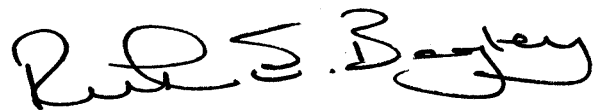


Date of issue: Friday 4<sup>th</sup> July, 2014

<b>MEETING:</b>	<b>CABINET</b> Councillor Anderson  Councillor Carter Councillor Hussain Councillor Mann Councillor Munawar Councillor Parmar Councillor Sharif  Councillor Swindlehurst	<b>Leader of the Council -</b> <b>Finance &amp; Strategy</b> <b>Community &amp; Leisure</b> <b>Health &amp; Wellbeing</b> <b>Education &amp; Children</b> <b>Social &amp; Economic Inclusion</b> <b>Environment &amp; Open Spaces</b> <b>Performance and</b> <b>Accountability</b> <b>Neighbourhoods &amp; Renewal</b>
<b>DATE AND TIME:</b>	<b>MONDAY, 14TH JULY, 2014 AT 6.30 PM</b>	
<b>VENUE:</b>	<b>MAIN HALL, CHALVEY COMMUNITY CENTRE, THE GREEN, CHALVEY, SLOUGH, SL1 2SP</b>	
<b>DEMOCRATIC SERVICES OFFICER:</b> (for all enquiries)	<b>NICHOLAS PONTONE</b>  <b>01753 875120</b>	

**NOTICE OF MEETING**

You are requested to attend the above Meeting at the time and date indicated to deal with the business set out in the following agenda.



**RUTH BAGLEY**  
Chief Executive

**AGENDA**

**PART I**



**AGENDA**  
**ITEM**

**REPORT TITLE**

**PAGE**

**WARD**

Apologies for absence.

1. **Declarations of Interest**

*All Members who believe they have a Disclosable Pecuniary or other Pecuniary or non pecuniary Interest in any matter to be considered at the meeting must declare that interest and, having regard to the circumstances described in Section 3 paragraphs 3.25 – 3.27 of the Councillors' Code of Conduct, leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with Paragraph 3.28 of the Code.*

*The Chair will ask Members to confirm that they do not have a declarable interest.*

*All Members making a declaration will be required to complete a Declaration of Interests at Meetings form detailing the nature of their interest.*

2.	Minutes of the Meeting held on 23rd June 2014	1 - 6	
3.	Medium Term Financial Planning: 2015-19	7 - 16	All
4.	<b>Leisure Strategy</b>	17 - 34	All
5.	Options Appraisal - Subsidiary Housing Company	35 - 42	All
6.	<b>Children's Service Improvement</b>	To	All
7.	<b>Salt Hill Park Path Improvements</b>	Follow 43 - 58	Chalvey
8.	<b>Transport/Network Management Proposal to Join South East Permit Scheme</b>	59 - 76	All
9.	<b>Proposed Adoption of the Slough Trading Estate Simplified Planning Zone 2014-24</b>	77 - 144	Baylis & Stoke; Farnham; Haymill and Lynch Hill
10.	References from Overview & Scrutiny	To Follow	All
11.	Notification of Forthcoming Decisions	145 - 156	All



**Press and Public**

You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before the Committee considers any items in the Part II agenda. Please contact the Democratic Services Officer shown above for further details.

The Council allows the filming, recording and photographing at its meetings that are open to the public. Anyone proposing to film, record or take photographs of a meeting is requested to advise the Democratic Services Officer before the start of the meeting. Filming or recording must be overt and persons filming should not move around the meeting room whilst filming nor should they obstruct proceedings or the public from viewing the meeting. The use of flash photography, additional lighting or any non hand held devices, including tripods, will not be allowed unless this has been discussed with the Democratic Services Officer.

Note:-

**Bold = Key decision**

Non-Bold = Non-key decision

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**Cabinet – Meeting held on Monday, 23rd June, 2014.**

**Present:-** Councillors Anderson (Chair), Carter, Hussain, Mann, Munawar, Parmar, Sharif and Swindlehurst

**Also present under Rule 30:-** Councillors Abe, Coad, Rasib and Strutton

**Apologies for Absence:-** None.

**PART 1**

**1. Declarations of Interest**

No declarations were made.

**2. Minutes of the Meeting held on 14th April 2014**

**Resolved –** That the minutes of the meeting of the Cabinet held on 14<sup>th</sup> April 2014 be approved as a correct record.

**3. Cabinet Portfolios and Commissioner Responsibilities**

The Leader welcomed Commissioners to the first meeting of the Cabinet since the elections held on 22<sup>nd</sup> May 2014, and in particular Councillor Hussain and Councillor Carter who had taken on the portfolios for Health & Wellbeing and Community & Leisure respectively.

**Resolved –** That the revised portfolios and responsible Commissioners be noted.

**4. Slough Labour Party's Manifesto**

The Cabinet were presented with the Slough Labour Party's Manifesto for the 2014 elections and noted the key pledges that it contained. It was noted that implementation was already underway in a number of areas.

The Commissioner for Environment & Open Spaces reminded the Cabinet that 10,000 trees had been planted since the 2012 local elections, which was in excess of the figure noted in the document.

**Resolved –** That the Slough Labour Party's Manifesto be noted.

**5. Results of the Harrow Market Experimental Scheme consultation and Consideration of Future Options**

The Team Leader (Road Safety and Integrated Transport) introduced a report outlining the results of the public consultation on the experimental changes to the road layout of the Harrow Market in Langley and sought approval for the general principles of the final layout of the junction.

Commissioners were reminded of the background to the experimental scheme, including the measures trialled and assessed in the three phases since April 2013. Members were advised that the Council had a legal duty to improve road safety, as set out in the report, and the Harrow Market area and approaches had been identified by the Road Safety team's annual cluster analysis as having a high number of collisions involving pedestrians and cyclists. The assessment of the three phases of the scheme included consideration of speed and journey time data as well as accident data, and the Cabinet were informed that this data showed a general reduction in accidents, particularly pedestrian accidents, which had fallen from eight in the three years leading up to the scheme down to one during the period of the experiment.

A wide ranging consultation process had been undertaken which revealed that respondents did not support any reduction in lane widths on the approach to the junction; divided opinion on traffic calming; and a clear majority in support of a 20mph zone. All of the evidence and consultation had been considered in developing the principles of a permanent scheme for Cabinet consideration as set out in figure 5.1 (junction layout) and figure 5.2 (car parking layout). In summary, the proposal was a widening of two approaches to the junction to ease congestion; introduced limited but necessary traffic calming near to new and improved pedestrian crossing points; retention of the 20mph zone; removal of confusing cycle lanes on the carriageway; and improved layout and additional spaces at Harrow Market car park.

Commissioners discussed a number of specific aspects of the scheme including the changes to the car park which it was felt would reduce some of the present obstruction of the junction; the positioning of the bus stops; and design of the traffic calming measures. The Cabinet discussed the results of the extensive consultation that had been undertaken and recognised that the level of support varied for different elements of the trial. It was noted that 492 supported the 20mph zone with 152 against; whereas there was no public support for the trialled narrowing of the approaches to the junction which was why this option had not been taken forward into the final proposal. Commissioners were satisfied that objections had been taken on board and that the scheme proposed generally reflected the outcomes of the consultation, as far as possible, whilst also improving safety and traffic flow.

Councillors Coad and Abe addressed the meeting and highlighted the impacts the experimental scheme had had on road users. They raised questions about the process of consultation and ward Member engagement; safety data; and frequency of services using the bus stops. The Officer responded to these points by providing further detail on the consultation results and the safety and journey time data that had been assessed in developing the proposal. Councillor Abe queried the deliverability of the proposed widening, however the Officer stated that the professional opinion of the Council's traffic engineers was that it was deliverable, subject to the necessary survey work on current services in the ground as reflected in the recommendation. Issues were also raised by Members in relation to the precise positioning of the bus

stops and removal and lay-bys, pedestrian crossing and closing of access to the old Harrow Pub car park. The Officer noted the comments and highlighted that these issues would be considered during the detailed design phase which included further survey work and statutory consultation. It was also stated that the widening of the approaches provided ample space for vehicles to pass a stationary bus.

Following the lengthy discussion, the Cabinet agreed the general principles of the proposed layout of the Harrow Market roundabout, which they felt met the safety objectives of the scheme; improved traffic flows on the junction and car park; and broadly reflected the results of the consultation. It was agreed that officers continue with the detailed design, conducting the necessary statutory consultation, survey work and engagement with Members.

**Resolved –**

- (a) That the general principles of the proposed layout of the Harrow Market shown in Figure 5.1 be approved.
- (b) That Council officers proceed with detailed design and are allowed a degree of flexibility in the design of the final scheme based upon the results of the following:
  - Road Safety Audits of the proposed scheme.
  - A survey of current services in the ground e.g. gas, water, electricity, on the understanding that widening of the carriageway to the south of the junction may be prohibitively expensive.
  - A statutory consultation including emergency services, the freight haulage association etc. will be carried out if traffic regulation orders or traffic calming is proposed.
- (c) That Council officer's report to the Councillors of the affected wards any significant changes to the design proposed in Figure 5.1 of the report.
- (d) That, subject to a satisfactory detailed design, and following consultation with the Commissioner for Social & Economic Inclusion, construction of the final layout goes ahead within the current financial year 2014/15.

(Councillor Sharif left the meeting)

**6. Provisional Financial and Performance Outturn Report: 2013-14 Financial Year**

The Assistant Director Finance & Audit introduced a report providing Members with the provisional financial outturn for 2013-14 and summarised the Council's progress against key performance indicators during the financial year.

Members were informed that the Council had achieved a break even position, allowing for a contribution of £150k to a future budget requirement reserve.

This was despite further reduction in central Government funding and a below inflation Council Tax rise. The Assistant Director highlighted the significant areas of deviation from budget, for example in Children's Social Care, and commented that these in year pressures had been managed. It was noted that the capital outturn was expenditure of £33.3m against a budget of £51.6m with the remainder being re-profiled in 2014-15. The Cabinet also reviewed the Council's performance indicators and Gold Project reports for the year. In relation to the indicator for the number of households in temporary accommodation, it was noted that none of the placements were in Bed & Breakfasts.

The Cabinet welcomed the breakeven position, especially in view of the financial challenges local authorities were facing. It was recognised that the Council's financial model was substantially changing with reductions in central Government spending continuing and increased volatility in income due to the Council bearing greater risk or reward from business rates. Commissioners recognised that future reductions would be significant, particularly in 2015-16, and the outturn achieved during the year provided a solid base for future financial planning.

At the conclusion of the discussion, the Cabinet noted the report and approve the re-profiling of the capital programme, virements and write offs as detailed in the report.

**Resolved –**

- (a) That the provisional revenue outturn for 2013-14 of a break even position be noted. This was after allowing for a contribution of £150k to a future budget requirement reserve.
- (b) That the provisional capital outturn of expenditure of £33.3m against the capital programme of £51.6m be noted, with £16.7m re-profiled into the 2014-15 financial year.
- (c) That it be noted that within the Council's balanced scorecard, 71% of indicators were green, with the following 'red' indicators:
  - i. % of Initial Assessments completed and authorised within 45 working days (in month) in Children's services.
  - ii. Council Tax collection rate
  - iii. Number of Households in temporary accommodation
- (d) That it be noted that 17% of Gold projects had progressed overall as 'green'. Of the six submitted highlighted reports, one had been assessed to have an overall status of Green, three at Amber and two at Red.
- (e) That the revised 2014-15 capital programme be approved to take account of re-profiling of previously approved 2013-14 projects into the 2014-15 programme; with a revised capital programme of £63.6m.



(f) That the Virements and write-offs be approved as detailed in the report.

*(Councillor Sharif rejoined the meeting)*

## **7. Statutory Service Plans**

The Food & Safety Manager and Acting Trading Standards Manager introduced a report seeking the endorsement of the Cabinet to recommend the Statutory Service Plans for Food Safety; Health & Safety; and Trading Standards to Council on 22<sup>nd</sup> July 2014.

The Cabinet received a detailed presentation on the activities as set out in the plans and in particular the inspection of high risk food premises and the National Food Hygiene Rating Scheme; the changing role of the Council in relation to Health & Safety at work; the Primary Authority scheme; and work to protect the public from scams, loan sharks and counterfeit goods.

Commissioners discussed a variety of issues including the involvement of youth commissioners in underage sales testing; the Council's role in relation to food labelling; and the response to emerging issues such as the growing use of semi-permanent make up.

The Cabinet welcomed the work that was being undertaken and agreed to recommend the plans to Council at their meeting on 22<sup>nd</sup> July 2014.

**Recommended –** That the Statutory Service Plans in relation to the Food Safety, Health & Safety and Trading Standards work undertaken by the Council be endorsed.

## **8. Consumer Protection and Business Compliance Enforcement Policy**

The Licensing Manager introduced a report seeking approval of the Consumer Protection and Business Compliance Enforcement Policy to Council.

The policy succeeded the Enforcement Policy for the then Public Protection Service which Members had approved in 2012, and the review of the policy took account of changes to legislation, the introduction of a new Regulators Code and the formation of the Consumer Protection & Business Compliance Service. The policy provided guidance to officers, managers, businesses and consumers in relation to enforcement actions and decisions, and also ensured that the reasons and justification for the decisions were transparent and accountable, and that they are taken in a proportionate, fair and consistent manner based on risk. The revised document had been subject to consultation and the responses were detailed in the report.

After due consideration, the Cabinet agreed to recommend the Enforcement Policy to Council at its meeting on 22<sup>nd</sup> July 2014.

**Recommended –**

- (a) That the draft Consumer Protection and Business Compliance Enforcement Policy be approved.
- (b) That the revised policy be adopted by all other regulatory and enforcement service areas where appropriate within the Council.
- (c) That the Head of Consumer Protection and Business Compliance Services be authorised to make minor amendments to the adopted Policy as required to reflect changes in legislation or guidance and codes of practice where a full review of the Policy is not warranted.

**9. Scheme of Delegation to Officers - Executive Functions**

Commissioners considered a report seeking formal approval for the Scheme of Delegation to Officers as set out in Part 3 of the Council's Constitution insofar as the scheme related to executive functions.

The Council had approved the new Scheme of Delegations at its meeting on 22<sup>nd</sup> April 2014 and a new four part scheme had been adopted. The aims were to streamline decision making and empower officers to make decisions in line with corporate procedures whilst ensuring a robust audit trail. Commissioners noted that as executive functions could only be delegated by the Cabinet, not by full Council, it was a requirement for the Cabinet to formally adopt the scheme as it related to executive functions.

**Resolved –** That the Scheme of Delegations to Officers set out in Part 3 of the Council's Constitution (as submitted to and agreed at the Meeting of the Council held on 22<sup>nd</sup> April 2014) be adopted insofar as the scheme relates to executive functions.

**10. References from Overview & Scrutiny**

There were no references from Overview & Scrutiny.

**11. Notification of Forthcoming Decisions**

Members considered and endorsed the published Notification of Forthcoming Decisions for the period 1 June 2014 to 31 August 2014.

**Resolved –** That the Notification of Decisions be endorsed.

Chair

(Note: The Meeting opened at 6.39 pm and closed at 8.05 pm)

**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Cabinet **DATE:** 14<sup>th</sup> July 2014

**CONTACT OFFICER:** Joseph Holmes; Assistant Director Finance & Audit; s151 officer  
**(For all enquiries)** (01753) 875358

**WARD(S):** All

**PORTFOLIO:** Cllr. Rob Anderson, Leader and Finance and Strategy

**PART I**  
**NON-KEY DECISION**

**MEDIUM TERM FINANCIAL PLANNING: 2015-19****1 Purpose of Report**

To provide Cabinet with an update of the financial planning assumptions for future years and the required savings levels for the Council between 2015-19.

**2 Recommendation(s)/Proposed Action**

The Cabinet is requested to resolve that the report be noted.

**3. The Slough Joint Wellbeing Strategy, the JSNA and the Corporate Plan**

The Slough Joint Wellbeing Strategy (SJWS) is the document that details the priorities agreed for Slough with partner organisations. The SJWS has been developed using a comprehensive evidence base that includes the Joint Strategic Needs Assessment (JSNA). Both are clearly linked and must be used in conjunction when preparing your report. They have been combined in the Slough Wellbeing Board report template to enable you to provide supporting information highlighting the link between the SJWS and JSNA priorities.

This report sets out the financial planning for the council over the next four years and assists in delivering the Council Plan primarily through theme 6 'promote economic growth and protect the council's finances'. However, the report cuts across all themes as it is about ensuring sufficient resources to deliver the Council's strategies going forward.

**4 Other Implications****(a) Financial**

All details contained within the report.

**(b) Risk Management**

<b>Risk</b>	<b>Mitigating action</b>	<b>Opportunities</b>
Legal	None	
Property	None	
Human Rights	None	

Health and Safety	None	
Employment Issues	None	
Equalities Issues	None	
Community Support	None	
Communications	None	
Community Safety	None	
Financial	Detailed in the report	Detailed in the report
Timetable for delivery	Finance working with senior management to detail savings in line with budget setting timescales	Any early delivered savings will have a one-off benefit in the current year
Project Capacity	None	
Other	None	

(c) Human Rights Act and Other Legal Implications

The Council has a number of statutory functions to perform. Any savings must not undermine the Council's responsibilities to provide minimum levels of provision in key areas. Members should be mindful of the cumulative year on year effects of savings and reductions in services and continue to make assessments of the impact on statutory functions

(d) Equalities Impact Assessment

Equalities Impact Assessments will require completion prior to final agreement of savings proposals. Proposals which are 'disinvestment' or a genuine reduction in service will require careful examination to ensure no group is disproportionately affected.

Members may have to consider making provision to fund any mitigation arising from detailed analysis of Equalities Impact Assessments.

(e) Workforce

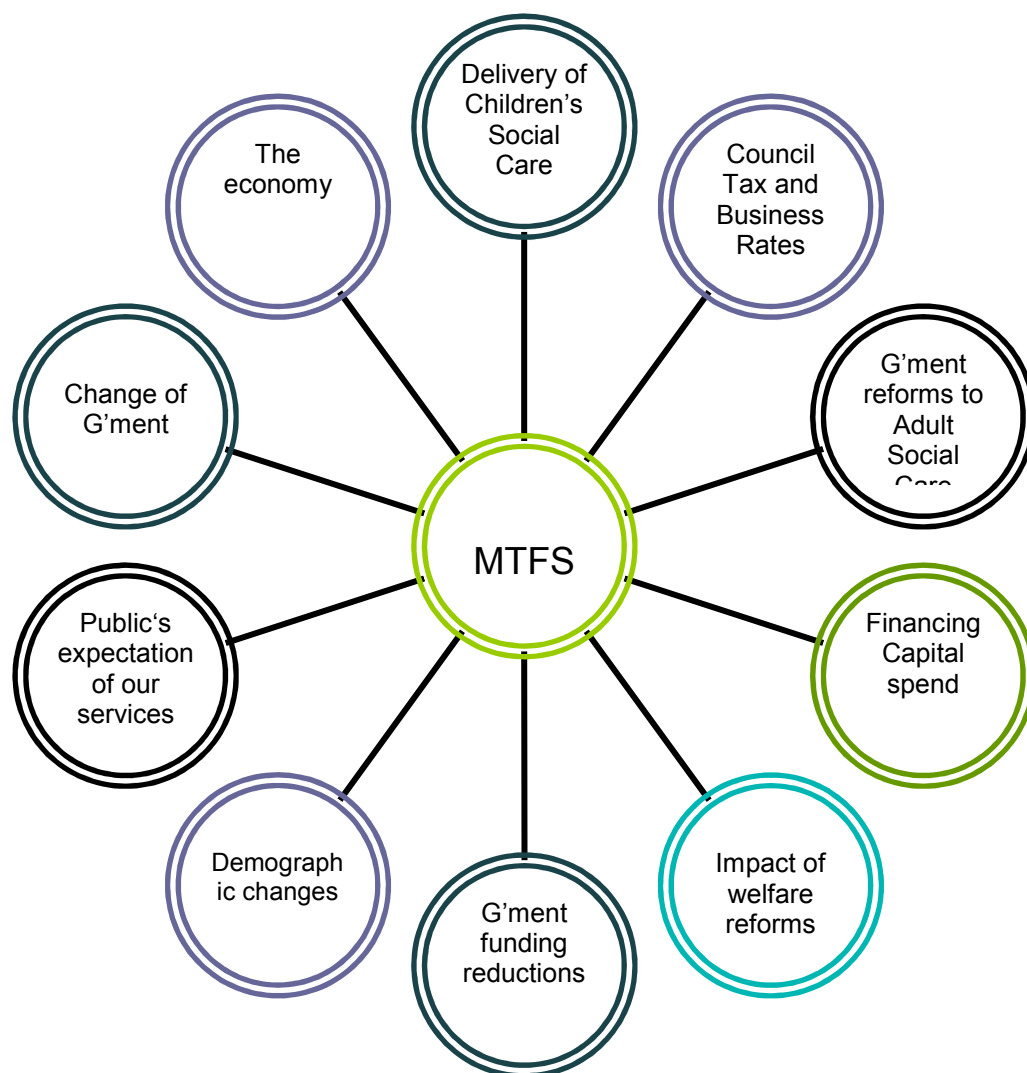
The scale of the savings is likely to have significant workforce implications and may lead to a reduction in the numbers of staff directly employed by the council

**5 Supporting Information**

5.1 Local Government continues to see a sustained reduction in finances coming from Central Government. The 2015-16 financial year alone will see a reduction to the Council's general grant (Revenue Support Grant, RSG) of almost 30%, with the RSG forecast to shrink by 63% or over £20m over the period of the Medium Term Financial Strategy (MTFS).

5.2 The Council needs to ensure that it has sufficient financial resilience to enable it to meet the financial challenges over the period of the MTFS. There are also a number of non financial events occurring which will have a significant financial impact over the period of the MTFS.

**Chart 1.1: Key considerations over the MTFS**



5.3 The context above, needs to be considered in light of the financial challenge that the council faces. The table highlights some of the interaction between these challenges and the financial position:

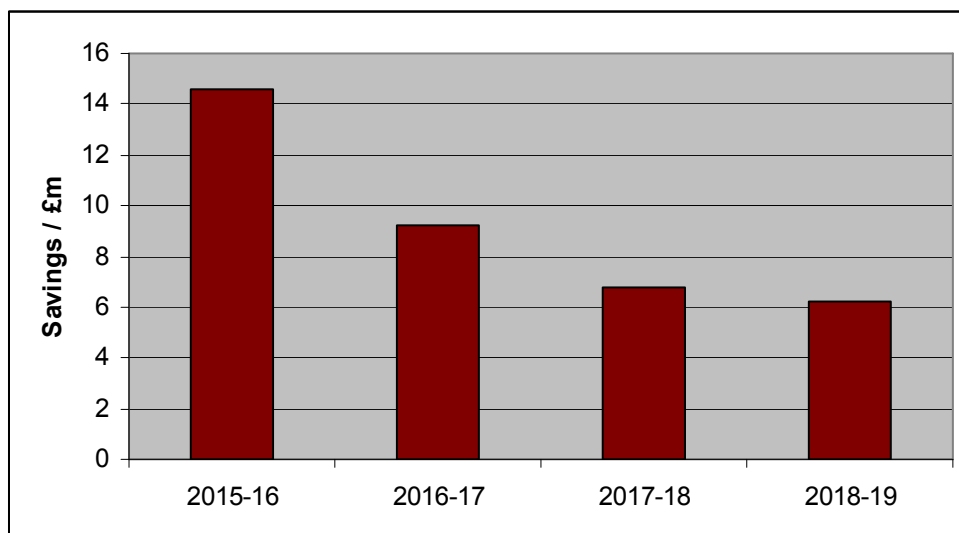
Challenge	Impact
Delivery of Children's Social Care	Not clear at present; any new arrangements are likely to have a financial cost and any inability to make savings in this area puts much greater pressure on all other Council services to make further savings.
Council Tax and Business Rates	By the end of the MTFS, income through these sources will represent over 80% of the Council's income. In 2010-11 the Council relied on Government for over half of its income. This puts additional importance on the Council's ability to collect Council Tax and Business Rates and also to increase the tax base to generate more income to collect.

Government reforms to Adult Social Care	The Government is currently undertaking significant reforms to Adult Social Care through further integration of the NHS and Council, and also through the Better Care Act. This latter reforms is likely to see a greater number of individuals being brought to the Council's attention and an associated increase in the costs to the Council.
Financing Capital expenditure	The Council has a number of infrastructure commitments that will need to be financed into the future e.g. maintaining highways, education, ICT development etc. Financing this expenditure will need to be done through either internal or external borrowing, both of which have a revenue impact
Impact of Welfare Reforms	The implementation of Universal Credit, and the Government's wider welfare reforms, could have an impact on a range of Council services, especially housing and education.
Government Funding Reductions	This is detailed further below; clearly, if the pace of funding reductions continue through, and beyond, the current MTFS period then the Council ability to provide certain services will be severely constrained.
Demographic Changes	Changes to the demography of the town such as a rising population overall, and specific changes in the number of Adults over 65 or young people, will place their own demand pressures on Council services
Public expectation of services	It is unlikely that demand for Council services will drop over the life of the MTFS, making it even more important that the Council delivers its services as effectively as possible utilising the benefits of the latest technology to assist
Change of Government	There is a strong chance that the existing coalition Government will not remain in place from May 2015. Whatever the make up of the new Government, the reductions in funding to Local Government are likely to continue, but this could be at an enhanced or a reduced rate. A10% rather than 20% reduction would reduce the Council's savings requirement by approximately £2m in 2016-17.

- 5.4 The summary model and chart below sets out the significant savings level required by the Council over the next four years. The savings total £37m or **33%** of the Council's current net budget. This does not take into account any additional costs

through the creation of new arrangements for the provision of Children’s Social Care (see later in the paper). Any cost associated with this will have a compensatory increase in the savings requirement for the respective year. The respective Cabinet / Overview & Scrutiny meetings will be updated with any information if this is known at the time of the meeting.

