amenity and privacy is protected is mentioned on several occasions within the SMD at paragraph 3.2, pages 18 and 19.</p> <p>The buildings height and densities are justified at paragraph 6.5 and 6.6 of the SMD.</p>
<i>Building density</i>	<i>No comment.</i>	
<i>Block principles</i>	<i>No comment.</i>	
Western boundary	<ol style="list-style-type: none"> <li>1. Site lines appear to be focused on the original Spencers Farm development, again without thought to neighbouring properties. Three stories will certainly afford clear views into Culham Drive for example, even with the existing tree cover or any new proposed tree growth. For safety reasons Railway site management has to regularly prune over growth and dead branches from the vegetation usually resulting in gaps in the cover that provides.</li> </ol>	As above.
<i>Northern boundary</i>	<i>No comment.</i>	
Southern boundary	<ol style="list-style-type: none"> <li>1. As a fairly new resident to North Maidenhead i have been enjoying the open green space which the council is now so keen to build on. My house backs directly onto the site and whilst i appreciate the plans include a school on the southern border i feel that increasing the volume of open space to the southern border would greatly benefit residents. I understand this could mean less houses. I am also not happy about the idea of 3 story apartments going up directly to the West of our properties. We do not need more apartments in Maidenhead....have you seen the Town centre?</li> </ol>	As above.
<i>Eastern boundary</i>	<i>No comment.</i>	

<p>Vehicular access at Cookham Road</p>	<ol style="list-style-type: none"> <li>1. I would like to see a commitment to a roundabout at junction with Cookham Road, as otherwise there will be many accidents with so many vehicles (and many speeding downhill from the railway bridge)</li> <li>2. My main concern is the exit / entrance for this site. The traffic around school drop-off and pick-up is already very heavy. This will just add to the load on the main road. This hasn't been thought through and any traffic survey carried during normal term time will show this is going to be horrendous. There needs to be investment in another exit / entrance to this estate.</li> <li>3. The biggest of all concerns is the planned entrance to the new estate via the Cookham Road right next to the Spencer's Railway Bridge. This bridge is already weakened and as a result traffic is moved into the centre of the road. This "new" turning would be on a very dangerous part of the Cookham Road (numerous car accidents have occurred over the last 8-9 years, with cars turning right into Aldebury Road, from Cookham Road).... unable to see the fast cars coming from Gardener Road and the blind bridge. I can foresee numerous accidents might occur.</li> <li>4. Also, the proposed run through of traffic along Aldebury Road will greatly affect those of us who live next to the road. The traffic along Cookham Road will be gridlocked due to all the extra vehicles (it is bad enough now).</li> <li>5. There is only one main entrance to the whole estate. Surely this is hazardous in emergencies, etc, or even in normal times.</li> <li>6. The access point along the B4447 is on a dangerous bend, close to a site where there have been multiple accidents. The access point has been proposed as additional land to be added to the greenbelt.</li> <li>7. My main concern is the proposed access to the new development. The existing junction from Cookham Road into Alderbury Road is already very dangerous and there are accidents regularly. The sight line when turning right into Alderbury Road is compromised by overgrown vegetation on one side and a narrowing of the bridge on the other side due to its weakened structure. This means cars approaching the junction over the bridge are not seen until it is too late which has often been the cause of accidents. The junction is too near the bridge.</li> <li>8. Another issue of concern is obviously that of traffic and a single entrance site for the number of potential vehicles that this development would generate. At the workshop I heard someone suggest that a total of up to 900 daily 'journeys' could potentially take place, and that was only to do with the school! How many of you have tried to get through the town, or onto</li> </ol>	<p>The proposed site access junction is in accordance with current design guidance, including in terms of visibility (e.g. adequate visibility is achievable to the right to see a vehicles emerging over the crest on the bridge) and will operate within capacity with negligible queuing and delay during the weekday morning and evening peak periods, including during school drop-off and pick up times.</p> <p>It has been assessed by an independent Safety Auditor who has identified no highway safety concerns and will also be evaluated by the Council's own design check process.</p> <p>As part of the access works, the existing northern Cookham Road / Aldebury Road priority junction would be closed and Aldebury Road 'diverted' to form a new priority junction with the proposed site access road. Appropriate access is therefore maintained to existing properties without the need to travel around the southern part of the estate.</p> <p>The proposed main access onto Cookham Road has been designed to accommodate the largest refuse vehicle currently used in the Borough and therefore smaller delivery vehicles will</p>
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	<p>the A4 if the M4 is closed? Cookham Road is almost not fit for purpose now on a morning, so how the addition of cars for 330 new homes, or a school of between 400 to 600 children is not going to significantly increase the problem, I fail to see. I would also question the person who says that the new entrance will be safe and have good visibility onto Cookham Road. It's a nice idea, but I think it may be more difficult than he imagines.</p> <ol style="list-style-type: none"> <li>9. While we are being told that the junction will be adequate I can find no evidence of a traffic survey being carried out looking at the busiest times of day, has this been done?</li> <li>10. The Gardner Road and Cookham Road (the only roads into the town) are already congested, at school times the traffic is terrible.</li> <li>11. Access is too restricted.</li> <li>12. I live around 2-300m from the proposed site and find it hard to believe that the transport assessment that thinks its acceptable to have the only access to this site to be on to Gardener Road via Aldebury Road. The Cookham Road is busy at the best of times and is frequently backed up going into Maidenhead at peak times already.</li> <li>13. It will cause gridlock of traffic at the junction of the development and Gardner Road / Cookham Road, with the increase in vehicular traffic resulting from a development incorporating 330 homes and a school.</li> <li>14. (CLLR) The bend on the Cookham Road where the access to the site will be is already extremely dangerous, and we are still none the wiser as to how you plan to deal with this or, indeed, how you would evacuate the site if this access were blocked for some reason.</li> </ol>	<p>also be able to use it safely.</p> <p>There is no national or local policy restricting the use of a single point of access to serve the proposed development and RBWM agree that a single vehicular point of access is fully acceptable in principle to serve the development.</p>
<p>Ped/cyc access at Cookham Road</p>	<ol style="list-style-type: none"> <li>1. I would like to see proper provision for safe cycling routes at that new junction, especially for cyclists turning into the new development coming from the town</li> <li>2. The triangle piece of green grass (which will become the vehicle entrance to the new estate) is also used twice daily by hundreds of children walking to school at St Mary's R.C. School, Ellington School and St Luke's School, this will make it extremely dangerous for the children and the entrance to the new estate should be re-routed to Bass Mead and Stande Park, or a new entrance constructed over the railway, off the Maidenhead Road.</li> <li>3. You say that there will be pedestrian and cycle ways operating at the main entrance. I turn cold just thinking about this. 300 plus houses, 600 children all trying to get in and out of one entrance at particular times - either for school or work.</li> </ol>	<p>A 2.0m wide footway will be provided on both sides of the proposed site access road via Cookham Road and a segregated 3.0m wide cycle facility will be provided in the eastern side. This will connect with the existing footway provision located at the northern end of Aldebury Road and on the northern side of the B4447 Cookham Road along the site frontage.</p>

		<p>The proposed development will assist in bringing forward substantial financial contributions towards local transport measures, including:</p> <ul style="list-style-type: none"> <li>• infrastructure improvements on the main pedestrian and cycle routes between the site and the town centre and other key destinations within Maidenhead and the Furze Platt / North Town residential area, including pedestrian crossing provision, widening some footways and the introduction of dropped kerbs / tactile paving where they are currently missing.</li> </ul>
<p>Ped/cyc/emergency via Westmead</p>	<ol style="list-style-type: none"> <li>1. I live on Westmead. Your proposals for the use of Westmead as a pedestrian, cycle route and emergency vehicle access are laughable and completely blinkered. Again I wonder how many of the main players in this site's development plan have even walked down Aldebury Road and onto Westmead at different times of the day. As one resident said, we have delivery vans and walkers' cars driving in and in the case of the cars, parking all over the place, often on pavements. There are regularly cars parked on the corner into Westmead, obstructing visibility both ways. Our driveway is often used by large vans as a turning place, and ambulances have an almost impossible task. Often residents can't even get out of their driveways. Of course parents will see Westmead as a great place to pull in and drop their children off, or just park so that they can escort their young children into school. It will be chaos. It's fairly obvious that it won't take too long before a developer will just decide that Westmead would do very nicely as an alternative route into the site. As far as putting bollards in, to deter vehicles, we know that some motorcycle riders even get onto the Green Way footpath, so a wide path such as is being proposed is likely to be an open invitation to them.</li> <li>2. In the zoom meeting last year the people of Westmead were firstly reassured there would be no access from this road to the new estate. Then, a bit later on, it was said that an emergency access could be made from Westmead if needed. This doesn't fill me with any confidence about anything that has been said so far. It appears, that in reality, Westmead</li> </ol>	<p>The proposed emergency access at the northern end of Westmead would only need be used by a fire engine in the event there was an emergency on the site at the same time the main access onto Cookham Road was blocked – an exceptionally unlikely scenario. Collapsible bollards (or similar) will be placed at the entrance to proposed pedestrian/cycling/emergency access on Westmead to prevent general vehicle access. The carriageway on Westmead is sufficiently wide to allow a fire engine to use the emergency access on the worst case basis that parked cars are present along the full length of the street.</p>

	<p>is there to be used in future for whatever is necessary.</p> <p>3. Having emergency access via Westmead means having an extra road built in the area, which is already busy with parked cars for the residents and I am sure they will not appreciate the extra issues.</p>	
<i>Ped/cyc bridge over railway line</i>	<i>No comment.</i>	
<i>Street hierarchy</i>	<i>No comment.</i>	
<i>Street typology</i>	<i>No comment.</i>	
Internal street network / accommodating overspill parking	<ol style="list-style-type: none"> <li>1. The other major concern is the car parking in and around Spencer's Farm, we have lived here 43 yrs and at first it was ok but lately no one can park anywhere as it is too congested and to add a potentially extra 600 cars (300 new households each with 2 cars) to this small area will cause major problems.</li> <li>2. I am concerned about parking issues. St Mary's School is just a few metres away from the site and there is nowhere for parents to park except on bits of the main road and residential roads nearby. In Sandringham Road, opposite the school, so many parents have to park there - including on the pavement - that drop off and pick up times are extremely hazardous for the residents and children alike. I am concerned about the amount of car parking space that will be available on this new site. If there is not enough, then the traffic jams will tail back onto the Cookham Road.</li> <li>3. The additional traffic on the Cookham road. Where the rail line crosses over the Cookham road, due to the poor visibility of oncoming traffic from the Cookam end, causes problems for traffic going towards the town. The additional traffic will cause more problems and perhaps an accident or two. In my opinion there should be traffic lights or some way of letting the traffic through more safely.</li> <li>4. My other concern is that the new development will add to the problems of an already over populated area and the parking problems associated with this. I have lived in Green Leys for 45 years and parking which was never a problem has become a nightmare. More houses means more cars adding to the problem.</li> <li>5. Inadequate parking and access - Parking is already an issue on the Aldebury estate as there are a number of properties without off road parking, so the pressure of another estate could cause a huge impact on traffic and a significant parking demand. The increased demand and potentially double the amount of traffic if not more the proposed new</li> </ol>	<p>An appropriate level of car and cycle parking will be provided in accordance with the standards sets out in RBWM Supplementary Planning Guidance – Parking Strategy (May 2004) or any future standards that are adopted at the time of a planning application.</p> <p>The RBWM Parking Strategy (May 2004) does not have set standards for Electric Vehicle (EV) charging points for new developments, however the developer is committed to providing EV charging points across the site.</p>

	development would add to this, combined with the restricted access issues outlined above, will present a serious threat to highway safety.	
<i>Permeability</i>	<i>No comment.</i>	
<i>Cycle network</i>	<i>No comment.</i>	
<i>Green corridors</i>	<i>No comment.</i>	
<i>Open space provision</i>	<i>No comment.</i>	

<p>Ecology and nature conservation</p>	<ol style="list-style-type: none"> <li>1. I am against this development on environmental grounds. I am concerned about the destruction of habitat/green belt</li> <li>2. What about the impact on the existing wildlife habitat? it will be totally destroyed. As a young boy I often found reptiles of grass snakes, lizards and may I add, the occasional Adder let alone all the small discrete mammals. Does this development management body plan/intend to remove and re-home all these poor creatures? I very much doubt it.</li> <li>3. Destruction of wildlife and green belt land. There are wild badger, deer, foxes, red kites and other wild life on the site.</li> <li>4. Finally, what is going to happen to all the beautiful wildlife once you take away their habitat? Soon there won't be a blade of grass or a tree left standing if you continue with this destruction. We are very angry and sad that you want to destroy the environment without any thought for the people, animals and birds that live here!</li> <li>5. The site is a wildlife haven and building on it would be massively detrimental to the environment.</li> <li>6. Not too mention pollution/ wildlife disruption.</li> <li>7. I do not know how you can proceed with such a plan, in an area that is enjoyed by the local community and wildlife. It will have a very negative impact on many residents living here</li> <li>8. Yet more land/fields, wildlife and much enjoyed environment destroyed in an already congested housing area.</li> <li>9. I don't doubt your good intentions, with all the talk about biodiversity and landscape maintenance etc. Our family walk, watch birds and are keen nature lovers. We feel sorry that this development is taking away established habitats of animals, and can only hope that if this site is eventually developed, some may return.</li> <li>10. Removing green field where we have many wild animals.</li> <li>11. Detrimental impact upon Wildlife - There is lots of wildlife that inhabit the proposed sight and I worry about the impact this will have on the local animals. I often see deer and birds in the fields and I imagine there are a lot more</li> </ol>	<p>The principle of the development on the site has been established through allocation within the BLP.</p> <p>The delivery of ecological and biodiversity enhancements is mentioned throughout the SMD which, along with the Council's requirement for a net biodiversity gain, will ensure that this is robustly delivered within the development.</p> <p>We have amended the Vision within the SMD to include the following specific references to biodiversity and pollen rich areas:</p> <p>"... Tree lined streets, pollen rich gardens, open spaces, the riverside meadow and the woodland copse will support biodiversity..."</p>
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	<p>occupying the area. We will also lose the view of the surrounding fields.</p> <p>12. If development proceeds on the 19-hectare greenfield site at Spencer's Farm, this will substantially reduce the current foraging area for the existing wildlife such as deer, foxes, badgers etc. which can usually be seen currently at the site of Spencer's Farm. If the 330-home development goes ahead and existing wildlife foraging areas are consequently reduced, this will probably lead to territory issues (e.g., badgers), with existing groups of wildlife forcing them further afield and this combined with a dramatic increase in road traffic result in a large increase in road traffic accidents with wildlife. There probably are several badger setts in and around the Spencer's Farm site. It is critical that existing setts are left in situ. There could be territory issues if more than one group currently forage in the area, which probably would result in a decline in the existing badger population that inhabits Spencer's Farm and surrounding countryside.</p> <p>13. The wildlife I currently see on a regular basis will be disturbed and no matter how much you say you will provide for the wildlife it will not be as it currently is.</p> <p>14. There is a vast array of wildlife living on the fields including - Deer's, pheasants, Badgers and foxes as well as the many birds, including herons, swans and geese - by building on this field we will destroy the habitat for these beautiful animals we will create pollution</p> <p>15. In addition there is a lot of wildlife which uses that space including wild deer. I do not support the loss of the natural habitats that this space constitutes.</p> <p>16. Also, the wildlife will suffer by losing this green space as many of their habitats will be lost. I have seen several wild deer on that land. It is lovely to have this green space in Maidenhead as we seem to be losing it everywhere and the town is getting be just houses</p> <p>17. (Cllr) Please give due regard to biodiversity in terms of wildlife retreats, wildflowers, support for pollinators, swift boxes, bat boxes and so on, and please consult with Wild Maidenhead over the details. Please consider the idea of having a community garden here.</p>	
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<p>Flooding/Surface water drainage</p>	<ol style="list-style-type: none"> <li>1. The risk of making local flooding issues worse are staggering, we already live on the edge of a flood plain, our house is less than 20meters from a flood zone 2 and 75 meters from a flood zone 3, according the Environmental Agency, building on local fields will only make that worse. There are no flood mitigation schemes you can put in place which will be better than not developing Spencers Farm.</li> <li>2. The field in question is a flood plain. It floods regularly and is in the valley water table. You cannot change the nature of the environment. We are in the Thames valley and it floods. No matter how many channels you dig. Look for Brown field sites on higher ground NOT green field sites in the valley bottom.</li> <li>3. I understand the reason for extra houses being built, but this land is also in the "Flood Plain" (I have lived here for 43 years and I have photos to prove this) and it is regularly flooded in the winter time.</li> <li>4. If you build on this flood plain, you are placing our homes at a flood risk as we live on the edge of the fields off Aldebury Road. These fields have flooded in the recent past!</li> <li>5. The land is subject to flooding and parts are currently underwater or saturated. Building on a flood plain would have a massive knock on effect for the areas around the site.</li> <li>6. With regard to potential flooding, it seems that you have taken at face value the 'flood mitigation' plans, but I was living here when the area flooded a few years ago. At that time your ditches, tanks and little ponds would all have been flooded, and all of the excess run off water from the housing and school could only have increased the water level on Westmead, where almost all the gardens were flooded. Unless you had seen the level of flooding then, you would be excused for accepting the carefully confident explanations that are being put forward. You cannot mitigate that amount of water.</li> <li>7. This are has been flooded many times in the 25 years I have been here.</li> <li>8. Increasing risk flooding.</li> <li>9. Ground stability and drainage - I have serious concerns about the impact the proposed works could have on the stability of our property. The land is greenbelt and suffers from significant moisture and have previously had serious flooding. I'm concerned this development could cause flooding in the surrounding areas and therefore pose a subsidence concern. Any excavation work could have a serious adverse impact upon the stability of the existing structures. I have concerns about the impact of the proposed development on surrounding properties in terms of drainage as well as ground stability.</li> </ol>	<p>There was a significant scrutiny from the Council and Inspector in respect of flood risk at the site through the evidence gathering and EiP stages as the plan moved towards adoption. In full knowledge of the flood risk at the site, the allocation was found to be sound, and the site is now allocated for development within BLP.</p> <p>As stated within the SMD, no dwellings will be built within the flood plain and the site will be re-profiled to minimise the risk of flooding. The surface water drainage proposals will ensure surface water runoff collects within on-site attenuation basins and flood risk to properties surrounding the site will not increase.</p> <p>No additional text within the SMD is considered necessary.</p>
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10. Secondly, it probably will increase the risk of flooding both to properties in the new development and the existing properties in the area if this development goes ahead.
11. My main concern on this site is building on flood plain. I have seen pictures from local residents of the flooding on this site and it is considerable. I do not see how 330 homes on an area that is prone to flooding will help.
12. From flood risk to traffic chaos this development is a mess. I am told by my local councillor that the inspector did not receive the up-to-date information re flooding and if she had it might have made a difference. As a home owner at Westmead we are the ones who will be left with the flood risk...completely at the mercy of how much effort and care the developers put into mitigation. We are certain we will be left with homes that we can never sell. This flooding will end up being like the cladding scandal...a mess that home owners will be left to pick up the pieces.
13. The area is flood plain and the 300 houses will impact the chance of flooding, the chance of flooding has increased across the country due to global warming, I cannot see how this will be alleviated as the excess water has to go somewhere and I would prefer it not to flood my area.
14. Flooding, Spencer's Farm is prone to flooding, we overlook the land and walk our dog there each day, the ground I always sodden – regardless of the amount of rain, even light rainfall produces small lakes. The greenbelt is our natural flood defence system, without which, we'd all be under water. It's the vital soil buffer surrounding the large number of water courses we have in the surrounding area. The great sponge that absorbs storm water and the floodwater of our streams, rivers and ponds, the vital importance of which will increase with climate change. When we destroy our countryside by concreting over it, we obliterate its ability to protect us in these ways. We create more pollution and impermeable flood plains with no soakaways, too often with nowhere for the resultant water run off to. Westmead in particular will suffer if this development is allowed to go ahead, which also poses issues with building insurances – having lived on a flood Plain previously.
15. The flood water will just be directed to neighbouring properties, the properties in Westmead already suffer from the floor levels.
16. (CLLR) My concerns remain about flooding. Residents do not feel they have been listened to on this, or suitably reassured. There have been five significant flooding events to the east of the Aldebury Road area in the last 30 years, and current predictions are that flooding events

	will increase over the next one hundred years.	
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<p>Social infrastructure provision</p>	<ol style="list-style-type: none"> <li>1. can the town cope without another drs surgery as Maidenhead keeps building properties with no extra amenities.</li> <li>2. I also wonder where all these people in the new houses will be able to register for doctors, dentists, etc</li> <li>3. Whats about schools, doctors</li> <li>4. This will only be made much worse. We already have huge pressure on our services such as GP services who are struggling to cope with the demand.</li> <li>5. I am concerned about the amount of building in Cookham and in particular in the area where I live (there are three proposed developments very close). I am concerned for the infrastructure and in particular increase in traffic on Maidenhead Road as a result of these three developments.</li> <li>6. This development is totally over the top and will place unbearable strains on local infrastructure.</li> <li>7. Local services are also not designed for the sort of influx of residential numbers that this development will bring into the area immediately around Spencer’s Farm.</li> <li>8. What investigations have been carried out into the effect on local services such as GP surgeries to determine if they will be able to take on the extra residents particularly allowing for the development of the Magnet Leisure Centre site? While I understand that people need somewhere to live this development seems to be far too big for the local infrastructure and a smaller development would be much more appropriate</li> <li>9. We don’t have the infrastructure, school places, doctors etc... to cope with this development size.</li> <li>10. I also do not see any plans to include infrastructure such as doctor surgeries on here.</li> <li>11. We also have a lack of local NHS Hospital / care facilities There is no emergency care in the borough, and by overloading us with 330 new properties - which will house families the hospital's that are already at breaking point will not cope at all - see below a message received from Cookham Medical Centre on the 11th March: ‘The Emergency Departments at Wexham Park and Frimley Park Hospitals are currently experiencing an increasing level of demand which is likely to continue throughout this weekend. Please only attend if you have severe symptoms or suffering from a life threatening condition .....’ This is before you add 330 homes to an already struggling NHS – the additional on these homes will bring our NHS to their knees.</li> </ol>	<p>Infrastructure needs and provision was considered by the Council through the development of the BLP. As a result, the site is required to provide the site for a primary school. CIL will also be due on the development.</p> <p>No updates to the SMD required.</p>
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Land for primary school	<ol style="list-style-type: none"> <li>1. I agree with the person who said that the siting of the school opposite Lutmans Lane is definitely not a good idea, especially after seeing that the playing fields would back onto the lane. The suggestion I heard about putting up a high fence is surely not serious - I may be wrong, but could a developer really be so insensitive as to not only take away an open view, but close any view off by a high fence.</li> </ol>	<p>RBWM will be responsible for the design and delivery of the school.</p> <p>All detail relevant to the school design has been removed from the SMD following discussion with the Council.</p>
Play facilities	<ol style="list-style-type: none"> <li>1. (CLLR) I think you need to reconsider the idea of placing a children's playground on flood zone 3. One year, this area was under water for 4 months. Children might see their play equipment rising up out of the flood water and think it a fun game to try and wade out to it.</li> </ol>	<p>This open space and playspace is appropriate within flood zone 3.</p>
<b>Consultation matter</b>	<ol style="list-style-type: none"> <li>1. Several of the plans are confusing rather than informative.</li> <li>2. It's clear that as developers you feel that this is a perfect site for you to have a stake in, and a small majority of our council have managed to get it approved on the BLP. I appreciate that you are giving residents a voice, but our voices over the past years don't seem to have had much effect and I wonder if you would really change your plans in the light of the concerns of those who live in this area. The concerns are genuine, particularly for those who may eventually end up living on the site and facing some of the issues we have raised.</li> <li>3. I know these forms are only so that you can tick the appropriate boxes, as are concerns don't seem to be taken on board.</li> <li>4. I cannot support this plan but will look forward to engaging with the group to see how best we can work together to make better use of the site.</li> </ol>	<p>No changes to the SMD required as a result of these comments.</p>

