

Report Title:	<b>Windsor Town Centre Vision</b>
Contains Confidential or Exempt Information?	No
Member reporting:	Councillor Rayner Lead Member for Windsor
Meeting and Date:	Cabinet
Responsible Officer(s):	Russell O’Keefe – Executive Director - Place
Wards affected:	All

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## REPORT SUMMARY

1. The purpose of this report is to undertake a community planning process leading to a shared Town Centre Vision for Windsor Town Centre building on the overall vision in the Borough Local Plan Submission Version. This will enable the Council to develop and evolve existing relationships with the residential and business community in order to understand the requirements of the town.
2. The focus will be on creating a multi-layered vision for Windsor Town Centre which will include a strategy for the future provision of public realm and improvements to existing public realm. The work will sit within the overall vision for the borough contained in the BLP Spatial Vision and also tie in other ongoing work including neighbourhood planning and the proposed Heritage Strategy SPD.

## 1. DETAILS OF RECOMMENDATION(S)

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

- i) **To progress the work to create a Vision for Windsor Town Centre subject to funding being secured from an external partner.**
- ii) **Delegate authority to the Executive Director in liaison with the lead member to appoint consultants.**

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

- 2.1 The Borough Local Plan Submission Version, the emerging business-led Windsor 2030 Neighbourhood Plan and the submitted Windsor Neighbourhood Plan all contained a vision for the future of Windsor, in whole or in part: these are not in conflict with one another, a shared Vision for Windsor Town Centre bringing all of this together and integrating with other ongoing work will assist in the promotion of future development and change within the town centre and will ultimately be recommended for adoption by the Council. It will not over-ride planning policy documents but supplement them.

- 2.2 Specifically – because it has a town centre focus based on its designated area the Windsor 2030 business led neighbourhood forum sets out a vision for what it is trying to achieve summarised into three main headings: five star Windsor, heritage and economic growth. Five star Windsor captures the ambition for the end-to-end experience that we want everybody who uses Windsor to enjoy. This includes the quality of shops, business facilities, leisure and public facilities. Windsor’s heritage is one of its most important assets and the Forum wants to preserve and enhance it and economic growth is important. For Windsor this includes improving access for all, parking & transport, as well as ensuring the town is a place that businesses want to stay. The work of the forum is to develop this into a neighbourhood plan for regenerating Windsor based on evidence from the community. To date this has included community engagement: more information is on the Windsor 2030 website <https://windsor2030.org/>. It will be key to this work to collaborate with these existing community groups and with the regulatory authority in order to ensure that what comes forward is deliverable and meets the adopted and emerging planning policies for the area.
- 2.3 With reference to other relevant documents noted above and with due regard to the Spatial Vision in the Borough Local Plan, the Vision will;
- Describe and illustrate the place the Council, communities and partners wish to create
  - Sit fully within the Windsor marketing brand
  - Promote, guide and direct future change and
  - Inform investors and developers about the expectations and aspirations of the community
- 2.4 There are a number of planned and programmed future areas of work such as updated transportation strategy, parking strategy, public realm design standards which would have regard to the Vision whilst being based on adopted and emerging planning policy.
- 2.5 It is also anticipated that existing Windsor town partnerships and forums, including the visitor economy, will be involved to help inform the process and sense check proposals. In this respect there are key stakeholders who would be engaged through this process, especially to key visitor attractions in the town. This would build on work that has been done to inform the permanent solution in relation to hostile vehicle measures.
- 2.6 The process will also specifically target engagement for a range of groups including young people (through schools and clubs), young adults (millennials) and the creative business community.
- 2.7 Other services may be required as the project progress, and any costs associated to this, would be brought forward for approval when known, this could include but not limited to;
- Town planning
  - Transportation, traffic and highways
  - Civil, structural and services engineering
  - Flood risk assessment
  - Construction cost services

- Topographical, tree and site surveys
- Environment and Ecological consultants
- Ground and soil investigations
- Visual assessment
- Landscape architecture
- Principle designer

## Options

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

Option	Comments
Approve the work on a Vision subject to securing external funding. <b>This is the recommended option</b>	It is key to the successful delivery of the spatial vision for Windsor set out in the BLPSV and in the emerging Windsor NP and Windsor 2030 NP that these be brought together in a collaborative way and inform a single document which could be used to promote and guide future development in Windsor, maximising the benefits and allowing an understanding of the implications.
Do nothing	Whilst private individuals and companies might continue investment this would not be tied together through any shared, collaborative approach and it would therefore not maximise the benefits that could be possible in this area through partnership working and collaboration.