**Chart 1.2: Savings profile over the MTFS period**



**Table 2.1: MTFS 2015-19**

No.	2014-15	Funding	2015-16	2016-17	2017-18	2018-19
1	43.85	Council Tax	44.73	45.63	46.55	47.49
2	27.13	Retained Business Rates	28.15	29.00	29.87	30.76
3	32.47	Revenue Support Grant	23.20	18.56	14.85	11.88
4	1.96	Education Services Grant	1.25	1.06	0.90	0.77
5	2.36	NHS monies to support Social Care	2.36	2.36	2.36	2.36
6	2.01	New Homes Bonus	2.61	3.21	3.21	3.21
7	1.03	Other non-ringfenced grants	0.90	0.50	0.50	0.50
8	1.30	Collection Fund				
<b>9</b>	<b>112.11</b>	<b>Total Budgeted income</b>	<b>103.21</b>	<b>100.32</b>	<b>98.24</b>	<b>96.97</b>
10	114.25	Prior year baseline	112.11	103.21	100.32	98.24
11	3.54	Base budget	2.90	2.90	2.90	2.90
12	8.20	Directorate Pressures	2.13	2.92	1.86	2.00
13		Revenue impact of Capital investment	0.60	0.60	0.00	0.00
14	-1.34	Other adjustments	0.09	-0.05		
15	-12.53	Savings requirement	-14.63	-9.25	-6.84	-6.17
16		Savings identified	0.00	0.00	0.00	0.00
<b>16</b>	<b>112.11</b>	<b>Net Expenditure</b>	<b>103.21</b>	<b>100.32</b>	<b>98.24</b>	<b>96.97</b>

5.5 The model highlights the largest amount of savings being required for the 2015-16 financial year. This is driven mainly because of the reduction in Central Government monies (the Revenue Support Grant) which falls by almost 30% between the present year and 2015-16. Beyond this point, the assumption is for a reduction of 20%.

5.6 There are much lower levels of investment through directorate pressures than in previous years, and it is expected that the only pressures of any significance will relate to Children’s and Social Care services.

5.7 There are also a variety of key assumptions:

- Council Tax rises by 1% throughout
- Revenue Support Grant is per the 2015-16 provisional figure from Government and then decreases by 20% per annum
- Education Support Grant declines by 15% p.a. with a further 25% drop in 2015-16 due to the Government's consultation on this
- Growth on the Council Tax base is 1% per annum with growth in Business Rates flat
- New Homes Bonus rises broadly by 1% of taxbase growth until it gets to the end of the sixth year of the scheme when it stabilises
- All savings are ongoing throughout the MTF5
- Significant reduction in Directorate pressures is maintained

### Savings identified to date and the distribution of savings

5.8 To ensure that savings are delivered across the Council over the four years, the Council has allocated Directorate Budget Levels (DBLs) across the Council's directorates between 2015-19. The rationale to have a longer time frame is to enable longer term transformation across the Council in response to the significant funding reductions highlighted in the above. The Council will use the Medium Term Financial Volatility Reserve to smooth out any potential re-profiling of savings in order to deliver the largest amount savings.

5.9 The DBL are based on four key areas:

- Relative size of budget (50%)
- Value for Money (10%)
- Corporate priority (15%)
- Savings delivered in previous years (25%)

5.10 The outcome of the above methodology shows net budget changes per the below. It is then for directorate, in conjunction with their respective commissioner, to propose savings for the Cabinet to approve over the coming months.

**Table 2.2: DBLs 2015-19 – Net changes to budgets**

Directorate	2015-16	2016-17	2017-18	2018-19	Total (DBLs)	Salami Slice
Wellbeing	-6.3	-3.7	-2.3	-2.0	-14.3	-17.1
CCS	-1.7	-1.2	-0.7	-0.7	-4.4	-4.5
RHR	-3.3	-2.5	-1.5	-1.3	-8.6	-7.4
CEX	-0.4	-0.4	-0.2	-0.2	-1.2	-1.2
Corporate	-1.0	0.5	-0.5	-0.5	-1.4	0.2
<b>Total</b>	<b>-12.7</b>	<b>-7.3</b>	<b>-5.2</b>	<b>-4.7</b>	<b>-29.9</b>	<b>-30.0</b>



**Table 2.3: DBLs 2015-19 – Gross savings and investment**

<b>Savings</b>				
Directorate	2015-16	2016-17	2017-18	2018-19
Wellbeing	-7.9	-4.8	-3.9	-3.7
CCS	-1.9	-1.3	-1.0	-0.9
RHR	-3.5	-2.5	-1.8	-1.7
CEX	-0.5	-0.3	-0.2	-0.2
Corporate	-1.0	-0.5	-0.5	-0.5
<b>Total</b>	<b>-14.7</b>	<b>-9.4</b>	<b>-7.4</b>	<b>-7.1</b>

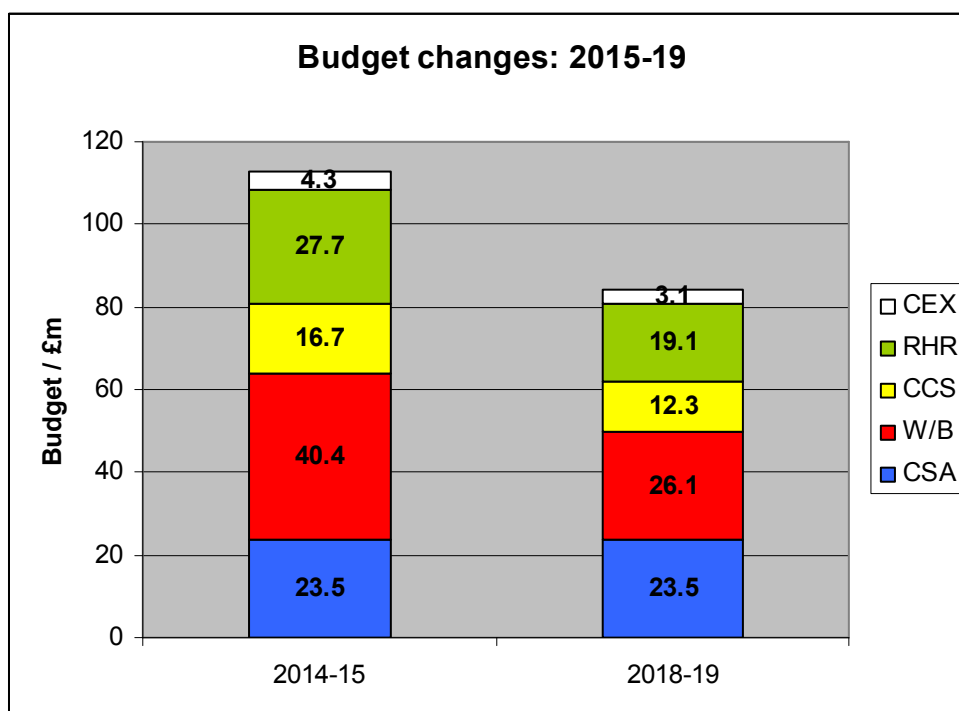
  

<b>Growth</b>				
Directorate	2015-16	2016-17	2017-18	2018-19
Wellbeing	1.5	1.5	1.5	1.5
CCS	0.2	0.2	0.2	0.2
RHR	0.2	0.2	0.2	0.2
CEX	0.0			
Corporate		1.0		
<b>Total</b>	<b>1.9</b>	<b>2.9</b>	<b>1.9</b>	<b>1.9</b>

**The impact of new Children’s Social Care arrangements**

- 5.11 The actual costs associated with the new arrangements for Children’s Social Care can only be estimated at present; until there are further developments and notifications from the Department for Education.
- 5.12 The fundamental impact is on the level of savings required going forward for the non CSA element of the Council’s budget. If it is assumed that the CSA budget remains fixed, but that all DBLs are achieved over the life of the MTFs, the resulting outcome for the Council would be per the below

**Chart 1.3: Budget changes 2015-19**

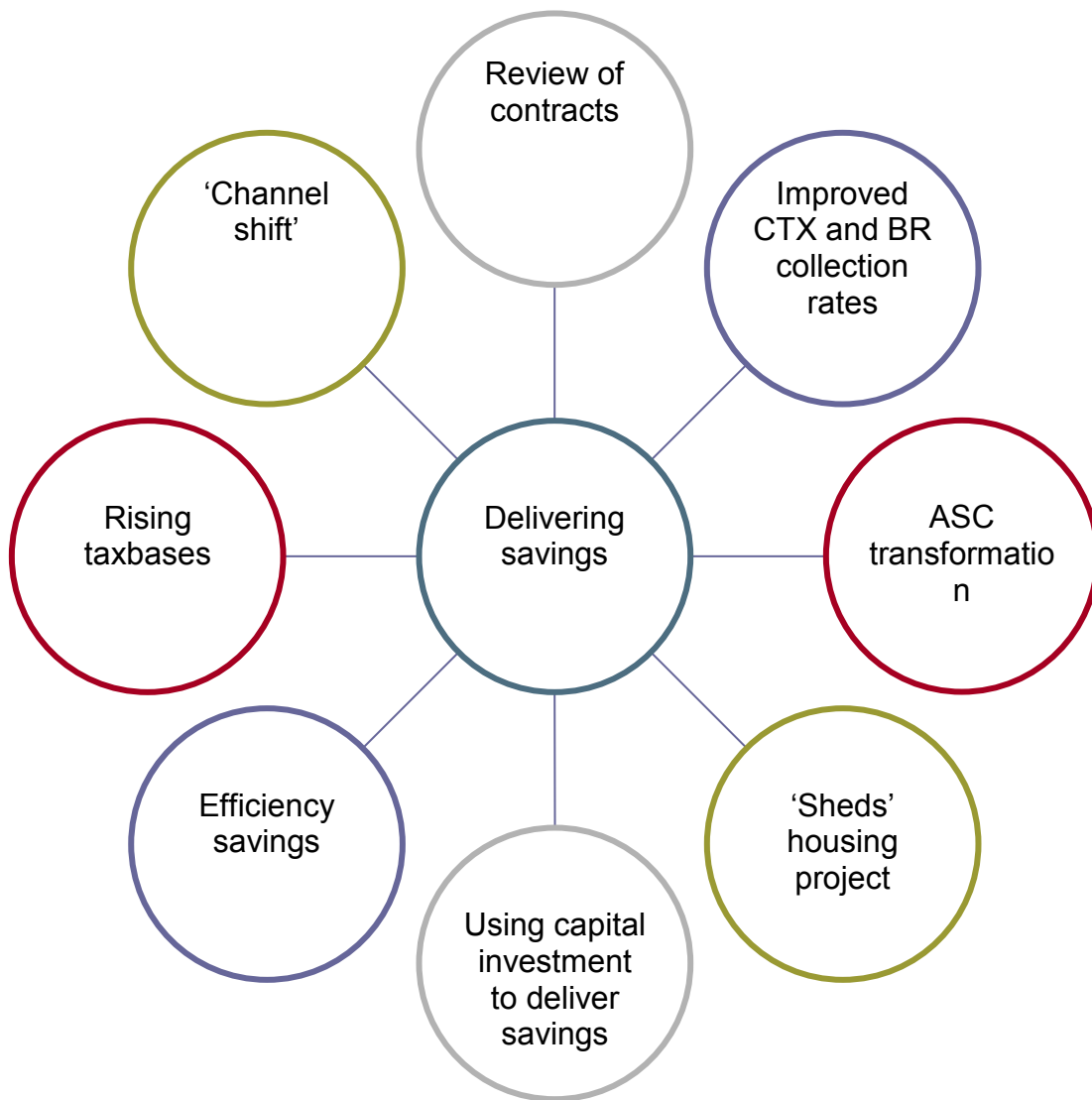


5.13 It is clear from the above the new CSA cannot be exempt from savings. The model above assumes a flat budget in the CSA delivered by the end of the MTFs; though the implications of the DfE are unknown. If these are known by the meeting date, then the report will be updated. The level of investment ongoing is going to need to reduce, or the Council will need to ensure that further savings are delivered through the new CSA.

**Progress against the 2015-16 savings**

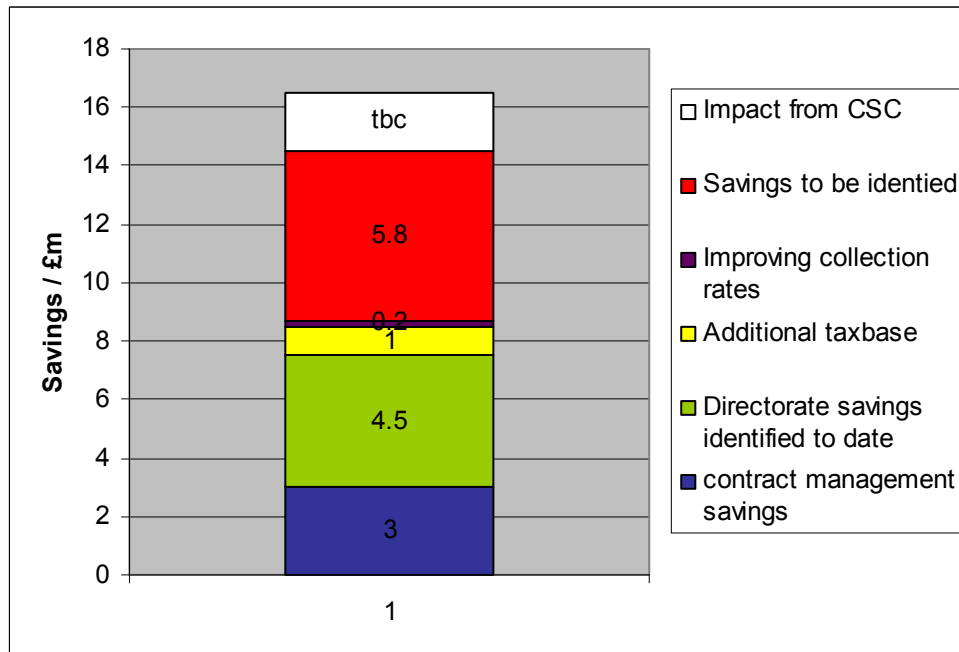
5.14 The Council has already identified a number of savings areas that will support the delivery of the savings above

**Chart 1.4: Key savings areas 2015-16 and beyond**



5.15 The current savings proposals / assumptions that are available at present total approximately £9m under the following areas:

**Chart 1.5: Savings identified to date – 2015-16**



5.16 Further savings need to be identified over the summer to enable members to have an oversight of these for Cabinet in the Autumn.

**6 Comments of Other Committees**

n/a

**7 Conclusion**

7.1 This paper highlights the financial challenge that the Council faces, and some of the key themes in which the Council anticipates meeting this challenge and delivering a balanced financial position from which to deliver its services.

7.2 The Council has a strong history of delivering balanced budgets through identifying savings from across its services and delivering services more efficiently. A further paper will be brought to Cabinet in the Autumn outlining some of the detail behind the savings proposals.

**8 Background Papers**

‘1’ Medium Term Financial Strategy 2014-18

‘2’ Local Government Finance Settlement 2014-15 and provisional figures for 2015-16

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**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Cabinet **DATE:** 14<sup>th</sup> July 2014

**CONTACT OFFICER:** Andrew Stevens  
**(For all enquiries)** Assistant Director, Community & Skills  
(01753) 875507

**WARD(S):** All

**PORTFOLIO:** Community and Leisure – Councillor Carter

**PART I**  
**KEY DECISION**

**LEISURE STRATEGY****1 Purpose of Report**

- 1.1 This report is to update on the progress of the Leisure Strategy task and finish group. It presents for approval by Cabinet a high level Leisure Strategy focused on increasing levels of physical activity in Slough. It also sets out the next steps to establish momentum in delivering improvement in leisure provision in the borough.

**2 Recommendations**

The Cabinet is requested to resolve:

- (a) That the strategy for leisure contained in section 6 and Appendix A to this report be approved.
- (b) That the Assistant Director for Community and Skills be authorised to implement the next steps as set out in section 7 of this report, in consultation with the Commissioner for Community and Leisure, including:
- i. specify, plan and implement refurbishment and extension of the Ice Arena to maximise its community use potential, reporting on progress to Cabinet;
  - ii. specify requirements for a new pool, identify a site and initiate feasibility, to report to Cabinet in October 2014. The preferred option is the Centre site in Farnham Road, subject to feasibility testing.

**3 Wellbeing Strategy Priorities**

- **Economy and skills**
- **Health and wellbeing**
- **Regeneration and environment**
- **Safer Slough**
- **Civic responsibility**
- **Improving the town's image**

- 3.1 All the actions within the Leisure Strategy will contribute towards achieving the overarching vision of the Slough Joint Wellbeing Strategy and will make significant contributions specifically to the health, wellbeing and safer Slough themes.

- **Health and Wellbeing.** Cabinet in September 2013 approved a strategy for leisure, with the overarching aim to "enhance the health and wellbeing of Slough residents by ensuring leisure activity is adopted as a habit for life for all – more people, more active, more often". The causal link between physical activity and overall health indicators is clear, particularly in relation to reducing obesity and heart disease, which are high priorities for Slough.
- **Safer Slough.** The opportunity to participate in shared leisure activities makes a positive contribution to community cohesion and interaction for all members of the varied and diverse community in Slough.
- **Regeneration and environment.** Leisure facilities, both open spaces and buildings, can be used for leisure purposes, contributing equally to the quality of the environment of the town. They can provide opportunities to regenerate specific sites and local communities.

3.2 This strategy will be one of a group of strategies that underpin and enable the Wellbeing Strategy. Each strategy addresses a specific area of activity and links with and reinforces the strategic aims and objectives of others. All are linked by the common vision of the Wellbeing Strategy.

#### 4 Other Implications

##### 4.1 Financial

A more complete plan for revenue and capital investment for up to five years will be available for Cabinet in December as part of the updated strategy. At this stage, the main financial strands are:

- £1.463m related capital investment in this year's programme (see paragraph 6.7ff). This comprises £521k for repairs to Montem and The Ice Arena, £442k for improvements at Langley, Ten Pin and The Centre, and £500k for Multi Use Games Areas;
- £195k external funding over three years awarded by Sport England CSAF with an additional £182k match funding secured (see paragraph 6.6);
- £10k awarded from Sport England for facility development;
- £130k funding secured from Sport England Inspired Facilities Fund and British Rowing for the new Jubilee River outdoor rowing and canoeing centre due to open this summer (see paragraph 7.1);
- Financial and funding implications of any proposed improvements to the ice arena (see paragraph 6.10).

4.2 There are currently no funds, above the figure already in 4.1, included in the capital strategy for leisure. Any additional costs will need to be included in future capital strategies, and there will be a revenue impact of further capital expenditure (be this from additional borrowing or the opportunity cost of utilises existing capital funds). Once the leisure strategy is clear on the additional costs, these will be included in future capital strategies for members to make funding decision on.

##### 4.3 Risk Management

Risk	Mitigating action	Opportunities
Legal	None at this stage	
Property	A detailed facilities options appraisal will be	

	undertaken as part of the development of the Leisure Strategy	
Human Rights	None	
Health and Safety	None	
Employment Issues	None	
Equalities Issues	The strategy is focused on identified priority groups, but will maintain opportunities for all. There will be a clear link between more local dispersed provision and the ability of priority groups to engage	Improved access to quality facilities will contribute to increasing levels of activity by Slough residents
Community Support	User and non user usage data and survey information has been used to inform the strategy.	Further consultation and engagement will be undertaken as proposals are developed
Communications	None	
Community Safety	None	
Financial	See section 4.1	
Timetable for delivery	None	Link with contract ending in 2017 and the opportunity to re-tender
Project Capacity	None	

#### 4.4 Human Rights Act and Other Legal Implications

There are no direct Human Rights Act or other legal implications arising from this report.

#### 4.5 Equalities Impact Assessment (EIA)

An Equalities Impact Assessment will be completed for new leisure facilities when those plans have been developed.

#### 4.6 Workforce

There are no direct workforce implications arising from this report.

### 5 Background

5.1 The Council agreed a leisure strategy in September 2013, which included an approach to leisure facilities. While focusing on delivering broader outcomes for the community through improved participation in leisure and physical activity, the next stage of the work concentrated on the provision of buildings to contribute to achieving those outcomes.

5.2 Further review and improved information about the overall cost of the previously agreed approach led to the need to change the way in which the leisure strategy is addressed. Cabinet agreed in March 2014 to setting up a member and officer task and finish group to review the evidence and options for leisure provision within the town with the aim of bringing a refreshed strategy to Cabinet in summer 2014.

- 5.3 The group was set up and has met weekly since late March. The group has taken a structured approach to the task and has considered evidence and information about the following:
- Current evidence base on health and physical activity of the residents of Slough.
  - Review of the facilities available for leisure, including parks and open spaces, private and semi-public facilities including schools.
  - Survey and interview information from residents relevant to leisure activities.
  - Case studies and examples of what works and good practice in getting residents engaged and more active.
- 5.4 The group is continuing to meet into July, meeting with providers working in other areas and undertaking site visits to understand delivery models and how other councils are addressing similar issues. It is expected that this way of working will continue through the next stage of the Leisure Strategy.
- 5.5 In considering the evidence, it has been a priority to make a much stronger link between the Council's role in providing facilities and its role in enabling and working with others to engage local people and generate programmes to get more people more active.

## **6 Strategy for leisure**

- 6.1 Levels of physical activity in Slough are among the lowest in the country and this has clear links to poor health outcomes for local people. In parallel there has been a significant level of national concern about the effects of physical inactivity on individuals and communities and the relationship between health and quality of life.
- 6.2 The review of evidence for Slough has clearly identified three priority groups. These are children, young people aged 16-25 and women. In addition, it is noted that overall physical activity levels are low and there is a need to maintain efforts to engage with men aged over 25.
- 6.3 The group considered examples of good practice from other areas and established that the most successful interventions over the longer term maintain a strong focus on younger people and families to influence habits for life and change behaviour.
- 6.4 Slough is well provided with some types of leisure facility, including parks and open spaces, and school and community facilities, as well as its own leisure sites. Despite an adequate provision of facilities, Slough has the 10<sup>th</sup> least active population in England.
- 6.5 In reviewing the experience of Greenwich, Manchester and other areas with excellent facilities, similar issues of low participation were found. This indicates that while good facilities clearly are important, programming activities must complement providing good facilities to reach people who are disengaged.
- 6.6 Slough has been successful recently in securing £195,000 funding from Sport England for a programme called Community Sport Activation Fund (CSAF). The programme brings together the Council and other local partners to provide activity programmes for over 14s and women in priority wards across the borough. It will make use of parks and focus on reaching those most reluctant to take part in physical activity, working with them in their localities. This will test the effectiveness of a dispersed locally focused revenue based leisure programme. The impact and lessons learnt from this will be integrated into the Leisure Strategy.



- 6.7 A key debate has been between a strategy that focuses all investment on one site (a centralised approach) or one that has facilities distributed around the town (a dispersed approach). The conclusion of the group is that a dispersed strategy is most likely to achieve the overarching outcome of more people being more active more often.
- 6.8 A dispersed leisure strategy is preferred. A dispersed strategy for facilities as well as activities would bring opportunities for leisure participation closer to local people, many of whom are reluctant to travel or are put off by a large leisure centre. It is also more flexible and able to respond to needs and opportunities as they arise and can be scaled according to available resources. This approach would enable a much stronger connection between facilities and capital investment and targeted programmes to engage local people and run activities in a wide variety of venues, from parks or community centres to leisure centres.
- 6.9 Since the group was set up in March, plans for Arbour Vale are developing and offer the potential for a community sports hub, and work with schools to open facilities to the public has made good progress. The dispersed model will provide a framework to link these initiatives, together with the Curve and community hubs, multi use games areas (MUGAs), play areas and the emerging parks strategy. Capital investment would need to include a replacement pool with complementary facilities at another site. Other smaller investments could include for example outdoor gyms, walking or cycling tracks, or a pop-up temporary pool that can be used in different locations of strategic need. These should be accompanied with revenue funding to enable activity programmes to build interest and use and engage local people and community based partners who can help ensure continuing use and sustainable programming for the longer term.
- 6.10 The first stage of the dispersed strategy would be improvements to the ice arena. The ice arena is particularly successful in attracting female users and young people, two of the Council's target audiences for physical activity. For this reason it is proposed that it be retained. The strategy proposes that the ice arena should remain where it is on the Montem Lane site, but should be refurbished and extended to give it a presence on the A4. The extension will enable additional features such as a climbing wall to be included as appropriate, which will both improve use of the centre and its financial viability. Officers have started work on developing a specification for this, at an estimated cost of £3.5m. The main Montem leisure centre would be demolished and the remainder of the site would be available for redevelopment once alternative facilities were in place.
- 6.11 It is critical to the successful achievement of this strategy and the outcomes it will deliver that sufficient funding is available to continue and develop this kind of support. This will involve both capital and revenue. In tandem with this, work will continue to encourage and enable community owned and school facilities to be more available to the public. This will be an important component of the dispersed strategy for leisure facilities and programmes. This approach complements also the Curve and community hubs, community youth provision, satellite libraries and other initiatives to bring facilities and opportunities to more local venues where residents need them
- 6.12 Local people will be involved in developing the council's plans with consultation during the autumn of 2014 and as the plans for individual improvements are designed and implemented. In addition, there are opportunities for volunteering, advocacy and working with resident and voluntary groups to help sustain and add value to activity programmes.

6.13 The specification for the new contract for 2017 will be developed in the context of this strategy.

## **7 Next steps**

7.1 The next steps to implement the strategy will include extending and improving the ice arena and delivering the first phase of programmes to involve more people in physical activity across the borough (Sport England funded CSAF project). In parallel, a five year plan to provide a template for targeted capital and revenue investment will be prepared for submission to Cabinet in December 2014.

July 2014	Develop plans and proceed to implementation to extend the ice arena. Expected completion 2015-2016 Roll out of CSAF programme at parks across the borough
September 2014	Commence work to specify a new pool and identify a site
October 2014	Open rowing and canoeing facility on the Jubilee River Report to cabinet on a site for a new pool. The Centre in the Farnham Road is preferred, subject to feasibility testing
December 2014	Updated strategy and plan for revenue and capital investment to Cabinet
January 2015	Start work to develop the specification for the leisure facilities operational contract, based on the principles of the Leisure Strategy

7.2 There will be consultation with local people in the autumn to make sure the council's 5 year plan meets needs as effectively as possible.