<p><b>Council comment</b></p>	<ol style="list-style-type: none"> <li>1. What is our current borough council thinking of? I've lost all confidence in our governing borough council members over this development proposal.</li> <li>2. New property nowadays does allow for there own garaging, its all on the road. Great eh, the farm makes money, the builder makes money not really caring about the rest of the community and the impact it has on the local country side and the people living here. Yes you'll give the council money for what ever sweetens their purse, a nursery school, widen the road at no extra cost to allow you permission to build. Yes I am being cynical but history shows me that the majority of time I'm proven right. Perhaps if the Borough spent our money more wisely such as letting social facilities go like the tennis club, golf course so they can recoup there losses. Knocking buildings down and building flats all over the place. Whats in Maidenhead any more? Youve got my post code so youll know where to find me, Im sure Im not alone in my thoughts</li> <li>3. My concerns relate to the climate emergency declared by the council 2 years ago. It is a huge amount of houses/school on this piece of land, car and traffic increase and flow and there will be a negative impact on our services and the environment.</li> <li>4. My main problem with the development on this site is that with the best will in the world, you are being guided by councillors and others who have a vested interest in seeing this development take place, and who have smoothed over potential problems in several areas, by using clever words and computer modelling to prove their points. I have to wonder how many of your company, and indeed councillors actually live at this end of Maidenhead, and are on this part of Cookham Road on a regular basis?</li> <li>5. There was never a full consultation with residents, despite what the council says and this land has been turned down before on grounds of unsuitability.</li> <li>6. You will not find any local support for this. It has been totally pushed through as a vanity project. The entire BLP was voted in despite none of us residents getting any answers to our questions until after it was passed. Even conservative councillors sated their worries but felt forced into voting for it. It is a total and utter farce.</li> </ol>	<p>No changes to the SMD required as a result of these comments.</p>
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<p><b>Other point</b></p>	<ol style="list-style-type: none"> <li>1. We are worried about noise</li> <li>2. By building on Spencers Farm you will adversely affect our well-being and property value</li> <li>3. The development is far too large and totally unnecessary - over crowding as usual to profit as much as possible from the development.</li> <li>4. Increasing acoustic pollution.</li> <li>5. To build houses it's necessary to remove all the garbage that has been buried in this site. I hope they are not going to build on top of this site before clean it.</li> <li>6. I wish to make you aware of a number of strong objections that I have with regards to the proposed development of Spencers Farm. As an immediate neighbour to the site of the proposed development, I am of the view that the proposed development will have a serious impact on our standard of living.</li> <li>7. Noise - Noise or disturbance arising from the actual execution of the works, which will be months on end of continuous work and heavy duty machinery and also a school being suggested close by to our property, I worry about the on going disturbance it will cause. I am very unhappy about the possible development and wish for it to be reconsidered. I do not approve of this dev</li> <li>8. This build will also likely devalue our property as losing the view of open green space is likely worth a loss of £20k according to local estate agents.</li> <li>9. This could potentially be a school site as proposed but with a very small number of homes, maximum 50 - well constructed, environmentally sympathetic homes that would sit well in the natural environment and be an exemplar for other developments in the area. It is time for developers to lead the way in relation to the true meaning of sustainability - so that their legacy will still be standing in many many years and will be in harmony with nature, promoting the positive impact that it has to have for the future survival of humanity. Show us all what you can really do for good.</li> <li>10. The noise of a massive development being built and the after effects of potentially 1200 extra people in the area will disturb the current peace of the area, which was one of the main reasons for moving to this location.</li> <li>11. Please reconsider the need for this development – we have a climate emergency and this development will not help that at all.</li> <li>12. (CLLR) Nevertheless, you will continue to promote this site, regardless of the issues. When you do, please ensure that you give proper regard to truly affordable housing, namely social housing followed by affordable rent. 'Affordable' homes for purchase are still not affordable, and simply serve to push up house prices. Please do not use viability to</li> </ol>	
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	<p>reduce the amount of affordable housing. Yes, the developer will need to put considerable flooding mitigations in place, but they are also building on greenfield land, so there is no reason not to deliver 40% affordable housing. This is something you must take into account when setting a price for the land and the ultimate purchaser must take into account when buying it.</p>	
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# SPENCER'S FARM

———— *Maidenhead* ————

**STAKEHOLDER MASTERPLAN DOCUMENT**

*May 2022*

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Barton Willmore  
The Blade,  
Abbey Square,  
Reading  
Berkshire  
RG1 3BE

T: 0118 943 0000  
F: 0118 943 0001  
E: info@bartonwillmore.co.uk

Desk Top Publishing and Graphic Design  
by Barton Willmore Graphic Communication

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# Vision

Spencer's Farm is a northern extension to Maidenhead. Our vision is to provide quality homes within a vibrant community with an emphasis on creating a healthy place for people and nature.

Tree lined streets, pollen rich gardens, open spaces, the riverside meadow and the woodland copse will support biodiversity, whilst pedestrian friendly streets will make this a safe place for residents to travel to the school.



## *trees*

Retention of existing woodland copse and peripheral tree belts



## *delivering homes*

The scheme can provide up to 330 homes 40% of which are 'affordable' contributing to the local areas housing need



## *built character*

Local character will be identified and reflected through materials, building typologies, plot character, street relationships, building relationships, hard and soft landscaping.



## *education*

Provision of a site for a 3 form entry primary school in the south of the site to be designed and delivered by the local authority

# SPENCER'S FARM

Maidenhead



## *green belt*

Use landscape features to create a clearly defined Green Belt boundary between the development and open space



## *connections*

Link into the network of cycle / footpath routes within the open space and finance highway improvements along cycle / pedestrian routes which link to key destinations within Maidenhead



## *flood zone*

The eastern settlement edge is drawn back away from the Maidenhead Ditch flood / Strand Water plain providing a public amenity space and wildlife enhancements



## *adjoining neighbourhood*

Maintain open views across the southern boundary by location of school playing fields

# 1. Introduction

This Stakeholder Masterplan Document (SMD) has been prepared to guide the preparation of planning application(s) for a residential led development at Spencer's Farm, Maidenhead (Sites AL25 and AL28 in the Royal Borough of Windsor and Maidenhead Local Plan 2022).

1.1. The aim of this Stakeholder Masterplan Document (SMD) is to set how through targeted events stakeholders have been engaged and how this has shaped the masterplan / development proposals for the site.

1.2. As set out within the document, stakeholder engagement initially commenced in 2017 alongside the Local Plan review, and has comprised a public exhibition, a stakeholder engagement meeting and extensive pre-application meetings with Royal Borough of Windsor and Maidenhead (RBWM). The more recent Stakeholder events have included an online webinar and online workshop.

1.3. Policy QP1 of the Borough Local Plan (BLP) requires that a stakeholder masterplan and document be prepared for qualifying sites (which includes AL25). This SMD provides a framework for the preparation and submission of a planning application for the development of the site.

1.4. Spencer's Farm is an allocation in the Borough Local Plan (site references AL25 and AL28) and will provide up to 330 new dwellings and site for a new 3FE primary school, with supporting infrastructure and landscaping. The Borough Local Plan removes part of the Spencer's Farm site from the Green Belt and it is on this land that the new dwellings and site for a new primary school is proposed.

1.5. Limited Green Belt release of sites such as Spencer's Farm are necessary to deliver the housing needs of RBWM. The area that will comprise planned open space will remain within the Green Belt and will be designed to offer improved public access and a higher quality of open space with the defensible Green Belt boundary defined by newly introduced physical landscape features.

1.6. This SMD pulls together information gained through stakeholder engagement and explains how this has shaped the development proposals for Spencer's Farm.

1.7. This document will inform the development management process for future planning applications at Spencer's Farm.

# SPENCER'S FARM

Maidenhead



Figure 1. Site and surrounding area

# 2. Context

The site is located approximately 2.1 kilometres (km) north of Maidenhead town centre. The site as a whole totals approximately 19 hectares and comprises mostly arable agricultural land with small pockets of grassland and an area of woodland located in the north-west site area.

## Site Description

2.1. The site was largely undeveloped farmland until the late 1960s when gravel extraction commenced in the centre and south of the site. In the 1970s, the western area was used as a refuse tip, and by 1977 gravel extraction was also underway in the north west of the site. Gravel extraction ceased in the late 1980s. The site was then brought back into agricultural use.

2.2. The site boundaries are defined by the following features:

- Existing residential development to the south;
- The Marlow railway line branch to the west. Residential development is beyond the railway line;
- Woodland to the north;
- The Maidenhead Ditch / Strand Water (historic Thames flood relief channel) and the adjoining public footpath to the east, forming part of the Green Way (waterside corridor of footpaths linking Maidenhead and Cookham); and
- The sports pitch used by Holyport Football club.

2.3. The plan opposite shows two site boundaries as follows:

- The Proposed Development Site (Red Line) Boundary which covers the full extent of the site for which a planning application will be made. This area measures approximately 19 hectares. It should be noted that this differs from the allocation boundary which also includes the football pitch in the south east corner; and
- The Green Belt Boundary (Green Line) which is consistent with the eastern

boundary of AL25 and marks the area removed from the Green Belt. All built development (including homes and the school site) will be located to the west of this line on the part of the site removed from the Green Belt.

## Planning Policy Context

2.4. The Borough Local Plan (BLP) establishes RBWM's strategy for development within the Borough across the plan period (2013-2033).

2.5. This document has been prepared alongside the BLP which was formally adopted by the Council in February 2022.

2.6. Policy QP1 of the BLP requires the preparation of a stakeholder masterplan document for developments of over 100 dwellings. The supporting text confirms that the Council will work with landowner and developers in the production of these document following engagement at an early stage in the development process.

2.7. Site Allocation AL25 allocates the site for the development of 330 residential units as well as a site for a primary school. This part of the site has also been removed from the Green Belt. The proforma which supports the Local Plan allocation includes further detail including confirmation that the site for educational facilities should accommodate a primary school of up to 3 forms of entry. Other requirements in the proforma are the provision of a clear and defensible Green Belt boundary, the development and implementation of a robust travel plan and the provision of 40% affordable housing.

2.8. Site Allocation AL28 wraps around the northern and eastern edges of AL25 and remains within the Green Belt. This area is allocated for the provision of Green Infrastructure under Policy AL28. This is to include public open space to serve both new and existing residents, deliver biodiversity improvements, retain the woodland and provide pedestrian and cycle routes connecting to existing routes.

2.9. The development will be informed by all national design guidance such as:

- The National Design Guide;
- National Model Design Code and Guidance Notes;
- LTN 1/20 'Cycle infrastructure Design';
- Gear Change;
- Secured by Design;
- Building for a Healthy Life;
- Lifetime Homes Design Guide;
- Manual for Streets 1&2;
- Environment Act 2021; and
- NHS Long Term Plan.

2.10. Development will be informed by all RBWM design guidance and technical studies including the following:

- RBWM Borough Wide Design Guide;
- RBWM Highway Design Guide;
- Affordable Housing Planning Guidance; and
- Spencer's Farm Site Expansion Feasibility Study.
- Concept masterplan and forthcoming Design Code.



# SPENCER'S FARM

Maidenhead



Figure 2. Aerial Photograph of site

# 3. Constraints & Opportunities

A comprehensive assessment of the site has been undertaken to establish the key constraints and opportunities. Below outlines these key considerations, and how these have helped to shape the unique development at Spencer's Farm, turning the site constraints into opportunities.

## Site Constraints

3.1. A summary of the key constraints which will inform the masterplan are set out here:

- The eastern part of the site falls within the EA Flood Zone 3, which will not be subject to build development, therefore presenting the opportunity to provide publicly accessible open space and enhancing the existing wildlife corridor;
- The landform across the site is generally gently undulating, rising from the near flat meadows of the River Thames flood plain to the higher ground to the west. A small area of steep gradients exists in the northern part of the site; and
- The Marlow branch line forms the western site boundary which is buffered by an existing strip of trees.

## Site Opportunities

3.2. A summary of the key opportunities which will inform the masterplan are set out here:

- The central and western part of the site lies outside the functional flood plain therefore can accommodate residential development at the scale proposed (i.e. approximately 330 dwellings and a site for a primary school);
- Access can be taken from the B4447 (Cookham Road/ Gardner Road) in the southwestern corner of the site with a potential for emergency pedestrian/ cycle access from Westmead;
- There is an opportunity to link into the Green Way and wider PRoW / cycle network which pass the site along the eastern boundary across the Maidenhead Ditch;
- There is an opportunity to create a sustainable development which enhances pedestrian and cycle links within the urban area including to Furze Platt station taking account of LTN1/20;
- The proposals will consider the relationship between properties that adjoin the southern boundary of the site and seek to ensure that the amenity and privacy of these properties is respected;
- The re-profiling of the site presents the opportunity to both provide gradients suitable for development but to also ensure that drainage systems can convey water and reduce flood risk;
- Surface water run-off from the scheme can be attenuated on-site within basins situated between the development edge and Flood Zone 3;
- A single prominent Veteran oak tree is situated centrally on the eastern edge of the developable land, providing an opportunity to be a focal point within the open space;
- There is also the opportunity to plant a new specimen oak tree to ensure the succession of the existing tree over the long term;
- The majority of the site is dominated by intensive agricultural practices and being of limited ecological value there is a significant opportunity to provide a range of new habitats of higher quality which will contribute towards the biodiversity net gain requirement.
- A church spire is visible from the centre of the site that could inform street alignment in order to create a purposefully designed vista;
- The retention of trees along southern and western site boundaries benefits the setting of the development and the relationship with neighbouring dwellings and the railway line; and
- A block of woodland sits to the north of the site which can be retained to create a natural backdrop to the development area and be an asset to the landscape infrastructure.



Figure 3. Site Constraints and Opportunities Plan 203

# 4. Stakeholder & Community Engagement

Stakeholder and community engagement to inform the Stakeholder Masterplan document commenced in 2017. A series of meetings and engagement events have taken place in order to provide local residents and other stakeholders an opportunity to shape the development proposals for the site prior to the submission of a planning application.

## Consultation Activity

4.1. Consultation on the scheme proposals commenced in 2017. This was prior to the initial submission of the BLP for independent examination in January 2018.

4.2. The engagement strategy has sought to inform and involve the local community about the emerging plans, in accordance with the Royal Borough of Windsor and Maidenhead's Statement of Community Involvement and relevant national planning guidance.

4.3. IM Land encouraged early involvement from the community and council, so all the comments and suggestions could be considered as part of the emerging masterplan for the proposed development.

## Summary of 2017/18 Stakeholder Engagement

### 1. Involving local representatives

4.4. Local political representatives and local stakeholder groups were encouraged to be involved in the preparation of proposals for the site. They were invited to a stakeholder workshop for the emerging proposals. This was followed by a public exhibition of the emerging scheme.

### 2. Consultation meetings

4.5. A series of focused meetings were held to allow stakeholders and representatives an opportunity to discuss the emerging proposals in detail with the

project team and these are summarised below:

- A meeting was held on 24 July 2017 between members of the project team and RBWM planning officers, Helen and Ian Church;
- A meeting was held on 26 July 2017 between members of the project team and the Maidenhead and Cox Green Neighbourhood Plan Group;
- A meeting was held on 16 August 2017 between members of the project team and ward members Cllrs Smith and Diment;
- A meeting was held on 5 September 2017 between the project team and Cookham Parish Council;
- A meeting was held on 20 September 2017 between the project team and Furze Platt ward members Cllrs Sharma and Ilyas; and
- A presentation was held on 3 October 2017 by the project team to the stakeholder group.

### 3. Public Engagement

4.6. A consultation letter was sent to local residents, to explain the proposals and to invite them to the public exhibition. The letter also notified people about the website, telephone line and email address as alternative methods of accessing information after the event.

4.7. A public exhibition was held at the Furze Platt Leisure Centre on 28 November 2017. Over 3,000 letters were sent to local residents. Feedback forms were given to attendees of the exhibition to fill out. 98 people attended the public exhibition and 31 feedback forms were completed.

4.8. A dedicated consultation website was set up with information about the proposals. It included layout plans, images of the site, other materials from the public exhibition and answers to Frequently Asked Questions. It allowed visitors to download copies of consultation materials as well as to submit feedback electronically via an online comments form and via email. The website attracted over 600 visits and 19 online comments forms were completed.

4.9. The completed comments forms were analysed following the close of the consultation period, to allow the project team to understand the key themes and interests of the participants, and to see any particular likes or dislikes with the emerging proposals. In summary, the feedback comprised:

- Traffic concerns (31% of comments);
- Flooding concerns (13% of comments);
- Loss of Green Belt concerns (10% of comments);
- Concerns about pressure on local services (10% of comments);
- Concerns about the housing numbers (9% of comments);
- Ecological concerns (7% of comments);
- A wish for more affordable and social housing (6% of comments);
- Support for the development (5% of comments);
- Concern for the lack of a school (5% of comments); and
- A wish for more cycle and foot paths (4% of comments).

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4.10. The impacts of 2017 Stakeholder Engagement on the development proposals, including the above points raised by members of the public resulted in substantial changes to the development proposal. These are illustrated on the following page.

#### 4. Pre-application Engagement

4.11. A series of pre-application meetings with Council Officers in relation to Spencer's Farm commenced in May 2018. This enabled us to discuss the technical concerns raised by residents through public consultation such as flood risk, highways and landscape with relevant Council officer to ensure suitable solutions were found.

4.12. Within these meetings, technical site considerations including urban design, highways, drainage and flood risk, landscaping, trees, ecology, masterplanning and education were discussed with the Council.



Figure 4. Pull-up Banner from Public Exhibition

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## Changes to the Proposals as a Result of 2017/2018 Stakeholder Engagement

4.13. The detailed engagement with stakeholders which took place in 2017/2018 resulted in substantial changes to the development proposals at Spencer's Farm. The changes were far-reaching and to the benefit of the look and function of the development.

4.14. The changes to the proposals for the site as a result of the initial stakeholder engagement in 2017/18 included the following:

- Retention and enhancement of northern woodland area;
- Using the topography of the site to shape layout, design and distinctiveness;
- The safeguarding of some of the site for the delivery of a primary school by RBWM;
- An increased focus in how biodiversity gains can be achieved (based on the recognition that this is particularly important to local residents);
- A reduction in the number of homes proposed numbers;
- An increased focus on the function of the public open space to ensure pedestrian and cycle connectivity to the surrounding area; and
- The development was stepped further away from the Maidenhead Ditch / Strand Water on the eastern site boundary to address flood risk concerns.