## 3. KEY IMPLICATIONS

3.1 Completion of all 8 key stages by January 2021 would see the project on track and successfully complete the community planning process.

### 3.2 Table 2: Key Implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Stage 1	1 month late	April 2020	1 month before	N/A	April 2020
Stage 2	1 month late	May 2020	1 month before	N/A	May 2020
Stage 3	1 month late	June 2020	1 month before	N/A	June 2020

<b>Outcome</b>	<b>Unmet</b>	<b>Met</b>	<b>Exceeded</b>	<b>Significantly Exceeded</b>	<b>Date of delivery</b>
Stage 4	1 month late	July 2020	1 month before	N/A	July 2020
Stage 5	1 month late	September 2020	1 month before	N/A	August 2020
Stage 6	1 month late	October 2020	1 month before	N/A	September 2020
Stage 7	1 month late	November 2020	1 month before	N/A	November 2020
Stage 8	1 month late	December 2020	1 month before	N/A	December 2020
Production of summary report for further consideration	1 month late	January 2021	1 month before	N/A	January 2021

3.3 The 8 key stages will include the following main tasks, that are clearly measurable:

- Stage 1 –
  - Initial briefing with RBWM officers, including the local planning authority
  - Initial meeting with the two neighbourhood planning forums for Windsor, including a LPA representative.
  - Discussion forum and walkabout, with RBWM members & officers
  - Agree programme & engagement strategy
  - Agree community reference group
  - Organisation & preparation of publicity and setting up of website for the community planning weekend launch.
- Stage 2 –
  - Undertake document review
  - Undertake constraints & opportunities analysis
  - Consultation with key stakeholders
  - Review of future development sites identified in adopted and emerging plans
- Stage 3 –
  - Site analysis continued
  - Community planning weekend launch at a suitable town centre venue with presentation, followed by Q&A and walkabout
  - Community animation with meetings including residential, cultural and business community and specifically focussed on young people, millennial's and business workshops, and town centre stall
- Stage 4 –
  - Vision for Windsor Town Centre community planning weekend

- Two days of walkabouts, workshops, hands-on planning with topic groups including movement, public realm, heritage, and local economy, including a background exhibition including town centre precedent examples.
- Analysis and summarise of outcomes and preparation of the Vision including illustrative masterplan and focus on key opportunity areas and summary broadsheet.
- Stage 5 –
  - Compile draft Vision
  - Prepare draft document and review with RBWM officers, neighbourhood plan fora and statutory consultees
- Stage 6 –
  - Report back to RBWM members & officers
  - Review and finalise draft Vision
- Stage 7 –
  - Publicise community exhibition
  - Community exhibition of final draft Vision
- Stage 8 –
  - Compile and review feedback on draft Vision
  - Finalise Vision
  - Submit final Vision to RBWM

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

- 4.1 In order to carry out the initial due diligence for appropriate public consultation and consideration with regards to the key areas for improvement, and/or redevelopment within the Windsor Town Centre Area, it is essential to obtain some external consultancy input. It is believed that this work can be funded by an external partner, this relates to a procurement process which will be brought to Cabinet separately for approval in December.
- 4.2 Once the council has identified key areas for consideration, a list of appropriate projects can be outlined, with individual investment reports, which would be brought back to Cabinet/Council for budget approval and consideration as required.
- 4.3 It is intended that any improvement plans that require a capital budget, are self-financed by way of the release of redevelopment opportunities within the Council control. In this way it will be possible to both finance identified projects, and demonstrate value for money.

**Table 3: Financial Impact of report's recommendations**

<b>REVENUE COSTS</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>
Additional total	£0	£0	£0
Reduction	£0	£0	£0
Net Impact	£0	£0	£0

<b>CAPITAL COSTS</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>
Additional total	£0	£0	£0

Reduction	£0	£0	£0
Net Impact	£0	£0	£0

## 5. LEGAL IMPLICATIONS

- 5.1 There are no legal implications for this community planning work that would be undertaken. The Vision will be required to be broadly in compliance with the adopted Local Plan and emerging Plans covering the town centre area. The Vision document will be guidance, it will have no weight in planning policy and will not be binding on decisions of the Local Planning Authority.

## 6. RISK MANAGEMENT

- 6.1 Appropriate risks will be identified on a project by project basis, with a collective corporate risk register established for Windsor Town Centre once the initial work has been completed.