## **8 Comments of other committees**

8.1 Comments from the Overview and Scrutiny Committee on 9 July will be reported at the Cabinet meeting.

## **9 Conclusion**

9.1 The Leisure Strategy identifies clear priorities for participation in physical activity, linked to health outcomes. Slough's community is one of the most inactive in the country with particular priorities for children, young people aged 16-25 and women. The strategy proposes an integrated plan to invest both revenue (activities programming) and capital (mix of small and larger facilities) funds that will be effective in enabling more people to be more active more often. A full detailed plan will be developed for December 2014, but immediate actions to refurbish and extend the ice arena and implement other community based programmes will lay the foundations for the next stage.

## **Appendices Attached**

A Get Active Slough: a physical activity strategy for Slough, July 2014

## **Background papers**

Leisure Capital Strategy. Cabinet report, 21 November 2011

Leisure Strategy. Cabinet report, 16 September 2013

Leisure Strategy (full text), September 2013

Leisure Strategy. Report to Overview and Scrutiny, 10 September 2013

Leisure Strategy. Cabinet report, 10 March 2014

## APPENDIX A

### Get Active Slough: a physical activity strategy for Slough

**'If the effects of exercise could be bottled – it would be the medicine of the century' - Dr William Bird (MBE)**

#### **1 Purpose of the strategy**

1.1 This strategy is focused on improving the outcomes related to physical activity and sport for people who live or work in Slough. The time horizon for the strategy is the next 5 years however the health of Slough residents and workers is over lifetimes and therefore this strategy is for now and the foreseeable future and will be reviewed regularly. The strategy sets out the role that Slough Borough Council will take in achieving a shared vision for the future<sup>1</sup>:

**“To enhance the health and wellbeing of Slough residents by ensuring that physical activity and sport is adopted as a habit for life for all - more people, more active, more often.”**

1.2 Throughout this strategy where services are referred to these are the facilities and programmes which enable people to engage in physical activity which promotes better health and wellbeing. This can take many forms including:

- Living active lives – walking and cycling to school and work and for pleasure; dancing; gardening; using parks and playgrounds
- Taking part in organised group physical activities: playing in a football team; being a member of a dance group;
- Leisure activities that require a specialised building to do: swimming; gym; ice skating;

1.3 All these activities can take place in a wide variety of settings, including parks and open spaces, community run clubs and leisure facilities, school facilities, commercially provided facilities and borough council contracted services and facilities.

#### **2 How active are the residents of Slough and why does it matter?**

**“Physical inactivity is known to be the fourth leading cause of global mortality and leads to 37,000 premature deaths a year in England.”**

2.1 Participation by local people of all ages in physical activity and sport in Slough is very low. Compared to the national situation Slough is the 10<sup>th</sup> least active council area in England (2). Inactive people (defined as having less than 30 minutes of moderate intensity activity per week over a 28 day period) are more

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<sup>1</sup> 'Active Slough' – A Physical Activity and Sports Strategy for Slough 2013 – 2015

2. Turning the tide of Inactivity – UK Active; January 2014

likely to develop chronic health conditions including heart disease, high blood pressure and type 2 diabetes potentially leading to premature death.

**Out of 326 local authorities, Slough ranks:**

**2nd for emergency heart disease admissions  
21st for all circulatory disease deaths under 75 years  
26th for childhood obesity in reception  
29th for emergency heart attack treatments  
36th for low birth weights among term babies**

- 2.2 The benefits of physical activity and sport have been well researched. People who are physically active reduce the risk of premature death by 20-30%. Physical activity also reduces the risk of diabetes by up to 35%, coronary heart disease by up to 50% and some forms of cancer. Being physically active has an impact beyond purely physical health and can contribute to the wider aspects of health, such as mental health and well-being.
- 2.3 Deprivation levels have a bearing on many health outcomes, including participation in physical activity and sport. Research from the UK sports charity StreetGames, shows that young people aged 16-25 from areas of deprivation are half as likely to participate in sport as their more affluent peers. They are also almost half as likely to get involved in sports volunteering, club sport or coached activity – all factors that lead to sustained participation.
- 2.4 Whilst we will actively promote a population wide approach there are identifiable groups within Slough where activity levels are particularly low and our strategy will focus additional resources on these.
- Increasing the participation of **women** because only 31% of the adult female population take part in at least 30 minutes of exercise per week as opposed to 41% of men.
  - Increasing the participation of **children** because at year 6 more than one in 5 children in Slough is obese.
  - Increasing the participation of **young people** between the ages of **14 – 25 years** because activity levels in adults in Slough after the age of 25 drop significantly; this age group is more likely to be receptive to behavioural change and adopt participation as a habit for life.
- 2.5 In addition we will continue to promote and drive participation levels of **all residents** in Slough, targeting those groups who are of greater health risks including communities experiencing higher levels of health inequalities.
- 2.6 **How much physical activity should we be doing?**
- **Adults** – 150 minutes per week of moderate physical activity (raised heart beat, sweating – eg brisk walking)
  - **Children and young people** – At least 60 minutes and up to several hours of intense and vigorous activity per day (breathing hard and fast – eg running)

## **(Tackling Physical Inactivity – All Party Commission on Physical Activity 2014)**

### **3 Slough as an active place – the role of the Council**

- 3.1 There are substantial facilities and opportunities for participation in physical activity and sport in Slough. It is clear that there are factors which are getting in the way of wide community involvement in an active lifestyle. To deliver the ambition for Slough of **‘more people, more active, more often’** the Council will:
- Provide community leadership; working with partners from the private, public and voluntary sector to improve and promote access to resources, quality provision and activity programmes in local neighbourhoods targeting priority groups.
  - Ensure that there is a wide offer of indoor and outdoor leisure facilities which meet the current and future needs of the town.
  - Work within neighbourhoods to deliver a comprehensive programme of sports and physical activity sessions including the ‘Get Active’ programme, targeting communities experiencing higher levels of health inequalities.
  - Use the opportunity of the ending of the Slough Community Leisure contract in 2017 to get a new offer that focuses on the priorities of this strategy and which is targeted to achieve our key outcomes.
  - Champion and promote the benefits of physical activity and sports participation in achieving health, community cohesion and community safety outcomes.

### **4 How will we make sure this happens?**

- Prioritise the provision of resources, including revenue funding, to incentivise and facilitate activity, targeting children, young people and women to address a number of emerging inequalities.
- Invest in a range of different types of facilities in our parks and open spaces, which will be accessible to the Slough population leading to an increase in use for physical activity purposes.
- Establish a strong governance model that holds to account those with the responsibility for the implementation of the strategy (Cabinet, scrutiny, Wellbeing Board etc – officer and partner leadership)
- Ensure we are informed by the best practice on what works to achieve our ambition, learning from others and working with the best in the sector
- Set ourselves challenging outcomes and targets which are regularly monitored and reviewed
- Have a clear delivery programme / action plan which details available resources and accountability for achieving outcomes/targets
- Bring together partners to ensure resources are maximised and duplication is avoided.

### **5 Outcomes**

- 5.1 Everyone that lives and works in Slough should be informed and able to choose to access physical activity and sport that meets their needs. That should lead to

increased participation in physical activity and an active lifestyle. Success will be measured through a series of key outcomes and targets.

5.2 The outcomes that will be achieved are:

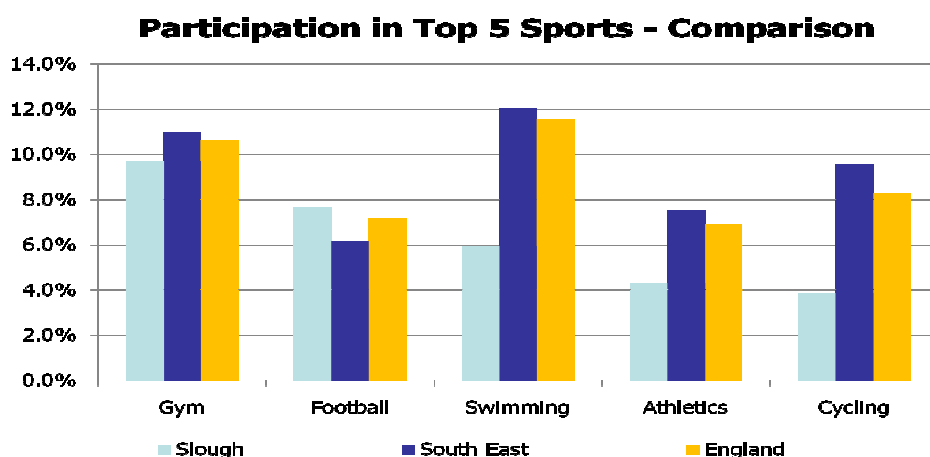
1. Long term reduction of chronic health conditions and increased life expectancy through an increase in the number of children, young people and adults taking part in sport and physical activity for 30 minutes a week
2. A mix of formal and informal opportunities to participate in physical activity and sport available for the right people , at the right time and in a way that meets their needs
3. Greater co-ordination of resources and evidence between partners in the public, private, education and voluntary sector.
4. An increase in the use of physical activity and sport as a means to address local issues including health inequalities, community cohesion and community safety leading to better outcomes for local people at a neighbourhood level.

5.3 The key overarching measure for this will be an increase in the number of adults and children who are more physically active. Targets underpinning this measure include:

- 5% reduction in inactive adults (32.5% in 2018 – 37.6% in 2013)
- 1% reduction in children who are reported as overweight or obese in reception and at year 6 in the highest rate wards
- 5% reduction in residents who report their day to day activities are limited by a life long illness or disability

## 6 The People Offer

6.1 Going to the gym, football, swimming, athletics and cycling are the most popular activities for Slough residents. Although swimming is in the top five of the most popular activities in Slough, residents’ participation is less than half the national level. 65% of over 16s want to do more sport (55% national figure), of whom the largest demand was for swimming,



**Top 5 sports in Slough, compared with regional and national participation rates**

- 6.2 Having a wide range of quality facilities that encourages engagement and participation in all forms of physical activity is a critical element in getting people more active. However national and local research demonstrates that targeted intervention programmes that encourage and enable participation have a far greater impact than what facilities are available.
- 6.3 Through a series of consultation exercises carried out in February 2014 with young people, the key barriers to participation were identified as time, cost and travel.
- Of the young people completing the survey a low proportion stated that they did no form of physical activity during a one week period
  - Zumba, rugby, basketball and boxing were stated as sports and activities that young people would be interested in pursuing if they had the opportunity in the future
  - Use of parks by young people for informal activity was affected by negative perceptions of crime, anti-social behaviour, personal safety and a gang culture in Slough
  - Demand for formal dance classes and sessions were popular with both male and female
- 6.4 The Council will prioritise encouraging participation through incentives and targeted programmes for children, young people and women. Programmes will be based in local neighbourhoods and offer activities that meet the needs of local residents. Areas and communities demonstrating high health inequalities will be targeted as a priority.
- 6.5 There is an opportunity to make better use of Slough's parks and open spaces for physical activity. From the figures collected as part of the Public Health Outcomes Framework Indicator 1.16 8.9% of Slough's population make use of its green spaces for exercise and health reasons as compared to an average of 14.5% across the South East and 14% nationally.<sup>2</sup> This requires investment in a range of facilities and programmes to encourage their use.
- 6.6 Slough will launch its three year 'Get Active' sports and physical activity programme in autumn 2014. This programme will operate in four wards in the borough targeting 14 to 25 year olds in multi sports activity. The programme is funded by Sport England. The programme will identify and train local 'sports activists', who will deliver programmes related to sport and healthier lifestyles and help enable sustainability of the programme when funding ends. This programme will be used to test the impact of improved community based programming for leisure.

## **7 Facilities**

### **7.1 Current provision**

In 2010 an audit was completed of sport and leisure provision in the town and the immediate surrounding area within a 20 minute car journey. The audit concluded

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<sup>2</sup> Source: 'Monitor of Engagement with the Natural Environment' (Natural England, October 2012) – Public Health Outcomes Framework (PHOF) 1.16.

that Slough is well served for provision, but recommended much greater community use of school facilities. The audit findings have been updated to 2014 and the findings show a largely unchanged picture (summary in Appendix 1).

## 7.2 **Future options**

The Council's approach will be underpinned by the overarching vision; to get more people, more active, more often. A variety of options for future provision have been considered, including particularly:

1. Extensive refurbishment of existing facilities on the Montem site
2. A centralised approach – integrated new build; incorporating ice with leisure centre provision on a single (cf Appendix 2)
3. A dispersed strategy – with smaller facilities on a number of sites across the borough (cf Appendix 2)
4. Opportunities for greater use of other existing facilities by local people, including schools, community centres and parks and open spaces.

## 7.3 **Dispersed model**

This approach assumes that the Ice Arena will be comprehensively refurbished and the Montem Leisure Centre would be replaced by a range of new or adapted facilities throughout the borough.

7.4 This model would geographically spread provision and take a range of sports, leisure and recreational facilities closer to local residents to maximise participation. It would be phased over a period of 5 years and be supported by planned activity programmes tailored to improve engagement with target audiences.

7.5 With investment of approximately £3.5m, the Ice Arena would be transformed. This would include new external cladding, a new entrance and an active frontage onto the A4 to substantially improve the internal and external appearance, energy performance, flexibility and usage of the facility.

7.6 In addition to the Ice Arena, the dispersed model would include a combination of:

- At least 1 new 25m swimming pool open to public use
- A community sports stadium with integrated dance studios and fitness facilities
- Negotiating enhanced levels of public access to swimming pools, sports halls and playing fields.
- Investment in parks to provide well maintained, safe, secure and accessible spaces that promote a range of physical activities for individuals and teams including play space, walking, running, cycling, green gyms and team sports

## 7.7 **Integrated or centralised model**

The integrated model is based on a new flagship facility built in a central location that would combine ice and a general leisure facility with pool, gym and associated features.

## 7.8 **Conclusion**

The Council will implement the **dispersed strategy** for leisure facilities for the following reasons:



- Provides all key facilities
- Brings opportunities for leisure participation closer to local people, many of whom are reluctant to travel or are put off by a large leisure centre
- More flexible and able to respond to needs and opportunities as they arise
- Can be scaled according to available resources
- Much stronger connection between facilities and capital investment and targeted programmes to engage local people and run activities in a wide variety of venues, from parks or community centres to leisure centre

7.9 Appendix 3 indicates broad areas for a potential new pool, as well as the Ice Arena retained at Montem. In addition many local venues – parks, schools and other community facilities – will form part of the devolved strategy, with a focus on delivering engagement and participation programmes focused on maximising participation by target audiences.

# APPENDIX 1

## Map of current leisure facilities in Slough

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## **Audit of leisure facilities in Slough**

- **Community based sports clubs (Slough)**
  - Over 120 facilities open to members drawn from the public
  - Over 90 formally established sports clubs in the town and the immediate surrounding area
  - Clubs cater for activities from bowls to cross country running, martial arts, football and athletics to ice hockey, cricket and gymnastics
  
- **Outdoor pitches and facilities**
  - 62 pitches with community use on 20 sites, provided by the borough council and parishes, schools and colleges and privately
  - 12 pitches on five school sites with no community use
  - 11 multi-use games areas
  - 5 artificial grass pitches
  - 70 courts for tennis and netball use, including 8 all-weather, floodlit tennis courts as part of the Salt Hill Tennis Centre development
  
- **Indoor leisure and sports facilities**

The indoor leisure offer in the town is provided through schools and community organisations, and private companies as well as by the borough council. This offer includes swimming pools, sports halls, exercise studios, gyms and squash courts

  - Langley and Montem leisure centres (SBC).
  - Ice skating rink (SBC)
  - Tenpin bowling centre (SBC)
  - Athletics stadium with 4 squash courts and large sports hall (Thames Valley Athletics Centre, Eton)
  - Herschel Leisure Centre (6 court sports hall, studio, and outdoor all weather sports facilities)
  - East Berkshire College (30 station gym and 4 court sports hall)
  - Falcon Leisure Centre (4 court sports hall, studio, and outdoor all weather facilities and pitches)
  - 10 private / commercial gym facilities

## **Profile of Slough Borough Council leisure facilities and usage at key sites**

There are over 1 million individual visits made to Council run leisure facilities each year. The most visited facilities are swimming pools, ice arena and gyms.

**Montem Leisure Centre** – The largest leisure centre in the town. A single building with facilities over three floors and comprising a dated, yet comprehensive offer of wet led (2 x pools) and sports hall facilities (8 court) together with a health and fitness suite which incorporates aerobic classes and a spa provision. In addition there are 3 squash and racketball courts along with other flexible activity spaces in the building. The facilities are in need of significant investment to keep them operational for any meaningful period beyond the existing management contract. The building is not efficiently laid out and has higher than necessary operational and managerial staffing costs. The building itself is close to being past its useful life without major investment. Its position does not maximise the potential of the site.

**Slough Ice Arena** - This building shares the same site as the Montem Leisure Centre. It is a more modern structure but one that does not lend itself to having the operations expanded within the existing envelope to any significant degree. Whilst ancillary uses and activities are included within the building the principle use is as an ice arena for recreational ice skating with facilities for additional team and individual ice related activities. There is staged seating surrounding the ice pad for spectator orientated events. The plant is in need of modernisation, including the replacement of the refrigeration unit and the building needs extensive refurbishment.

**Ten pin bowling** - Formerly a tennis centre, this building is modern enough for the activity that occupies it. The Tenpin lanes together with the bar/cafe area, pool/snooker and gaming machine areas and soft play area are modern and have recently been the subject of a total refit. This represents a good modern facility although it is isolated from the usual commercial leisure uses of a cinema, family orientated restaurants and other family related leisure activities that would normally be adjacent to such an offer. The building is set in Salt Hill Park which offers good quality and comprehensive outdoor rackets and ball related activities. Vehicular access and signage to the venue are very poor and in need of significant upgrade to enable this facility to maximise its potential.

**Langley Leisure Centre** - This is a self contained building providing water led (1 x leisure pool), health and fitness and associated sports facilities to the specific area of Langley. The building is in a reasonable state of repair and the offer is good. With the usual programme of general maintenance and management it should be capable of continuing in its present format for the foreseeable future. There is little potential for expansion. Insufficient car parking is a continued problem for the centre.

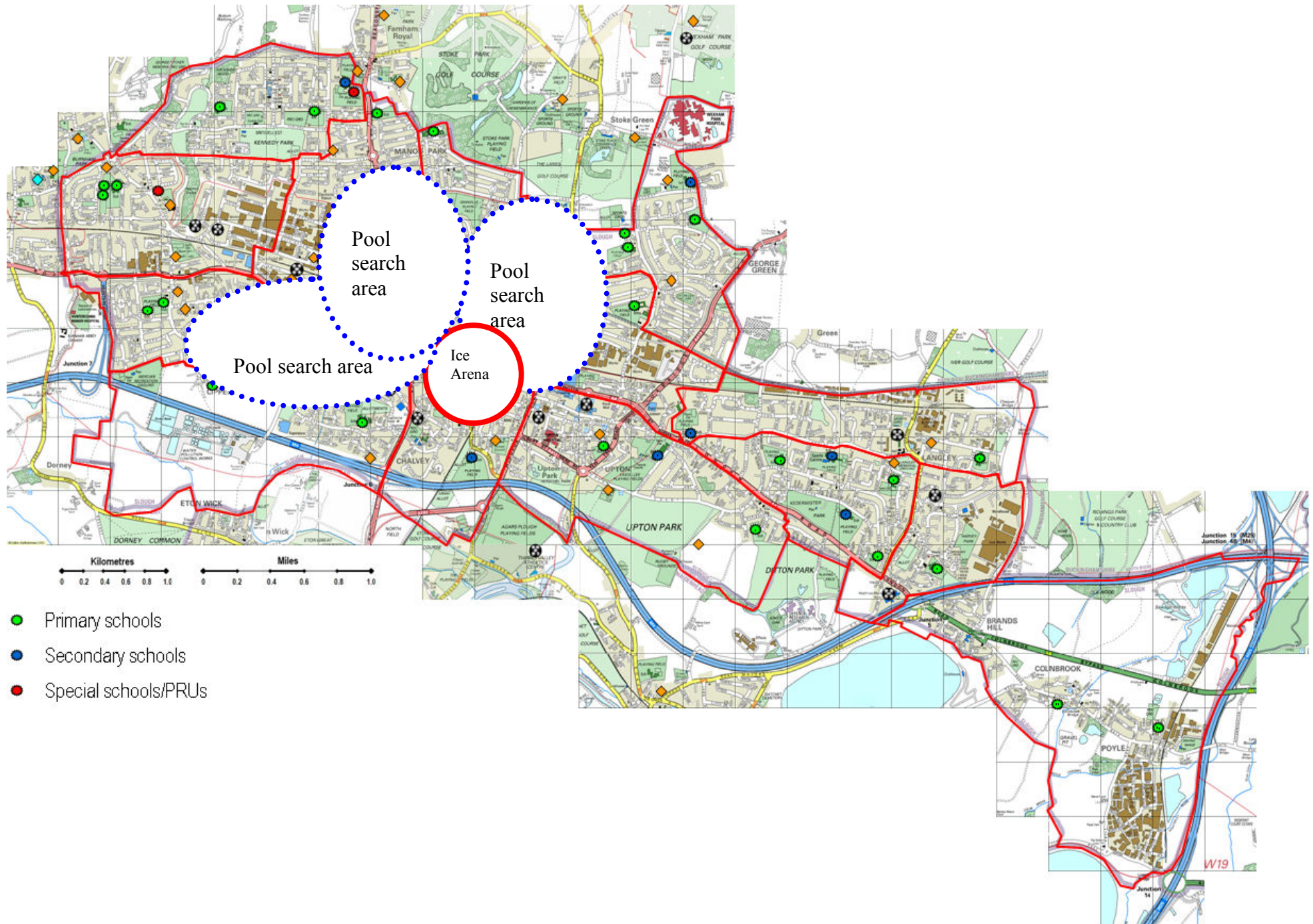
**The Centre (Farnham Road)** – a modern steel framed building in a prominent location with a long frontage to Farnham Road. Designed essentially over a single floor to offer events, conferencing and community facilities it has been well used as a wedding venue and conferencing/meeting facility and has potential for expansion.

**Slough Tennis Centre** - The existing court provision, based in Salt Hill Park, was redeveloped using funding from the LTA and SBC in 2011. SCL have a formal lease for the next 20 years to manage the facility. The facility comprises of 8 all-weather surfaced courts with floodlighting and a club house. It is in very good condition.

## APPENDIX 2

Item	Dispersed	Centralised
Capital Funding	The phased approach will spread costs, reduce development risk and provide greater flexibility to invest in the right project, in the right place at the right time to meet targets and outcomes.	Due to the anticipated cost and timing (up to £36m within 2 years) this approach substantially increases the development and financial risk and provides reduced potential to respond to changing need and demand.
Revenue Funding	Higher management costs as a consequence of the increased commitment to activity programmes rather than providing all services under one roof.	Lower management costs through providing all services under one roof. Significant opportunity to reduce energy/utility costs through heat exchanges between the ice and leisure elements.
Mix of accessible facilities and increased participation	More people focussed by improving accessibility and maximising activity for local communities throughout the borough.  It reflects concerns expressed about reducing travel time and cost.	Careful consideration will need to be given to ensure the location does not act as a disincentive for key target groups.  Whilst usage will increase, participation by key target groups may not be maximised. Does not respond fully to concerns about travel
Children, young people and at risk groups	Increased participation amongst at risk and difficult to reach groups by providing a range of accessible activity programmes in a range of formal and informal settings.  Potential for closer working with schools, sports clubs and local community groups to create conditions for young people to move into mainstream sport and increase participation for 16-25 year olds. Also to improve access to school facilities in evenings, weekends and outside term time.	A missed opportunity to work closer with schools and encourage children and young people to participate outside school hours.  Full community access throughout the day, but potential for quiet times.
Regeneration	Perception of taking the cheaper option.	A flagship regeneration project that will be centrally located beside public transport to maximise accessibility
Community Cohesion	The ability to strengthen the delivery of evidenced based programmes for priority communities that contribute to strategies to improve health and wellbeing.	The centralised approach reduces the flexibility to provide facilities and programmes in local settings.

# APPENDIX 3 Emerging facilities strategy



**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Cabinet **DATE:** 14<sup>th</sup> July 2014

**CONTACT OFFICER:** Neil Aves, Assistant Director Housing & Environment

**(For all enquiries)** (01753) 875527

**WARD(S):** All

**PORTFOLIO:** Neighbourhoods & Renewal - Cllr Swindlehurst

**PART I**  
**NON-KEY DECISION**

**OPTION APPRAISAL – SUBSIDIARY HOUSING COMPANY****1 Purpose of Report**

This report highlights the further evaluation undertaken in considering the viability of establishing a Subsidiary Housing Company to develop, acquire, manage and sell market and affordable cross tenure properties to assist in meeting local housing.

**2 Recommendation(s)/Proposed Action**

The Cabinet is requested to resolve:

- (a) That it be noted that following detailed preliminary investigations, the creation of a subsidiary housing company remains a viable and worthwhile option to improve the quality of housing available to residents of Slough and to generate a financial rate of return to the council which maximises the value of its land assets; and
- (b) That the development of a detailed business plan and outline governance rules from within existing and previously approved financial resources be approved and to bring a final report for consideration to Cabinet by October 2014.

**3. The Slough Joint Wellbeing Strategy, the JSNA and the Corporate Plan**

The provision of additional, good quality family housing can reduce housing need for local households and contribute to the identified priorities of the JSNA by increasing the availability of good quality accommodation. The Corporate Plan has a target of achieving value for money and if this initiative contributes to that by maximising the asset value of development sites that the council will be better placed to respond to the wider needs of the community.

**3 Slough Joint Wellbeing Strategy Priorities –**

- Health
- Economy and Skills
- Regeneration and Environment
- Housing
- Safer Communities

Investigations to date confirm that it would be both viable and beneficial to establish a subsidiary housing company and in doing so, conceivably it could contribute positively to all five of the wellbeing priorities.