4.15. The changes resulting from the public consultation are best illustrated through changes to the masterplan. Figure 5 includes the proposed site masterplan as prepared prior to the Stakeholder Engagement and consulted on through this process.

4.16. Figure 6 shows the masterplan as amended following the engagement. The significant differences between the two plans demonstrate the value of the engagement.

4.17. Following these updates, further engagement was paused due to the delay in the adoption of the BLP and the requirement for RBWM to undertake further work to support the plan. Engagement recommenced in 2021 as set out in the following section.

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Figure 5. Masterplan from Public Consultation

## Stakeholder Engagement 2021

4.18. Following RBWM's positive progress with the BLP and progress towards adoption, further stakeholder and community engagement was carried out in July 2021.

4.19. This engagement had a renewed focus of informing this Stakeholder Masterplan Document which was included as an additional requirement of the updated BLP.

4.20. The Stakeholder Masterplan process is to provide local residents and other stakeholders an opportunity to comment on the proposals prior to the submission of a planning application.

4.21. This process had already begun through our previous engagement in 2017/18. The formalised Stakeholder Masterplan Document process provided an opportunity to continue this engagement and update stakeholders on the development proposals and how previous comments had been shaped these. In addition, further engagement provided an opportunity to seek feedback on all elements of the emerging scheme.

4.22. Comments were sought via a website, detailing information on the proposals with a feedback capability. In addition, a consultation leaflet was sent to over 1,000 local addresses along with two live online sessions, which allowed stakeholders to actively engage with the project team and enable their comments to shape the proposals.

## Consultation Webinar

4.23. A webinar session was held on Thursday 22 July, 5.30-7.00pm using Zoom software.

4.24. The detail of the proposals for the site was presented at this session and covered the site's background; the design evolution for the development as a result of previous engagement; and the reasoning behind the proposed boundaries for the residential development area and open space area. The project team were available to answer any questions and a recording of the session was uploaded to the engagement website, to allow anyone who could not join the live session to view the discussions in their own time. A total of 53 people participated in this event, and this figure includes the hosting project team. A total of 41 questions were put to the panel during the course of the webinar and were either answered live or via a typed answer.

## Consultation Workshop

4.25. A workshop session was held on Thursday 29 July, 5.30-7.00pm using Zoom software.

4.26. This session was arranged to allow a further discussion on key topic areas relating to the development ideas and options. A total of 34 people attended the workshop and, combined, asked 73 questions.

## Consultation Period for Feedback

4.27. Following these sessions a three week consultation period was undertaken to allow time for further feedback on the proposals and which closed by midnight on Friday 6 August 2021. Six consultation questions were asked on the online comments form. Following the close of the consultation period, a series of Frequently Asked Questions and answers were posted on the website to provide a reference point on the key matters of most interest to the local community. A total of 14 comments forms were completed and returned to the project team.

4.28. The main themes and points for discussion raised through the stakeholder engagement are included on the next page.

## Independent Urban Design Review

4.29. Following submission of this document, an independent review was undertaken by a council appointed Urban Designer and a site visit was undertaken in December 2021. Further meetings took place on 12th January and 17th February 2022 to discuss the proposed amendments.

4.30. Where possible this document has been updated to reflect the comments received. The proposals for the site will be discussed at the pre-application and application stages with RBWM planning and tree officers. Comments relating to detailed design will be addressed and fixed within a hybrid Design Code which will be submitted alongside the Design and Access Statement as part of the Outline Planning Application; and completed prior to determination of any future Reserved Matters applications. The Code will provide clarity and certainty for future developers and be focused on non-negotiables, establishing unambiguous design requirements.



## Final Spencer's Farm Stakeholder Masterplan Document

4.31. In contrast to the engagement activities in 2021, which sought views and comments on all aspects of the draft SMD and the emerging masterplan, consultation focusing only on the development objectives and the design principles set out in the SFSMD, was carried out in 2022. A key message in the consultation material for 2022 was that Spencer's Farm was now a housing allocation in the adopted Borough Local Plan. As such, the principle for residential-led development on the site had been agreed and it was comments on the more detailed aspects of the SMD that were being sought.

4.32. A letter was sent to 1,002 local addresses around the Spencer's Farm site. This informed recipients of the upcoming consultation exercise and also let them know that the consultation website had been updated to reflect work that had been undertaken on the SMD since 2021.

4.33. A four-week consultation period was held, running from to Friday 4 March to Monday 4 April 2022 and a total of 51 sets of comments were received. These were collated, analysed and reported back to the project team, to establish the extent to which changes could be made to the SMD before its formal approval.

4.34. The main themes and points of interest from the 2022 consultation exercise closely reflected those matters identified in 2021 as of key importance to the local community. The development objectives and design principles most commented on related to the following topics:

- The proposed site access
- Westmead emergency access
- Effect on the local road network
- The plans for the new primary school
- Ecology and nature conservation
- Flooding
- Drainage
- Social infrastructure provision
- Sustainability
- The type of housing proposed

4.35. Where possible, the SMD has been updated to reflect the comments received.

4.36. The forthcoming planning application will be accompanied by a Statement of Community Involvement covers all of the engagement and consultation activities that have been undertaken for Spencer's Farm over the period 2017-2022. It provides full responses from the project team on key topics and questions from the local community.

Figure 6. Counsellor Stakeholder Leaflet

## Consultation Feedback & Takeaways from 2021 Stakeholder Engagement

4.37. The feedback which emerged from questions and discussions during the 2021 engagement, can be grouped into six main themes. A summary of the key takeaways for each theme are shown opposite and form the basis for design principles set out in the next stages of this document.

### Built Form

- **Will the site be dominated by apartments? What is the housing mix?** The development will focus on family housing with limited apartments.
- **How tall will the buildings be?** The scheme will consider the amenity of neighbouring properties by creating a low-lying development of predominantly 2½ storey dwellings with a maximum of 3 storeys at key locations to reflect the character of the surrounding area.
- **How much affordable housing will be provided?** The provision of affordable housing will be compliant with RBWM policy.

### Primary School

- **Should the school be in the northern area of the site by the woodland?** The decision regarding the location of the school has taken into consideration school traffic, the amenity of neighbouring dwellings, school delivery and the Council's preference as the provider.
- **How close will the buildings be to existing residents?** The location of the school building will be subject to a separate planning application to be submitted by RBWM. It is our understanding that the existing intention is for the school to be located to the north of the school site to form part of the street scene of the Main Street.
- **How will the site be maintained before the school is built?** Prior to the delivery of the school itself, the site will be securely enclosed to prevent anti-social behaviour.
- **How will drop off/collection work?** The masterplan will ensure that an entrance and exit point can be provided on the Main Street so that circulation between the two points can be achieved within the school site. The details of the school site will be provided via a separate application by RBWM.

### Site Access

- **How will the Westmead access be maintained as emergency access only?** Access from Westmead will be maintained for emergency vehicle use only by the installation of bollards to prevent access by cars.
- **What will the design of Westmead access be?** A low key design for the Westmead access will be characteristic of its main pedestrian/cycle and occasional emergency access function.
- **Is there enough capacity for the new houses and the primary school?** A Traffic Assessment has assessed traffic flows likely to be generated by the development and the school and the design has been designed accordingly.
- **Will the main access be safe for pedestrians?** Segregated footpaths and cycle paths will form part of the highway design in line with LTN1/20 and Gear Change.

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## Drainage

- **Will development of the site result in flooding to existing properties?** The surface water drainage proposals will ensure that there is no increase of flood risk to existing dwellings in the area in accordance with national guidelines and local policy.
- **Will future proposed properties be at risk of flooding from the Maidenhead Ditch and / or from surface water?** No new dwellings will be built within the Maidenhead Ditch flood plain and the site will be re-profiled to minimise further the risk of flooding. The surface water drainage proposals will ensure surface water run-off collects within on-site attenuation basins.

## Open Space

- **How will the edge of the development be planted?** Include features along the new Green Belt edge to differentiate between the development edge and the Green Belt.
- **Could the play space be moved further north?** The formal play area will be moved sufficiently further north to avoid noise disturbance to local residents.
- **Location of formal and informal areas?** Consider locating the formal park further north to ensure the amenity of existing residents is safeguarded.
- **Should car parking be provided?** Consider providing car parking for the open space/park.
- **How will existing wildlife be supported?** The landscape proposals will ensure that there will be at least a 10% net biodiversity gain across the site.

? The proposed access of collapsible bollards to

head access will be n.

transport Assessment and the access junction

paths with crossing points

- **Is there an alternative location for the main access?** The identified access from the B4447 is the only deliverable access within the highway.
- **Is a second point of access required?** The Transport Assessment has concluded that sufficient capacity exists to serve the development from a single point of vehicular access. A single access point will minimise disturbance to the residential estate to the south of the site.
- **Will the proposals include a pedestrian bridge over the railway to north west corner of the site to facilitate footpath connectivity?** There is no policy requirement for development proposals at Spencer's Farm to deliver a pedestrian/cycling bridge over the Maidenhead to Bourne End/Marlow railway line. The provision of any footbridge over the railway would require land outside of this development and it is therefore not possible to deliver this infrastructure. The masterplan design would not prejudice the delivery of a bridge in the future.

# 5. Development Objectives

The objectives for the land at Spencer's Farm are to create an attractive new neighbourhood of Maidenhead integrated with the surrounding landscape. The intrinsic quality of the riverside meadow and woodland copse provides residents with a high quality environment on their doorstep.

## Creating Places and Character

5.1. The site's key attribute is its landscape setting with views out to the east across the meadows of the River Thames flood plain. The site is also nestled between a woodland copse to the north and a belt of trees running along the rail line on rising land to the west. As such the site presents the opportunity to provide new homes within an attractive landscape setting.

5.2. To ensure the masterplan has a distinct character, the design will focus on the following:

- 1. The creation of formal public spaces** within the development to create a community focus and identity to the scheme.
- 2. The creation of frontages** and landmark buildings of distinct character dependant on their location within the scheme.
- 3. A clear hierarchy of streets** to allow for easy navigation around the scheme.
- 4. Local character references** taken from the local area to ensure the architectural design is locally specific.
- 5. Attractive publicly accessible open spaces** that respect the setting of the Greenway footpath running along the Maidenhead Ditch.



Indicative Image of Formal Public Space. Precedent: Brunel Gardens, Maidenhead



Indicative Image of Development Edge. Precedent: Taplow Riverside, Buckinghamshire

## Enhancing Existing Features

5.3. The Masterplan integrates existing landscape features in the following ways:

- 1. Woodland copse and tree belts.** The woodland copse and tree belt in the northern area of the site are retained providing an attractive woodland setting. The root protection areas of the trees running alongside the rail line will be observed with dwellings either fronting onto the trees or in the case of the entrance apartments, they form part of the rear parking courts. This ensures that this tree belt area is overlooked and safe.
- 2. Large veteran oak tree.** The Illustrative Masterplan shows how a green corridor can be created through the scheme, aligned with the veteran oak. This feature opens up views out to the open space and meadow landscape beyond and creates a key public space within the development.
- 3. Views out to the riverside meadows.** The eastern settlement edge is drawn back from the eastern site boundary, well beyond the oak tree. Almost one third of the site is retained as amenity open space to be planted with additional trees and riparian planting within the attenuation basins. The eastern development edge will be constrained to two storey dwellings. Tree planting within the public amenity open space will further soften the visual impact of new development.
- 4. Maidenhead Ditch / Strand Water.** This small watercourse forms the eastern boundary of the site and contributes towards local biodiversity. Being intensively farmed land within the site currently introduces elevated nutrient loads to the detriment of this habitat. As such, the Illustrative Masterplan has evolved to enable sufficient new and complementary habitat which will enhance the riparian edge of this watercourse.



Site photo of the veteran oak tree



Site photo of the Maidenhead Ditch

## Connectivity in and Around the Site

5.4. The objective of development is to connect into the existing Public Rights of Way to create an extension to the existing community on the northern edge of Maidenhead. The site will connect to existing residential areas and be in close proximity to a range of facilities and services in the local area. The availability of public transport, walking and cycling routes will also enable residents to connect to the town centre, nearby settlements and other towns and cities such as London and Reading.

## Facilities

5.5. There is an exceptionally good range of everyday facilities located within walking distance from the proposed site, including education, retail, health and leisure, and employment. These provide opportunities for many journey purposes to be satisfied locally by sustainable modes, particularly walking and cycling. Safe and appropriate walking and cycling routes link the site to local destinations.

## Education

5.6. Land for a primary school will be provided within the site, however it is also noted that there are other primary schools within walking distance of the site. Furze Platt Senior School which provides senior education is 1.0 km west of the site (12 minutes' walk).

## Health

5.7. Bharani Medical Centre is 1.1km south of the site (approximately 13 minutes' walk) with Lindon Medical Centre 1.3km from the site (approximately 15 minutes' walk).

## Leisure

5.8. A range of community sports clubs are located in the vicinity including the football pitches located directly adjoining the site used by Holyport Football club.

## Retail

5.9. A Co-Op Food store is located 6 minutes walk from the site, a Costcutter is 11 minutes walk and a Tesco Express is 12 minutes walk away. Maidenhead town centre is approximately 2.2km (26 minutes walk) south of the site which offers a wide range of shops and services.

## Transport

### Rail

5.10. Furze Platt rail station (750m from the southern boundary, approximately 9 minute walk) offers hourly services between Maidenhead and Bourne End, with additional services in the peak periods. Maidenhead rail station offers frequent Great Western Main Line services to Reading and London and will soon be linked to Central London via Crossrail. (2.5km to the south, approximately 30minutes walks)

### Road

5.11. Direct access to Maidenhead town centre is provided via Gardner Road (B4447) to the south of the site. Approximately 5km north-west of the site the A404 provides links north to Marlow and High Wycombe, and access to the M40 motorway. Junction 8 / 9 of the M4 is approximately 5.2km south of the site, providing access to Reading, London and Slough, and a wider strategic highway network.

### Leisure Footpaths

5.12. At the south east corner there is a connection to the wider Public Right of Way network. The Green Way runs alongside the Maidenhead Ditch (located on the eastern site boundary), connecting Bray, Maidenhead and Cookham via 19km of waterside footpaths.

5.13. The Maidenhead Boundary Walk (a circular 21 km walk around the historic boundary of Maidenhead) and Millennium Walk (12.5km between Hurley and Boulter's Lock) both use the on-site public footpath and Greenway west as part of their routes

## Off Site Walking and Cycling Improvements

5.14. Taking into account the location of local facilities and services shown in figure 7 and pedestrian and cycle catchments, the proposed development will bring forward a number of improvements to the existing pedestrian and cycle network between the site, town centre and other key destinations within the Maidenhead and Furze Platt/ North Town residential area.

5.15. The proposed improvements will maximise the opportunities for travel to/ from the site by sustainable transport modes, including improving accessibility for vulnerable road users and the mobility impaired, and will also provide a benefit to existing residents and employees in the area.

5.16. The improvements will be set out in more detail as part of any future planning application on the site and will be brought forward either as on-site works, off site S278 improvements or through financial contributions.

## Bus Services

5.17. Although the site is well located to take advantage of the local bus services, there is scope to upgrade the nearest bus stops to the site as part of the development proposal. The details of the above improvements will be discussed with RBWM and the bus operator in due course but may include improved bus stop infrastructure, e.g. shelter, seating, etc; real time passenger information or automatic vehicle location at the bus stops. Any such measures will also benefit existing residents in the local area who currently use these bus stops.

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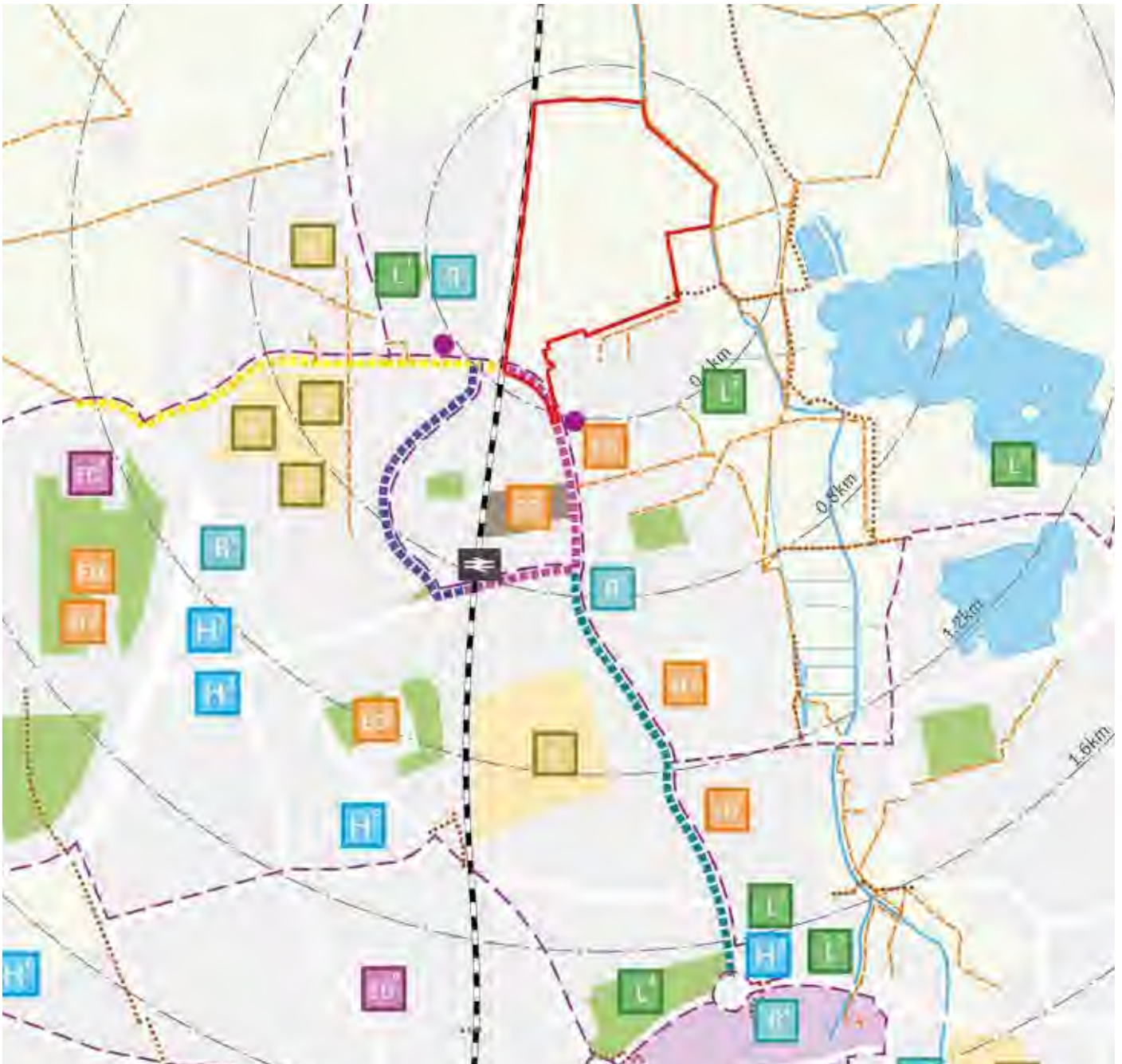
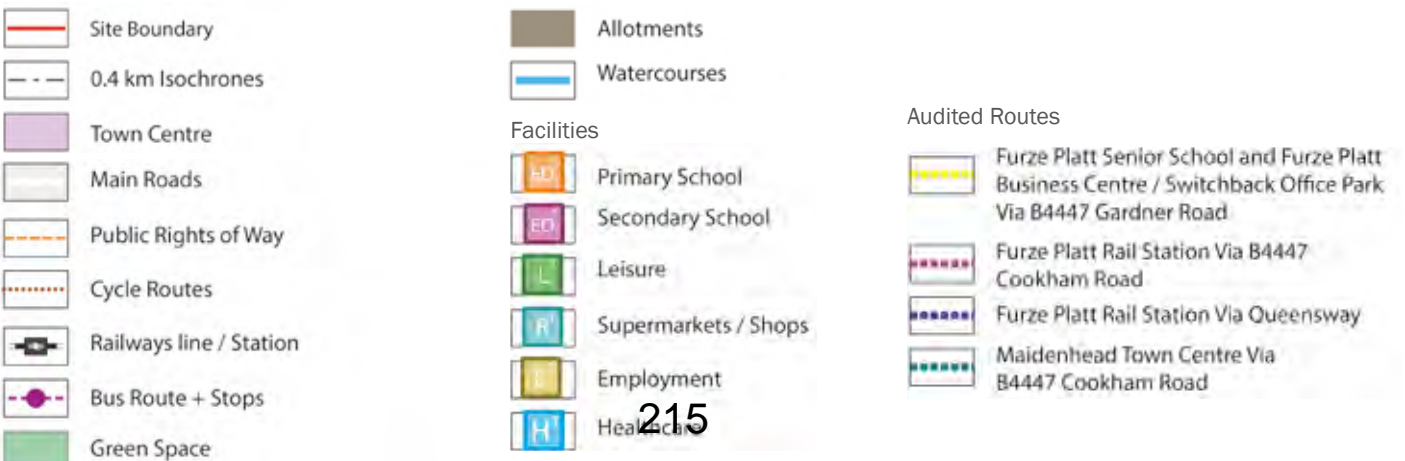


Figure 7. Walking Distances to Facilities Plan



# 6. Design Principles

The following section shows how the vision, the site constraints, the stakeholder engagement and the development objectives have been combined into a masterplan for the site.