## 7. POTENTIAL IMPACTS

- 7.1 **Sustainability** – The Council has made a commitment for climate change to be Carbon Zero by 2050. This will include an understanding on social, economic and environment sustainability across borough, including any work undertaken in Windsor Town Centre.
- 7.2 **Equalities** – taking into account responsibilities under the Equalities Act 2010
- 7.3 **Existing Assets** – taking a strategic approach on how best to maximise the use of any existing council assets, in order to deliver improvements on public realm, parking, residential, retail and community facilities in the area.
- 7.4 **Heritage** – Windsor Castle is a prominent medieval building of international importance located in the wider floodplain of the River Thames built on an outcrop of chalk and influenced the development of the town for trade and more recently tourism. Windsor Castle is of extreme importance to the borough, not only because of its historic and cultural significance but also the role it has as a major visitor attraction. The Castle is both listed and a Scheduled Ancient Monument and the BLPSV contains a specific policy in relation to Windsor Castle and the Great Park. In addition Windsor contains many designated and non-designated heritage assets to which regard would have to be had as per the statutory tests enshrined in planning law. The Council has commissioned a Heritage Strategy Supplementary Planning Document which will include an Action Plan which will cross reference with the Vision document as well a number of conservation appraisal documents. It should be noted that the made Eton and Eton Wick Neighbourhood Plan protects key views into Windsor from across the river. The setting of Windsor Castle and Home Park sits within the wider setting of the Great Park, both Homes Park and Windsor Great Park are included on the Register of Historic Parks and Gardens and therefore benefit from added protection due to this status.
- 7.5 **Windsor Great Park Special Area of Conservation** – the SAC is a European designation which is also enshrined in domestic law. Development which might have an adverse impact on the SAC has to be assessed through an Appropriate Assessment in order for those impacts to be identified and mitigation proposed.

- 7.6 **Flooding** – due to its location on the River Thames due regard would be required to be had to any adverse impacts arising in relation to increasing flood risk or reducing flood storage capacity.
- 7.7 **Sustainable Transport** – given the level of tourist activity experienced in Windsor together with the pressure from local residents living in Victorian properties without off street parking the Vision should have an emphasis on the consideration of future provision for more sustainable modes of transport to be utilised to access the town for the future, including behaviour change to achieve modal shift.
- 7.8 **Visitor Economy** – visitors to Windsor and the surrounding areas make a substantial contribution to the ongoing success of the local economy.

## 8. CONSULTATION

- 8.1 Public consultation will take place as per the scope of services outlined in section 2 above.

## 9. TIMETABLE FOR IMPLEMENTATION

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

**Table 4: Implementation timetable**

Date	Details
May 2020	Stage 1 & 2
July 2020	Stage 3 & 4
September 2020	Stage 5 & 6
November 2020	Stage 7
December 2020	Stage 8

## 10. APPENDICES

- 10.1 This report is supported by no appendices

## 11. BACKGROUND DOCUMENTS

- 11.1 This report is supported by the following background documents:
- Borough Local Plan Submission Version
  - Windsor Neighbourhood Plan Submission Version  
<http://windsorplan.org.uk/index.html>
  - Windsor 2030 draft Plan <http://windsor2030.org.uk>
  - Windsor Town Centre Conservation Area Appraisal
  - Inner Windsor Conservation Area Appraisal
  - Cabinet report on Heritage Strategy SPD
  - Eton and Eton Wick Neighbourhood Plan
  - RBWM Open Space Strategy
  - RBWM Playing Pitch Strategy

- RBWM Built Facilities Strategy
- RBWM Parking Strategy
- RBWM Economic Development Strategy

## 12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Date returned
Cllr Rayner	Lead Member for Windsor	23/08/19	23/08/19
Duncan Sharkey	Managing Director	23/08/19	
Russell O'Keefe	Executive Director	23/08/19	23/08/19
Andy Jeffs	Executive Director	23/08/19	23/08/19
Rob Stubbs	Section 151 Officer	23/08/19	23/08/19
Elaine Browne	Interim Head of Law and Governance	23/08/19	13/09/19
Jenifer Jackson	Head of Planning	23/08/19	16/09/19
Nikki Craig	Head of HR and Corporate Projects	N/A	
Louisa Dean	Communications	23/08/19	13/09/19
Kevin McDaniel	Director of Children's Services	N/A	
Angela Morris	Director of Adult Social Services	N/A	
Hilary Hall	Deputy Director of Commissioning and Strategy	N/A	
Paul Roach	Windsor Town Centre Manager		

## REPORT HISTORY

Decision type:	Urgency item?	To Follow item?
Key decision – entered onto the forward plan 1 <sup>st</sup> August 2019.	No	N/A
Report Author: Barbara Richardson – Managing Director – RBWM Property Company Ltd.		