(b) Cross-Cutting themes: improving the image of the town

Clearance or acquisition of redundant or derelict sites across the town and the subsequent construction of aesthetically pleasing family housing will improve the image of the town both visually and in terms of its perception by demonstrating that good quality homes are available and that aspiring households can find homes within the borough avoiding the need to move to adjoining areas.

4 **Other Implications**

(a) Financial

This reports updates Cabinet and seeks approval to complete the evaluation and full business case for establishing a subsidiary housing company (SHC) to potentially develop, acquire and manage properties across the borough as such there are no financial implications at this stage but a future cabinet report seeking approval for the launch of the company will detail the financial risks and benefits. The formulation of any subsidiary housing company will have revenue financial implications, but also Capital and Treasury Management implications, depending on the best option taken forward for the Council in respect of financing any company or other financial vehicle.

(b) Risk Management

<b>Risk</b>	<b>Mitigating action</b>	<b>Opportunities</b>
<u>Legal</u> The local authority can only act as permitted by legislation which may limit some more creative solutions.	The feasibility study has benefited from external legal advice from a company seen as 'industry leaders' in this field.	Establishing an SHC will offer increased financial returns to the local authority and assist in meeting wider housing need in the town
<u>Property</u> If council landholdings are retained and not developed while awaiting the determination of the options appraisal there is a real and opportunity cost if swift assessment and decision making is not achieved.	The majority of sites which may be related to the development of the company have now been cleared thereby reducing financial liabilities for security and occupiers liability.	In preparation for the launch of the company, a parallel activity of site development feasibility and securing of planning approval is being undertaken to remove any delays. If ultimately the council decides not to proceed with the company, the development work will still benefit the council in the enhanced sale value of the asset.



Risk	Mitigating action	Opportunities
<p><u>Human Rights</u> There are no human rights issues associated with this report</p>		
<p><u>Health and Safety</u> On vacant sites the Council has a legal duty to secure the site and prevent access which could lead to accidents and injury</p>	<p>Demolition of existing buildings has been completed and will reduce obligations and liabilities.</p>	
<p><u>Employment Issues</u> There are no employment issues associated with this report however when the subsidiary housing company is established it is possible that some existing staff will be contracted to work directly for the company and this may give rise to TUPE issues later.</p>		
<p><u>Equalities Issues</u> There are no equalities issues associated with this report</p>		
<p><u>Community Support</u> There are no issues related to this report however in future specific sites may be subject to challenge or opposition if the community perceives that designs and developments are inappropriate.</p>	<p>All schemes will be developed in accordance with Development Control guidance and designed to contribute positively to the town and the need for good quality accommodation.</p>	<p>Well planned site developments are likely to gain community support if they result in the removal of derelict or rundown sites.</p>
<p><u>Communications</u> There is an outside chance of negative public perception of council owned vacant sites being left undeveloped over a longer period of time</p>	<p>This feasibility study will be a short, intense programme of work with a final decision or 'launch' paper being presented to Cabinet in either October or if possible September 2014. the parallel process of securing planning approval on key sites will be working to the same timetable.</p>	<p>If successful a subsidiary housing company will maximise the efficient use of the council's resources as well as delivering new homes to meet local housing need. All of these aspects will be positive issues for the Council.</p>

<b>Risk</b>	<b>Mitigating action</b>	<b>Opportunities</b>
<u>Community Safety</u> Vacant and derelict properties together with cleared sites can attract a variety of anti-social behaviour activities	The feasibility study will be completed expeditiously and colleagues in Neighbourhood Enforcement will be advised to maintain a watching brief on the site to deal promptly to any issues.	If successful the subsidiary housing company could resolve a number of longstanding 'eye sore' sites across the borough removing ABS focal points
<b>Risk</b>	<b>Mitigating action</b>	<b>Opportunities</b>
<u>Financial</u> Financial implications at this stage are limited to the specific 'invest to save bid and the delayed receipt of any sale or development values for sites	The feasibility study has demonstrated that there are obvious benefits in maximising the value of current landholdings and the council will be in a position to consider a launch report in the early Autumn	If successful a subsidiary housing company will maximise the efficient use of the council's resources as well as delivering new homes to meet local housing need. That in itself will reduce financial liabilities for homelessness and temporary accommodation and property sales will generate additional income..
<u>Timetable for delivery</u> Indecision or ongoing delays continue the revenue expenditure of maintaining vacant sites and delay receipt of projected capital receipts and/or revenue income	The feasibility study has made good progress for a first time venture and subsequent projects of a similar nature will benefit from lessons learned and be delivered more swiftly.	Sound project management regulation will ensure that timely decisions are made and prevent 'mission creep' to investigate other peripheral issues.
<u>Project Capacity</u> Staff resources to undertake feasibility studies are limited and timescales could extend without sound project management control	The availability of external specialist advice together with learning from peer authorities has meant that this project can proceed to completion on time and within existing resources.	
<u>Other - None</u>		

(c) Human Rights Act and Other Legal Implications

This report is seeking to continue the feasibility study into the establishment of a subsidiary housing company (SHC) as such there are no Human Rights or Legal implications at this stage however, should the project proceed, the creation of a company as a legal entity will be subject to full legal advice and guidance both internally and through external specialist advice.

(d) Equalities Impact Assessment

As a feasibility report there is no proposed policy change at this stage and hence no requirement for an equality impact assessment. Should the project result in the creation of a subsidiary housing company a further EIA screening will be undertaken although superficially, a project which increases the availability of new homes to all across the borough is unlikely to raise equality issues.

(e) Workforce

As a feasibility report there are no implications for the council's workforce at this stage. Should the project proceed the launch report will outline the employee related implications if any.

(f) Property

This feasibility study relates initially to the establishment of an SHC to develop and rent or sell properties on existing council owned land. As the outline business case shows a financial benefit of such action, further SBC owned properties and landholdings deemed to be surplus to requirements could be transferred to the company to deliver additional market and affordable housing as well as a financial return to the council.

**5 Supporting Information**

- 5.1 Members will recall that in the initial report to cabinet in April the rationale for the company was set out as;

*Looking at the borough as a whole it is clear that there are only a limited number of large sites (in public or private ownership) which might support the delivery of large numbers of new homes and of those sites, those in council ownership are already linked to the SRP while those privately owned, such as Castlevue or Middlegreen Trading Estate are already under construction.*

*What remains are a significant number of small, difficult sites, some owned by the council as housing (HRA) or in the General Fund and many sites in private ownership which because of their location, size or former uses have not been seen as attractive to speculative developers.*

*Therefore if somehow, the council could create a smaller, more flexible special purpose vehicle to intervene on such sites then not only would additional homes and jobs be created but a more comprehensive regeneration of the area could be achieved.*

- 5.2 Since the initial report, officers have attended a number of seminars and briefing sessions on subsidiary housing companies, regeneration and the associated funding and the financing options now available to the council. Additionally Trowers and Hamlins law firm have been retained to provide the very specific advice associated with this new area of law.
- 5.3 Evaluations to date both in terms of legal options and financial modelling have demonstrated very clearly that there are no legal impediments to prevent the council from establishing a subsidiary company and further that the rate of financial return is such that it makes sound sense to create a company which can maximise the value of existing landholding assets. There is of course an associated risk with any investment or development however the currently buoyant housing market and high demand for good quality housing mitigates that risk. Furthermore the council is in an almost unique position in that in the unlikely event of a downturn in property values there will always be a demand for social housing which will mean that the company would never be left with vacant, unsalable properties.
- 5.4 Considerations to date
- 5.5 Investigations to date have confirmed that while a number of authorities have already established subsidiary housing companies, the numbers are still in single figures so Slough is very much in at the start of a new initiative. What has become evident is that every company is established for its own particular and local reason and that clarity of purpose from an early stage is a determining factor in forming the company. Examples already exist where companies have been established, to restart a stalled housing market, to compete with and to regulate the existing private rented sector, to establish a balanced and stable community on a large regeneration site and also simply to maximise income generation to the council's general fund.
- 5.6 In the case of Slough the focus is very much upon maximising the asset value of existing landholdings and generating a substantial and ongoing revenue stream for the council. But there is also a desire to assist in the regeneration of areas of the borough by controlling the type and quality of any development and to act as a catalyst to accelerate the regeneration of existing privately owned sites. It is these joint aims that will ultimately determine the structure of the proposed company.
- 5.7 In completing an outline business case the following options have been fully considered and are summarised below;
- 5.8 Purpose of the company – will the company be established to engage in market activity or purely be operated as a social entity? While the company could undoubtedly contribute to the council's regeneration aspirations it will also aim to maximise income generation through the development of sites for market housing. In doing so the Localism Act determines that any commercial interests of a council can only be carried on through a subsidiary company. Thus the purpose of the company is determined.
- 5.9 Form of the company – the articles of association and company memorandum determine what a company can and cannot do and these can be produced and registered with Companies House fairly easily while allowing a broad range of activities normally associated with property management and land development.

- 5.10 The form of the company also considers whether it should of a charitable or commercial nature. While charitable companies have a variety of tax benefits, they are restrictive in terms of operation and would require a greater degree of separation and control from the council. As registration can take in excess of a year, this option was discounted as there is an urgency to deal with existing sites and to maximise their potential without further delay. As a commercial company it can either be solely owned by the Council or be a joint venture with a private sector partner. Again, a solely owned company allows for a swifter delivery whereas any JV would inevitable require a selection process to choose a preferred partner which would be time consuming. While a joint venture would share any anticipated risk, it would of course mean that any revenue generation would also be shared between the partners.
- 5.11 Determining the form of the company does not preclude future changes should the declared aims of the company change.
- 5.12 Finance - The Local Government Act 1988 allows council's to grant loans to other bodies however they must be at a commercial rate while any reduced rate of interest risks the legitimacy of the operation being challenged by competitors under what are known as State Aid rules. Similarly statute allows staff, office space, equipment and 'assistance' to be provided to other bodies and while charges can be applied, the council cannot make a profit otherwise it would breach the commerciality rule mentioned above.
- 5.13 Land transfer – General fund land or vacant HRA land can be transferred into a subsidiary company however this must only be at 'best consideration' which usually equates to market price. If a local authority disposes of land below a certain value the action can require Secretary of State approval.
- 5.14 Tax issues – Operation of a property company focuses on three main tax implications, VAT, Stamp Duty Land Tax and Corporation Tax. Corporation Tax is payable on profits however loan charges and operational costs of the company are tax deductible. Clearly this would be a highly specialised area where expert advice would be required.
- 5.15 Procurement rule – Depending upon their form and purpose, subsidiary companies can either be bound by public law and subject to all the procurement requirements of the local authority, or they can operate outside of public law, almost as a private company and benefit from supply procurement processes. While avoidance of the public procurement regime would appear attractive it would be extremely difficult to secure and there are many statutes and case law rulings that would need to be adhered to in order to avoid challenge by potential competitors throughout the European Union.
- 5.16 To fall outside public law not all of the following criteria would need to apply but the more that were applied the greater the defence to any potential challenge.
- Must compete in the open market
  - Must be created to make a profit
  - Must have no guaranteed funding from the parent authority
  - Must 'survive' solely on its own income
  - Must not be expected to contribute to any council aims or strategic objectives

- Losses cannot be underwritten by the council and the company must be allowed to go into insolvency if it failed
- Majority of directors appointed on their merits and business acumen
- No obligation to comply with social, environmental or ethical policies
- Council cannot be involved in the running or dictate the direction of the company.

5.17 The above list is not exhaustive but given that any potential company is likely to contribute to the council's regeneration aims and follow its strategic direction, it seems unlikely that it will fall outside public procurement rules.

What would the company do?

5.18 In simple terms the company would be established to develop, acquire, manage and sell market and affordable cross tenure properties initially on landholdings currently owned by the council. The company would be loaned the initial capital from the council, at market rates and with that money the company would buy the council's landholding and then commission a company to design and build an appropriate development. In return for lending the money, the council would receive an initial revenue income in the form of interest and this would be at rates higher than currently available in commercial deposit accounts. As properties are developed, the company would either sell properties on the open market or rent them out at market or sub market rates to households who would not have access to the existing social housing. The profits derived from market renting, after deducting running costs would represent a further income back to the council.

5.19 A detailed financial modelling package has been developed to test all the assumptions about the future of property values, interest rates, repair and maintenance costs and rent levels, even starting as a small company with a single site of 10 properties shows the proposal is viable and with added economies of scale from subsequent developments, the outline business case demonstrates that within 3-5 years the company would be making a significant rate of return for the council.

5.20 If cabinet agrees to continue with the feasibility study, a final business case and model will be developed for final approval before launch of the company.

**6 Conclusion**

6.1 This report summarises the conclusion of the outline business case and evaluation of options to launch a subsidiary housing company. The detailed evaluation will now be completed and a final report recommending launch of a company will be brought to cabinet in October or September if key staff availability over the summer period allows.

**7 Background Papers**

'1' - None

**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Cabinet **DATE:** 14<sup>th</sup> July 2014

**CONTACT OFFICER:** Lynsey Brookfield, Team Leader (Integrated Transport and Road Safety)

**(For all enquiries)** 01753 875622

**WARD(S):** Chalvey

**PORTFOLIO:** Councillor Satpal S Parmar, Commissioner for Environment and Open Spaces  
Councillor Sohail Munawar, Commissioner for Social and Economic Inclusion

**PART I**  
**KEY DECISION****SALT HILL PARK PATH IMPROVEMENTS****1 Purpose of Report**

To consider a proposal to improve sections of footpath in Salt Hill Park through widening, resurfacing and the introduction of street lighting columns. The path will form a key link in the East / West walking and cycling route in Slough, and it is the intention that cycling through Salt Hill Park will be permitted in the future. Cabinet is requested to recommend the proposed course of action to full Council on 22<sup>nd</sup> July.

**2 Recommendation(s)/Proposed Action**

The Cabinet is requested to Recommend:

- (a) That the principles of the proposals to update the existing path through Salt Hill Park to a 3 metre wide path with lighting, provide a new section of 3 metre wide path along a previously unpaved route, and improve access through Salt Hill Way are approved.
- (b) That council officers proceed with the detailed design of the scheme within the general principles presented in this report, subject to planning permission on the preliminary design being granted.
- (c) That, following detailed design, construction of the scheme is implemented within the current financial year 2014/15.

**3. The Slough Joint Wellbeing Strategy, the JSNA and the Corporate Plan****3a. Slough Joint Wellbeing Strategy Priorities**

- Health

Aims relating to this report:

- Enhancing positive health and wellbeing throughout life;
- Ensuring better community engagement to improve the wellbeing of our residents; and
- Increase residents' level of physical activity and encourage healthier eating.

Provision of the new path and lighting within the park will improve the attractiveness of the park which will encourage more people, including children, to walk in this area, positively benefitting health and wellbeing, and increasing residents' levels of physical activity. It is also the intention to allow cycling through the park in the future and the new path will form a vital link in the strategically important East / West walking and cycling route. This will encourage greater use of cycling in the area, which, along with walking, has positive health benefits as well as increasing residents' level of physical activity.

In developing the proposals there has been public engagement in the form of a public consultation leaflet and letter drop, which invited local residents and park users to comment on the scheme. This has encouraged residents to be involved in their community, ensuring better community engagement.

In relation to Health, the SJWS states that residents can "*Make use of the town's parks, open spaces, leisure facilities and events.*" Providing an improved path through Salt Hill Park will further encourage residents to use Salt Hill Park as a destination, and encourage further use of Baylis Park through the connection made by the Cinder Track.

- Economy and Skills

Aims relating to this report:

- *Improve transport and communications infrastructure.*

Improving the path through the Salt Hill Park will provide better infrastructure for pedestrians, and potentially future cyclists, in the area. There will be better connectivity between Slough Trading Estate and Slough town centre / train station. There is also an intention to allow cycling through the park and the future and the new path will facilitate this.

- Regeneration and Environment

Aims relating to this report:

- Maintain and improve access to recreational and leisure facilities, including parks and open spaces, using these in such a way as to ensure local people gain most benefit;
- Improve public transport, cycling and walking facilities to increase use of sustainable forms of transport; and
- Reduce energy consumption, water usage and the amount of carbon emissions generated.

The proposals will improve access to Salt Hill Park, a key recreation and leisure facility in the town. The proposals improve access for pedestrians, and allow for future cycle use, which are modes of travel best suited for local people. The requested approval therefore ensures that local people are gaining most benefit from the proposals.

The path will encourage use of the park by pedestrians, and allow for future cycle use, which is therefore an improvement to walking and cycling facilities. This has the potential to increase the use of sustainable forms of transport in the area which would, in turn, reduce the amount of carbon emissions generated by helping reduce the number of car based trips.



- Safer Slough

Aims relating to this report:

- A place where people feel safe to live, visit, work and play;
- A year on year and sustained reduction in crime and ASB; and
- Reduced crime, the fear and perception of crime, anti-social behaviour and substance misuse.

The new path and associated lighting and landscaping will enhance the perception of Salt Hill Park as a place where people can safely travel through and visit for recreational purposes. The proposed lighting will encourage pedestrian usage outside of daylight hours and help with natural surveillance of the park and the subway. This will help reduce the fear of crime, and discourage ASB in the park.

### **Cross-Cutting themes**

This report informs the theme of *Civic Responsibility* by highlighting the role that residents have played in informing the development of the proposals. It also highlights how an increase in use of the path will naturally improve surveillance of the park, and demonstrates how residents can have a role in improving the perception of the park for the benefit of everyone within Slough.

This report informs the theme of *Improving the image of the town* by highlighting how the proposals enhance a key recreational area within the town which will encourage use of the park by residents and visitors. It will improve the image of the town as a place to live and work, by providing a more attractive park area for people to use for recreation, as well as forming a key link in an important commuter route for pedestrians and future cyclists.

### **Joint Strategic Needs Assessment (JSNA)**

Chapter 2 of the JSNA is titled *Social and Place Wellbeing*, and Section 2.1 relates to *Community Wellbeing*; it states that Chalvey Ward remains the most income deprived ward in Slough for Children. Income deprivation can be a factor in local crime and Anti-Social Behaviour. The proposed scheme seeks to provide local residents in Chalvey, including young people, with an enhanced public space which will help reduce crime and ASB.

Section 2.3 of the JSNA relates to *Environment*, and states that Local emissions from road transport are higher than regional or national averages in certain areas. It highlights that vehicle emissions are one of the main causes of poor air quality. There are four Air Quality Management Areas in Slough, one of which is the A4, which runs along the southern border of Salt Hill Park. The proposed scheme will form an important link in the East / West walking and cycling route, which seeks to remove traffic from the A4 corridor by encouraging more walking and cycling between east and west Slough.

Chapter 3 of the JSNA provides information on *Lifestyles and health improvement*, and Section 3.1 relates to *Physical activity*. It highlights that integrating walking and cycling into daily life is one of the easiest and most effective ways to encourage people to be more active. The proposed scheme enhances the facilities for walking and future cycling through the park, and therefore encourages people to undertake more physical activity.

#### 4 Other Implications

##### (a) Financial

The costs of delivering the scheme will be funded by the Local Sustainable Transport Fund (LSTF). The LSTF was launched by the Department for Transport in 2010 to provide an opportunity for local authorities outside of London to build on their plans for taking forward sustainable travel measures.

The existing secured budget for the scheme is £175,000.

##### (b) Risk Management

<b>Risk</b>	<b>Mitigating action</b>	<b>Opportunities</b>
Legal	A parcel of public amenity land which the path crosses is unregistered. Under Schedule 12 of the Town and Country Planning (Development Management Procedure)(England) Order 2010, a public notice has been placed in the local newspaper with a view to determining whether there is an unknown land owner. Further legal considerations are outlined in section (a).	Slough Borough Council could acquire the land should no owner come forward in the statutory 21 day period, providing an opportunity for better maintenance of the public amenity land.
Property	None	
Human Rights	None	
Health and Safety	Publication of proposals, and adherence to the Council's Health and Safety Policy.	The improved park will reduce risk of injury due to poor surfacing within the park.
Employment Issues	None	
Equalities Issues	An Equalities Impact Assessment is considered in Section (d).	Providing improved facilities and lighting in the park will reduce fear of crime and social exclusion in the area.
Community Support	A public consultation exercise has been completed, as well as presentations to the Local Access Forum, Slough Cycle Forum and Salt Hill Friends and Stakeholders.	Further engagement key stakeholders during detailed design would further increase community support for the scheme.
Communications	None	
Community Safety	None	There is an opportunity to increase community safety by increase use of the path through the park. The

		provision of lighting within the park will encourage greater usage outside of daylight hours, increase natural surveillance within the park.
Financial	None	
Timetable for delivery	Regular monitoring of contractor works to ensure delivery of the proposals.	
Project Capacity	None	
Other	None	

(c) Human Rights Act and Other Legal Implications

There are no Human Rights Act implications.

The proposals are made with reference and regard to the following Acts and the Salt Hill Playing Fields Trust deed.

*Salt Hill Playing Fields Trust*

Salt Hill Park was gifted to the Council in 1907 by James Elliman in trust to maintain it as a public recreation ground and it is held by the council under the provisions of the Public Health Act 1875 and Section 139 of the Local Government Act 1972. Approval of the Council in its capacity as a charitable trust is needed for the implementation of the path in the park.

*Public Path Diversion Order*

A public path diversion order will need to be made under either S257 TCPA or S119 HA 1980 to divert the path onto an agreed line through the park. It is likely to be S257 TCPA 1990 as the diversion is necessary for the development to be carried out.

(d) Equalities Impact Assessment

No foreseeable negative impacts have been identified and the proposals are intended to benefit all park users. The Equalities Impact Assessment is attached as Appendix A.

5 **Supporting Information**

5.1 Purpose of the scheme

The purpose of the scheme is to:

- To improve existing connectivity between Salt Hill Way and Stoke Poges Lane;
- To improve the attractiveness of the route through Salt Hill park;
- To improve natural surveillance in the park to encourage people to use the path;
- and
- To enhance the entrance to Salt Hill Park from Salt Hill Way.

The existing path along the northern edge of Salt Hill Park is narrow and partly unsurfaced and the dense tree cover leading to the subway creates an intimidating

environment. The new path will provide a high quality 3 metre wide shared use footpath with new surfacing, street lighting and improved visibility of the subway area to and from Salt Hill Way. Figure 1 below shows the location of the improved sections of path.



*Figure 1 – Map showing the outline of Salt Hill Park (in red) and the proposed new route (in yellow).*

It is the intention that cycling in Salt Hill Park will be permitted in the future. The enhancements to the path will facilitate this and will form an important link in the East West Walking and Cycling Route which is being delivered by the Local Sustainable Transport Fund (LSTF) Project. The route will run from Slough train station to Burnham train station, via Salt Hill Park and the Trading Estate.

Completion of this link through the park and along Salt Hill Way will connect other sections of the main East / West Cycle Route to deliver a coherent and continuous cycle route through Slough in the future.

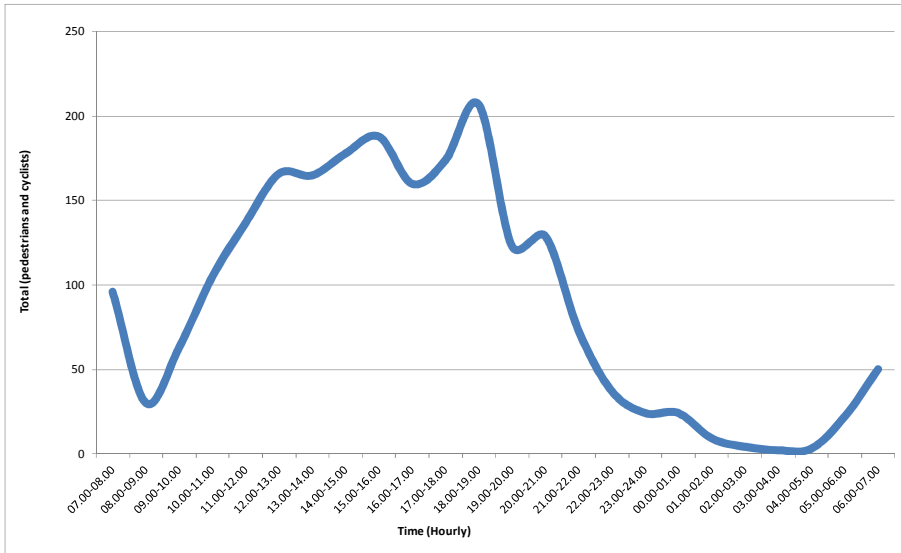
The design of the scheme has been developed in close collaboration between the Transport and Parks teams.

## 5.2 Existing users of Salt Hill Park

A 24 hour CCTV survey was undertaken to determine the number of users entering and exiting the park at Salt Hill Way and the railway subway. The survey recorded the number of pedestrian/cycle movements on 22<sup>nd</sup> – 23<sup>rd</sup> July 2013 and a summary of the results are presented in the Table 1 and Figure 2. It is interesting to note that there are already prominent 'east to north' and 'west to north' movements occurring, but limited east to west movements, which is something the new paths seek to encourage.

User	From	North			South			West			East		
	To	South	West	East	North	West	East	North	South	East	North	South	West
Pedestrian		572	126	113	440	17	15	116	7	16	151	4	10
Cyclist		206	51	13	208	6	8	60	6	1	17	3	2

*Table 1 – Pedestrian survey results*



*Figure 2 – Graph to show peak pedestrian flows within Salt Hill Park.*

### 5.3 Consultation with stakeholders

In developing the proposals, presentations have been given to:

- Local Access Forum in October 2012
- Slough Cycle Forum in October 2012
- Salt Hill Friends and Stakeholders on 16th July 2013.

Each of the groups consulted were broadly supportive of the proposals.

A public consultation exercise was undertaken in June 2014 in which local residents on Salt Hill Way and park users were notified of the scheme and invited to comment on the proposals. Information leaflets were placed in key areas such as the Slough bowling alley and Salt Hill Park café. The responses received were generally positive, and comments received have been taken on board in developing the scheme.

### 5.4 Proposed appearance of the scheme

The surface of the proposed path will be bound gravel similar to the surface of the Cinder Track. It is intended that the path will be used by pedestrians and in the future by cyclists.