## Built Form

6.1. The scheme will provide a range of building typologies with densities and building heights. Figure 9 shows the block structure, key public spaces, location for landmark buildings and distinct character frontages.

## Building Typology

6.2. The development will deliver a broad mix of housing typologies to create a balanced and sustainable community for the future.

6.3. The development will provide family housing above the level sought in the RBWM housing needs assessment in order to balance the flatted schemes within the town centre and provide an appropriate mix of housing borough wide.

6.4. The precise mix and building types will be determined via reserved matters planning applications.

## Building Height & Density

6.5. In order to support placemaking and an efficient use of land, local policy states that sites such as this can support an increase of one storey above the typical building height in the surrounding area. (Local Plan policy QP 3a) Building heights will therefore range from 2 to 3 storeys.

6.6. Densities will vary depending on the location within the development, however across the site an target density of 35 dwellings per hectare will be delivered.

## Block Principles

6.7. Perimeter block principles will be applied throughout the development with clear fronts and backs clearly identifies public and private spaces whilst maximising natural surveillance over public spaces and streets.



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Figure 9. Urban Form Principles Plan

## Development Edges

6.8. The block structure is driven by the location of the school and the relationship of dwellings to the development edges. The proposed development will seek to deliver sensitive treatment of the development edges as follows:

### Western Boundary

6.9. A belt of semi-mature trees run along the rail line providing a visual and acoustic barrier. In order to retain the long term integrity of the trees, they will be retained within the public realm.

6.10. Whilst consideration was given to backing dwellings onto the trees, it was concluded, in consultation with the consultant ecologist and RBWM, that the subdivision of the tree belt into individual householder gardens would be detrimental in ecological terms and would endanger the long term maintenance and integrity of the trees. Additionally it would cause evening shading to the rear gardens of those properties backing onto the trees, which are not yet fully mature. Furthermore by fronting dwellings onto the tree belt, noise levels within rear gardens are reduced.

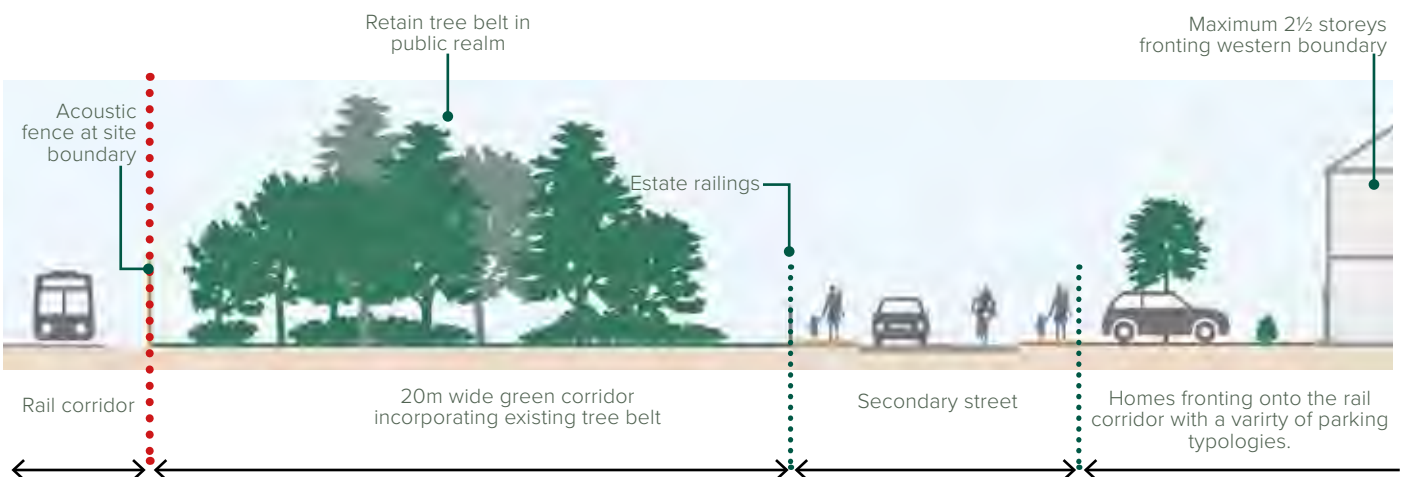


Figure 10. Western boundary with rail line

## Northern Boundary

6.11. A slight rise in ground level means that dwellings adjacent to the retained northern woodland are slightly higher than the main body of the site.



## Southern Boundary

6.12. The school playing fields are located adjacent to the southern boundary. This will ensure an open aspect is retained for the existing residents of properties fronting on to this edge. The school design, layout and boundary features are a consideration for RBWM.

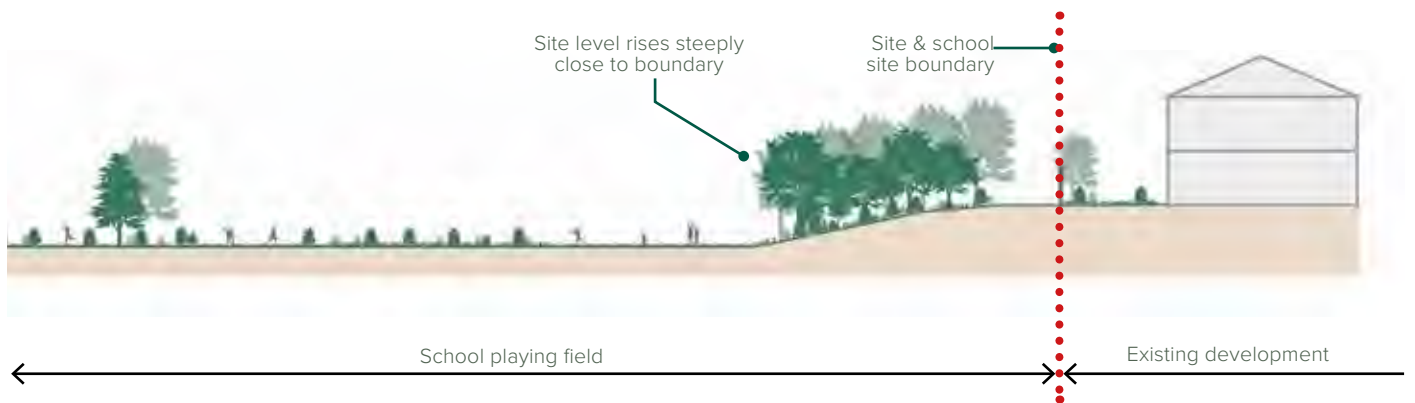


Figure 11. Southern Boundary across school site

## Eastern Edge

6.13. The proposed revised Green Belt boundary lies slightly beyond the actual built development edge. In order to mark the new Green Belt boundary there are two proposed options.

- Option 1: The Green Belt boundary is defined by an attenuation feature and riparian vegetation. Beyond which a large swathe of amenity grassland, with clusters of tree planting, providing publicly accessible open space.
- Option 2: The Green Belt boundary is defined by a tree belt with high canopies to avoid visual obstruction of the amenity area.

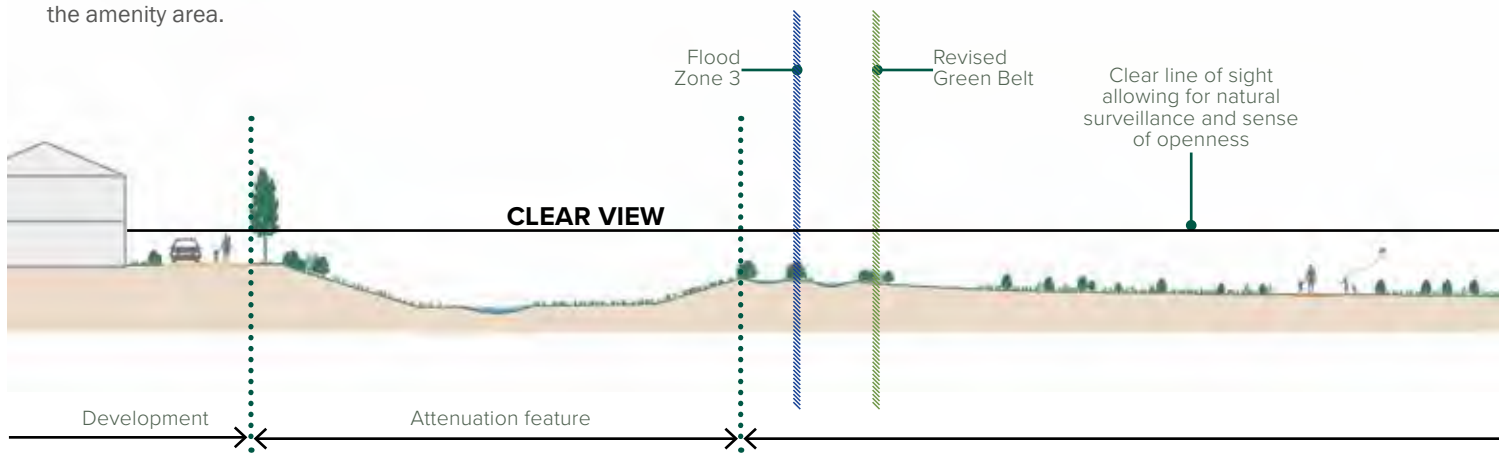


Figure 13. Eastern Edge Cross Section - Option One

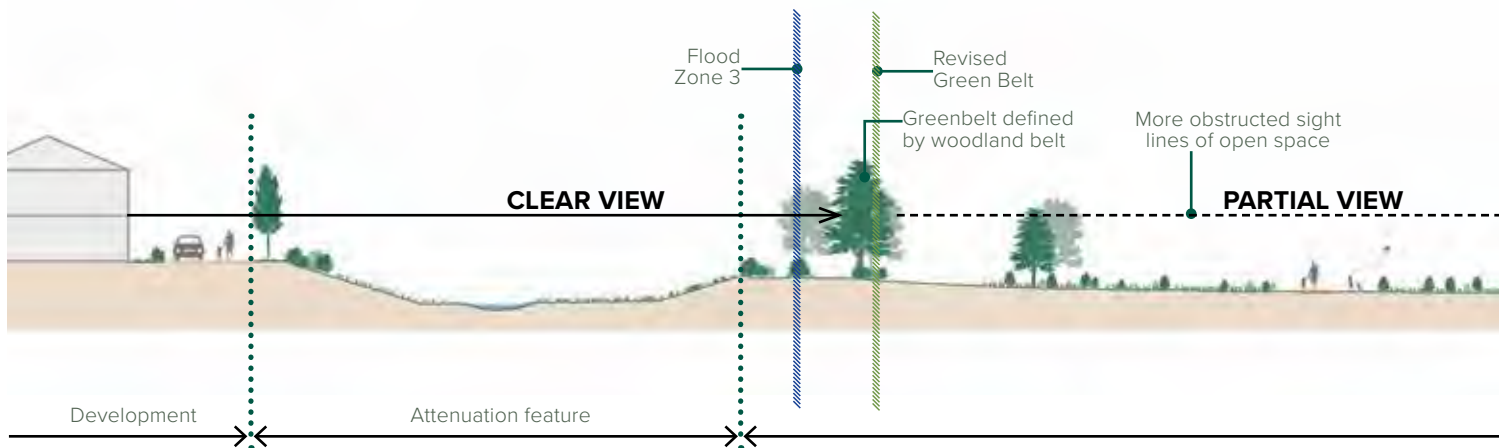


Figure 12. Eastern Edge Cross Section - Option Two

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## Access and Movement Framework

### Access Locations

6.14. To deliver safe and suitable access for all users, the following access strategy is proposed:

- Vehicular access via the B4447 Cookham Road in the form of a ghost island junction;
- Pedestrian/ cycling access is provided at the site access with the B4447 Cookham Road; and
- Pedestrian, cycle and emergency access via Westmead.

6.15. The delivery of a ghost island priority junction on the B4447 Cookham Road is RBWM's (as local highway authority) preferred access arrangement. It will provide safe vehicular access to the site in accordance with current design guidance.

6.16. The emergency access via Westmead will function as a pedestrian, cycle and emergency access only. It will not be suitable to be used as a permanent vehicular access to the site. This will be controlled as follows:

- Naturalistic surfacing such as bonded gravel (suitable to accommodate a fully laden fire tender);
- The width of access will be single track only; and
- Collapsible bollards will be provided close to connection to Westmead to prevent cars from using the access.

6.17. There is no policy requirement for development proposals at Spencer's Farm to deliver a pedestrian/cycling bridge over the Maidenhead to Bourne End/Marlow railway line but the development does not prejudice the delivery of such a link at a later date.

### Street Hierarchy

6.18. The key principles of the street hierarchy for the site are as follows:

- The concept masterplan proposes a simple circulation corridor providing vehicular access throughout the site;
- The two main arms of this network are lined with street trees set within a grass verge;
- Off this route there are a network of adoptable secondary streets forming a permeable grid; and
- Access to peripheral areas is gained via low key private drives which provide a less formal interface with the surrounding open space.

### Street Typology

6.19. There will be a range of street typologies that respond to the street hierarchy and character of the development area. There will be a corresponding street typology to each of the street hierarchies identified, which include:

- 1. Primary Street** A 6m carriageway with a protected 3.0m cycleway and separate 2.0m wide footway will be provided on the eastern side of the site to fully reflect the design principles set out in LTN 1/20. This will continue along the full site frontage of the proposed school site (and tie in with the proposed pedestrian/cyclist connection to Westmead). A 2.0m wide footway will be provided on the western side of the proposed access road. These will be separated from the carriageway by a 2.5m wide verge to be planted with an avenue of street trees. The proposed main street has been shown to extend along the full length of the frontage of the potential primary school site in order to provide flexibility with regards to the precise location of the vehicular access to the school. Beyond the entrance to the

proposed primary school, traffic will have substantially dispersed across the various secondary streets and the proposed network of secondary streets will be sufficient to accommodate the expected vehicle demands without the need for an extension of the main street further into the site, which would represent an inefficient use of the land and contrary to the design rationale seeking to be achieved.

- 2. Secondary Street** Forming circulation routes and running along the western edge. The central street will provide 2.0m wide footways on both sides of the carriageway with double sided verges and on-street parking bays. Verges are to be planted with street trees.

- 3. Tertiary Streets** These are shared surface /pedestrian priority streets with minimal traffic movements. They are either Mews streets within larger blocks and within the central key space or edge streets. These streets will have trees set within block paving with parking bays divided by shrub planting. Carriageway dimensions will undulate along the length of the street accommodating parking and in some places street tree planting.

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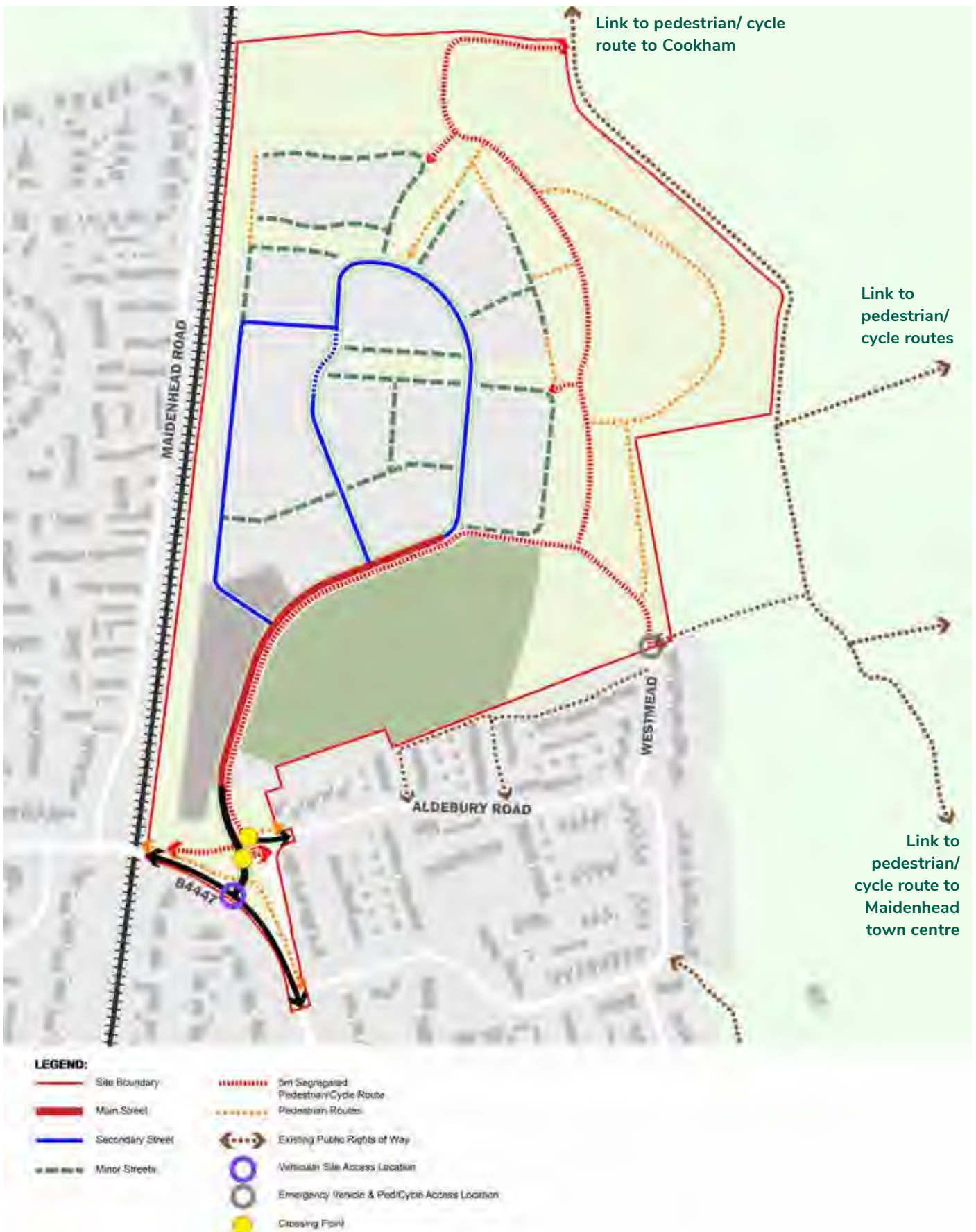


Figure 14. Access and Movement Principles Plan

## Internal Street Network

6.20. The internal highway network within the development, including the street located parallel to the railway line fronting the western tree belt, will be designed to be capable of being offered for adoption. The streets will be designed and constructed in accordance with the standards set out in the Royal Borough of Windsor and Maidenhead Highway Design Guidance, August 2010 or any other future standards that may be adopted.

6.21. It is currently envisaged that within the proposed residential area the Highway Authority will seek to adopt both access and shared surface roads. This will include the carriageways and their margins, up to 2m on either side, to accommodate services, utilities and street lighting, together with any embankments or structures supporting the highway and any visibility splays at junctions (except from private driveways). The margins of shared surface streets will be either grassed or planted with shrubs of a low growing variety (below 600mm) and will be evergreen or semi-evergreen. The precise extent of the areas to be offered for adoption will be determined at the detailed design stage.

## Permeability

6.22. The Highway Authority does not normally seek to adopt residential streets serving five dwellings or fewer e.g. via a shared private drive. These cul-de-sac street types will be kept to a minimum but are useful in keeping motor traffic levels low in particular areas such as on sensitive edges.

6.23. The use of occasional shared private drives is fully in accordance with current highway design guidance which states that *"they may be required because of topography, boundary or other constraints where through routes are not practical. The provision of any cul-de-sacs will not result in the unacceptable concentration of traffic on any particular dwelling or residential area within the site."*

6.24. Notwithstanding this, there will be an attractive and well-connected permeable pedestrian/cycling network within the site with a number of through connections for pedestrians and cyclists which will be attractive and well overlooked in order to encourage walking and cycling and to make the site easy to navigate through. The final layout will be determined through any subsequent reserved matters applications.



Precedent Image: Shared surface edge treatment



Precedent Image: Shared private drive at Taplow Riverside



## Cycle Network

6.25. The proposed internal road layout will have regard to the design requirements for cycle provision set out in LTN 1/20 'Cycle infrastructure Design'. On most of the residential streets within the proposed development, vehicle flows will be light and speeds low, and therefore cyclists will be able to cycle safely on-carriageway in mixed traffic.

6.26. The internal highway network will be designed with a design speed of 20mph (i.e. the horizontal alignment of the proposed streets will control vehicle speeds to a maximum of 20mph). Beyond the entrance to the proposed primary school, traffic will have substantially dispersed across the various secondary streets. Vehicle movements on these streets will be significantly below 2,500 vehicles per day and therefore the proposed residential roads will be well within the desirable upper limits for inclusive cycling within the carriageway in accordance with the guidance set out in LTN 1/20.