The path will be lit using lighting columns for the full width of the park along the northern perimeter. It is proposed to light the path so that users of the path are more confident to use the park throughout the day and when it is dark. Evidence from the CCTV surveys shows that the park is already being used 24 hours a day. The scheme designers are working closely with SBC Parks Projects Team to agree the

design of the lamp columns to ensure that they are appropriate for the park environment.

The public amenity land to the west of the park and located at the eastern end of Salt Hill Way is being improved by removing the existing unattractive concrete bollards and replacing them with low level timber knee rail fencing. The existing wooden fence along the boundary of the park will be replaced with a traditional estate rail black fence, which has been agreed with SBC Parks Projects Team.

During construction of the proposed path, it is also intended to replace 8 elderly Lombardy poplar trees along the perimeter of the Park to the east of the subway.

An Arboricultural Assessment has been undertaken which determined that the trees are close to the end of their natural lifespan. The proposed felling of the trees is not as a result of the proposed path, but it is necessary work irrespective of the new path. These trees would have to be removed within the next couple of years anyway on safety grounds due to their proximity to the railway and busy pedestrian areas within the park. By removing the trees as part of the path improvement works, this is an efficient use of funds and should cause minimum disruption to park users.

Throughout the project the scheme designers have closely liaised with the Council's Tree Officer. Suitable replacement trees will be provided as part of the landscape design.

#### 5.5 Relationship to other routes

In terms of the relationship to other routes the proposed path will improve connectivity between Stoke Poges Lane and Salt Hill Way. It will also improve access to the Cinder Track, by enhancing links to the subway from east and west of the park. It is the intention to include the new path in the East to West Walking and Cycling Route which provides a key route between Slough train station and Burnham train station, via the trading estate.

The new route will provide a high quality alternative to using the existing footway along the heavily trafficked A4 Bath Road route using quiet roads and the park.

#### 5.6 Inclusive access considerations

The proposed path will connect to the existing access off Stoke Poges Lane, providing a convenient link to the new Zebra pedestrian crossing installed close to Lansdowne Avenue which was also funded from the LSTF. The existing access to the park from Salt Hill Way will be enhanced to provide general access improvements to Salt Hill Park.

The proposed path is of sufficient width to enable all users to benefit from its implementation. The surfacing will improve ground condition and drainage for all users, and provide general access benefits for all park users.

#### 5.7 Policy context

The proposed scheme is consistent with the aims and objectives of the Slough LDF Core Policy 2006-2026, the Slough Local Plan, Salt Hill Management Plan and the Slough Borough Council Parks and Management Framework 2012-2017.

### *Slough Core Strategy 2006-2026*

Core Policy 2 covers Green Belt and Open Spaces and Para. 7.22 states that: "Parks and open spaces have an important role in shaping the form of the individual urban areas within the town and these make a huge contribution to the quality of life. They also help to promote healthy living by providing opportunities for sport and other activities. The Open Space Study showed that existing open spaces were well used and valued by local residents, but there was a need to improve the quality of many of them."

*Slough Local Plan (March 2004) Saved Policies and Policies still in use at December 2010* Para. 6.22 states that:

"In a heavily built up area as Slough, opportunities for the extension of or improvement of existing parks and areas of open space need to be maximised" as per Policy OSC6 (Improvements to Public Open Spaces) - The improvement and extension of existing parks and public open spaces will be sought".

*Policy OSC1 (Protection of Public Open Space) states that:*

Development upon any land identified as public open space on the Proposals Map will not be permitted unless:

- a) the development is ancillary to the use of the site as open space and the scale of the development and intensity of use is appropriate to the location;
- b) the use of the open space can be retained and enhanced by the development on a small part of the open space as long as the quality or quantity of pitch provision and the ability to make use of the pitches are not prejudiced; or
- c) the open space is replaced by new provision which is at least comparable in terms of size, facilities, and amenity and is conveniently located for current users of the open space.

From Policy OSC1, points a and b are particularly pertinent to the proposed scheme. The path will enhance the use of the existing open space, and meet the demand for a new path, as evidenced by the survey data.

### *Salt Hill Park Management Plan*

The key objectives of the Salt Hill Management Plan are set out below:

- Meet the objectives set out in the Salt Hill Park Trust.
- Conserve the site as a public park providing the people of Slough with access to high quality formal and informal recreation facilities.
- Improve the range and quality of facilities available so the park can provide for as wide a range of Slough's residents as possible and to enable the park to play as complete a role as possible in the delivery of social, economic and environmental benefits for Slough.
- Protect and conserve the park, its heritage, and its overall environment, having particular regard to quality of design and the conservation of original and early features of the park.
- Protect, conserve and improve the park's landscape quality and its ecology.
- Develop its role as part of Slough's green infrastructure.

### *SBC Parks and Management Framework (2012-2017)*

This document sets out Slough Borough Council's vision for its future management of the parks and open spaces under its ownership in the Borough. The Strategy is primarily concerned with Council owned parks and open spaces that are the most significant in terms of their ability to provide for informal recreation, play, sporting activities, cultural activities such as community events, and sites that are of landscape or biodiversity significance. However, the principles established in it can and should be applied to Council open space as a matter of good management practice.

Paragraph 1.6 of the Framework recognises that improving the infrastructure and facilities in parks, primarily to reflect the needs and aspirations of local people, is a challenge that requires:

- Shared ownership across a range of internal stakeholders, external partners and users;
- Commitment to securing necessary revenue and capital funding from a range of sources to enable appropriate facilities to be provided and maintained to appropriately high standards;
- A willingness to adopt innovative approaches and solutions that make parks and open spaces as beneficial to the community as they can be; and
- Recognition of need to plan sustainability into all projects.

The Framework makes the following recommendations that are relevant to this report:

- That the council continues to provide residents of the Borough with the best possible parks and open spaces in the context of the funding available to the Council;
- That the following parks be agreed as the highest priority for the Council: Baylis and Godolphin Parks, Herschel Park, Kennedy Park, Pippins Park, Salt Hill Park, Upton Court Park; and
- That Salt Hill Park be managed to retain Green Flag status.

## 6 **Comments of Other Committees**

None

## 7 **Conclusion**

It is recommended that the proposal the proposals to update the existing path through Salt Hill Park to a 3 metre wide path with lighting, provide a new section of 3 metre wide path through Salt Hill Park, and improve access through Salt Hill Way are approved by Cabinet.

Officers would like to progress with the detailed design of the scheme, subject to planning permission being granted, so that construction of the scheme can be completed during the current financial year 2014/15.

## 8 **Appendices Attached**

'A' - Equalities Impact Assessment



# Equality Impact Assessment

APPENDIX A

<b>Directorate: Regeneration, Housing and Resources</b>	
<b>Service: Integrated Transport and Road Safety</b>	
<b>Name of Officer completing assessment: Lynsey Brookfield</b>	
<b>Date of Assessment: 24/06/14</b>	
<b>Name of service/function or policy being assessed: Improvements to path in Salt Hill Park</b>	
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <ul style="list-style-type: none"> <li>• To improve existing connectivity between Salt Hill Way and Stoke Poges Lane;</li> <li>• To improve the attractiveness of the route through Salt Hill park;</li> <li>• To improve natural surveillance in the park to encourage people to use the path; and</li> <li>• To enhance the entrance to Salt Hill Park from Salt Hill Way.</li> </ul>
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p>The proposals have been developed by Atkins on behalf of, and in partnership with, the Integrated Transport and Road Safety service of Slough Borough Council. There has been close collaboration between the Transport and Parks teams within Slough Borough council. The scheme is being funded by the Local Sustainable Transport Fund, managed by the Assets, Infrastructure and Regeneration Division.</p> <p>The Integrated Transport and Road Safety service area have been responsible for the distribution and collation of consultation material.</p> <p>The scheme will be implemented by the Integrated Transport and Road Safety service, in collaboration with the Parks and Open Spaces service in Slough Borough Council.</p>
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p>

	<p><b>Age:</b> No age groups are expected to be negatively affected by the scheme.</p> <p><b>Disability:</b> People with disabilities will not be negatively affected by the scheme.</p> <p><b>Gender Reassignment:</b> There will no affect on gender reassignment.</p> <p><b>Marriage and Civil Partnership:</b> There will be no affect on marriage and civil partnership.</p> <p><b>Pregnancy and maternity:</b> There will be no affect on pregnancy and maternity.</p> <p><b>Race:</b> There will be no affect on race.</p> <p><b>Religion and Belief:</b> There will be no affect on religion and belief.</p> <p><b>Sex:</b> There will be no affect on sex.</p> <p><b>Sexual orientation:</b> There will be no affect on sexual orientation.</p> <p><b>Other:</b> There will be no affect on other Protected Characteristics.</p>
4.	<p>What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.</p> <p><b>Age:</b> The improved connectivity in the path will positively impact all age groups, providing a safer route through the park and reduce the perceived fear of crime for all age groups.</p> <p><b>Disability:</b> People with disabilities will be positively impacted by the scheme. The new path will provide a better surface for people with disabilities to access Salt Hill Park from Salt Hill Way.</p> <p><b>Gender Reassignment:</b> The scheme will not positively impact gender reassignment.</p> <p><b>Marriage and Civil Partnership:</b> The scheme will not positively impact marriage and civil partnership.</p> <p><b>Pregnancy and maternity:</b> The scheme will not positively impact pregnancy and maternity.</p> <p><b>Race:</b> The scheme will not positively impact on race.</p> <p><b>Religion and Belief:</b> The scheme will not positively impact religion and belief.</p> <p><b>Sex:</b> The scheme will not positively impact on sex.</p> <p><b>Sexual orientation:</b> The scheme will not positively impact sexual orientation.</p> <p><b>Other:</b> The scheme will not positively impact any other Protected Characteristics</p>
5.	<p>What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?</p> <p><b>Age:</b> The scheme will not negatively impact any age groups.</p> <p><b>Disability:</b> The scheme will not negatively impact anyone with disabilities.</p>

	<p><b>Gender Reassignment:</b> The scheme will not negatively impact gender reassignment.</p> <p><b>Marriage and Civil Partnership:</b> The scheme will not negatively impact marriage and civil partnership.</p> <p><b>Pregnancy and maternity:</b> The scheme will not negatively impact pregnancy and maternity.</p> <p><b>Race:</b> The scheme will not negatively impact race.</p> <p><b>Religion and Belief:</b> The scheme will not negatively impact religion and belief.</p> <p><b>Sex:</b> The scheme will not negatively impact on sex.</p> <p><b>Sexual orientation:</b> The scheme will not positively affect sexual orientation.</p> <p><b>Other:</b> The scheme will not positively affect any other Protected Characteristics</p>
6.	<p>Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).</p> <ul style="list-style-type: none"> <li>• A 24 hour CCTV survey was undertaken to determine the number of users entering and exiting the park at Salt Hill Way and the railway subway. The survey recorded the number of pedestrian/cycle movements on 22nd – 23rd July 2013. The data showed that there are already prominent ‘east to north’ and ‘west to north’ movements occurring, but limited east to west movements, which is something the new paths seek to encourage.</li> <li>• A public consultation exercise and consultation with key stakeholders (more details provided in section 7).</li> <li>• Policy documents including: <ul style="list-style-type: none"> <li>○ Slough LDF Core Policy 2006-2026;</li> <li>○ Slough Local Plan;</li> <li>○ Salt Hill Management Plan; and</li> <li>○ Slough Borough Council Parks and Management Framework 2012-2017.</li> </ul> </li> </ul>
7.	<p>Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?</p> <p>In developing the proposals, presentations have been given to:</p> <ul style="list-style-type: none"> <li>• Local Access Forum in October 2012</li> <li>• Slough Cycle Forum in October 2012</li> </ul>

	<ul style="list-style-type: none"> <li>• Salt Hill Friends and Stakeholders on 16th July 2013.</li> </ul> <p>Each of the groups consulted were broadly supportive of the proposals.</p> <p>A public consultation exercise was undertaken in June 2014 in which local residents on Salt Hill Way and park users were notified of the scheme and invited to comment on the proposals. Information leaflets were placed in key areas such as the Slough bowling alley and Salt Hill Park café. The responses received were generally positive, and comments received have been taken on board in developing the scheme.</p>
8.	<p>Have you considered the impact the policy might have on local community relations?</p> <p>A public consultation exercise has been completed with local residents on Salt Hill Way, as well as presentations to the Local Access Forum, Slough Cycle Forum and Salt Hill Friends and Stakeholders.</p> <p>These are considered to be broadly representative of the local community, and the early engagement is intended to improve local community relations with regards to the proposed scheme.</p>
9.	<p>What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?</p> <p>No specific requirement for such action has been identified at this stage.</p>
10.	<p>What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). Please see action plan below.</p> <p>SBC transport team and Parks team will respond to any reported impacts once the scheme has been implemented.</p>

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	✓
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	✓
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

**Action Plan and Timetable for Implementation**

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date
Presentation of a report to Cabinet to inform the decision making process.		Lynsey Brookfield (Acting Team Leader Road Safety and Integrated Transport)	Satisfaction within Cabinet that the report has covered all the essential requirements.		July 2014	
Decision by Cabinet		Cabinet			July 2014	

**Name: Lynsey Brookfield**

**Signed: .....**(Person completing the EIA)

**Name:**

**Signed: .....**( Policy Lead if not same as above)

**Date:**

**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Cabinet **DATE:** 14<sup>th</sup> July 2014  
**CONTACT OFFICER:** Eddie Hewitt, Network Management Engineer  
**(For all enquiries)** (01753) 474101  
**WARD(S):** All  
**PORTFOLIO:** Social and Economic Inclusion, Cllr. Munawar.

**PART I**  
**KEY DECISION**

**TRANSPORT / NETWORK MANAGEMENT PROPOSAL TO JOIN THE SOUTH EAST PERMIT SCHEME**

1 **Purpose of Report**

To consider the proposal to join the South East Permit Scheme (SEPS), for management of the Highway Network.

2 **Recommendation(s)/Proposed Action**

The Cabinet is requested to resolve that:

- (a) The Transport Team submit the Permit Scheme application to the Department for Transport (DfT) for assessment and ratification, and
- (b) Once approved, the Council implement the Permit Scheme before the start of the 2015/16 financial year.
- (c) The Council implement the schedule of charges for the scheme as shown in appendix B, and review the schedule on a regular basis in line with DfT guidelines.

3. **The Slough Joint Wellbeing Strategy, the JSNA and the Corporate Plan**

3a. **Slough Joint Wellbeing Strategy Priorities**

The objectives of the permit scheme, informed by the Local Transport Plan include :

*To ensure that the transport system helps Slough sustain its economic competitiveness and retain its position as an economic hub of the South East.*

This is consistent with the Slough Joint Wellbeing Strategy (SJWS), with reference to section 6.2, Economy and Skills.

There is no particular relevance to the Joint Strategic Needs Assessment (JSNA).

### *Priorities:*

- *Health*

Reduced congestion due to reduced disruption to the network will lead to lower levels of vehicle emissions across the borough. This would be expected to improve air quality levels. A better managed network will also make sustainable travel alternatives, including walking and cycling, more attractive.

- *Economy and Skills*

One of the main objectives of operating a permit scheme is to reduce disruption on the network by better management of works proposals, influencing the worksite arrangements and controls, and thereby helping to reduce congestion. The permit scheme is also expected to encourage better works planning by the utility companies, with benefits being appreciated by customers requiring services. The Transport team has commissioned a cost benefit analysis (CBA) of the expected impacts of the permit scheme on Slough. The CBA shows predicted significant benefits equating to £48m over the next 25 years (the period of the assessment). This figure represents the benefits to the borough in terms of the value of time savings to motorists and businesses.

- *Regeneration and Environment*

The permit scheme will lead to better planning of works, better protection of the borough's assets, reduced impact on both the green and built environments, and less overall disruption.

- *Housing*

Better management of the road network will help enhance the essential link between transport and land use planning.

- *Safer Communities*

The permit scheme will increase the Council's ability to obligate all works promoters to maintain and improve safety at work sites and thereby to reduce the likelihood of road traffic accidents.

### *Cross-Cutting themes:*

Residents are encouraged to report any problems with road works or street works, likely to relate to accessibility, road safety, or journey experience. In particular, reports of sites not displaying valid permit numbers will be helpful.

The permit scheme will improve the control and coordination of road works. This will mean reduced congestion, fewer disruptions and overall a more efficient network. This will make the town a more attractive place in which to live and to conduct business.

## 4 **Other Implications**

### (a) Financial

Permit Schemes are required to be self-funding and cost neutral (i.e. the income from permit fees must cover the operational costs of running the scheme). The



scheme is not allowed to generate an excess level of surplus income. Any relatively minor level of income will be reinvested to further improve the road network.

The Council will apply a schedule of permit fees (see appendix D). The schedule complies with DfT guidelines and limits, and has been prepared using a DfT approved calculation matrix. The schedule will be regularly reviewed to ensure the scheme remains cost neutral.

The introduction of the permit scheme could result in a reduction in revenue burden on the authority, ensuring that all relevant costs are kept to a minimum. This will cover staff salaries for those officers who are actively engaged in operating the permit scheme. Efficiency savings are expected to arise from implementing the permit scheme within the wider context of the reorganisation of Transport and Highways. This will enable the combined service area to streamline all related processes and to take advantage of existing resources.

A number of start up costs will be incurred in launching the permit scheme. This includes costs for the development of the application to the Department for Transport, recruitment and training, computer system enhancements, and related administration. These costs will be funded from the Transport revenue budget. The overall total starts up costs for joining the SEPS common scheme are significantly lower than the costs would be for developing a new scheme from scratch, since we are using or cloning documents wherever appropriate, including the SEPS main permit document.

**(b) Risk Management**

<b>Risk</b>	<b>Mitigating action</b>	<b>Opportunities</b>
<p><i>Legal</i></p> <p>Risk of being challenged by the utility companies on the application of permit scheme conditions.</p> <p>However, failure to implement the scheme before the start of 2015/16 would result in uncertainty about the legal implications relating to any new scheme.</p>	<p>Formal approval to operate the scheme is being sought from the Department for Transport. Their approval will give the permit scheme the required confirmation of legality and suitability for purpose.</p> <p>SBC is following DfT advice to apply the industry agreed HAUC (Highways and Utility Company) conditions.</p> <p>All local authority applicants are required to go through the same process. Furthermore, SEPS is already in operation in other local authorities, hence this risk has already been reduced.</p>	<p>Ongoing enhancement of relationships with works promoters (particularly the utility companies). Cooperation between local highway authorities and works promoters is generally a well observed requirement by all parties concerned.</p>

	A formal consultation with all network stakeholders took place from May 30 <sup>th</sup> to July 11 <sup>th</sup> 2014.	
<i>Property</i>	None	Highway assets likely to be better preserved via improved works planning.
<i>Human Rights</i>	None	None
<i>Health and Safety</i>	None	All relevant industry health and safety regulations apply. Road works site safety expected to be improved by enhanced application of procedures.
<i>Employment Issues</i>  Risk of failing to recruit or reassign the required level of staffing numbers and expertise to start operating the scheme in time.	Staffing requirements are being addressed in the project. Any training and recruitment will be covered during the roll out and training period between approval from the DfT and start up.	This will be addressed within the reorganisation of Highways and Transport services.
<i>Equalities Issues</i>	No significant detrimental impacts on any particular group. See the attached E.I.A. report.	Better works site management expected to improve accessibility for vulnerable users of the network.
<i>Community Support</i>	None	None
<i>Communications</i>	None	Member of the public will be able to report works sites where no permit number is displayed. There will also be an opportunity for enhanced works and traffic related information to be conveyed to the SBC Communications team by Network Management.
<i>Community Safety</i>	None	None
<i>Financial</i> Risk of failing to generate the expected levels of income from permit fees and other related network management sources.	The expected income total is based on a thorough analysis of works numbers for an average year. (The number of works invariably rises each year).	There is an opportunity (and a requirement) to review permit fees on a regular basis. Fees can be adjusted up or down in order to ensure the scheme is cost neutral.

<p>Risk of failing to deliver the predicted benefits to the Borough over 25 years.</p>	<p>A full income and cost analysis has been carried out by Halcrow, based on figures provided by SBC.</p> <p>All of the above has been subject to a 'sanity test' and compared with figures from neighbouring local authorities.</p> <p>A thorough Cost Benefit Analysis has been produced for SBC by Halcrow. This is based on traffic data provided by SBC.</p>	
<p><i>Timetable for delivery</i></p> <p>Risk of failing to secure approval from the DfT in time to start before 2015/16</p>	<p>SBC has engaged in extensive discussions with both the DfT and neighbouring local authorities to ensure that we will meet the formal requirements.</p> <p>We have also procured the services of Halcrow consultants, to ensure that SBC's application is valid and complete.</p>	
<p><i>Project Capacity</i></p>	<p>The permit scheme scale and scope are standard and in line with neighbouring authorities already operating a scheme.</p>	
<p><i>Other</i></p>	<p>None</p>	<p>None</p>

(c) Human Rights Act and Other Legal Implications

There are no Human Rights Act Implications.

Legal

Permit schemes were introduced by the Department for Transport in part 3 of the Traffic Management Act 2004 (TMA). In joining SEPS, Slough will be operating a common scheme that is fully compliant with this legislation, and is already in operation in neighbouring authorities. Moreover, the scheme for Slough will be covered by a new statutory instrument, similar to those in force in neighbouring authorities, but specific to the needs of Slough.

Although Highway Authorities are not obliged to introduce a Permit Scheme, if they do the legislation requires permits to be issued for all works on the highway that involve excavation, whether they are road works undertaken by their own contractors or SUs street works. This means that utility works and works promoted by this Council will be treated in exactly the same way in terms of coordination and setting conditions. Operation of a permit scheme does not reduce the Council's opportunity to apply charges for non compliance to Statutory Undertakers, such as over running works or defective reinstatements. The scheme introduces potential additional non compliance charges, such as breaching the conditions of a permit, however such income is dependent upon Statutory Undertaker performance and can be subject to fluctuation.

In order to operate a permit scheme the Council must apply to the Department of Transport to do so. The permit scheme will then be established by an individual order in the form of a statutory instrument.

(d) Equalities Impact Assessment

Included as a separate document along with this report

A copy of the EIA was sent to both Democratic Services and the Equalities Departments on 10<sup>th</sup> June 2014.

In summary, the expectation is that there will be no negative impacts for any specific group. Positive impacts are expected in terms of reduced congestion and better accessibility. Groups likely to benefit will be people with mobility difficulties, the elderly, children, and parents with prams, since footways and cycle routes will be less disrupted, due to better control of works.

Although motorists and commuters do not count as protected groups in EIA terms, reduced congestion will be of benefit to all travellers, and particularly those who rely on a clear network to support their business needs.

(e) Workforce

The introduction of a permit scheme will allow the Council to reorganise the way in which it delivers a number of key areas of network management within Transport and Highways and improved monitoring, co-ordination of works on the highway.

Decisions are yet to be made on the details. All options will be considered, but it is known that a number of new or revised roles will be necessary, and some recruitment may be necessary. In compliance with the need to keep the scheme 'cost neutral',

the number of staff involved will be determined by the calculated number of posts required to operate the scheme.

## 5 Supporting Information

5.1. The Traffic Management Act (2004) provides local highway authorities with the facility to operate a permit scheme. Permit schemes are intended to facilitate greater control of all works activities on the road network to minimise disruption, and to help in maintaining the expeditious movement of traffic on the network and across

boundaries with neighbouring authorities. Permit schemes are required to complement and to help deliver the local authority's wider objectives. They are also expected to be the most advantageous way to delivery the relevant requirements.

5.2. Permit schemes are expected to enhance the existing relationships between the authority and works promoters, replacing the standard noticing system regulated via the New Road and Streetworks Act (NRSWA). The main difference is that a permit scheme obliges works promoters to request permission to work in any given street at any given time, whereas NRSWA noticing is based on notifications of intention to work.

5.3. Under a permit scheme any works promoter who wishes to carry out any registerable activity in a road or street must obtain a Permit from the relevant Permit Authority operating a scheme first. The Permit allows the promoter to carry out the specified activity and will set out the location, start and finish dates, duration and any specific conditions that may be required. The permit scheme does not apply to work promoters that are not statutory authorities (e.g. developers, building firms and domestic drainage companies) and in these cases street works will continue to be applied for through an application for a Street Works Licence under section 50 of NRSWA.

5.4. The NRSWA requires highway authorities to administer the works notification system at their own expense, with charges only being applied for inspections, defective reinstatements or over-running works. Although permit schemes are not intended to generate revenue for highway authorities, they are expected to cover their reasonable costs incurred in running the scheme through charging a permit fee. The regulations outline the maximum level at which an authority can set their fees and fees will only apply to utility works. Fees cannot be charged for issuing a permit for a highway authority's own works, neither can the costs involved in issuing these permits be off-set against the fee income.

5.5. Authorities are required to complete the DfT's 'Permit Fee Matrix' as part of the formal submission of the scheme to the DfT, to calculate the level of each category of permit fee. This 'matrix' is a complex spreadsheet which derives the permit fees using: staff costs, a 'man hours' calculation of the officer time required to complete the additional scrutiny required to operate a permit scheme, and generic percentage rates to cover other operational costs applied to scheme. As a part of the approval being sought, authority is also being sought to implement the charging scheme that accords with the fee matrix.

5.6. A requirement of operating a permit scheme for street works is that the scheme should be cost neutral. It is a requirement that annual financial reviews of the scheme are completed, comparing permit fee income against operating costs. Any year-on-year imbalance should be redressed by either increases or reductions in the level of permit fees levied in the subsequent year, as required. Any surplus generated through the permit scheme or associated cost centres will be reinvested to enable the Council to meet its obligation to secure as far as is reasonably practicable the expeditious movement of traffic.

5.7. Permit schemes have been introduced in all London boroughs, at Kent County Council, Buckinghamshire County Council and various other authorities across the country. Most recently, the South East Permit Scheme (SEPS), was implemented by Surrey County Council and East Sussex Council in partnership. Various types of scheme exist, including single, joint, common and cloned. SEPS is a common scheme. Common schemes require all member authorities to commit to a shared set of rules and conditions.

5.8. Before being implemented, schemes must currently be approved by the Department for Transport (DfT) and signed by the Secretary of State. This process is due to change. Any scheme not received for checking by the DfT by 1<sup>st</sup> August 2014 will be subject to approval by the local authority's own Chief Executive. All other aspects of the application remain the same. Hence the preparation of the scheme would be no less arduous.