6.27. An active travel corridor accommodating both pedestrians and cyclists will be provided on at least one side of the main access road between Cookham Road and Westmead. This may include designing priority junctions along the route so that cyclists and pedestrians can cross the minor arms of junctions in a safe manner without losing priority. This enables cyclists to maintain momentum safely, meeting the core design outcomes of safety, directness and comfort.

6.28. On the section of the access road where vehicle flows and speeds are likely to be slightly higher than the rest of the site, there will be protected space for cyclists in accordance with the guidance set out in LTN 1/20.

6.29. To the north of the site, a footpath/cycle path route will run up through the wooded area and link into the Public Right of Way Network, including the designated signed Green Way corridor from Cookham, through the centre of Maidenhead, and on to Bray, and National Cycle Route 50 which forms a traffic-free route between

Maidenhead Road in Cookham to the south with Ray Mill Road West to the north of Maidenhead town centre.

6.30. North to south cycle links are accommodated safely on-carriageway in mixed traffic and via a dedicated cycle path within the open space.



Pedestrian/cycle network across the development & open space 225



Precedent Image: Active travel corridor along the Main Street

## Green and Blue Infrastructure

6.31. The proposed development has been carefully designed to be considerate of the surrounding landscape to create a strong and enduring edge to the Green Belt. The principles guiding the approach to the green and blue infrastructure of the site are as follows:

- Locate open space along the eastern side of the site, adjacent to the Maidenhead Ditch / Strand Water and the Green Way pedestrian/cycle route;
- Incorporate areas of amenity grass within the open space to be provided adjacent to the children's play area and areas of semi-natural green space comprised of meadow grassland creating a buffer to the Maidenhead Ditch / Strand Water;
- Retain the existing woodland within the northern part of the site and enhance the existing public access to this area;
- Retain the tree belt running alongside the railway within public open space or within communal garden/parking courts of apartments;
- Creation of a green corridor through the centre of the site to provide views out to the landscape to the east;
- Provide attenuation features at locations along the eastern development edge to ensure the safe discharge of surface water;
- Provide space along the primary street within the roadside verges for street tree planting; and
- Locate school playing fields along the southern boundary of the site to retain an open aspect along this edge.

## Surface Water Drainage

6.32. A holistic approach to surface water management will be taken, where development proposals will implement the use of Sustainable Drainage Systems (SuDS) to sustainably manage surface water runoff from, and within, the proposed development. Above ground, tiered SuDS will enhance water quality before discharging into the Maidenhead Ditch at site-specific runoff rates, agreed with the Lead Local Flood Authority (LLFA) for all events up to, and including, the 1 in 100 year plus climate change event.

The proposed approach to surface water management aims to provide amenity and biodiversity value to the development, providing an opportunity to enhance the quality of open space provided to residents alongside the primary function of water control which will provide resilience to future climate change.

## Green Corridors

6.33. The development will comprise a series of green links to extend through the Site as follows:

- The provision of tree-lined streets and verges (in line with Paragraph 131 of the NPPF);
- Green links will terminate at areas of open space or woodland, ensuring that the development blends into a robust landscape setting. An east-west key space will punctuate the core of the site, incorporating generous areas of multifunctional open space and attenuation features. This will enable the opening of views out over the wider landscape, acting as a borrowed landscape; and
- The veteran oak tree will be retained as a focal point in the development and a successor oak planted nearby to allow time for it to mature and eventually replace the existing veteran tree.

## Open Space Requirements

6.34. The development will deliver a range of open space typologies for the benefit of residents, including:

- Parks and Gardens;
- Amenity Green Space;
- Natural and Semi-Natural Green Space; and
- Provision for Children and Young People.

6.35. According to RBWM's open space requirements, a total of 2.9 hectares of open space is required for a development of 330 dwellings. The masterplan provides a total of 4.28 hectares of open space.

## Ecology and Nature Conservation

6.36. Ecology and nature conservation principle are as follows:

- The tree belts and the Maidenhead Ditch which support foraging and navigating bats will be retained and enhanced;
- Development of the site will deliver new and more valuable habitats (for example, wildflower grassland and riparian planting around the attenuation basins) as part of informal open space and wider landscape planting; and
- Enhancement measures provide scope within informal (and more formal) open space for a range of new habitats which can contribute towards biodiversity net gain requirements.

# SPENCER'S FARM

Maidenhead



- |  |  |  |
|--|--|--|
| 1 Existing tree belt retained as buffer to rail line   | 6 Road verge with street tree planting   | 13 Pedestrian/cycle/emergency access point                     |
| 2 Existing tree retained within apartment parking court  | 7 Green corridor opening views out to veteran oak/succession oak and wider landscape | 14 Existing sports pitches                                     |
| 3 Open space at entrance gateway incorporating existing trees                                  | 8 School playing fields  | 15 Long meadow grass   |
| 4 Woodland area retained – publicly accessible   | 9 Public open space incorporating attenuation basin                                  | 16 Managed/enhanced trees associated with the Maidenhead Ditch |
| 5 Incidental area of open space potentially incorporating a drainage feature and tree planting | 10 Equipped play area  | 17 Cycle/ped link to existing Public Right of Way Network      |
|  | 11 Amenity Grassland   | 18 Cycle route within open space                               |
|  | 12 Proposed leisure footpaths  |  |

Figure 15. Green and Blue Infrastructure Principles Plan **227**

## Social Infrastructure

6.37. The masterplan includes several facilities that provide opportunities for social interaction, learning and leisure activities. These facilities help to create a sense of community at Spencer's Farm, and can service not only new residents but existing residents in the local area. All of this helps to support a healthier lifestyle and contributes to an residents well-being.

6.38. There is no policy requirement for retail or commercial uses on this allocation however there is a potential opportunity for a pop-up, mobile cafe near the school and play area. This would be subject to licensing and demand.



### Primary School

- The proposed development will safeguard a site of no less than 2.8Ha for RBWM's future delivery of a primary school with up to 3 forms of entry.
- The school site will be located adjacent to the southern boundary to ensure accessibility for both new and existing residents and be in close proximity to site access.



### Open Space

- The open space will be located along the eastern edge of the site to make best use of land which remains classified as Green Belt.
- The more managed elements of open space to include opportunities for informal play will be located towards the south of the site.
- The open space towards the north of the site will be more naturalistic and include meadow planting to provide biodiversity enhancement.
- Pedestrian routes and cycle routes will be included throughout the open space and connecting to the wider network.
- Recreational opportunities will also be provided in the form of a trim trail along the walking routes.



### Play Facilities

- The public open space will include formal play facilities to create a destination in the landscape network.
- The formal play area will be located towards the south eastern corner of the site to ensure easy access from the Westmead pedestrian access.
- The equipped play area will be a sufficient distance away from existing residential dwelling so as not to result in adverse noise disturbance.

# SPENCER'S FARM

Maidenhead



# 7. The Stakeholder Masterplan

The Stakeholder Masterplan draws on the analysis of the site and the feedback from the consultation events and other stakeholder engagement undertaken since 2017 to provide a structure for future development. The Stakeholder Masterplan opposite summarises the key design principles which will form the basis for outline application.

## Stakeholder Masterplan

7.1. The key principles underpinning the design proposals are as follows:

- 1. Drainage** A robust drainage strategy will utilise a series of attenuation basins within the open space to manage surface water. This will ensure that the development does not result in increased flood risk to the surrounding area.
- 2. Open Space** Public open space will be provided to the east which will accommodate a variety of formal and informal open space typologies along with biodiversity and ecology enhancements.
- 3. Built Form** The site will principally provide family housing. The density will be approximately 35 dwellings per hectare to reflect the character of the surrounding area.
- 4. School Location** The school will be located to the south of the site to allow convenient access. A school drop off point will be provided on site to manage vehicle movements.
- 5. Main Site Access** A single point of access will be provided which will accommodate all vehicular movements in and out of the site. A shared-use 3.5m wide active travel corridor will be provided on at least one side of the access, with a minimum of a 2.0m wide footway on the other in order to accommodate pedestrian and cyclist access into the site.
- 6. Westmead Access** A pedestrian and cycle access will be provided via Westmead. This will also be suitable for emergency vehicles which will be controlled via a barrier to prevent cars from using the access.
- 7. Green Belt** The Green Belt boundary will be clearly defined using attenuation features and planting.

- 1 Primary street
- 2 Potential for apartment buildings with rear parking, maximum 3 storeys
- 3 Medium density residential development (circa 35dph) a mix of terraced, semi-detached and detached dwellings, maximum 2½ storeys
- 4 Low density residential development large detached units within a wooded setting
- 5 Key space and view corridor
- 6 Retained tree belt
- 7 Retained woodland
- 8 Publicly accessible open space
- 9 Land for a compact three form entry primary school
- 10 Key building frontage/Landmark building
- 11 Children's play area
- 12 Main Access
- 13 Ped/cycle/emergency access
- 14 Attenuation basins

# SPENCER'S FARM

Maidenhead



**LEGEND:**

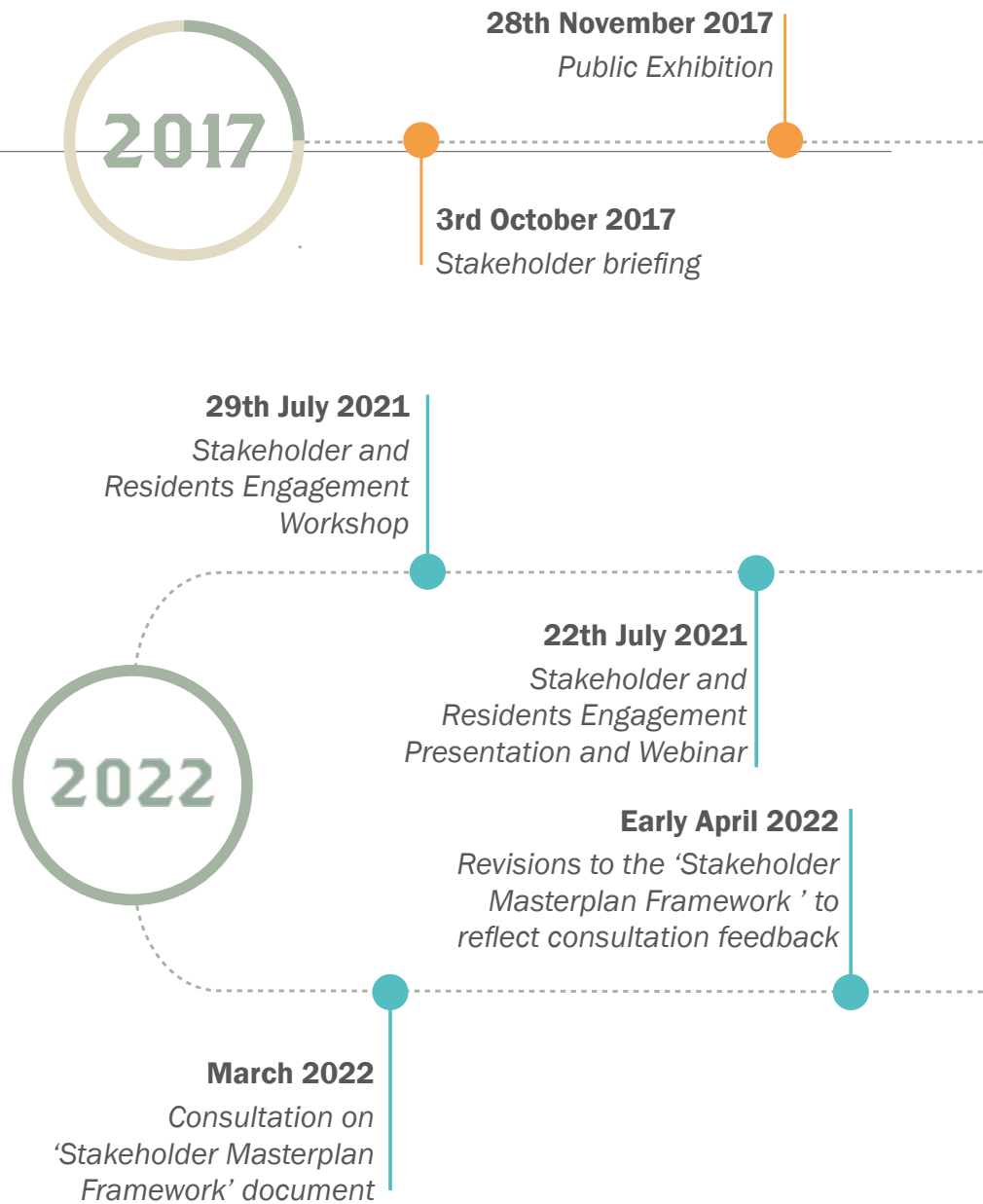
- |                |                               |                |
|----------------|-------------------------------|----------------|
| Site Boundary  | Footpath                      | Succession Cow |
| Residential    | 3.5m Pedestrian / Cycle Route |                |
| Primary School | Existing Trees                |                |
| Open Space     | Main Street Trees             |                |
| New Frontage   | Tree Planting                 |                |

Figure 16. Stakeholder Masterplan

## Anticipated Delivery

7.2. Any application(s) for the development of the site will be brought forward in accordance with the principles contained within this SMD and any deviations will need to be clearly justified in the submitted Design and Access Statement.

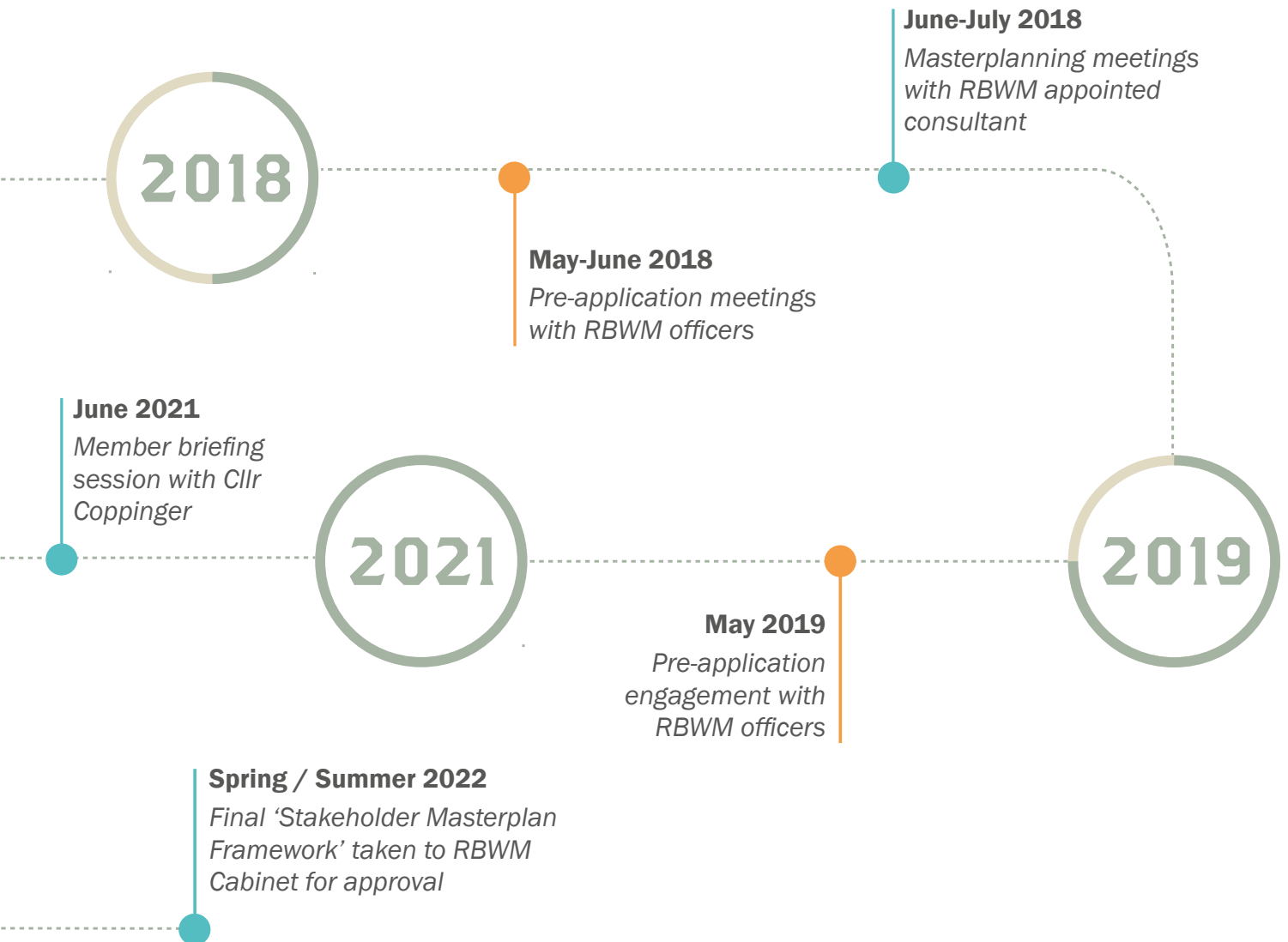
7.3. Given the modest size of the site, it is anticipated that it will be built out by a single developer. As such, parcel passports are not required, however a Hybrid Design Code will be submitted alongside the Design and Access Statement as part of any outline planning application in order to fix the design principles.





# SPENCER'S FARM

Maidenhead



- Pre application Community Engagement for Planning Application
- Stakeholder Masterplan Document

# SPENCER'S FARM

— *Maidenhead* —

Report Title:	Medium Term Financial Strategy and Plan 2023/24 – 2027/28
Contains Confidential or Exempt Information	No - Part I
Cabinet Member:	Councillor Hilton, Cabinet Member for Asset Management & Commercialisation, Finance & Ascot
Meeting and Date:	Cabinet - 21 July 2022
Responsible Officer(s):	Andrew Vallance, Head of Finance Adele Taylor, Executive Director of Resources & Section 151 Officer
Wards affected:	All



## REPORT SUMMARY

This report sets out the Council’s proposed key themes of the Medium-Term Financial Strategy (MTFS) for 2023/24 - 2027/28 and shows the close relationship between this strategy and the Council’s new Corporate Plan. This will need to be formally adopted by full Council following a recommendation from Cabinet. The report also includes a Medium-Term Financial Plan (MTFP), identifying future budget gaps.

The Council needs to consider the actions it needs to take to ensure the affordability of its services and ensure it reviews its financial sustainability over the medium term in response to the challenges it faces.

### 1. DETAILS OF RECOMMENDATION(S)

**RECOMMENDATION: That Cabinet RECOMMENDS to Full Council:**

- i) the proposed key themes of the Medium-Term Financial Strategy set out in the report; and
- ii) the Medium-Term Financial Plan set out in Appendix A.

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

#### Options

**Table 1: Options arising from this report**

Option	Comments
To recommend to full Council the Medium-Term Financial Strategy and Plan.	This is the recommended option.
To not recommend to full Council the Medium-Term Financial Strategy and Plan.	If not recommended the 2023/24 budget will be developed without regard to the wider financial challenge facing the Council.

- 2.1 This report sets out the proposed financial strategy for the Royal Borough of Windsor and Maidenhead across the next 5 years.
- 2.2 The report demonstrates the close relationship between the new Corporate Plan and the MTFS, being based on the same principles that the Corporate Plan was developed against.
- 2.3 The MTFS was reviewed by Corporate Overview and Scrutiny Panel on 22<sup>nd</sup> June 2022. The Panel suggested adding Objectives 5 and 6 in Section 6, to better align with the entire Corporate Plan.

**3. KEY IMPLICATIONS**

**Table 2: Key Implications**

<b>Outcome</b>	<b>Unmet</b>	<b>Met</b>	<b>Exceeded</b>	<b>Significantly Exceeded</b>	<b>Date of delivery</b>
Services delivered within approved budget	Budget overspend >£250,000	Budget variance +/- £250,000	Budget underspend >£250,000 <£1,500,000	Budget underspend >£1,500,000	31 March 2028

**4. FINANCIAL DETAILS / VALUE FOR MONEY**

**Introduction**

- 4.1 Just like many other councils, the Royal Borough of Windsor and Maidenhead has faced considerable financial challenges because of the Covid-19 pandemic. This has led to increased costs and large reductions in income in the last two financial years.
- 4.2 Like many councils, the Council is also experiencing growth in demand for several services, with Children’s Services and Adult Social Care being some of the most significant impacted by demographic demands alongside other demand led services such as housing and homelessness.
- 4.3 Unlike some other councils, the lowest council tax in the country outside of London and our low levels of reserves coupled with increasing levels of borrowing have made the RBWM financial position more challenging. The low level of council tax results in an inability to raise funds to the same amount as other councils
- 4.4 The current financial outlook in terms of rising inflation and interest rates as well as the increasing cost of living rises that our residents and businesses are facing, alongside the Council, are also areas that will need to be addressed as part of both its short and longer-term financial planning.
- 4.5 This document explains the financial context for RBWM and sets out the areas where the Council will seek to make savings, efficiencies and prioritise our resources in line with the objectives in the Corporate Plan.

### **Corporate priorities**

- 4.6 The Council's priorities must be at the heart of any financial strategy. In many ways they inform one another. The Council's Corporate Plan for the period 2021-2026, "Creating a sustainable borough of opportunity and innovation", was agreed at Full Council on 23<sup>rd</sup> November 2021.
- 4.7 The Corporate Plan forms the overarching strategy for the Council for the next four years and replaced the Interim Strategy 2020-21, which was developed as a temporary plan in response to the pandemic. The Corporate Plan sets out the Council's new objectives, and the specific goals to be achieved in support of those objectives, over the 2021-26 period. It was agreed in November 2021 and so this is now the opportunity to refresh the financial strategy to reflect the outcomes of that plan.
- 4.8 The Corporate Plan has been designed to crystallise focus on where the Council most needs to drive change. It recognises that the Council must make difficult choices about where it focuses its resources. The Corporate Plan acts as a strategic framework to guide resource allocation decisions.
- 4.9 Finance is both the enabler that allows the Council to deliver its goals and objectives, and the constraint within which the Council needs to work as it makes tough decisions on what it can deliver. The goals within the Corporate Plan have been formulated to be deliverable within current and expected future resource levels although as the delivery plans continue to crystallise for all aspects of the corporate strategy, the Medium-Term Financial Strategy and Plan will be regularly refreshed to ensure there is a close alignment between these two integral strategies.
- 4.10 In addition to setting out what we aim to achieve, the Corporate Plan also sets out the Council's approach to achieving change – how it will work as well as what it will focus on. 'Making the most effective use of resources – delivering the best value for money' is included as an underpinning principle of our approach to emphasise its importance across every area of the Council's work. This includes making best use of the opportunities offered by digital technologies, working in closer partnership with communities, and maximising income generated. The Corporate Plan also includes a focus on prevention and early intervention, which can help to reduce demand on the most cost-intensive services.



### Financial climate

- 4.11 Over recent years all local authorities have faced significant cuts to their funding from central government because of austerity, at a time when pressure on core service delivery has increased, particularly in Children's Services and Adult Social Care. This has placed considerable pressure on discretionary services, including Early Help services for children and families.
- 4.12 The Covid-19 pandemic has increased costs in many areas but has also severely reduced councils' income on both a temporary basis as well as potentially eroded some income budgets over a medium-term basis.
- 4.13 All councils have adopted different approaches to address their budget gap during that time. This has included reviewing the operating frameworks for some of our services including partnerships with other councils.
- 4.14 The current financial outlook in terms of rising inflation and interest rates as well as the increasing cost of living risks that our residents and businesses are facing, alongside the Council, are also areas that the Council will need to assess as part of both its short and longer-term financial planning.

### RBWM context

- 4.15 RBWM is on the face of it better placed than some councils to meet the financial challenges that it faces.
- Lower levels of deprivation mean that it does not have the same level of pressure on Adult Care and Children's Services that some councils have

experienced. We have relatively low numbers of people that we support although this does make any increases proportionally larger.

- Significant capital assets have enabled it to continue to fund its capital program at a time when government support for capital schemes has diminished.
- Lower reliance on Government Grant also meant that the impact of austerity was less than in some other councils, noting the corollary of the increased importance of Council Tax, compared to others.

4.16 RBWM has still had to make significant savings and has already delivered around £75m savings from the start of austerity. It has also been able to protect “discretionary” local services to a greater extent than other councils through some of the actions that it took including sharing services with other councils and changing delivery models particularly around Children’s and Adults services.

4.17 In more recent years RBWM has also embarked on significant investment in regenerating the borough which will in the medium to long term provide some financial benefits overall, both directly and indirectly in terms of helping to manage future demand for some services.

4.18 For all councils there is a fine line between financial security and a financial position that can give rise to concern. The tipping point will be different from council to council and ensuring that we understand both risks and opportunities is an important part of ensuring ongoing financial sustainability.

4.19 RBWM has several significant risks that need to be considered as part of its medium-term financial plans and any potential mitigations identified, where possible.

- **Council Reserves are under considerable pressure.** They are insufficient to absorb the financial pressure projected for 2023/24 and beyond unless significant savings are made on an ongoing and sustainable basis. Reserves have been strengthened over the last couple of years, but this will need to remain a focus going forwards to ensure the Council can remain financially resilient.
- **The Pension fund deficit** means that a growing share of Council funding is required to cover pension deficits in the future
- **Substantial levels of borrowing** mean that an increasing share of the Council’s budget is required to service debt before money can be spent on day-to-day services. There is also a reliance on capital receipts in future years.
- **Maintaining a low level of council tax**, means that the Council has missed out on additional revenue from raising council tax in previous years. It also means that any future increases will generate less as they start from a lower base.
- **Growing pressures around Children and Adult Services and other demand lead services** have been widening the budget gap further. This is

compounded by the inflexibility of having low spend and comparatively smaller numbers of clients in these services.

- **The longer-term consequences of the pandemic are not yet apparent.** Government support for the Council has ended but the full economic and health effects of the pandemic are yet to be revealed. This may lead to impacts on the Council's budget in terms of increased demand for services and a more permanent change to the way in which residents and businesses operate.
- **Inflation and interest rate risks.** Assumptions on these have been reviewed as part of the MTFP given the current inflationary and cost of living pressures that are becoming apparent.
- **Reforms to Adult Social Care.** Work is currently underway to identify the full impact of the proposed reforms on future Council budgets.
- **Reforms to future national funding arrangements.** Assumptions on these will be reviewed as part of the MTFP.
- **Other legislative changes.**

4.20 In short, there is a considerable level of uncertainty around financial plans for 2023/24 and beyond.

## 5. MEDIUM-TERM FINANCIAL POSITION

5.1 A revised Medium-Term Financial Plan is attached as **Appendix A**. The table below shows the projected savings required during the period of the MTFS and MTFP. This has been updated to reflect current economic estimates.

**Table 3: Required savings**

2023/24	2024/25	2025/26	2026/27	2027/28
£7.306m	£1.821m	£2.968m	£3.183m	£2.451m

5.2 In addition, the Council may need to finance the net additional costs of Adult Social Care reform not funded by the Government. This may add £3 million or more each year to the savings gap. This assumes that government will fund some, but not all, of the likely pressures but these estimates will need to be continually reviewed as more information about the reforms emerges.



- 5.3 The following assumptions have been made in determining the MTFP in Appendix A. CPI and RPI assumptions are based on current Office for Budget Responsibility forecasts. The notes section of the MTFP describes why other inflation factors have been included at these levels.
- CPI inflation 4.5% in 2023/24 then 2.5% each year thereafter.
  - RPI inflation 5.5% in 2023/24 then 3.5% each year thereafter.
  - Pay awards 2% each year.
  - Council Tax increases of 1.99% each year.
- 5.4 Appendix B shows the impact of any changes to these assumptions. These assumptions will be reviewed throughout the budget process.
- 5.5 The Council may need to deliver total ongoing savings of £18m over the 5-year period 2023/28, unless government funding in the form of grant or council tax flexibility improves before the Council identifies other interventions. This also does not take account of the significant changes that are affecting adult social care in the future and other legislative changes.
- 5.6 The Council has insufficient reserves to sustain a budget deficit and will therefore have to generate substantial cost reductions or increased income plans. These will need to be linked to the Corporate Plan objectives.

## **6. DELIVERING A SUSTAINABLE BUDGET IN LINE WITH CORPORATE PLAN OBJECTIVES**

- 6.1 RBWM continues to face considerable financial pressures. The only uncertainty is around the scale of the financial pressures in some areas. All councils are having to make some tough choices around the way they manage their finances to remain financially viable.
- 6.2 This section sets out how the Council will align its financial objectives to several of those in the Corporate Plan and the objectives are based on the principles of the corporate plan. The types of activities that will deliver against those objectives are indicated.
- Objective 1: Empower and enable individuals, communities, and businesses to maximise their potential**
- 6.3 The Council will encourage the community to support the design of more efficient and effective services. This will produce long-term savings as part of the prevention agenda by investing in early intervention where possible and shift resourcing to activities that reduce future demand.
- 6.4 The Council will continue to build partnerships with the voluntary sector and build its organisational resilience so that it can lead these initiatives.
- 6.5 The Council will also review service provision with other organisations and improve engagement with partners.

**Objective 2: Invest in prevention, and intervene early to address problems before they escalate**

- 6.6 The Council will identify preventative and early measures to contain growth given we have both low unit cost and relatively low numbers.
- 6.7 The focus will remain on:
- Adult Social Care;
  - Children's Services; and
  - Homelessness.
- 6.8 This may require significant investment in preventative measures with savings or reduced growth requirements in later years so the Council will review how it can fund those activities in the short term.

**Objective 3: Shape our service delivery around our communities' diverse needs and put customers at the heart of all we do**

- 6.9 The Council will work with partners such as health and the police to integrate services for our communities to ensure that our focus is on our customers rather than organisational structure and boundaries.
- 6.10 The Council will review contracts and procurement activity to respond to legislative change and improve services and improve value for money.
- 6.11 The Council will undertake targeted reviews of specific services to improve efficiency and effectiveness and enhance the transformation agenda.

**Objective 4: Make the most effective use of resources – delivering the best value for money**

- 6.12 The Council will continue to seek commercial and income generation opportunities where these support our delivery agenda.
- 6.13 The Council will undertake a fundamental fees and charges review on a regular basis to ensure that these are proportionate, fair, and relevant.
- 6.14 The Council will co-ordinate the introduction of several new systems to maximise the potential benefits from digitalisation of services. This will include a pilot of Robotic Process Automation.
- 6.15 The Council will build on its transformation activities to date particularly in Adult Social care and look to identify opportunities to improve the way in which we do things and work with others to ensure we maximise the value for money opportunities in terms of service delivery.
- 6.16 The Council will make the best use of its assets for the benefit of our residents and local taxpayers including appropriate levels of investment, disinvestment, and commercial activity.

**Objective 5: Promote awareness of a sustainable and biodiverse environment across all our decision making**

- 6.17 The Council will seek to become more sustainable, thereby reducing its energy costs.

**Objective 6: Promote health and wellbeing, and focus on reducing inequalities, across all areas**

- 6.18 The focus on preventative measures will promote health and wellbeing.

**7. SUMMARY AND CONCLUSIONS**

- 7.1 The proposed key themes of the strategy in this paper sets out a way forward for the Council to make its finances as sustainable as possible in the medium to long term.
- 7.2 Achieving sustainable finances is not going to be an easy task for the reasons outlined in this report and some tough choices will need to be taken to achieve long term stability but having a close link between our agreed corporate plan outcomes and the resources to deliver in a sustainable way is important.
- 7.3 In the current financial climate, there are no quick fixes, and all councils face considerable financial uncertainty that is beyond their control.
- 7.4 All councils need to have a clear understanding of how that uncertainty can impact on their financial plans and ensure that they protect themselves as far as possible against that uncertainty.
- 7.5 The success of this strategy and subsequent financial plan will depend in part on decisions beyond the control of the Council particularly Government decisions around future funding and council tax levels

**8. LEGAL IMPLICATIONS**

- 8.1 None at this stage of the budget process.

**9. RISK MANAGEMENT**

- 9.1 Failure to identify sufficient savings as part of the budget process would risk the Council being unable to maintain minimum levels of reserves.
- 9.2 The Council is already at a more significant risk because it has moved up the commercial risk curve and is anticipating income for charges and capital schemes.
- 9.3 Several assumptions have been made in developing the Medium-Term Financial Plan and any variation in these will impact on the required savings. Appendix B provides more detail on the financial implications from any movement in these assumptions.
- 9.4 Whilst not a current likelihood and because of all the factors mentioned in this report, the Council remains at significant risk of financial failure due to the inability to raise council tax income. Any significant unexpected financial change could have serious consequences.

## 10. POTENTIAL IMPACTS

- 10.1 Equalities. A full EQIA will be undertaken on the budget submitted to Council in February 2023 and a draft EQIA developed alongside the Medium-Term Financial Plan and updated throughout the budget setting process as appropriate.
- 10.2 Climate change/sustainability. The potential impact of budget recommendations will be considered once details of budget submissions are published.
- 10.3 Data Protection/GDPR. Not applicable.

## 11. CONSULTATION

- 11.1 The draft budget approved by Cabinet in November 2022 will be fully consulted on before final proposals are made to Cabinet and Council in February 2023. Appropriate consultation will also take place when developing proposals with our key stakeholders and partners.

## 12. APPENDICES

- 12.1 This report is supported by two appendices:
- Appendix A – Medium Term Financial Plan
  - Appendix B – Sensitivity Analysis

## 13. BACKGROUND DOCUMENTS

- 13.1 This report is supported by one background document, the [Corporate Plan](#).

## 14. 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	6/7/22	8/7/22
Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer	6/7/22	
<i>Deputies:</i>			
Andrew Vallance	Head of Finance (Deputy S151 Officer)	Report Author	
Elaine Browne	Head of Law (Deputy Monitoring Officer)	6/7/22	7/7/22
Karen Shepherd	Head of Governance (Deputy Monitoring Officer)	6/7/22	7/7/22
<i>Other consultees:</i>			
<i>Directors (where relevant)</i>			

Duncan Sharkey	Chief Executive	6/7/22	
Andrew Durrant	Executive Director of Place	6/7/22	11/7/22
Kevin McDaniel	Executive Director of Children's Services	6/7/22	7/7/22

Confirmation relevant Cabinet Member(s) consulted	Cabinet Member for Asset Management & Commercialisation, Finance and Ascot	Yes
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## REPORT HISTORY

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

Report Author: Andrew Vallance, Head of Finance
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	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	Notes
<b>SERVICE BASE BUDGET</b>	<b>92,180</b>	<b>89,491</b>	<b>92,152</b>	<b>93,944</b>	<b>95,936</b>	
Inflation						
- Pay (excludes DSG funded)	1,132	1,155	1,178	1,202	1,226	1
- Utilities (water, gas, electricity)	107	29	30	31	32	2
- Contract inflation	4,314	2,840	2,936	3,035	3,137	3
- Fees & charges	(934)	(542)	(556)	(570)	(584)	4
- Adult Social Care client charges	(356)	(207)	(212)	(217)	(223)	5
Demographic Growth	1,500	1,583	1,638	1,695	1,755	6
Savings already identified	0	0	0	0	0	
Removal of one-off COVID budgets	(1,092)	0	0	0	0	7
Full year effect of previously agreed savings / pressures	(55)	(376)	(255)	0	0	8
<b>Service Base Budget Before Savings</b>	<b>96,796</b>	<b>93,973</b>	<b>96,911</b>	<b>99,120</b>	<b>101,279</b>	
Efficiency Savings (-ve) - TO BE IDENTIFIED	(7,306)	(1,821)	(2,968)	(3,183)	(2,451)	9
<b>Service Net Expenditure</b>	<b>89,491</b>	<b>92,152</b>	<b>93,944</b>	<b>95,936</b>	<b>98,828</b>	
<b>NON-SERVICE BUDGETS</b>						
Interest received	(580)	(462)	(422)	(420)	(419)	10
Interest paid	5,921	5,716	5,238	4,817	4,507	10
Broker fees	120	138	128	107	92	
Interest on schools balances	77	58	52	52	52	10
Capitalised interest	(193)	0	0	0	0	
Bank and transaction charges	220	230	235	240	245	
Minimum revenue provision	3,233	3,499	3,772	3,890	3,804	11
Environment Agency Levy	168	171	174	177	180	
Pensions deficit	4,311	4,467	4,467	4,467	4,467	12
LGPS prepayment	(114)	(114)	(114)	(114)	(114)	13
<b>Total Non-Service Budget</b>	<b>13,163</b>	<b>13,703</b>	<b>13,530</b>	<b>13,216</b>	<b>12,814</b>	
<b>TOTAL EXPENDITURE</b>	<b>102,654</b>	<b>105,855</b>	<b>107,474</b>	<b>109,152</b>	<b>111,642</b>	
<b>NON-COUNCIL TAX FUNDING</b>						
NNDR	(14,226)	(13,517)	(12,767)	(12,017)	(12,017)	14
Income from trading companies	(210)	(210)	(210)	(210)	(210)	
Education Services Grant	(315)	(315)	(315)	(315)	(315)	15
Social Care Grant	(3,725)	(3,725)	(3,725)	(3,725)	(3,725)	15
Lower Tier Services Grant	(192)	(192)	(192)	(192)	(192)	15
Market Sustainability and Fair Cost of Care Fund	(322)	(322)	(322)	(322)	(322)	15
Services Grant	(500)	(500)	(500)	(500)	(500)	15
Revenue Support Grant	(2)	(2)	(2)	(2)	(2)	15
Family Annexe Council Tax Discount Grant	(17)	(17)	(17)	(17)	(17)	15
New Homes Bonus	0	0	0	0	0	15 / 16
Use of Earmarked Reserve	(1,600)	0	0	0	0	
Transfer (surplus)/deficit to Council Tax Collection Fund	1,600	0	0	0	0	
Transfer (surplus)/deficit to NNDR Collection Fund - spreading	1,600	0	0	0	0	
<b>Total non-council tax funding</b>	<b>(17,909)</b>	<b>(18,800)</b>	<b>(18,050)</b>	<b>(17,300)</b>	<b>(17,300)</b>	
<b>COUNCIL TAX</b>						
Adult Social Care Precept	(139)	(139)	(139)	(139)	(139)	
Council Tax at Band D	(1,049)	(1,073)	(1,097)	(1,121)	(1,147)	
Special Expenses	(35)	(36)	(37)	(37)	(38)	
<b>Total Council Tax</b>	<b>(84,745)</b>	<b>(87,055)</b>	<b>(89,424)</b>	<b>(91,852)</b>	<b>(94,342)</b>	
<b>TOTAL FUNDING</b>	<b>(102,654)</b>	<b>(105,855)</b>	<b>(107,474)</b>	<b>(109,152)</b>	<b>(111,642)</b>	

	No. Band D properties	No. Band D properties	No. Band D properties	No. Band D properties	No. Band D properties	
Council Taxbase	70,236	70,736	71,236	71,736	72,236	17
Unparished Taxbase	36,680	37,180	37,680	38,180	38,680	17

**ASSUMPTIONS**

CPI	4.50%	2.50%	2.50%	2.50%	2.50%
RPI	5.50%	3.50%	3.50%	3.50%	3.50%
CTAX increase (%)	1.99%	1.99%	1.99%	1.99%	1.99%
Pay inflation (%)	2.00%	2.00%	2.00%	2.00%	2.00%
Utility inflation (%)	10.00%	2.50%	2.50%	2.50%	2.50%
Contract inflation not linked to CPI / RPI (%)	5.50%	3.50%	3.50%	3.50%	3.50%
Fees & charges inflation (%)	4.50%	2.50%	2.50%	2.50%	2.50%
Adult Social Care Income (usually related to pensions / benefits) (%)	4.50%	2.50%	2.50%	2.50%	2.50%
Growth in tax base (Band D properties) £'000	500	500	500	500	500
Increase in environment agency levy £'000	3	3	3	3	3
Bank of England base rate	3.00%	2.25%	2.00%	2.00%	2.00%
Government Grant inflation	0.00%	0.00%	0.00%	0.00%	0.00%

**NOTES**

1. Pay inflation includes staff in Optalis and AfC, but excluding those funded through ring-fenced DSG and Public Health grant.
2. Utility inflation excludes budgets funded by ring-fenced DSG and Public Health.
3. Where relevant, contract inflation has been linked to RPI / CPI. For other contracts a general assumption of inflation is included in the assumptions above.
4. Fees & charges inflation is usually done in line with RPI.
5. Adult Social Care charges mostly increase in line with state pension and benefits uplifts, the former being the main determinant. Pensions are protected by the triple lock, meaning they go up by the higher of CPI, wage inflation or 2.5%.
6. Demographic growth is assumed at £1.5m per annum, with costs inflated in line with contract inflation.

7. The remaining Covid support budgets are £0.500m in parking, and £0.592m in leisure.
8. This represents the ongoing impact of savings and growth agreed in previous budget setting rounds.
9. This is the budget gap, or the amount of efficiency savings or additional funding that is required to set the budget.
10. Current advice from treasury advisors is for base rate to be 2.25% in 23/24, worst case 3%. Some market sources suggesting 3.5%, but that is considered a high estimate.
11. Provision for repayment of debt.
12. Per the last actuarial report.
13. Benefit from early payment of contribution to pension fund.
14. Reflects the regeneration of Maidenhead and the reduction in projected business rates as a result (estimated).
15. There is provision in the model to assume a general uplift to government funding - see assumptions above. Grants are assumed to continue throughout period of planning.
16. The New Homes Bonus is not assumed not to continue.
17. Assumes growth in taxbase Band D properties - see assumptions above.

= current assumption built into MTFP

### **Inflation**

The base assumption is CPI of 4.5% and RPI of 5.5%. A 1% increase costs £0.730m (note this cost is net of Adult Social Care charges which are also linked to inflation via state pensions and the triple lock).