5.9. The current DfT approval process is well established and accepted by the statutory undertakers. The new system is untried and is likely to be challenged and to involve a much more drawn out process. This would represent a risk to the Council financially in terms of investment in a new process and in terms of network control.

5.10. Prior to introduction of a permit scheme a full statutory consultation must be undertaken as required in the Traffic Management Act Permit Schemes (England) Regulations 2007. A six week formal consultation on the proposal has been held by the Transport team, from May 30<sup>th</sup> to July 11<sup>th</sup>. The consultation sought the views of all interested parties, including (but not limited to) the statutory works promoters (utility companies), public transport companies, the emergency services, and neighbouring local authorities. Six responses have been received. A low response rate was to be expected since the SEPS is an established scheme successfully operating in Surrey and East Sussex. No responses have required any significant changes to the SBC Transport team's proposal. Details of the comments received and the Council's responses are available in the background papers.

5.11 The project is one of the Transport Service's priorities, and appears on the project priority list presented to all Councillors in January and recently reviewed. The project scores highly in that it contributes to the delivery of several key elements of the Labour manifesto. The project is also on the Annual Work Plan for 2014-15.

## 6 **Comments of Other Committees**

The subject of permit schemes has been mentioned in the working group on traffic congestion, part of the Neighbourhoods & Community Services Scrutiny committee, but no formal proposal were made in this group.

## 7 **Conclusion**

Under the direction of Slough Borough Council's Traffic Manager, and in line with similar commitments made by SBC's neighbouring local authorities, the SBC Network Management team is satisfied that the introduction of a permit scheme will enable better management of the road network in Slough. Therefore the recommendation is to join the South East Permit Scheme (SEPS), the common scheme. To enable assessment and approval by the Department for Transport, SBC's application must be submitted before August 1<sup>st</sup> 2014.

8 **Appendices Attached (if any)**

'A' - Equalities Impact Assessment

'B' - Schedule of permit fees

9 **Background Papers**

1. Significant Decision - Permit Scheme for Road Works and Street Works, signed by Cllr. Munawar on June 13<sup>th</sup> 2014

2. Cost Benefit Analysis - Technical Memorandum by CH2M Hill (Halcrow)

3. Public Consultation – spreadsheet showing the comments received and the Council's responses. Including responses up to July 2<sup>nd</sup> (the consultation ends on July 11<sup>th</sup>).

4. DfT letter to Chief Executives of Local Authorities Proposing permit schemes, relating to changes to the assessment process and key dates for submission.

*Reference documents already in the public domain :*

5. Traffic Management Act (2004) – Part 3 – Permit Schemes  
<http://www.legislation.gov.uk/ukpga/2004/18/part/3>

6. The Traffic Management Permit Scheme (England) Regulations 2007  
<http://www.legislation.gov.uk/uksi/2007/3372/contents/made>

7. DfT - Permit Schemes - Decision-making and development (2nd Edition, 2010)

8. DfT – Additional Advice Notes - for developing and operating future Permit Schemes (2013)

9. The South East Permit Scheme for Road Works and Streetworks, the Permit Scheme. (*Main SEPS document*).

10. LTP3 - Slough's Third Local Transport Plan  
<http://static.slough.gov.uk/downloads/Third-LTP-Core-Strategy.pdf>

11. Slough Joint Wellbeing Strategy  
and Joint Strategic Needs Assessment  
<http://www.slough.gov.uk/search/?q=slough+joint+wellbeing+strategy>

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Equality Impact Assessment

<b>Directorate: Resources and Regeneration</b>	
<b>Service: Transport</b>	
<b>Name of Officer/s completing assessment: Eddie Hewitt</b>	
<b>Date of Assessment: 17<sup>th</sup> February 2014</b>	
<b>Name of service/function or policy being assessed: Permit Scheme for Road Works and Street Works</b>	
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p>To enable the Network Management team to have greater control of the road network in Slough, and thereby to :</p> <ul style="list-style-type: none"> <li>- Reduce traffic congestion / Improve traffic flow within the borough and across boundaries with neighbouring authorities</li> <li>- To ensure compliance by both internal and external works promoters, enabling the Council to more fully satisfy the requirements of the Traffic Management Act (TMA, 2004).</li> <li>- To improve road safety.</li> <li>- To improve accessibility for all road users.</li> </ul>
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p>The permit scheme will be implemented and managed by the Network Management team in the Transport service area of Slough Borough Council. Once in operation, the Network Management team will be responsible for the administrative aspects of scheme, with practical input from Highways via Streetworks inspections and similar works related contributions.</p> <p>Although the Local Highways Authority has ultimate control, the success of any permit scheme depends on an enhanced partnership arrangement between the authority and all internal external works promoters operating in the designated area.</p>
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <p>Potentially, the entire community. This includes :</p> <ul style="list-style-type: none"> <li>- Highways (road and footway) users including motorists, pedestrians, cyclists, wheel chair users and those who use other mobility aids.</li> </ul>

	<ul style="list-style-type: none"> <li>- Residents</li> <li>- School pupils and staff</li> <li>- Business owners and staff (including delivery and collection services)</li> <li>- Non-commercial organisations based in the area</li> <li>- The Emergency services</li> <li>- Commuters using the area as part of their route</li> <li>- Any other members of the community not mentioned here</li> </ul> <p><b>Age:</b> The overall impacts are expected to be the same for people of all ages. However, children of school age and the elderly are likely to be affected. See section 4 for the impacts.</p> <p><b>Disability:</b> People with disabilities are likely to be affected. See section 4 for the impacts.</p> <p><b>Pregnancy and maternity:</b> Expectant mothers and parents with prams may be affected. See section 4 for the impacts.</p> <p><b>Race:</b> No impacts are anticipated specific to any particular race.</p> <p><b>Religion and Belief:</b> No impacts are anticipated specific to any particular faith.</p> <p><b>Low income groups</b> May be affected. See section 5 for the impacts.</p>
4.	<p>What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.</p> <p><b>Age, Disability, Pregnancy and Maternity</b> A positive impact is anticipated for these groups in terms of improved control of roadworks, helping to ensure that where e.g. footways are</p>

	<p>blocked, suitable alternative access routes are maintained at all times.</p> <p>Given the vulnerable status of younger road users, better traffic arrangement at works sites is expected to improve safety for children travelling to school by 'active travel' modes. Older people will also benefit from temporary road and footway access, along with better control of movement of traffic.</p>
5.	<p>What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?</p> <p><b>Age, Disability, Pregnancy and Maternity</b> There are no anticipated negative impacts for the above groups.</p> <p><b>Low income groups</b> There is the potential for the utility companies, responsible for the majority of works by statutory undertakers, to try to recover the cost of permit fees by increasing their energy charges.</p>
6.	<p>Have the impacts identified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).</p> <p>The project to develop a permit scheme for SBC will include :</p> <ul style="list-style-type: none"> <li>- A detailed time and cost analysis of both the current NRSWA (New Roads and Streetworks Act) administrative processes and the anticipated equivalents in the operation of a permit scheme. Specialist consultancy is being arranged to enable data collection and analysis for this purpose.</li> <li>- Reference to the existing quarterly performance submission to the DfT, relating to SBC performance levels</li> <li>- Reference to issues raised in the regular internal consultation between Network Management and Highways/Streetworks.</li> </ul>
7.	<p>Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?</p> <p>The Council receives communications from residents and motorists, regarding roadworks and traffic management in the borough. An example is notification of poorly set out works sites that block pedestrian routes or reduce visibility for motorists. Inspections and investigations are undertaken, with those responsible contacted and remedial measures implemented as appropriate.</p>

	<p>The project to develop a permit scheme for SBC will include a formal consultation with all relevant stakeholders, including but not limited to the statutory works promoters, the emergency services, and all relevant SBC departments.</p> <p>The introduction and application of a permit scheme will involve learning a new system in the course of daily working activities for some staff, but is not expected to materially affect any employment terms and conditions. Hence there are no plans to consult the unions or similar groups.</p> <p>There are no plans for public engagement with specific groups or individuals, since the permit scheme is not expected overall to have any negative impacts for any particular groups or individuals.</p>
8.	<p>What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?</p> <p>The only negative impact envisaged is the possible increase in energy bills by utility companies to recover the cost of permit fees. The Council has limited ability to influence any such impact. However, through good planning by the utility companies, and a well managed permit scheme with good works coordination, there is scope for the utility companies to minimise their permit expenses. Hence the main plan here is to continue and to enhance the existing good relationship between SBC and all works promoters.</p>
9.	<p>What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). Please see action plan below.</p> <p>SBC's Network Management team will continue to monitor network activity and to promote the expeditious movement of traffic on the network. Specifically regarding the administrative aspects of the scheme, there will be :</p> <ul style="list-style-type: none"> <li>- Regular data collection and collation, including number of permits issued, number of infringements, road category, works category etc.</li> <li>- Regular reviews of permit fees, to ensure that the scheme is not generating excess profit.</li> </ul> <p>The SBC Transport service / Network Management team will continue to work in partnership with First Bus Group (and potentially other companies), and also with the Emergency Services, to consider the actual impact of the permit scheme on roadworks across the borough, and to maintain accessibility and free movement of traffic.</p>

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	✓
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	✓
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date
Design of the Permit Scheme and submission of application to the Department for Transport (DfT)		Eddie Hewitt / Network Management.	Approval to implement to be granted by the DfT		Application deadline : August 1 <sup>st</sup> 2014	
Full consultation.	All relevant network stakeholders.	Eddie Hewitt / Network Management.	All stakeholders to have an opportunity to comment, and for all concerns to be responded to.		End of June 2014	

Final decision to implement the scheme to be made by Cabinet.		Cabinet, with particular input from Cllr. Sohail Munawar	Approval to implement		July 2014	
Monitoring to take place, as set out in section 9	All road network users.	Eddie Hewitt / Network Management.	Reduced traffic congestion and pollution in the local area (and on the wider network) Improved road safety. Satisfaction by DfT that the scheme is running successfully. Satisfaction by Council that the scheme is helping to achieve the overall SBC objectives.		Post implementation (from April 1 <sup>st</sup> 2015)	Ongoing monitoring

<p><b>Name: Eddie Hewitt</b></p> <p><b>Signed: .....E.C. T. Hewitt.....(Person completing the EIA)</b></p> <p><b>Name: .....</b></p> <p><b>Signed: .....( Policy Lead if not same as above)</b></p> <p><b>Date:</b></p>
---

### Permit fees for Slough Borough Council under the South East Permit Scheme

	<b>Category 0, 1, 2, streets and Traffic Sensitive category 3 &amp; 4 streets</b>	<b>Category 3 and 4 / Non Traffic Sensitive streets</b>
Provisional Advance Authorisation (PAA)	<b>£94</b>	<b>£70</b>
Major Activity [over 10 days] and all major works requiring a traffic regulation order	<b>£232</b>	<b>£142</b>
Major Activity [4 – 10 days]	<b>£130</b>	<b>£0</b>
Major Activity [up to 3 days]	<b>£63</b>	<b>£0</b>
Standard Activity	<b>£130</b>	<b>£0</b>
Minor Activity	<b>£63</b>	<b>£0</b>
Immediate Activity	<b>£55</b>	<b>£0</b>
Permit Variation	<b>£45</b>	<b>£35</b>

*No fee will be charged if :*

- the promoter is carrying out works for road purposes on behalf of the highway authority
- a permit variation is initiated by the permit authority

#### *Review of Fees*

In line with DfT guidelines, this schedule of fees will be reviewed on a regular basis, with the Head of Transport using delegated authority to amend the fees, if necessary to ensure that the scheme remains cost neutral. Any amendments will be subject to permitted percentages in accordance with Council policy.

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**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Cabinet **DATE:** 14<sup>th</sup> July 2014

**CONTACT OFFICER:** Paul Stimpson, Planning Policy Lead Officer  
(For all enquiries) (01753) 87 5820

**WARD(S):** Haymill, Farnham and Baylis

**PORTFOLIO:** Councillor James Swindlehurst (Neighbourhood & Renewal)

**PART I**  
**KEY DECISION****PROPOSED ADOPTION OF THE SLOUGH TRADING ESTATE SIMPLIFIED PLANNING ZONE (SPZ)****1 Purpose of Report**

The purpose of this report is to request Cabinet approve the Simplified Planning Zone Scheme for Slough Trading Estate for adoption. This will come into effect on the 12<sup>th</sup> November 2014 for 10 years.

**2 Recommendation(s)/Proposed Action**

The Cabinet is requested to resolve that the adoption of the Simplified Planning Zone Scheme 2014-2024 for the Slough Trading Estate be delegated to the Planning Policy Lead Officer subject to the signing of a Section 106 Legal Agreement.

**3. The Slough Joint Wellbeing Strategy, the JSNA and the Corporate Plan**

- 3a. **Slough Joint Wellbeing Strategy Priorities –**

The SPZ forms part of the Council's planning framework and will help to deliver the following priorities of the Joint Wellbeing Strategy:

- Economy and Skills
- Regeneration and Environment

The regeneration of the Slough Trading Estate through the Simplified Zone Scheme will facilitate access to a variety of employment opportunities for local people and improve its competitiveness.

**Joint Strategic Needs Assessment**

The SPZ contributes to achieving one of the priorities of the Joint Strategic Needs Assessment:

- Increase skills and employment opportunities.

## **Corporate Plan 2013-14**

The SPZ contributes to the priorities in the Corporate Plan through

- provision of high quality employment premises and maintaining and increasing employment opportunities in the town; and
- supporting the Aspire training centre
- implementing sustainable transport measures to reduce congestion.

### **4 Other Implications**

#### **(a) Financial**

If the SPZ scheme is approved for adoption it will provide economic benefits to the local economy, and hence the Council, from increased business rates local employment and support for the Aspire centre.

#### **(b) Risk Management**

<i>Recommendation</i>	<i>Risk/Threat/Opportunity</i>	<i>Mitigation(s)</i>
None identified	None identified	None identified

#### **(c) Human Rights Act and Other Legal Implications**

There are no Human Rights Act Implications.

#### **(d) Equalities Impact Assessment**

An Equalities Impact Assessment (EIA) Initial Screening was carried out. The EIA did not identify any potential for discrimination or adverse impact and all opportunities to promote equality have been taken.

#### **(e) Workforce**

Renewal of the SPZ is part of the existing work programme for the Planning Policy Team.

### **5 Supporting Information**

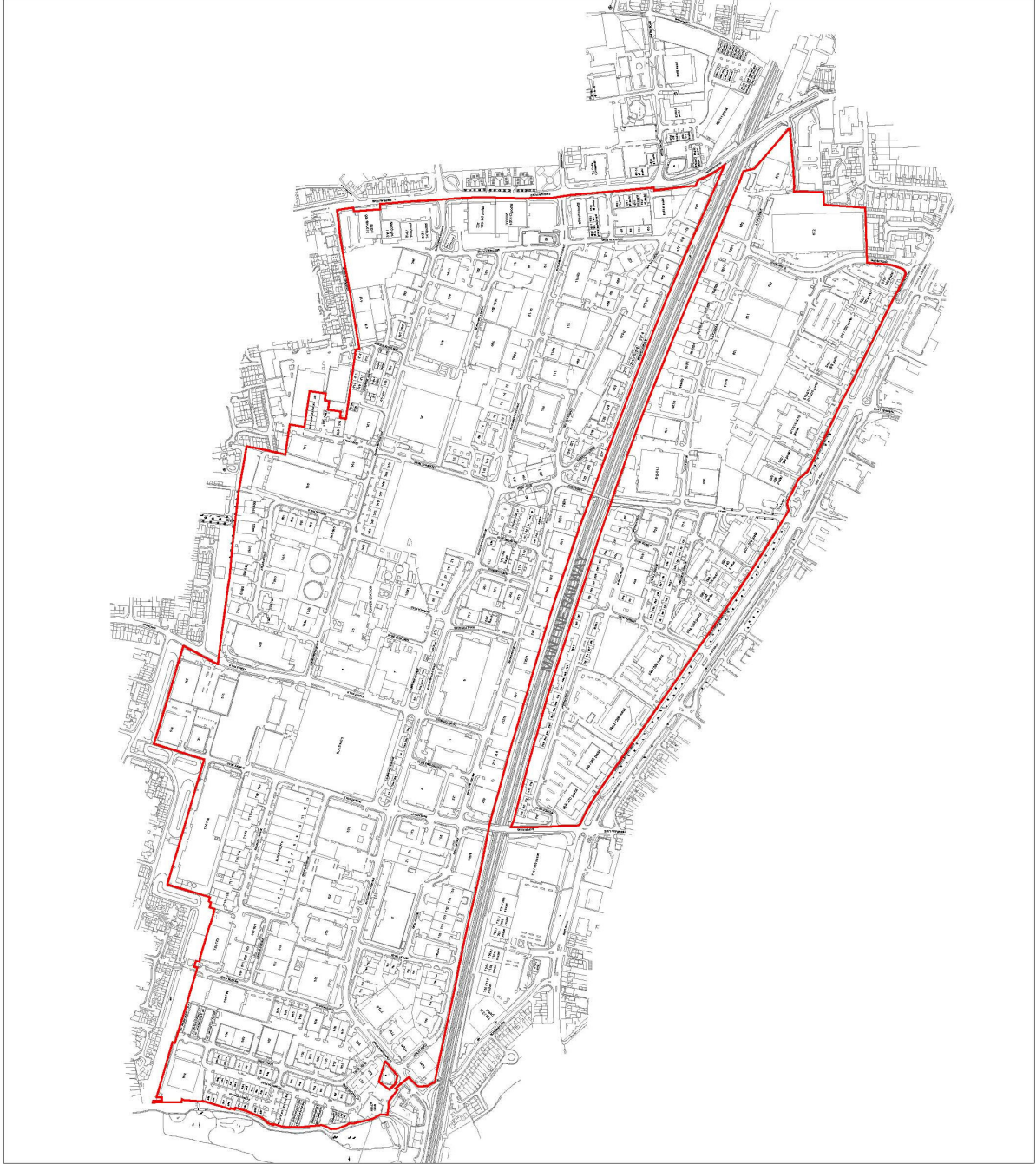
- 5.1 Slough Trading Estate is the largest business area in the Borough and provides around a quarter of the jobs in Slough. As a result its continued success as an employment centre is important to the local economy and the prosperity of the town as a whole.
- 5.2 In order to facilitate the development of the Trading Estate the Council has had a Simplified Planning Zone (SPZ) for the last twenty years. The first ran from 1994 to 2004 and the second one is due to expire in November 2014. As a result a new SPZ has been drawn up to cover the period up to 2024.
- 5.3 An SPZ effectively grants planning permission in advance for specified types of development within defined areas, provided they meet given criteria. On the Trading Estate the permitted uses include research & development, industrial units, warehouses and data centres.

The scaling of this drawing cannot be assured

Revision	Date	Drn	Ckd

Legend

	SPZ Site Boundary
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**Draft**  
Project  
Slough SPZ

Drawing Title  
SPZ Site Boundary

Date	Scale	Drawn by	Check by
02.06.14	NTS	M.S.	J.P.
Project No	Drawing No	Revision	
20712	20		

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#### 5.4 **Purpose of the SPZ**

5.5 The SPZ provides SEGRO, the owners of the Estate, with a number of commercial advantages as it seeks to deliver bespoke premises which serve the needs of modern businesses and provide the sort of facilities that are necessary to continue to attract inward investment and retain its competitive position locally and nationally. These advantages include:

- **Flexibility** to respond quickly and effectively to changes in market demands and tenants' bespoke requirements
- **Certainty** for owners and occupiers about what development is acceptable to the Council under the scheme, and will therefore not require detailed planning approval
- **Speed** of development being brought forward- as individual applications are not required and consistent parameters are established by the SPZ, they are not subject to the normal planning permission timeframes
- **Marketability** of the Estate in a way which enhances the perception of the trading estate for investment, and has led directly to companies choosing to locate and expand on the estate.

5.6 The SPZ will help to implement the Council's adopted strategic plan for the trading estate set out in Core Strategy and the Site Allocation Document (which includes SEGRO's Master Plan for the trading estate).

#### 5.7 **The Contents of the SPZ**

5.8 The Council has been working with SEGRO for some time to produce a new SPZ which follows the same principles as the previous ones but also meets the needs of modern commercial employment markets and changing planning requirements. The development it permits complements the approved Leigh Road regeneration proposals for a new commercial core with offices, retail, hotels and conference facilities that are needed to maintain the economic growth of the Estate and its market share.

5.9 The key parts of the renewed scheme that have been retained from the previous SPZ scheme are as follows:

- Limited to new buildings for general industrial uses, storage and distribution, and data centres
- Maximum 50% built footprint, and 49% office floorspace (gross external area)
- No open storage permitted, and screening of all plant
- Requirement for minimum 6% green landscaping on each development
- Continued protection of Buckingham Avenue Retail area to serve employees
- Highways requirements including safe manoeuvring and servicing within the site boundary
- Retention of sensitive sub-zones where the estate adjoins residential areas

5.10 One of the main changes to the SPZ is that it is now proposed to allow taller buildings in order to meet the current design and operational needs of research and development facilities, data centres and high bay warehouses. This has been done by identifying zones in the central part of the Trading Estate where taller buildings can be accommodated on larger plots. At the same time some tighter height controls have been introduced around the boundaries to try to reduce the impact upon adjoining residential areas. The area of the SPZ has also been slightly reduced.

5.11 The various Height Controlled Zones are as follows:

Sub Zone	Maximum height
Sensitive Boundary Sub Zones	7 metres
Northern Height Controlled Zone	12 metres
Outside these Zones	16 metres
Warehouses on sites over 1 ha	20 metres
Research and Development or data centres on sites over 1ha	23 metres

- 5.12 As a result of a request from the Planning Committee, the width of the Northern Height Controlled zone, which runs along the boundary with the Northborough Estate, has been widened from 15 to 30 metres. This should help to reduce the visual impact of new development upon the residential properties.
- 5.13 In order to reduce the impact of taller buildings on the street scene new conditions have been added to make sure that there is an appropriate set back from the road (up to 13m), and proper tree planting and landscaping is provided in ‘boulevards’ along identified main routes consistent with the wider regeneration plans for the estate.
- 5.14 New car parking standards have also been introduced for all types of development which specify a minimum as well as a maximum number of spaces and agreement has been reached with SEGRO to ensure that cumulatively the new SPZ schemes will not increase the overall amount of parking on the Trading Estate.
- 5.15 In addition all of the conditions have been reviewed to make sure that they are “future proofed” as far as possible for the next ten years. The changes aim to promote sustainable design and construction and transport measures, and reduce impacts on the street scene and adjoining residential amenity. This includes measures to address flood risk, drainage, landscaping, archaeology and ecology, and promote walking and cycling.
- 5.16 A draft version of the SPZ was agreed by the Planning Committee in November 2013 for public consultation. This was subject to public consultation for 7 weeks from 10<sup>th</sup> January- 28<sup>th</sup> February 2014. The results of this were considered by the Planning Committee at its meeting on 19<sup>th</sup> June. Despite extensive leafleting to 3,000 homes and 600 businesses and holding public exhibitions, there was very little response from the general public.
- 5.17 Responses were, however, received from all of the statutory consultees such as the Environment Agency, English Heritage, Natural England, Highways Agency and Network Rail. There were a number of comments and suggestions which have generally been incorporated into the SPZ. Since there have not been any substantive objections there is no need to hold a local Inquiry.
- 5.18 Appendix A contains the revised version of the SPZ which takes account of comments made during the consultation process and other changes that have been agreed with SEGRO. As a result it forms the basis of the SPZ scheme that it is proposed to adopt.

5.19 Part 1 of the document contains the introduction and context for the SPZ. Part 2 defines the boundary, period of operation, types of development that are permitted and the conditions that all proposed development must comply with. Parts 3 and 4 contain other information and Planning Informatives. More detail, such as that on travel planning, is provided in appendices.

## 5.20 **Section 106 Agreement**

5.18 The new SPZ will also have a Section 106 legal agreement, the key components of which are:

- To continue to financially support the Hoppa Bus service (or equivalent)
- To fund improved pedestrian/cycle/bus access to Burnham station (Crossrail)
- Estate wide Travel Plan
- Improve signage and crossings
- On street cycle parking
- Improved pedestrian/cycle links to the residential areas north of Estate
- Continued support for the Aspire skills, training and education centre (for 5 years)
- Agreement on implementing a car parking cap

5.19 The contents of this have been agreed with SEGRO, subject to the final drafting of the actual legal agreement.

## 5.20 **Timetable**

5.21 Subject to Members' approval, the next step will be to complete and sign the Section 106 legal agreement with SEGRO who are the owners of the Trading Estate.

5.22 The regulations then require that the intention to adopt the SPZ has to be advertised for a minimum of six weeks. This will be carried out in time to adopt the SPZ on the 12<sup>th</sup> of November 2014 which is the day after current SPZ expires.

5.23 There will then be a six week period in which the adoption can be subject to a High Court Challenge.

5.24 Assuming there are no legal challenges, the SPZ will then run for a period of 10 years (until the 12 November 2024) unless it is revoked by the Council.

## 6 **Comments of Other Committees**

6.1 As explained above the Planning Committee considered the results of the public consultation on the Deposit Draft of the SPZ. It recommended that the Cabinet should adopt the revised SPZ subject to the Northern Boundary Height Controlled Zone being extended in width to 30 metres.

## 7 **Conclusion**

7.1 The Cabinet is recommended to agree to adopt the Simplified Planning Zone Scheme for Slough Trading Estate in November 2014.

8 **Appendices Attached**

'A'- Draft version of Slough Trading Estate SPZ (2014 – 2024) as proposed to be adopted (to follow – to incorporate amendments following the Planning Committee).