Inflation assumption (CPI / RPI)	2.5% / 3.5%	3.5% / 4.5%	<b>4.5% / 5.5%</b>	5.5% / 6.5%	6.5% / 7.5%	7.5% / 8.5%	8.5% / 9.5%
Cost (£000)	2,497	3,228	<b>3,958</b>	4,688	5,418	6,148	6,878
Additional / (reduced) cost from current MTFP (£000)	(1,461)	(730)	<b>0</b>	730	1,460	2,190	2,920

### **Pay inflation**

The base assumption is pay inflation of 2%. Each percentage point costs £0.567m.

Pay inflation	2%	1%	<b>2%</b>	3%	4%	5%	6%
Cost (£000)	0	566	<b>1,132</b>	1,699	2,265	2,831	3,397
Additional / (reduced) cost from current MTFP (£000)	(1,132)	(566)	<b>0</b>	567	1,133	1,699	2,265

### **Fees & charges**

The base assumption is fees & charges are uplifted by 4.5%. Each additional 1% generates £0.207m of income assuming demand remains unchanged.

Fees & Charges inflationary increase	1.5%	2.5%	3.5%	<b>4.5%</b>	5.5%	6.5%	7.6%
Income generated (£000)	(311)	(519)	(726)	<b>(934)</b>	(1,141)	(1,349)	(1,557)
(Additional) / reduced income from current MTFP (£000)	(623)	(415)	(208)	<b>0</b>	207	415	623

### **Council Tax**

The base assumption is a Council Tax increase of 1.99%. Each 1% of Council tax generates £0.831m of income.

CTAX increase (%)	0%	1%	<b>1.99%</b>
Income generated (£000)	(83,092)	(83,923)	<b>(84,745)</b>
Cost (£000)	1,653	822	<b>0</b>

### **Bank of England base rate**

This rate impacts on borrowing costs and investment returns. The base assumption is 3%, but the positive and pessimistic views from our advisors are outlined below. Each 1% increase costs £0.864m.

Bank of England base rate	2.25%	<b>3%</b>	3.50%
Net interest costs (£000)	4,769	<b>5,418</b>	5,850
Additional / (reduced) cost from current MTFP (£000)	(649)	<b>0</b>	432



# ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

## EQUALITY IMPACT ASSESSMENT

### EqIA : Medium-Term Financial Strategy and Plan 2023/24-2027/28

#### Essential information

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

Strategy	x	Plan	x	Project		Service procedure	
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Responsible officer	Andrew Vallance	Service area	Finance	Directorate	Resources
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<b>Stage 1: EqIA Screening (mandatory)</b>	Date created: 12/07/2022	<b>Stage 2 : Full assessment (if applicable)</b>	Date created : NA
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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): Andrew Vallance

Dated: 12/07/2022

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# ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

## EQUALITY IMPACT ASSESSMENT

### EqlA : Medium-Term Financial Strategy and Plan 2023/24-2027/28

#### 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 : Medium-Term Financial Strategy and Plan 2023/24-2027/28

#### Stage 1 : Screening (Mandatory)

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

This report sets out the Council's proposed key themes of the Medium-Term Financial Strategy (MTFS) for 2023/24 - 2027/28 and shows the close relationship between this strategy and the Council's new Corporate Plan. This will need to be formally adopted by full Council following a recommendation from Cabinet. The report also includes a Medium-Term Financial Plan (MTFP), identifying future budget gaps.

**RECOMMENDATION: That Cabinet RECOMMENDS to Full Council:**

- i) the proposed key themes of the Medium-Term Financial Strategy set out in the report; and**
- ii) the Medium-Term Financial Plan set out in Appendix A.**

**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 : Medium-Term Financial Strategy and Plan 2023/24-2027/28

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Protected characteristics	Relevance	Level	Positive/negative	Evidence
<b>Age</b>	Not Relevant			Further EQIAs will be produced at later stages on detailed budget proposals and the overall budget
<b>Disability</b>	Not Relevant			
<b>Gender re-assignment</b>	Not Relevant			
<b>Marriage/civil partnership</b>	Not Relevant			
<b>Pregnancy and maternity</b>	Not Relevant			
<b>Race</b>	Not Relevant			
<b>Religion and belief</b>	Not Relevant			
<b>Sex</b>	Not Relevant			
<b>Sexual orientation</b>	Not Relevant			

# ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

## EQUALITY IMPACT ASSESSMENT

### EqIA : Medium-Term Financial Strategy and Plan 2023/24-2027/28

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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	Not at this stage		
Does the strategy, policy, plan etc require amendment to have a positive impact?	No	Not at this stage		

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**

**EqlA : Medium-Term Financial Strategy and Plan 2023/24-2027/28**

**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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# ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

## EQUALITY IMPACT ASSESSMENT

### EqIA : Medium-Term Financial Strategy and Plan 2023/24-2027/28

**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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#### 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**

**EqlA : Medium-Term Financial Strategy and Plan 2023/24-2027/28**



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**Eliminate discrimination, harassment, victimisation**



# ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

## EQUALITY IMPACT ASSESSMENT

### EqlA : Medium-Term Financial Strategy and Plan 2023/24-2027/28

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 : Medium-Term Financial Strategy and Plan 2023/24-2027/28

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 : Medium-Term Financial Strategy and Plan 2023/24-2027/28

#### 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 : Medium-Term Financial Strategy and Plan 2023/24-2027/28**

Report Title:	Cavalry Crescent, Windsor
Contains Confidential or Exempt Information	Yes - Part II - all appendices except Appendices 1 and 2 are <b>not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.</b>
Cabinet Member:	Cllr Hilton Cabinet Member for Asset Management & Commercialisation, Finance, & Ascot
Meeting and Date:	Cabinet Meeting – 21 July 2022
Responsible Officer(s):	Adele Taylor, Executive Director of Resources and Section 151 Officer
Wards affected:	Clewer East

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## REPORT SUMMARY

*Cavalry Crescent, Windsor is a former Defence Estates property consisting of 53 number 2 and 3 bedroomed houses. There are two small parcels of land at the site that, subject to Planning Consent, can accommodate 10 new build apartments. Cavalry Close is owned by Annington Property Limited, a residential Asset management business. The site has been declared surplus to requirement, is vacant and Annington Homes will sell the freehold site on the open market.*

*The report provides an update on the discussion and negotiations with Annington Property Limited regarding the purchase of the site. The site would provide 53 houses and 10 new apartments to rent. As an investment this would, contribute to the proposed Asset Portfolio set out in the Business Plan. The properties would be managed by the Prop Co. The site provides the opportunity to meet a range of housing need in the Borough through a variety of homes to rent in collaboration with RBWM Housing Department.*

*The strategy is to purchase the freehold of the 53 houses and two infill sites via a Purchase and Development Agreement. The contract will require Annington Property Limited to fully refurbish the properties to an agreed specification to market habitation standards and to obtain Planning Permission and build the 10 new residential apartments on the infill sites. To inform discussion with Annington Property limited and assess the potential purchase values independent market valuation advice has been provided.*

*The valuation advice forms part of the wider due diligence that informs the site value(s), potential income values and financing requirement. This will include the cost of borrowing, particularly inflation on interest, capital repayment, Minimum Revenue Provision (MRP), maintenance, and management cost. In addition legal and tax advice will be taken on the final contract form, funding structure and tax implications.*

## 1. DETAILS OF RECOMMENDATION(S)

**RECOMMENDATION:** That Cabinet notes the report and:

- i) Recommends to full Council to approve the capital expenditure budget of £22,550,202 including the proposed expenditure of up to £20,000,000 of the budget to acquire from Annington Property Limited the freehold acquisition of the fully refurbished existing 53 no. houses and the completed new build flats at Cavalry Crescent, Windsor.
- ii) Note that the homes provide a range of rental tenures to meet housing need, from Market Rent tenure for the existing 53 no. houses and Affordable Rent tenure for the 10 new build apartments.
- iii) Delegate authority to the Director of Resources in consultation with the Managing Director of the Property Company to complete negotiation of the contract for the freehold Purchase and Development Agreement with Annington Property Limited.

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

### Options

**Table 1: Options arising from this report**

<b>Option 1</b>	<b>Comments</b>
<p>Recommend to full Council to approve the capital expenditure budget of £22,550,202, for the conditional acquisition of the fully refurbishment existing 53 houses and development of 10 additional New Build flats at Cavalry Crescent for up to £20,000,000 the 100% Market Rent tenure for the 53 houses and Affordable Rent tenure for the proposed 10 New Build flats, to be let and managed via the RBWM Prop. Co Ltd.</p> <p><b>This is the recommended option</b></p>	<p>Cavalry Crescent was identified in the Property Company's Business Plan. Approving the conditional acquisition will enable RBWM Property Company Limited to deliver part of its strategic objectives and to deliver the proposed scheme with Annington Property Limited.</p>
<p><b>Option 2</b></p> <p>Do nothing.</p> <p>This is not recommended</p>	<p>RBWM Property Company Limited will not be able to fulfil its strategic objective to deliver its Business Plan.</p>

2.1 The proposal is for the 53 houses to be full Market Rent and the 10 Apartments for Affordable Rent capped at LHA levels, which is below 80% of full market rent. This enables RBWM Property Company Limited to be competitive in the marketplace when considering the purchase of Residential Assets. This could demonstrate how

Local Authorities can collaborate with strategic partners with the focus on helping to reduce the Temporary Accommodation pressures for the Council by permanently rehousing families.

2.2 The proposed purchase is based on a mix of rental products: the 53 houses as Market Rent and the 10 new apartments at Affordable Rent capped at LHA Levels, which is below 80% of full market rent. The rental values have been modelled in development appraisal as these are the only rental values that support a competitive purchase price. The use of market rent enables prudential borrowing of the funds for the affordable rent element. The full market rent of the 53 houses helps cross subsidize and support the 10 affordable units, contributing to the business plan and helping the strategic growth of the Residential investment portfolio.

**Table 2: New Build Affordable Rent at LHA Levels**

New Build Location	Size of Unit	Market Rent (PW)	Affordable Rent@ 80%(PW)	LHA Rent	LHA %	LHA Less Service Charge (£25/PW)	LHA Less Service Charge (%)
Western Tip	2	£300	£240	£230.14	76.71%	£205.14	68.38%
Eastern Tip	3	£380.77	£304.62	£293.42	77%	£268.42	70.49%

2.3 The proposed purchase of the property will be for the freehold of the whole site, with full title guarantee, using a Development Agreement as a form of contract with specific conditions. The proposed contract conditions would be the payment of a deposit of up to 10% at exchange, Collateral Warranties, Retention Payments Ascertained Damages, Defects Liability Period of 12 months per unit for all works. The conditional offer affords the Prop Co time to undertake full due diligence, to satisfy that the investment is value for money.

### 3. KEY IMPLICATIONS

3.1 The proposed purchase of the houses for Market Rent and the new build for Affordable Rent, will enable the significant growth of the asset portfolio for the Prop Co. This creates the opportunity to increase the type and quantity of affordable homes, available from the Borough.

3.2 Annington Property Limited anticipate commencing work on site in November 2022 for the refurbishment scheme and completing these in April 2023. There is the opportunity to have early delivery of some units to market for rent subject to Annington Property Limited's programme and discussion, as the proposed refurbishment works could potentially release completed block of homes from January 2023 onwards.

3.3 The new apartment development requires planning permission, which could take up to six months, March 2023, followed by a building period of a year. Annington Property Limited suggest that they would be able to complete the new development by March 2024. However given the current procurement difficulties and inflationary impact on materials, a longstop date should provide some cushion to their completion target date coupled with associated penalties e.g. Ascertained Damages for delay.

**Table 3: Key Implications**

<b>Outcome</b>	<b>Unmet</b>	<b>Met</b>	<b>Exceeded</b>	<b>Significantly Exceeded</b>	<b>Date of delivery</b>
<b>Refurbishment</b> - Provides a route to growing the development activities of the Prop Co	April 2023	March 2023	May 2022	n/a	March 2023
<b>New Build</b> - Provides a route to growing the development activities of the Prop Co	30 May 2024	30 Apr 2024	June 2024	n/a	30 Apr 2024

#### **4. FINANCIAL DETAILS / VALUE FOR MONEY**

- 4.1 This report requests recommendation to full council of a new capital expenditure budget approval of £22,550,202 to be added to the 2022/23, 2023/24 and 2024/25 Capital Programmes. The budget covers the acquisition cost for the delivery of the proposed schemes, the on-costs including professional and survey fees, SDLT, development allowance and capitalised interest.
- 4.2 RBWM Property Company Limited has commissioned Savills to carry out a formal valuation. The valuation report advises of a Gross Value of £25,665,635 for the site, however, considering the opportunity is a bulk purchase and allowing for discount and purchaser's oncosts, the valuation report advises of a purchase price of no more than £22,700,000.
- 4.3 Based on the valuation advice from Savills and the proposed purchase/acquisition price in Table 4 below and taking into account all of the Prop Co's purchaser's costs, should the deal with Annington Property Limited be agreed, the Prop Co will be realising an immediate equity within the asset market value subject to the prevailing market condition. The allowances and costs which enable the acquisition price include the affordable rents capped at LHA levels, which are less than 80% of full market rent, the interest on loan / debt finance from RBWM and its Minimum Revenue Provision (MRP), and the Prop Co's Maintenance and Management costs including Service Charge of £25/week for the Affordable Housing scheme.
- 4.4 Major repair contributions from the rental income stream has been allowed for within the appraisal and does not kick in until Year 6 onwards. This is because the properties will have been newly refurbished for the Market Rented homes and the Affordable Rented homes will be newly constructed and therefore for the first 5 to 6 years there will be no need to make such allowance.



- 4.5 The combined acquisition price for both the Market Rent and Affordable Rent schemes as scheduled under Table 4 below reflects c.72% of the Gross Value or 81% of the bulk purchase price advised by Savills.
- 4.6 An initial financial and credit review of Annington Property Limited, who are audited by DELOITTE LLP and principally funded by the Royal Bank of Scotland, has been undertaken. This confirmed the developer made a pre-tax profit of c.£626m with a turnover of c.£182m for the 2021 financial year. It also has a working capital of c.£232m for its business operations. Their core value is derived from the Residential Assets, the annual rental incomes and Capital Values attributed to their portfolio.
- 4.7 Table 4 below shows the breakdown of the capital expenditure cost to fund the potential purchase of Cavalry Crescent.

**Table 4: Capital Funding Cost**

<b>Refurbishment</b>	
Development Acquisition	16,549,682
On-Costs (Incl. SDLT but Excl. Interest)	2,633,519
Capitalised Interest	282,519
<b>Total Scheme Costs</b>	<b>£19,465,720</b>
<b>New Build</b>	
Development Acquisition	1,843,870
On-Costs (Incl. SDLT but Excl. Interest)	206,830
Capitalised Interest	33,782
<b>Total Scheme Costs</b>	<b>£2,084,482</b>
<b>Total Capital Funding (Long Term Loan)</b>	<b>£22,550,202</b>

- 4.8 Table 5 sets out the potential rental income from the 53 houses, full market rent and the 10 Apartments, affordable rents capped at LHA levels, which are less than 80% of full market rent. It also sets out the cost of purchasing the properties, this would be in the form of a loan facility. If the Council were to provide capital to purchase the properties, the annual income (Rent), should be sufficient to cover the cost. The typical annual cost included Interest on loan / Debt finance, a Minimum Revenue Provision (MRP), Maintenance and Management charges. The interest and MRP that would be charged by the Council is set at 3.57% per annum, this cost is illustrated in the table. A separate Service Charge would be established to cover both Estate Management and routine maintenance cost. For the Affordable Housing scheme, a Service Charge of £25/week is allowed within the appraisal.

#### 4.9 Table 5: Financial impact of report's recommendations

<b>REVENUE COSTS</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Gross Affordable Rental income	0	0	(106)
Market Rental income	0	(1,067)	(1,185)
Void & Bad Debt costs	0	43	52
MRP & interest costs at 3.57%	0	851	842
<b>Net Impact</b>	<b>0</b>	<b>(173)</b>	<b>(397)</b>

<b>CAPITAL COSTS</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Additional total	£19,723	£151	£1,677
Reduction	£0	£0	£0
<b>Net Impact</b>	<b>£19,723</b>	<b>£151</b>	<b>£1,677</b>

## 5. LEGAL IMPLICATIONS

5.1 The legal implication of the proposed purchase of the Freehold interest of Cavalry Crescent are limited.

5.2 Annington Property Limited will be the contracting party with RBWM Property Company Limited under the purchase and development agreement.

5.3 The proposed deal and structure with Annington Property Limited will fall outside of the scope of the Public Contracts Regulations 2015 ("PCR 2015"). The opportunity has come direct from the developer and RBWM Prop Co has shown interest. Procurement aspects will be considered when instructing external legal advisers in relation to the contract form.

5.4 This would be in the form a conditional purchase to deliver the refurbishment of the 53 houses to an agreed standard and the 10 new build apartments to an agreed specification. The Conditional parts of the Contract will set out the required performance criteria for the delivery of the works via an agreed program, a full schedule of works to each property in the form of Employers Requirements. The development of the infill properties will be conditional on secure planning permission and delivering the completed homes within a defined period and cost. Therefore, a total of 63 units is anticipated to be delivered for this deal.

5.5 The full set of standard contractual safeguards put in place with Annington Property Limited would include negotiating a refundable deposit, NHBC building warranty with insolvency cover or equivalent where relevant, defects liability period, Collateral Warranties, Liquidated and Ascertained Damages, Retention Payments

during development phase and step in rights. Performance Bond or Parent Company Guarantee may also be required as part of the contractual safeguards.

5.6A preliminary review of the site's title has been carried out. Annington has a long leasehold interest of 200 years from 29 September 1996, with the freehold interest being with the Secretary of State for Defence. Annington Property Limited's lease is registered with the Land Registry under No. BK340342 and the MoD's freehold interest is registered under BK339891. There are also easements reserved for third parties which are also registered against Annington's title, as well as the Lease/Easement rights benefitting Southern Electricity Board for an Electricity Sub-Station. The contract to purchase the site is based on clean unencumbered freehold with full title guarantee.

## 6. RISK MANAGEMENT

6.1 Table 6: Impact of risk and mitigation

<b>Risk</b>	<b>Level of uncontrolled risk</b>	<b>Controls</b>	<b>Level of controlled risk</b>
<b>Planning</b> –Planning Permission not secured for the New Build units.	<b>Medium</b>	Pre-application consultation and implementation of planning advice.	<b>Medium</b>
<b>Contractual</b> – Breach of contract	<b>Medium</b>	Contractual safeguards including, up to date contractor's insurances, Payment Retention, collateral warranties, Building Warranty with Insolvency Cover and Defects Liability Period, Step in Rights.	<b>Medium</b>
<b>Financial</b> - Contractor going insolvent. Escalating construction costs.	<b>Medium</b>	Fixed price contract with Annington Property Limited under the Sale and Development Agreement. Financial vetting of contractor. Insolvency Cover with a 10-year Building Warranty or Equivalent. Performance Bond or Parent Company Guarantee.	<b>Medium</b>
<b>Income Reduction</b> – Weakened demand for rental properties in the future could impact level of rental income achievable	<b>Low</b>	As the development is to be acquired for long term investment, it will adapt to a changing market or a future sale as an exit strategy to recoup equity could be considered.	<b>Low</b>
<b>Quality of Construction</b> –	<b>Medium</b>	Whilst a conditional offer has been made to	<b>Medium</b>

Specification developed prior to RBWM 's involvement		Annington Property Limited, an allowance has been made for a building survey to be carried out to assess the quality of the works.	
<b>Build Cost Inflationary Market Condition coupled with Enhanced Building Regulatory requirements</b>	<b>High</b>	The contract will have monthly cost reporting, independent audit of agreed final contract sums, and a contingency.	<b>Medium</b>

## 7. POTENTIAL IMPACTS

- 7.1 Equalities. To provide affordable housing for those who are on low incomes or unable to access such housing in the private sector. The affordable housing also can be used to alleviate the pressure on the Borough's Temporary Accommodation. Additionally, to provide market rent housing for those who do not have access to home ownership perhaps due to lack of savings or equity. An Equality Impact Assessment is included at Appendix A.
- 7.2 The project will also provide housing for a variety of needs including for families and couples with children.
- 7.3 Climate change/sustainability - The New Build properties will be designed and constructed in accordance with the latest Approved Documents to meet the prevailing Building Regulations requirements and comply with RBWM's Corporate guidance on climate change and sustainability. The existing properties currently have gas boilers and whilst it is reported that 36 no. of the properties have an EPC rating of 'D', the proposal is for an achievement of 'C' rating following the completion of the refurbishment works. This complements one of the Principal Shareholder's corporate goals to drive energy efficiency improvements and increasing the proportion of homes at EPC rating C to 100% by 2030.
- 7.4 Data Protection/GDPR. Screening form completed. GDPR is not relevant for this project at this stage.

## 8. CONSULTATION

- 8.1 A planning pre-app consultation process will take place regarding the New Build with the relevant planning officer.
- 8.2 Ward members have been briefed on the proposals.
- 8.3 When the formal planning application is subsequently submitted, the public neighbouring the development will be consulted statutorily by way of notice and opportunity to view the planning application at the Local Planning Authority's office.