9 **Background Papers**

'1' The Local Plan for Slough (2004)

'2' Slough Local Development Framework Core Strategy 2006–2026 (Adopted December 2008)

'3' Slough Local Development Framework Site Allocations DPD (Adopted November 2010)

'4' Simplified Planning Zone for Slough Trading Estate (2004)

'5' Slough Borough Council Planning Committee Report of 19<sup>th</sup> June 2012

Slough Borough Council Planning Committee Report of 28<sup>th</sup> November 2013

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# DRAFT

## Simplified Planning Zone Scheme

2014-2024

Slough Trading Estate, Slough

Adopted 12 November 2014





# Slough Trading Estate, Slough, Simplified Planning Zone Scheme 2014-2024

Planning Policy and Projects  
Slough Borough Council  
51 Bath Road  
Slough  
SL1 3UF

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Phone: 01753 477341

12 November 2014



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### Part 1

Introduction

Context

### Part 2

The SPZ boundary

Period of operation

Types of development (permitted uses)

Use of sub-zones

Planning conditions

Other permissions and licences

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### Part 4

Informatives

### Plans and appendices

Plan 1: Slough Trading Estate SPZ - regional and local context

Plan 2: Adopted SPZ boundary and zonings

Plan 3: Location of CCTV cameras

Plan 4: Archaeology WSI locations

Appendix 3: CCTV

Appendix 4: Planning Obligations (S106)

Appendix 5: Travel Plans

Appendix 6: Advisory freight routes

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## Part 1 Simplified Planning Zone (SPZ) for the Slough Trading estate

### **Introduction**

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- 1.1 This document sets out the terms governing the implementation of the third Simplified Planning Zone (SPZ) for the Slough Trading Estate. SPZs are areas in which planning permission is granted in advance for defined types of development. Provided the development proposed complies with the SPZ scheme, there is no need to obtain planning permission in the normal way.
- 1.2 An SPZ was originally designated at the Estate in 1995 and was subsequently renewed in 2004. Since its inception, the SPZ has operated successfully and has helped to facilitate development on the Trading Estate. These developments have attracted a number of businesses to the area helping to create significant employment opportunities. Not only has the SPZ attracted new firms to the Trading Estate but it has enabled existing firms to expand and therefore retain and grow their existing workforce within the Borough.
- 1.3 The SPZ is shown in its regional context on **Plan 1**. It is located approximately 1.6 kilometres to the south west of Slough Town Centre. The Trading Estate dominates a large area of the town and is well located with the Bath Road (A4) to the south providing access to the M4 motorway and the Farnham Road (A355) to the east. The Trading Estate is also bisected by the London (Paddington) to Bristol Railway line. It covers approximately 156 hectares in area and currently includes a wide variety of business, industrial and warehouse uses with a limited but growing number of service activities, including shops and banks to predominantly meet the needs of employees working on the Estate. In June 2012, the council granted outline planning permission P/14515/003 for the Leigh Road Central Core Area (LRCC) on the Trading Estate for 152,800 square metres of new office, hotel, retail, health club and conference and crèche facilities.

- 1.4 The Estate is relatively self-contained and in the single ownership of SEGRO. The SPZ boundary is shown on **Plan 2** which defines the extent of the SPZ; the planning permission described in Part 2 applies within this designated area.

### **Context**

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#### **Legal basis**

- 1.5 This SPZ was approved for adoption on 12th November 2014 by the Council at its Cabinet meeting of 14th July 2014. It follows the SPZ which expired on 11th November 2014 and will expire itself on 11th November 2014.
- 1.6 The legal basis for the creation of an SPZ is found at Sections 82 to 87 of the Town and Country Planning Act 1990. The adoption procedures were streamlined by Section 28 of the Planning and Compensation Act, 1991, which came into force in November 1992.
- 1.7 Section 83 of the Town and Country Planning Act requires local planning authorities to consider whether part or parts of their area will benefit from designation of an SPZ, to prepare schemes and to keep the matter under review. Any person can request the Local Planning Authority to make or alter an adopted SPZ.

#### **Key features of the SPZ scheme**

- 1.8 The SPZ at the Slough Trading Estate provides potential occupiers on the Estate with the following benefits:
  - **Flexibility** - subject to compliance with the SPZ scheme, the developer is in a position to respond quickly and effectively to changes in market demands and tenants' requirements;

- **Certainty** - the SPZ clarifies the types of development acceptable to Slough Borough Council and provided the proposal accords with the scheme, detailed planning approval will not be required. This helps foster confidence in investment at the Trading Estate;
  - **Speed** - the developer/potential occupier does not have to obtain individual planning permissions for compliant proposals, thus reducing administrative burdens and assisting the overall redevelopment of the Trading Estate in a timely and cost effective manner; and
  - **Marketability** - the SPZ has been used and will continue to be used as an effective marketing tool, enhancing the perception of the Trading Estate as a focus for business and employment investment. Both SMEs and Blue Chip companies have chosen to locate their operations on the Trading Estate as a direct result of the existence of the SPZ.
- 1.9 The SPZ scheme comprises the Written Statement and Plan. The Written Statement (Part 2 in this document) specifies the types of development for which permission is granted. The Plan (Plan 2) confirms the extent of the SPZ scheme, and land use zonings within it.
- 1.10 The SPZ has conditions attached to take account of local factors.
- 1.11 If a type of development is proposed which does not fall within the SPZ permission, or does not fully comply with its conditions planning permission will have to be applied for in the normal way. Under these circumstances, such applications will be considered on their merits.
- 1.12 In Part 2, the details of the proposed SPZ scheme are set out. Only those uses indicated are permissible and these are subject to the various conditions described. The SPZ Plan (Plan 2) identifies a number of Sub-zones where special controls are to be implemented and which are subject to their own specific conditions in addition to those that apply across the whole SPZ.
- 1.13 Part 3 of the Written Statement provides further information on the operation of the SPZ and Part 4 outlines a range of requirements and guidance from statutory undertakers and other agencies with respect to development in the SPZ. The developer will be expected to have regard to these Informatives when considering new development at the Trading Estate.
- 1.14 It is important to note that the restrictions imposed under the SPZ scheme only relate to development implemented as a result of the scheme following its adoption. The SPZ only grants planning permission; all other legislative controls will remain and must be complied with (refer to Part 2).
- 1.15 At the date of adoption, there were no listed buildings, ancient monuments, conservation areas or tree preservation orders located within the area of the SPZ. The Leigh Road Bridge and Mile Marker located on Bath Road are both listed although they are not located within the SPZ. The SPZ does not permit works to a listed building and should any buildings be listed within the lifetime of the SPZ, development involving any of these would not fall within the SPZ permission and planning and other relevant consents would be required in the normal way.
- 1.16 In respect of environmental assessment, Regulation 28 of the 2011 Town and Country Planning (Environmental Impact Assessment) Regulations, states that the SPZ will not grant permission for EIA development or grant permission for Schedule 2 development.
- 1.17 As a result, the SPZ does not grant planning permission for these types of development for which separate planning applications accompanied by an environmental statement or statements would need to be submitted to the borough council.
- 1.18 At the end of the ten year operation period the scheme will cease to have effect except for development that has already commenced.



## Planning background

- 1.19 The Slough Borough Core Strategy was adopted by the council in December 2008 and covers the period 2006 to 2026. Two key strategic objectives of the council are:
- To ensure that the existing business areas continue to provide sufficient employment-generating uses in order to maintain a sustainable, buoyant and diverse economy and ensure that Slough residents continue to have access to a wide range of job opportunities; and
  - To encourage investment and regeneration of employment areas and existing town, district and neighbourhood shopping centres to increase their viability, vitality and distinctiveness.
- 1.20 Whilst the spatial strategy seeks to focus new development in the town centre (Core Policy 1), it recognises that other areas of the Borough need to change and that an important element of the 'spreading the benefits' part of the strategy is that selected areas outside of the town centre should also be regenerated. Slough Trading Estate is specifically identified as a location that would benefit from being redeveloped in a comprehensive, properly planned and co-ordinated manner (paragraph 7.23).
- 1.21 Core Policy 5 (Employment) states that the location, scale and intensity of new employment development must reinforce the spatial and transport strategy, with intensive employment generating uses such as B1(a) offices located in the town centre. The policy states that B1(a) may also be located on the Slough Trading Estate, as an exception, in order to facilitate its comprehensive regeneration.
- 1.22 The supporting text to the policy notes at paragraph 7.95 that the Trading Estate has been specifically identified as an area for regeneration and that it will be implemented through the preparation of a master plan to identify the location of the proposed new offices within a new hub including other development.
- 1.23 Core Policy 6 (Retail, Leisure and Community Facilities) indicates that all new major retail, leisure and community development will be located in the shopping area of Slough town centre. The supporting text at paragraph 7.113 notes that the proposed new hub within the Trading Estate could contain retail, hotel and leisure uses provided that they are at a scale which would predominantly serve the needs of businesses and employees on the Estate.
- 1.24 Core Policy 7 (Transport) indicates that development proposals will make provision for the creation of a transport hub within the Trading Estate. The supporting text at paragraph 7.140 states that any proposals for the regeneration of the Trading Estate will include an integrated transport package which will reduce the reliance upon the private car and improve public transport.
- 1.25 The council subsequently adopted the Site Allocations DPD in November 2010, which identifies sites that can deliver the Spatial Vision, Strategic Objectives and policies in the Core Strategy. It includes detailed proposals for specific sites along with selected locations for comprehensive regeneration.
- 1.26 Proposal SSA4 relates to the Slough Trading Estate and is the most significant regeneration proposal outside of the town centre. Site Allocation Policy 1 identifies the Slough Trading Estate (including the Leigh Road Central Core Area) for mixed use development to include offices, research and development, light industrial, general industrial, storage and distribution, residential, retail, food and drink, hotels, conference facilities, educational facilities, recreation and leisure uses.
- 1.27 The site specific proposal at SSA4 includes a master plan which shows key components and proposed land use zonings across the Estate. The schedule identifies the main requirements as:
- 130,000 square metres (GIA) of additional new B1(a) offices in the Leigh Road Central Core area;
  - No overall increase in the total number of parking spaces upon the Trading Estate;

- A package of public transport improvements to meet modal shift targets that will ensure there is no increase in the level of car commuting into the Estate; and
- A package of skills training is provided in order to increase the number of Slough residents working on the Estate.

1.28 Furthermore, the proposal stipulates that the scale of the proposed retail, hotel and leisure uses should be of a scale that predominantly serves the needs of the Trading Estate.

1.29 The Adopted Site Allocations DPD states that relevant development may take place in accordance with the Simplified Planning Zone or Local Development Order. This confirms the council's recognition the existing SPZ could be replaced by an SPZ.

1.30 Following the adoption of the Core Strategy and Site Allocations DPD, outline planning permission P/14515/003 has now been granted for 152,800 square metres of new office, hotel, retail, health club and conference and crèche facilities in the Leigh Road and Central Core (LRCC) area within the Trading Estate, which is fully in accordance with the adopted policy and site specific allocation. The approved LRCC parameters plan will guide development in the LRCC area over the next 15 years and will facilitate the comprehensive regeneration of the Trading Estate.

1.31 SPZ developments are permitted within the LRCC area.

1.32 A new Section 106 Agreement [has been][will be] signed by SEGRO and the council, to implement the parking cap and facilitate the continued provision of the Hoppa Bus Service, which runs between the Trading Estate and the town centre or an equivalent contribution to a service locally. The legal agreement confirms that the service is to be funded for the lifetime of the SPZ i.e. to [date to be inserted].

## Summary

1.33 The SPZ will help enable the delivery of comprehensive regeneration of the Trading Estate as set out in Core Policy 1 and achieve the objectives set out in Core Policy 5 of the Adopted Core Strategy and SSA4 of the Adopted Site Allocations DPD. The SPZ therefore is in conformity with the policies of the Adopted Core Strategy and Site Allocations DPD.

## Part 2 The Slough Trading Estate Simplified Planning Zone - details of the proposed scheme

### ***The SPZ boundary***

- 2.1 The boundary of the SPZ is shown on **Plan 2**. The permission granted by the SPZ relates to this area only.

### ***Period of operation***

- 2.2 The SPZ Scheme was adopted on 12 November 2014 and is in operation for a ten year period ending on 12 November 2024. Further information on the operation of the SPZ Scheme is contained in Part 3.

### ***Types of development (permitted uses)***

- 2.3 Planning permission is granted by the SPZ scheme for certain types of development set out below, and defined in The Town and Country Planning (Use Classes) Order 1987 SI No.764 (as amended by the Town and Country Planning (Use Classes) (Amendment) Orders 1991, 1992, 1994, 1995, 1999, 2005, 2006, 2010 and 2011). Subsequent changes to the Use Classes Order could result in new use classes being created or existing classes amended. For the avoidance of doubt these would not change the types of uses permitted by this scheme and listed below. If any of the changes affect the range of uses permitted by the SPZ, the Local Planning Authority will consider a focussed amendment to the SPZ to ensure consistency between it and the new Use Classes Order.
- 2.4 Planning permission is granted by the SPZ scheme for the following development (including the erection of buildings, operations and the use of land) subject to the conditions and sub-zone provisions set out below:

#### **1) Business Use (Class B1)**

Use for all or any of the following purposes:

- Research and development of products or processes B1(b); or

- Any industrial process, being a use which can be carried out in a residential area without detriment to amenity of that area by reasons of noise, vibration, smell, fumes, smoke, soot, ash, dust or grit B1(c).

#### **2) General Industrial Use (Class B2)**

A use for the carrying on of an industrial process, other than one falling within Class B1 above.

#### **3) Storage or Distribution Use (Class B8)**

Use for storage or as a distribution centre.

#### **4) Colocation/Data Centres (Sui Generis)**

The electronic storage, receipt and transmission of data and information including (but not exclusively) Internet Service Provision, web hosting, disaster recovery and other server farm operations.

#### **5) Retail and Service Uses (Class A1-A5)**

Other uses which are ancillary and complementary to the site's primary use as an employment site:

- Retail (A1)
- Financial and Professional Services (A2)
- Restaurants and Cafés (A3)
- Drinking Establishments (A4)
- Hot Food Take-away (A5)

#### **6) Other development**

- Solar Photo Voltaic Panels (where attached to new or existing buildings)
- Walls and other means of enclosure
- CCTV Masts and associated equipment
- Demolition

## 2.5 Use of sub-zones within the trading estate as shown on Plan 2

- 1 **Business and industrial Use Sub-zone:** The Business and Industrial Use Sub-Zone covers most of the Estate. Within this area, planning permission is granted for Research and Development (B1(b)), Light Industry (B1(c)), General Industry (B2), Storage and Distribution (B8) and Colocation (Sui Generis) uses, subject to the relevant planning conditions included within this document.
- 2 **Service Use Sub-Zone:** To the north of Bedford Avenue, adjacent to Gresham Road, there is an existing service area which contains several banks and a block of small retail shops. Given the size of the Trading Estate, there is a need to maintain an adequate level of services for occupiers. Within this Sub-Zone, planning permission is granted for restaurants and cafes, drinking establishments and hot food take-aways (Class A3, A4 and A5), banks and other professional/financial services (Class A2) and A1 uses such as shops and Business Use (Class B1(b)/B1(c)).  
  
General industrial (Class B2), Storage and Distribution (Class B8) and Colocation (Sui Generis) are excluded from this area. No single retail unit (Class A1) or premises for the sale of food or drink (Classes A3 to A5) shall exceed 200 square metres gross floor area.
- 3 **Power Station Sub-Zone:** The Estate power station, located on Edinburgh Avenue, constitutes a special type of use which requires careful consideration. Existing planning control is therefore retained over the power station and all developments within its curtilage as defined by the sub-zone, where the provisions of the SPZ will not apply. The Power Station Sub-Zone is controlled by Scottish and Southern Energy.
- 4 **Highway Safeguarding Sub-Zones:** There are road improvement schemes proposed on Farnham Road and at the junction of Bath Road and Dover Road. Other works include those to Leigh Road Liverpool Road and Buckingham Avenue. Development will not be permitted in these sub-zones unless Slough Borough Council as the local highway

authority confirms they are no longer required for highway improvements. These areas are shown on Plan 2.

- 5 **Landscape Sub-Zones:** The scheme identifies three landscape areas, two of which are identified as sub-zones, within which there will be general landscaping requirements. The hierarchy of landscaping requirements is as follows:
  - a) Strategic Landscape sub-zone
  - b) Arterial Road Landscape sub-zone
  - c) Non arterial roads

All development permitted by the SPZ Scheme should take account of the Landscaping Guidance Note contained in Appendix 1, which covers the following:

- Landscape design and standards considerations
- Statutory undertakers' services and plant
- Management and retention of existing and new trees
- Replacing mature or dead trees
- New Trees
- Maintenance

- 6 **Sensitive Boundary Sub-Zones:** The specific conditions relating to these sub-zones aim to minimise the potential visual impact and nuisance to residential amenity adjacent to the Trading Estate. They are located at Stirling Road, Montrose Avenue, Galvin Road, and South of Whitby Road.

Within these Sub-Zones planning permission is granted for development for Business (Use Classes B1(b) and B1(c)), General Industry (Use Class B2) and Storage and Distribution (Use Class B8) and Colocation/Data Centre (sui generis) uses.

Specific conditions relating to the maximum height of development, hours of operation and deliveries apply in these Sub-Zones. The Sensitive Boundary Sub-Zones are shown on Plan 2.

**7 Height Controlled Zone:** The height controls applying to the northern boundary of the SPZ (from Yeovil Road to Stirling Road) aims to minimise the potential visual impact of industrial buildings on residential properties adjacent to the Trading Estate. The Height Controlled Zone is 30m depth from the boundary and is shown on Plan 2.

**8 Research and Development and Co-location/Data Centre Sub-Zones:** Within this Zone, R&D (Class B1(b)) and Colocation uses on sites over 1 hectare (2.47 acres) are permitted to be a maximum of 23 metres in total to include plant and machinery. The R&D and Colocation/Data Centre Sub-Zones are shown on Plan 2.

**9 Fairlie Road Sub Zone:** The specific condition relating to this sub-zone relates to the maximum height of development that is permitted within it. The Fairlie Road sub-zone is 15m depth from the boundary and is shown on Plan 2.

## ***2.6 Planning conditions applying within this SPZ***

All development permitted under this SPZ Scheme is subject to the following conditions:

### **Design**

1. Excepting the installation of Solar Panels on existing buildings, site coverage by buildings to be erected, or built "footprint" (including any retained buildings, subsequent extensions, or bridges/atriums between units but excluding any "deck" parking facilities) shall not exceed 50% of the total site area of any individual development plot.
2. Buildings to be a maximum of three floors. This includes mezzanines but excludes plant or basement levels.
3. For new units in excess of 1,000 square metres of floorspace, a minimum of 1 disabled accessible shower shall be provided.

4. The design and construction of new units should include the following measures:
  - On units in excess of 2,000 square metres of floorspace, the Principal Contractor shall comply with the "Considerate Construction Scheme";
  - The monitoring and recording of data on energy consumption from the use of construction plant, equipment and site accommodation;
  - The monitoring and recording of data on water consumption from the use of construction plant, equipment and site accommodation;
  - The monitoring and recording of data on transport from delivery of construction materials and removal of waste;
  - Site timber is sourced in accordance with the UK Government's Timber Procurement Policy;
  - Building User Guide to be prepared in the spirit of BREEAM. The Guide will give simple clear instructions to the optimum use of the heating, mechanical and ventilation plant;
  - Internal lighting levels are provided in accordance with the CIBSE code for Lighting;
  - External lighting to be controlled through a time switch;
  - Compliant Site Waste Management Plan to achieve a minimum 80% of waste recycled during construction;
  - The building does not require the use of refrigerant within installed plant/systems; and
  - Oil/Petrol separators to be used in the surface water drainage systems.

Details of such works shall be submitted to the council in the form of a post construction audit or its equivalent within 12 months of completion of the development.

5. The maximum height of development, including plant and machinery (including screening or enclosure) and solar panels shall not exceed those set out in Table 2 Building Heights.
6. Where proposed development sites are located across different building height zones, the building or part there of shall not exceed the maximum height specified for that zone.
7. No building on the Bath Road shall be situated forward of the existing building line.
8. On buildings over 16 metres, there shall be a minimum set-back of 14 metres from the back edge of pavement for building frontages and 4 metres from the back edge of pavement on the return frontages to the highway.
9. Where Class B1(b) (Research and Development) or Colocation/Data Centre uses are constructed that are taller than 16 metres in height, the principal elevation shall be constructed with at least 50% of the frontage made up with either a masonry design incorporating fenestration (e.g. a brick or terracotta construction system) or the use of curtain walling. Where curtain walling is proposed this should be constructed from a pallet of materials including brick, masonry and metal cladding amongst others in order to articulate the elevation and create visual interest in the street scene.

**Table 2: Buildings heights**

Location/use class	Maximum building height to ridge/apex, including plant and machinery
<b>Sensitive Boundary Sub-Zones</b> (Stirling Road, Galvin Road, Montrose Avenue)	7m
<b>Fairlie Road Sub Zone</b> (15m depth from boundary)	7m
<b>Height controlled zone</b> (30m depth from boundary)	12m
<b>Outside of the controlled height sub-zone</b>	16m
<b>Outside of the Sensitive Boundary Sub Zone and Height Controlled Zone, on sites over 1 hectare (2.47 acres) for Storage and Distribution uses (Class B8) only</b>	20m
<b>Within the Research and Development or Colocation/Data Centre Sub Zones, on sites over 1 hectare (2.47 acres) for Research and Development facilities (Class B1(b)) and Colocation/Data Centre uses (sui generis) only</b>	23m

10. Class B1(b) (Research and Development (R&D)) and Colocation/Data Centre uses on sites over 1 hectare (2.47 acres) within the R&D and Colocation/Data Centre Sub Zones shall not exceed 23 metres. All plant and machinery to be incorporated on the roofs of R&D and Colocation/Data Centre buildings taller than 16 metres within this Sub-zone shall be set back from the edge by at least 2 metres and screened appropriately.

11. All external plant and machinery for buildings constructed under the SPZ must be fully screened.

12. Walls up to 2 metres in height and all other means of enclosure up to a height of 3 metres are permitted under the SPZ consent, if they are to be carried out in conjunction with other major building works permitted under the SPZ consent.

13. Any development adjacent to the Haymill Valley must maintain a minimum 2 metre high fence and 8m buffer zone along the boundary to the Haymill Valley.

14. Independent entrance feature structures (such as totems) located at the entrance to buildings to identify the vehicular and pedestrian points of access and the identity of the occupiers will be permitted subject to them having a footprint not exceeding 2m x 2m and a height not exceeding 4m from ground level. Illumination of entrance signs must comply with the Slough Borough Council design criteria current at the time of the development including other relevant consents.

15. With the exception of alterations to existing buildings, the terms and provisions of the Town and Country Planning (General Permitted Development) Order 1995 as amended by the Town and Country Planning (General Permitted Development) (Amendment) (England) Order 2010 (SI 2010 No 654)<sup>1</sup> and subsequent changes to it that affect the use classes permitted by this SPZ, no extension to a building shall be constructed without the express permission of the Local Planning Authority.

### Transport and Highways

16. No development will be permitted in the areas hatched purple on Plan 2, which are reserved for improvement works at the Liverpool Road/Buckingham Avenue junction and Edinburgh Avenue/ Farnham Road associated with the LRCC2 planning permission (P/14515/003).

17. All SPZ site boundaries must not include any adopted or proposed adoptable highway, unless the highway has been stopped-up or is being stopped-up.

Appropriate tracking provision shall be made for manoeuvring and servicing of all vehicles. These areas should be provided before the buildings/sites are occupied (as defined in Condition 26).

18. Parking provision for lorries, cars and bicycles within the maximum and minimum standards shown in Table 3 below must be met and marked out on site and, excepting Colocation/Data Centre uses, shall thereafter be maintained exclusively for that purpose in a useable condition to the satisfaction of the Local Planning Authority.

Colocation uses permitted under the SPZ are permitted lower operational car and lorry surface parking standards<sup>1</sup>. Any plant on allocated parking areas should be screened to minimise its impact on the street scene, and removed prior to another permitted use commencing.

19. The developer and individual occupiers shall have regard to and implement the provisions of the estate-wide Umbrella Travel Plan set out in Appendix 5.

20. An occupier Travel Plan shall be submitted to the Local Planning Authority within 6 months of occupation where an individual building in Use Class B2 exceeds 4,000 square metres gross external area or Use Class B8 exceeds 5,000 square metres gross external area. The Travel Plan shall contain the measures set out in Appendix 5 Travel Plans and be carried out and monitored in accordance with the details approved by the Council.

21. Where a decked car park is provided, it shall be constructed so that it is not taller in height than the principal building that it is intended to serve.

22. Any alteration to an existing vehicular access to an adopted highway<sup>2</sup> shall be agreed in writing by the Local Highways Authority. The Developer shall enter into the relevant highways agreement (S38, S278, Minor Highways works agreement or their equivalent) prior to implementation of the highway works.

23. Construction of new highways shall be to the council's adoptable standards in accordance with Slough Borough Council's current standard detailed design manual, DMRB or Manual for Streets 2, as appropriate.

The design and layout of all new highways and vehicular access points shall be in accordance with conditions and standards specified in the Slough Design Guide, DMRB or Manual for Streets 2 (as applicable) at the time of commencement of development. These shall incorporate suitable pedestrian and cycle facilities for all movements including those to and within the site itself. All redundant access points to be fully reinstated to standard footway construction.

24. All highways and vehicular access points shall be constructed before the relevant part of the development is occupied and shall thereafter be maintained exclusively for that purpose in a useable condition to the satisfaction of the Local Highways Authority. Occupation means the use of a building permitted by the SPZ but not including occupation by a person or persons engaged in construction or fitting out or occupation for marketing or display or occupation for security operations.

25. No new vehicular access points shall be created directly onto the Bath Road (A4) or Farnham Road (A355) unless otherwise agreed in writing by the council.