## 9. TIMETABLE FOR IMPLEMENTATION

9.1 Implementation date if not called in: 1<sup>st</sup> of October. The full implementation stages are set out in table 5.

**Table 7: Implementation timetable**

Refurbishment		New Build	
Date	Details	Date	Details
31 Oct 2022	Exchange of Contracts	31 Oct 2022	Exchange of Contracts
01 Nov 2022	Estimated Start on Site	31 May 2023	Estimated Start on Site
30 April 2023	Estimated Completion	30 April 2024	Estimated Completion

## 10. APPENDICES

10.1 This report is supported by 11 appendices:

- Appendix 1 – Equality Impact Assessment
- Appendix 2 – Data Protection Impact Assessment
- Appendix 3 – Investment Report – Cavalry Crescent (including Appendices A to C – 8 No. Pages)

**All appendices except Appendices 1 and 2 are not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.**

## 11. BACKGROUND DOCUMENTS

11.1 This report is supported by no background documents.

## 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	25/03/22 29/06/22	28-29/03/22 29/06/22
Emma Duncan	Deputy Director of Law and Strategy / Monitoring Officer	25/03/22 29/06/22	08/07/22
<i>Deputies:</i>			
Andrew Vallance	Head of Finance (Deputy S151 Officer)		
Elaine Browne	Head of Law (Deputy Monitoring Officer)	25/03/22 29/06/22	29/06/22
Karen Shepherd	Head of Governance (Deputy Monitoring Officer)	29/06/22	29/06/22, 08/07/22
<i>Mandatory:</i>		<i>Procurement Manager (or deputy) - if report requests approval to award, vary or extend a contract</i>	
Lyn Hitchinson	Procurement Manager	29/06/22	29/06/22

<i>Other consultees:</i>			
<i>Directors (where relevant)</i>			
Duncan Sharkey	Chief Executive	<b>29/06/22</b>	<b>29/06/22</b>
Andrew Durrant	Executive Director of Place	<b>29/06/22</b>	
Kevin McDaniel	Executive Director of Children's Services		
<i>Heads of Service (where relevant)</i>			
Tracy Hendren	Head of Housing and Environmental Health	<b>24/03/22</b> <b>29/06/22</b>	
<i>External (where relevant)</i>			
N/A	N/A		

Confirmation relevant Cabinet Member(s) consulted	Cabinet Member for Growth and Opportunity	Yes
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## REPORT HISTORY

<b>Decision type:</b>	<b>Urgency item?</b>	<b>To follow item?</b>
Key decision First entered the Cabinet Forward Plan: May 2022	No	No

Report Author: Emmanuel Ogedengbe, Head of Development, 07827 880171
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# ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

## EQUALITY IMPACT ASSESSMENT

EqIA: Calvary Crescent, Windsor

### Essential information

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

<b>Strategy</b>	X	<b>Policy</b>		<b>Plan</b>	X	<b>Project</b>	X	<b>Service/Procedure</b>	
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<b>Responsible officer</b>	Emmanuel Ogedengbe	<b>Service area</b>	X	<b>Directorate</b>	RBWM Property Company Limited
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<b>Stage 1: EqIA Screening (mandatory)</b>	11/07/2022	<b>Stage 2 : Full assessment (if applicable)</b>	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):** Emmanuel (signed electronically)

**Dated:** 11/07/2022

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# ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

## EQUALITY IMPACT ASSESSMENT

**EqlA: Calvary Crescent, Windsor**

### **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: Calvary Crescent, Windsor

### 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 proposed scheme is for a mix of rental products Market Rent and Affordable Rent capped at LHA rates (i.e. below 80% of market rent) forming a contribution to the business plan and helping the strategic growth of the Residential investment portfolio. The delivery of the affordable housing will provide the much-needed housing requirement in the borough for those who cannot afford to rent or purchase in the private sector.

To provide affordable housing for those who are on low incomes or unable to access such housing in the private sector. Additionally, to provide market rent housing for those who do not have access to home ownership perhaps due to lack of savings or equity.

The project will also provide housing for a variety of needs including for families and couples with children.

**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: Calvary Crescent, Windsor

Protected characteristics	Relevance	Level	Positive/negative	Evidence
Age	N/A	0	N/A	Key data: The estimated median age of the local population is 42.6yrs [Source: <a href="#">ONS mid-year estimates 2020</a> ]. 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 <a href="#">Berkshire Observatory</a> ]
Disability	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	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 <a href="#">Berkshire Observatory</a> ]
Religion and belief	N/A	0	N/A	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 <a href="#">Berkshire Observatory</a> ]
Sex	N/A	0	N/A	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 <a href="#">Berkshire Observatory</a> ]
Sexual orientation	N/A	0	N/A	

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# ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

## EQUALITY IMPACT ASSESSMENT

EqIA: Calvary Crescent, Windsor

### 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: Calvary Crescent, Windsor

**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.**

**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**

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# ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

## EQUALITY IMPACT ASSESSMENT

EqIA: Calvary Crescent, Windsor

**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.*

**Eliminate discrimination, harassment, victimisation**

# ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

## EQUALITY IMPACT ASSESSMENT

EqIA: Calvary Crescent, Windsor

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: Calvary Crescent, Windsor

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: Calvary Crescent, Windsor

### 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: Calvary Crescent, Windsor**



Royal Borough of Windsor and Maidenhead

Data Protection Impact Assessment

**Cavalry Crescent, Windsor**

Emmanuel Ogedengbe  
RBWM Property Company Limited  
**11 July 2022**

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## Introduction and guidance

A Data Protection Impact Assessment (DPIA) is a process to help identify and minimise the data protection risks of a project or new purpose for processing personal data.

A properly conducted DPIA will identify privacy issues and protections from the outset negating the requirement to retrofit systems at further expense and protect against a breach of the Data Protection Act 2018 resulting in reputational damage and fines of up to £17,000,000.

A DPIA should be carried out whenever there is a change that is likely to involve a new use or significant change in the way that personal data is handled, for example a redesign of an existing process or service or a new process or information asset being introduced, which is “likely to result in a high risk” to the data subject. The purpose of this assessment is to identify the risks that may arise through the project and propose methods to mitigate against the risks.

The GDPR states that a DPIA must be carried out in the following instances:

- Where it is proposed to use systematic and extensive profiling with significant effects.
- Where it is proposed to process special category or criminal offence data on a large scale; or
- Where it is proposed to systematically monitor publicly accessible places on a large scale.

The Information Commissioner’s Office requires a DPIA to be carried out in following the additional, circumstances:

- Using innovative technology
- Processing personal data in a new way that is not already depicted in a privacy notice.
- Using profiling or special category data to decide on access to services
- Using profiling of individuals on a large scale
- Processing biometric and genetic data
- Matching or combining data sets from different data sources
- Collecting personal data from a source other than the individual without providing them with a privacy notice.
- Tracking individuals’ location or behaviour
- Profiling children or target marketing or online services at them
- Processing data that might endanger an individual’s physical health or safety in the event of a security breach.

Where a DPIA is carried out, it should address the following:

- A description of the proposed processing and the purposes –what personal data will be collected; who will have access; how it will be stored; who it will be disclosed to

- An assessment of the necessity and proportionality of the processing
- An assessment of the risks to the rights of the individuals affected
- The measures envisaged to address the risks and demonstrate compliance with the GDPR.

The Council's Data Protection Officer (DPO) must be consulted at the design phase of any new system or process that includes processing of personal data.  
[dpo@rbwm.gov.uk](mailto:dpo@rbwm.gov.uk)

The DPO will record all completed DPIAs in the Record of Processing Activity register. (RoPA)

## Stages of a Data Protection Impact Assessment

### Stage 1: The initial screening questions (Appendix A)

This section is to be completed by the service manager or project lead responsible for delivering the proposed new system or change of purpose for the personal data processing.

The purpose of the screening questions is to ascertain if a DPIA is required.

### Stage 2: Data Protection Impact Assessment (Appendix B)

To be completed by the Project Manager or Project Lead responsible for delivering the new system/proposed change. The completed form will be assessed by the Data Protection Officer who will advise on the next stage. There are four possible outcomes:

1. The DPIA is incomplete and will have to be repeated or further information obtained.
2. The DPIA has highlighted low value risks and includes appropriate actions considered through the project to mitigate these risks.
3. The DPIA has identified medium to high value risks which require an action plan to be put in place to resolve. Consideration of Caldicott Guardian and SIRO involvement required.
4. The DPIA has identified no risks, and no further information needs to be obtained.

### Stage 3: Identified risks, proposed mitigations, and action plan (Appendix C)

Where the initial DPIA identifies further information governance issues, an action plan should be developed on how the risks will be mitigated. This will include:

- identified risks
- proposed solutions

- action assigned
- timescale for resolution

The Council's Data Protection Officer and SIRO should be included at an early stage where high risks to the rights and freedom to data subjects have been identified.

#### **Stage 4: Sign-Off (Appendix D)**

The sign off form must be completed by Heads of Service and returned to RBWM's DPO. [DPO@rbwm.gov.uk](mailto:DPO@rbwm.gov.uk)

## Screening Questions (Appendix A)

These questions are intended to help decide whether a DPIA is necessary. Answering 'Yes' to the screening questions below represents a potential information governance risk that will have to be further analysed to ensure those risks are identified, assessed and fully mitigated.

Q	Category	Screening question (Not relevant at procurement stage as only dealing with the developer. May be relevant at the point of occupation)	
1.1	Identity	Will the project involve the collection of new information about individuals?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1.2	Identity	Does the project/process include the processing of "Special categories of personal data"?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1.3	Identity	Will the project compel individuals to provide information about themselves?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1.4	Multiple Organisations	Will information about individuals be disclosed to organisations or people who have not previously had routine access to the information?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1.5	Data	Are you using information about individuals for a purpose it is not currently used for, or in a way it is not currently used?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1.6	Data	Have you introduced new ways of processing/using personal data, even where your reasons for processing the data have not changed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1.7	Data	Does the project involve you using new technology which might be perceived as being privacy intrusive? For example, the use of biometrics or facial recognition.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1.8	Data	Will the project result in you making decisions or taking action against individuals in ways which can have a significant impact on them?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

1.9	Data	Is the information about individuals of a kind particularly likely to raise privacy concerns or expectations? For example, health records, criminal records or other information that people would consider to be particularly private.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1.10	Data	Will the project require you to contact individuals in ways which they may find intrusive?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1.11	Approval	Has this project/process already been started as a pilot without a screening or DPIA being undertaken?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

If you have answered 'Yes' to any of the questions above, please proceed with the DPIA. (Appendix B)

If you have answered 'NO' to all the questions above a DPIA is not required.



## Data Protection Impact Assessment Inception. (Appendix B)

<b>DPIA Reference Number:</b> Provided by the Data Protection Officer.
<b>Project Title:</b> Click or tap here to enter text.
<b>Project Purpose:</b> Click or tap here to enter text.
<b>Implementing Organisation:</b> The Royal Borough of Windsor and Maidenhead
<b>Head of Service/Nominated Officer</b> Name: Click or tap here to enter text. Contact: Click or tap here to enter text.
<b>Implementation Date:</b> Click or tap here to enter text.

## Data Protection Impact Assessment Template

2.1	<p><b>Is this a new or changed use of personal information that is already collected?</b></p>	<input type="checkbox"/> New <input type="checkbox"/> Changed
	<p><b>Purpose of the processing:</b>  <i>Describe (in as much detail) why this personal information is being collected/used? If the information being used is for a different purpose than it was originally collected for, please describe the reasons for the change. If you are processing the same data you have previously used but are using different methods of processing, please explain:</i></p>	
2.2	<p><b>What personal data will be collected?</b></p> <p> <input type="checkbox"/> Forename    <input type="checkbox"/> Surname    <input type="checkbox"/> DOB    <input type="checkbox"/> Sex    <input type="checkbox"/> Email  <input type="checkbox"/> Address    <input type="checkbox"/> Postcode    <input type="checkbox"/> Age    <input type="checkbox"/> Gender  <input type="checkbox"/> Telephone         </p> <p> <input type="checkbox"/> Other unique identifier (please specify):  <input type="checkbox"/> Other administrative data (please specify): <a href="#">Click or tap here to enter text.</a> </p> <p><b>Special categories of personal data:</b></p> <p> <input type="checkbox"/> Racial or ethnic origin    <input type="checkbox"/> Religious or philosophical beliefs  <input type="checkbox"/> Political opinions    <input type="checkbox"/> Trade union membership  <input type="checkbox"/> Health or sex life    <input type="checkbox"/> Sexual orientation  <input type="checkbox"/> Genetic data    <input type="checkbox"/> Biometric data  <input type="checkbox"/> Financial    <input type="checkbox"/> Commission or alleged commission of an offence  <input type="checkbox"/> NHS Number    <input type="checkbox"/> Proceedings for any offence committed or alleged  <input type="checkbox"/> Description of other sensitive data collected: <a href="#">Click or tap here to enter text.</a> </p>	

2.3	<p><b>Does the information involve processing children’s data?</b></p> <p><b>Does the information involve processing adults’ data?</b></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No  <input type="checkbox"/> Yes <input type="checkbox"/> No
2.4	<p><b>What is the lawful basis that the personal information is collected and/or shared?</b></p> <p><input type="checkbox"/> Consent of individual <input type="checkbox"/> Legislative/Statutory requirement</p>	
2.5	<p><b>How will individuals be informed about the proposed uses of their personal data?</b>  <i>(e.g. Privacy notices (consider if they need updating)) Enforcement notices.</i></p>	
2.6	<p><b>How will you manage service user complaints?</b> <a href="#">Click or tap here to enter text.</a></p>	
2.7	<p><b>Are other organisations involved in processing the personal data?</b>  <i>If yes, please list below</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<p><a href="#">Click or tap here to enter text.</a></p>	<p><a href="#">Click here to enter text.</a></p>
	<p><a href="#">Click or tap here to enter text.</a></p>	<p><a href="#">Click here to enter text.</a></p>
	<p><a href="#">Click or tap here to enter text.</a></p>	<p><a href="#">Click here to enter text.</a></p>
2.8	<p><b>Does the proposal include employing external individuals?</b></p> <p><b>If yes, have they signed a 3<sup>rd</sup> party disclosure agreement?</b>  Template agreements are available from the DPO  dpa@rbwm.gov.uk</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No  <input type="checkbox"/> Yes <input type="checkbox"/> No
2.9	<p><b>Has a data flow mapping exercise been undertaken?</b></p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2.10	<p><b>How will the personal data be collected?</b></p>	

<b>2.11</b>	<b>Where will the information be stored?</b>																
<b>2.12</b>	<b>Appropriate access controls</b> Does the system involve accessing personal data held in other systems or locations?	<input type="checkbox"/> Yes <input type="checkbox"/> No															
<b>2.13</b>	<b>Retention/disposal schedules</b> Has an appropriate retention period been identified and applied to the information? <i>If no, please get advice from the DPO.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No															
<b>2.14</b>	<b>Data quality</b> How will the information be kept up to date and accurate? Click or tap here to enter text.																
<b>2.15</b>	<b>Right to rectification/deletion</b> If you are procuring new software, does it allow you to amend/delete personal data when necessary?	<input type="checkbox"/> Yes <input type="checkbox"/> No															
<b>2.16</b>	<p><b>Please state by which method the information will be transferred?</b></p> <table border="0"> <tr> <td><input type="checkbox"/> Email</td> <td><input type="checkbox"/> GCSx Email</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Courier (Internal)</td> <td><input type="checkbox"/> Post (External)</td> <td><input type="checkbox"/> Post</td> </tr> <tr> <td><input type="checkbox"/> By Hand</td> <td><input type="checkbox"/> Telephone</td> <td><input type="checkbox"/> Fax</td> </tr> <tr> <td><input type="checkbox"/> CD/DVD HDD</td> <td><input type="checkbox"/> USB</td> <td><input type="checkbox"/> Portable</td> </tr> <tr> <td><input type="checkbox"/> Web access storage</td> <td><input type="checkbox"/> Wireless Network</td> <td><input type="checkbox"/> Cloud</td> </tr> </table> <p><b>The information will be transferred as:</b>  <input type="checkbox"/> Person-identifiable <input type="checkbox"/> Pseudonymised <input type="checkbox"/> Anonymised</p>		<input type="checkbox"/> Email	<input type="checkbox"/> GCSx Email		<input type="checkbox"/> Courier (Internal)	<input type="checkbox"/> Post (External)	<input type="checkbox"/> Post	<input type="checkbox"/> By Hand	<input type="checkbox"/> Telephone	<input type="checkbox"/> Fax	<input type="checkbox"/> CD/DVD HDD	<input type="checkbox"/> USB	<input type="checkbox"/> Portable	<input type="checkbox"/> Web access storage	<input type="checkbox"/> Wireless Network	<input type="checkbox"/> Cloud
<input type="checkbox"/> Email	<input type="checkbox"/> GCSx Email																
<input type="checkbox"/> Courier (Internal)	<input type="checkbox"/> Post (External)	<input type="checkbox"/> Post															
<input type="checkbox"/> By Hand	<input type="checkbox"/> Telephone	<input type="checkbox"/> Fax															
<input type="checkbox"/> CD/DVD HDD	<input type="checkbox"/> USB	<input type="checkbox"/> Portable															
<input type="checkbox"/> Web access storage	<input type="checkbox"/> Wireless Network	<input type="checkbox"/> Cloud															
<b>2.17</b>	<p><b>Who will have access to the personal information?</b></p> <p><b>What security and audit measures have been, or will be, implemented to secure access to and limit use of personal identifiable information?</b></p>																

<b>2.18</b>	<b>What staff training will be provided?</b> Click or tap here to enter text.	
<b>2.19</b>	<b>What disaster recovery and business contingency plans are in place?</b> Click or tap here to enter text.	
<b>2.20</b>	<b>Subject Access Requests</b> Are arrangements in place for recognising and responding to requests from individuals for a copy of the personal data processed?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>2.21</b>	<b>Are there any new or additional reporting requirements for this project?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  Who will be responsible for running the reports? Click or tap here to enter text.  Who will receive the report or where will it be published? Click or tap here to enter text.  Which format will the reports be in? <input type="checkbox"/> Person-identifiable <input type="checkbox"/> Pseudonymised <input type="checkbox"/> Anonymised	<input type="checkbox"/> Yes <input type="checkbox"/> No

<b>2.22</b>	<b>Additional comments and notes:</b>

## Identified risks, proposed mitigations, and action plan (Appendix C)

A 'privacy risk' is the risk that a proposal will fail to meet individual's reasonable expectations of privacy. Calculating risk is not simply about assessing whether the project will be legally compliant. It's possible to comply with the law and for the behaviour still to affect whether our residents reasonable privacy expectations are met. Risks to an individual will often directly equate to risks to the Council. Consider not only the direct risks from the proposal, but also any knock on effects. A DPIA doesn't set out to identify and eliminate every possible risk to an individual from using their personal information or otherwise impacting on their privacy.

### Identified risks

Risk Ref	Issue	Who is the risk to?	Proposed Solution
Ref.	Click or tap here to enter text.	Click here.	Click here to enter text.
Ref.	Click or tap here to enter text.	Click here.	Click here to enter text.
Ref.	Click or tap here to enter text.	Click here.	Click here to enter text.
Ref.	Click or tap here to enter text.	Click here.	Click here to enter text.

### Solutions to be implemented

Risk Ref	Approved Solution	Result <sup>1</sup>	Approved by
Ref.	Click or tap here to enter text.	Choose.	Click here.
Ref.	Click or tap here to enter text.	Choose.	Click here.
Ref.	Click or tap here to enter text.	Choose.	Click here.
Ref.	Click or tap here to enter text.	Choose.	Click here.

### Agreed actions

Action to be taken	Completion Date	Responsible for action
Click or tap here to enter text.	Date.	Click here.
Click or tap here to enter text.	Date.	Click here.
Click or tap here to enter text.	Date.	Click here.
Click or tap here to enter text.	Date.	Click here.

### Other identified risks

Other risks which have been identified which do not relate to Privacy but need to be escalated, e.g. Business Continuity, Health & Safety.

<b>Risk</b>	<b>Escalated to</b>	<b>Date</b>
Click or tap here to enter text.	Click here.	Date.
Click or tap here to enter text.	Click here.	Date.
Click or tap here to enter text.	Click here.	Date.
Click or tap here to enter text.	Click here.	Date.

\*Is the risk reduced, eliminated or accepted?

## Sign off Form (Appendix D)

Signatories required once the DPIA has been completed.

Head of Service	
<b>Name:</b>	Click or tap here to enter text.
<b>Signature:</b>	Click or tap here to enter text.
<b>Date:</b>	Click or tap here to enter text.

Data Protection Officer	
<b>Name:</b>	Click or tap here to enter text.
<b>Signature:</b>	Click or tap here to enter text.
<b>Date:</b>	Click or tap here to enter text.

Senior Information Risk Owner	
<b>Name:</b>	Click or tap here to enter text.
<b>Signature:</b>	Click or tap here to enter text.
<b>Date:</b>	Click or tap here to enter text.

Email completed DPIA to the DPO [DPO@rbwm.gov.uk](mailto:DPO@rbwm.gov.uk)



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

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