**Table 3 Minimum and maximum vehicle parking spaces required in SPZ developments**

Use Class	Parking spaces per Gross (External) Floor Area			
	Car - Minimum	Car - Maximum	Lorry Space	Cycle Spaces - Minimum
B1 (b)	1 per 250m <sup>2</sup> to 3,000m <sup>2</sup> then 1 for every 500m <sup>2</sup> over 3,000m <sup>2</sup>	1 per 50m <sup>2</sup>	1 per 500m <sup>2</sup> to 2,000m <sup>2</sup> then 1 for every 1,000m <sup>2</sup> over 2,000m <sup>2</sup>	2 per unit then 1 for every 500m <sup>2</sup> over 500 m <sup>2</sup>
B1 (c)	1 per 250m <sup>2</sup> to 3,000m <sup>2</sup> then 1 for every 500m <sup>2</sup> over 3,000m <sup>2</sup>	1 per 50m <sup>2</sup>	1 per 500m <sup>2</sup> to 2,000m <sup>2</sup> then 1 for every 1,000m <sup>2</sup> over 2,000m <sup>2</sup>	2 per unit then 1 for every 500m <sup>2</sup> over 500 m <sup>2</sup>
B2	1 per 250m <sup>2</sup> to 3,000m <sup>2</sup> then 1 for every 500m <sup>2</sup> over 3,000m <sup>2</sup>	1 per 50m <sup>2</sup>	1 per 500m <sup>2</sup> to 2,000m <sup>2</sup> then 1 for every 1,000m <sup>2</sup> over 2,000m <sup>2</sup>	2 per unit then 1 for every 500m <sup>2</sup> over 500 m <sup>2</sup>
B8	1 per 250m <sup>2</sup> to 3,000m <sup>2</sup> then 1 for every 500m <sup>2</sup> over 3,000m <sup>2</sup>	1 per 50m <sup>2</sup>	1 per 500m <sup>2</sup> to 2,000m <sup>2</sup> then 1 for every 1,000m <sup>2</sup> over 2,000m <sup>2</sup>	2 per unit then 1 for every 500m <sup>2</sup> over 500 m <sup>2</sup>
Co-location (Sui Generis)	1 per 250m <sup>2</sup> to 3,000m <sup>2</sup> then 1 for every 500m <sup>2</sup> over 3,000m <sup>2</sup>	1 per 50m <sup>2</sup>	Not normally required. Otherwise 1 per 500m <sup>2</sup> to 2,000m <sup>2</sup> then 1 for every 1,000m <sup>2</sup> over 2,000m <sup>2</sup>	2 per unit then 1 for every 500m <sup>2</sup> over 500 m <sup>2</sup>
A1 - A2	N/A	1 per 30m <sup>2</sup>	N/A	2 per unit
A3, A4, A5	N/A	1 per 5m <sup>2</sup> of public area	N/A	2 per unit

<sup>1</sup> It is recognised Colocation uses have a higher operational demand for plant and a reduced need for lorry or car parking compared with development for Business, General Industrial and storage and distribution uses (B1 (b)(c), B2 and B8).

## Landscaping

26. Each development site should set aside a minimum of six percent for landscape treatment. Landscaping on individual sites within the Trading Estate must comply with the hierarchy of landscaping requirements, (Strategic Landscape Sub-Zones, Arterial Road Landscape Sub-zones, and Non-Arterial Roads), as contained within the Landscape Guidance Note in Appendix 1.

27. All developments within the arterial landscape zones as defined on Plan 2, shall include tree planting (unless underground services dictate this is unviable) and a landscaping strip along the site's frontage. Trees shall be planted a minimum of 2 metres in from the back edge of the footpath/highway and shall be spaced at intervals of between 6 and 14 metres.

28. All developments over 16 metres in height within the arterial landscape zones as defined on Plan 2, shall be set back from the back edge of the footpath/highway by a minimum of 14 metres across the front of the site.

29. All new tree planting within the arterial landscape zones shall be located in front of any fencing or walling, between these and the back edge of footpath/highway.

30. Outside of the arterial landscape zones as defined on Plan 2, buildings up to 12 metres in height should incorporate a minimum of a 2 metre deep landscaping strip across the front of the site, and buildings over 12 metres should incorporate a minimum of a 3 metre deep landscaping strip across the front of the site. Security fencing or walls over 1m in height should be located behind the landscaping strip.

31. Within a two year period following the implementation of a landscape scheme, if any of the new or retained trees or shrubs should die, are removed or become seriously damaged or diseased, then they shall be replaced in the next planting season with another of the same size (at least) and species (or that more suitable to evolving site conditions).

32. There shall be no additional drainage to the highway. No works which will result in the discharge of ground or surface water from the site shall be commenced until drainage works have been completed.

## Solar Panels

33. Solar panels are to be treated as Plant, for the purposes of calculating the maximum building heights on new and existing buildings.

34. Solar panels are permitted under the SPZ on the roofs of new and existing buildings subject to them being set back by 2 metres from the edge and ensuring that the overall height of the building including the solar panels does not exceed the permitted height for the building's location in the different sub-zones or height restricted zones.

35. Conditions 1 and 23 do not apply to applications solely for the installation of solar panels on the roofs of existing buildings.

## General

36. With the exception of solar panels on building roofs, the SPZ does not permit external plant unless it is ancillary to development permitted under the SPZ.

<sup>2</sup> A highway is a way over which there exists a public right of passage, that is to say a right for all of Her Majesty's Subjects at all seasons of the year to freely and at their will pass and re-pass without let or hindrance. This includes private roads owned by SEGRO and public roads that are the responsibility of Slough Borough Council.

37. There shall be no additional drainage to the highway. No works which will result in the discharge of ground or surface water from the site shall be commenced until drainage works have been completed.

38. Development which requires specified potentially hazardous activities, the storage/manufacture of defined potentially hazardous substances, the carrying out of prescribed processes or laying or construction of a notifiable pipeline are not permitted under the SPZ.

39. Works to listed buildings are not permitted by the SPZ.

40. Development in Sensitive Boundary Sub-Zones must comply with the specific conditions relating to the hours of operation and deliveries set out in Table 1, unless otherwise agreed in writing by the Local Planning Authority.

41. The office element of SPZ development including mezzanines will be limited to an area not exceeding 49% of floor area (GEA).

42. Open storage is not permitted as part of any of the developments included within the SPZ consent, either as the main use or ancillary to the main use.

43. In the Service Use Sub-Zone, no single retail unit (Class A1) or premises for the sale of food and drink (Class A3) shall exceed 200 square metres gross floor area.

44. Drive-through restaurants within Use Class A3 and A5, are not permitted by the SPZ.

**Table 1: Sensitive Boundary Sub-Zone hours of operation and delivery and collection constraints**

Sensitive Boundary Sub-Zone	Permitted hours for:	
	Delivery and collection	Operation for general industrial or storage and distribution uses
A - Stirling Road	Monday to Saturday: 07:00 to 22:00 No operations on Sundays or Bank Holidays	
C - Galvin Road		
B - Montrose Avenue	Monday to Friday: 08:00 to 18:00 Saturday: 08:00-13:00 No operations on Sundays or Bank Holidays	

45. Due to the extensive industrial history of the Estate, a desk study assessment of the potential risks to human health and the environment from land contamination shall be completed and the developer shall submit this to the council within 12 months of completion of development.

If the desk study assessment identifies potentially significant risks, a comprehensive phased risk assessment of the extent of any land contamination shall be carried out. This will include evidence that suitable measures to remedy any contamination were carried out, where applicable, in order to make the site fit for use.

If the desk study assessment does not identify any significant risks, the developer shall notify the council of this and carry out a watching brief for unexpected contamination during construction. If any such contamination is encountered a programme of investigation and/or remedial work shall be implemented in order to make the site fit for use.

Details of any remediation works undertaken shall be submitted to the council in the form of a post construction audit or its equivalent within 12 months of completion of development.

The Environment Agency (or equivalent regulatory body) shall be consulted and an approved strategy agreed when potential contamination to controlled waters including groundwater and surface water is found in order to ensure all risks are adequately dealt with.

Piled building foundations that penetrate through the superficial sand and gravel deposits into the underlying bedrock of the Lambeth Group and/or Chalk shall not be permitted until after it has been established that the risks to groundwater in the Chalk aquifer are acceptable to the Environment Agency.

46. Suitable locations for CCTV masts and equipment are shown on Plan 3 and permitted as follows:

1. Only in locations within a diameter of 4 metres of the positions marked on Plan CCTV1.
2. Poles and camera fittings are to be no more than 10 metres high. This allows for a 9 metre pole plus camera fittings.
3. Poles are to be set so as not to interfere with sight lines, unless specifically agreed with Slough Borough Council.
4. Poles are to be freestanding or cabinet based, subject to the cabinets being no larger than 0.5 m square and 1.25 m high. (Total height no more than 10m - see point 2 above).

47. The installation and operation of CCTV shall adhere to the 'Surveillance Camera Code of Practice' (June 2013), or its successor.

48. Within areas defined in the Archaeology Plan no development shall commence until a programme of archaeological work has been implemented in accordance with a written scheme of investigation (WSI) which has been submitted and approved in writing by the local planning authority. The WSI shall include details of the investigation, project design, evaluation methods and provisions for further investigation work to be implemented in the event that archaeological remains are found. In accordance with the WSI provision will be made for analysis, publication and the dissemination of results. The finds and archive will be held by the archaeological contractor until such time as this can be deposited with a suitable museum.

## ***Other Permissions and Licences***

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2.7 The SPZ scheme grants planning permission only. It remains necessary for the development proposals within the SPZ area to comply with all relevant licences, permits and controls required under other legislation. These include the following:

- The statutory provisions and standards relating to health and safety, nuisance and pollution;
- Consent for stopping up or diversion of an adopted highway or footpath;
- Approvals under the Building Regulations and adherence to the Equalities Act 2010;
- Consent from the statutory undertakers where their plant or equipment may be affected;
- Licences issued by Natural England where development permitted by the SPZ may impact on species protected under European or National legislation;
- Approval, as appropriate, from the Environment Agency pursuant to the requirements of the Land Drainage Act 1991 and other relevant legislation;
- Consent to display advertisements where required by the Town and Country Planning Act (Control of Advertisements) Regulations 2007;
- Activities requiring consent under the Town and Country Planning (Hazardous Substances) Act, 1990;
- Land Drainage Bye-Laws; and
- Building on and adjacent to public sewers.

## Part 3 Additional information on the operation of the SPZ

- 3.1 To ensure adequate monitoring of SPZ developments the developer will supply Notification of Development to the council within three months of commencement of development.
- 3.2 When development is proposed the responsibility to contact statutory undertakers and other relevant bodies falls to the developer.
- 3.3 Under Section 69 of the Town and Country Planning Act 1990, as required by Article 36(8)(a) of the Town and Country Planning (Development Management Procedure) (England) Order, 2010 (SI 2010/2184, Slough Borough Council will maintain a register containing brief particulars of all SPZs in its area, including information on all proposals for the preparation and alteration of SPZs and a map showing the definitive boundary of any operative or proposed SPZ schemes.
- 3.4 The owner or developer will supply Slough Borough Council with details of all works to be carried out on the Estate which would fall within the SPZ consent. The developer shall submit a covering letter and other information set out in an agreed memorandum, to include SPZ notification form, fee cheque, location plan, site plan to include identification of a pedestrian route from the proposed building to the highway, floor plans, elevations plan and HGV tracking plan. This approach would help Slough Borough Council to monitor development progress and make this information available to the public in place of the Planning Register. Meetings will also be held with Slough Borough every 3 months to discuss progress on development undertaken under the SPZ scheme and any future proposals.
- 3.5 When a private service road or roads are proposed as part of an SPZ Notification, the owner or developer will provide an HGV Tracking Plan and visibility splay plan. Furthermore, where the road is to be gated, sufficient set back to allow at least 1 HGV to be parked up off the highway shall be provided.
- 3.6 The land shown within the red line on Plan 2 within the SPZ boundary is subject to a planning permission for the development of land, granted on an application or deemed to be granted under Part III of the Act (Control of Development). As such demolition is authorised by this SPZ.
- 3.7 The owner or developer may apply to Slough Borough Council for the Certificate of Lawful Use or Development under Section 192 of the Town and Country Planning Act 1990, as inserted by Section 10 of the Planning and Compensation Act 1991. There is a fee payable.
- 3.8 Any planning permission granted by the SPZ must be started within ten years of the date of adoption of the SPZ scheme. At the end of the ten year period the SPZ ceases to have effect except for the development that has already commenced (Section 56 of the Town and Country Planning Act 1990 clarifies when development in an SPZ is considered to have commenced). In relation to unfinished schemes, the developer shall provide details of these within 3 months of the expiry of the SPZ. The Local Planning Authority may serve a Completion Notice stating that the planning permission granted by the SPZ will cease to have effect after a further specified period of not less than 12 months.
- 3.9 For avoidance of doubt the term "developer" as used in the SPZ scheme includes any person or organisation that, in the case of a normal planning application, would be referred to as the applicant.

- 3.10 Development permitted under the SPZ scheme is not exempt from enforcement action. If any development fails to comply with the restrictions or conditions set out in the SPZ scheme, Slough Borough Council has the power to instigate enforcement procedures in the normal way.
- 3.11 If a developer or occupier does not wish to comply with the terms of a particular condition laid down in the SPZ scheme they will have to submit a planning application to Slough Borough Council for the proposed development, which will be determined in the normal way.
- 3.12 Slough Borough Council will charge a fee, payable on the submission of a notification seeking confirmation that a proposed development accords with the SPZ scheme.

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## Part 4 Informatives

- 4.1 In addition to Slough Borough Council, there are a range of statutory undertakers and other agencies that place requirements and publish guidance with respect to new development. It is the responsibility of individual developers or occupiers to ensure that they consult with statutory undertakers and other relevant organisations prior to the commencement of development. All development permitted under the SPZ Scheme should therefore take into account the following informatives:
- i) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended) a change of use from a Class B1(b) and/or B1(c) use permitted by this SPZ to a primary use within Class B1(a) shall not be permitted. Ancillary Class B1(a) uses are, however permitted.
  - ii) Development (including any alterations to existing buildings and parking facilities) shall be suitable for use by people with disabilities, designed in accordance with Building Regulations and Slough Borough Council's parking standards current at the time of development.
  - iii) The granting of the SPZ consent does not prevent the Borough council from taking action under Environmental Health Legislation against activities resulting in noise, smoke, odours, smells, dust, grit or litter. Action can also be taken under other environmental legislation where infringements occur.
  - iv) If geotechnical investigation indicates the presence of significant contamination the developer should contact the Environment Agency (or their successors) at the current address.  
  
Red Kite House  
Howbery Park  
Crowmarsh Gifford  
Oxfordshire  
OX10 8BD
  - v) It is an offence to cause or knowingly permit any poisonous, noxious or polluting matter to enter groundwater or surface water, (Environment Permitting Regulations, 2010).
  - vi) In order to comply with the requirements of the Environment Agency (or their successors) development within the Trading Estate under the SPZ Scheme shall not result in:
    - a) Any increase in surface water discharge from the Trading Estate increasing peak flood discharge within the "main river" section of the Chalvey Ditch.And
    - b) Any site that has had previous industrial use shall be subject to a detailed site investigation prior to redevelopment to establish whether the site is contaminated; to assess the degree and nature of any contamination present, and to determine its potential for pollution of the water environment The method and extent of this investigation shall be agreed with the Environmental Agency in advance, and details of appropriate measures to prevent pollution of groundwater and surface water, including provisions for monitoring, shall be approved in writing by the Environment Agency before development commences. The development shall then proceed in strict accordance with the measures approved.
  - vii) Pursuant to the Land Drainage Act (1991) and the Environment Agency's Land Drainage Bylaws (1981), details of the following should be submitted for consideration by the Environment Agency (or their successors) prior to commencement of work.



- a) Any works affecting the bed, banks or bow of the Chalvey Ditch and Salt Hill Stream including details of any outfall structures discharging into the water course (Section 23, Land Drainage Act 1991).
- b) Details of any proposed culverts of control structures affecting the bed, banks or bow of non main rivers should be submitted to Slough Borough Council as the Lead Local Flood Authority (Flood and Water Management Act (2010) para.32-34 and Land Drainage Act 1991 Schedule 2 Section 23 (as amended)).
- c) The erection of any fence, post, pylon, wall or any other building or structure within 8 metres measured horizontally from the foot of any bank of the Chalvey Ditch on the landward side or, where there is no such bank within 8 metres measured horizontally from the top edge of the batter enclosing the river, (Bylaw 4, Land Drainage Bylaws 1981).
- viii) Where piled foundations are to be used, the developer will undertake the relevant risk assessment to ensure that groundwater is not at risk from pollution.
- ix) Any access required onto land owned by Network Rail (or their successors) should be the subject of prior application to the Asset Protection Manager at the current address:  
Network Rail  
First Floor  
Templepoint  
Redcliffe Way  
Bristol  
BS1 6NL
- x) No drainage/surface water must be discharged onto Network Rail's property or into any of Network Rail's existing drainage systems except by prior agreement with Network Rail's Property Manager.
- xi) No drainage soakaways should be constructed within 5 metres of Network Rail's property.
- xii) Developers must ensure that no pollution of Network Rail's property occurs.
- xiii) If not already in place, the Developer/ applicant must provide at their expense a suitable trespass proof fence (of at least 1.8m in height) adjacent to Network Rail's boundary and make provision for its future maintenance and renewal without encroachment upon Network Rail land. Network Rail's existing fencing/wall must not be removed or damaged and at no point either during construction or after works are completed on site should the foundations of the fencing or wall or any embankment therein be damaged, undermined or compromised in any way. Any vegetation on Network Rail land and within Network Rail's boundary must also not be disturbed.
- xiv) No work should be carried out on the development site that may endanger the safe operation of the railway or the stability of Network Rail's structures and adjoining land. In particular, the demolition of buildings or other structures must be carried out in accordance with an agreed method statement. Care must be taken to ensure that no debris or other materials can fall onto Network Rail land. In view of the close proximity of these proposed works to the railway boundary the developer should contact Network Rail email AssetProtectionWestern@networkrail.co.uk before works begin.
- xv) It is recommended that all buildings be situated at least 2 metres from the boundary fence, to allow construction and any future maintenance work to be carried out without involving entry onto Network Rail's infrastructure. Where trees exist on Network Rail land the design of foundations close to the boundary must take into account the effects of root penetration in accordance with the Building Research Establishment's guidelines.

- |   |  |
|---|--|
| <p>xvi) If any development includes amenity areas, garage blocks, open spaces, areas which will be open to the public/children/animals, the developer is strongly advised to provide as minimum 1.8 metre high concrete post and weldmesh fence alongside the railway</p>   | <p>xxi) Thames Water Utilities (or their successors) should be contacted on all developments proposed for the estate, at the current address:<br/><br/>Thames Water Utilities<br/>Development Control<br/>Asset Investment Unit<br/>Maple Lodge<br/>Denham Way<br/>Rickmansworth<br/>Hertfordshire WD3 9SQ</p>   |
| <p>xvii) It would be advisable to construct a steel vehicle barrier next to the line side fencing; adjacent to all roads, turning circles and parking areas where the railway is situated at or below the level of the development site.</p>  | <p>xxii) Within 12 months of Practical Completion of an SPZ scheme, details of any drainage connections that have been agreed with Thames Water (or their successors) must be provided to the local planning authority.</p>  |
| <p>xviii) All plant to be positioned in such a way that, in the event of failure, it will not encroach or fall nearer than 1 metre from the nearest running railway track. However, should this be unavoidable, Network Rail's Property Manager would require at least 3 months notice prior to the commencement of such works to enable the arrangement of any necessary protection.</p>   | <p>xxiii) Surface water drainage design for SPZ developments will manage the surface water run-off they generate for storm events up to and including the 1 in 100 year + 20% event within the plot boundary before discharging to the existing sewer system within the Trading Estate at a restricted rate. Where practicable SuDS utilising infiltration drainage will be implemented in addition to provision of attenuation measures to maximise source control measures and reduce the discharge rate and volume to the sewer system. Discharge rates will be at least equal the existing brownfield level or where practical a betterment will be achieved reducing the run-off rate to as close to the greenfield rate as possible.</p> |
| <p>xix) Full details of any external lighting schemes should be submitted to Network Rail's Property Manager for prior approval, so as to ensure these do not interfere with Network Rail's own signalling equipment.</p>   |  |
| <p>xx) Details of any planting schemes should be sent to Network Rail's Property Manager for comment. No trees or climbing shrubs should be planted in such a way that they could create a nuisance to the Railway due to falling leaves or penetration of roots, or by providing a means of gaining access to the Railway or on reaching their mature height could fall within 3 metres of Network Rail's nearest running rail, building, or structure. The planting of broad leaved trees or any form of broad leaved planting, in the landscaping of areas adjacent to the railway should be particularly avoided.</p> | <p>xxiv) When the new SuDS Approval body (SAB) is created under Schedule 3 of the Flood and Water Management Act no work, with the exception of demolition and/or remediation, will commence on-site until SAB consent is obtained for the proposed surface water drainage scheme.</p>   |

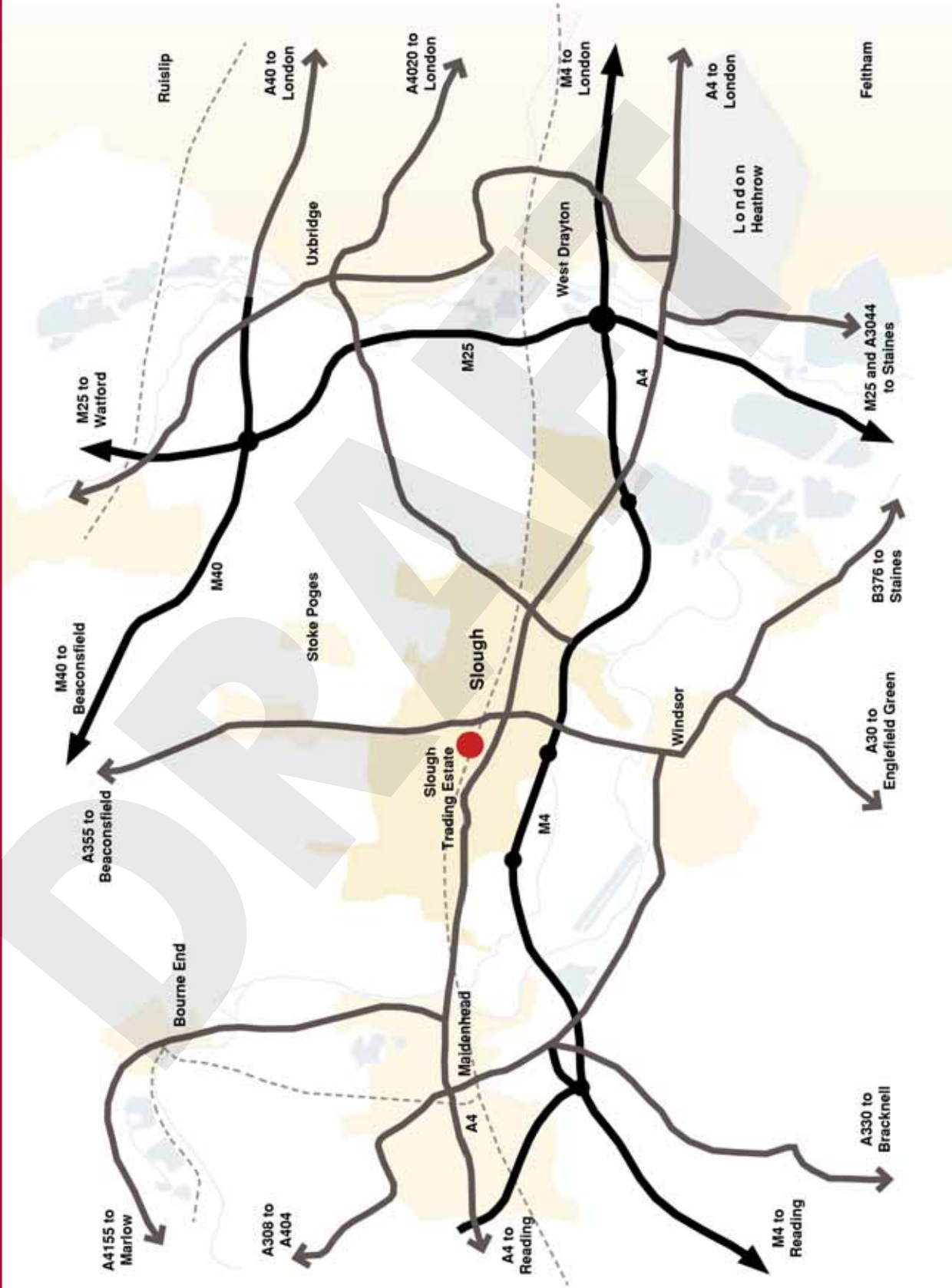
- xxv) Surface water should be drained to soakaways wherever possible, and in any case no additional impermeable areas will be allowed to connect into surface water sewers unless satisfactory on-site balancing provisions have been agreed. Soakaways should not penetrate the water table or exceed 3 metres in depth below existing ground level unless in a form approved by the Environment Agency. No soakaway should be constructed in contaminated ground.
- xxvi) The developer will be prohibited from building over or close to an existing public sewer unless a satisfactory diversion can be achieved. There are exceptions for very small developments over some minor sewers.
- xxvii) Any industrial process resulting in the discharge of trade effluent to the public foul sewer will require a Trade Effluent Consent from Thames Water Utilities (or their successors).
- xxviii) Surface level car parks with 30 or more spaces shall drain via an approved oil interceptor. Permeable surfaces may be an acceptable solution in certain circumstances to facilitate drainage as an alternative to an approved oil interceptor.
- xxix) Covered car parks shall drain to the foul sewer via an interceptor.
- xxx) Any above ground fuel storage tank(s) or chemical storage tank(s) shall be sited on an impervious base and surrounded by bund walls. No drainage outlet should be provided. The bunded area should be capable of retaining at least 110% of the volume of the tanks and any spillages from fill or draw pipes. All fill pipes and sight gauges should be enclosed within its curtilage. The vent pipe should be directed downwards into the bund. Guidelines are available from the Environment Agency. Details of the containment system are to be submitted to and approved in writing by the Local Planning Authority prior to commencement of the development.
- xxxi) The developer shall where possible re-use and recycle waste, including materials and waste arising from demolition; minimise the pollution potential of unavoidable waste; and dispose of unavoidable waste in an environmentally acceptable manner.
- xxxii) Occupiers will be encouraged to reuse and recycle materials where possible.
- xxxiii) Any hazardous waste generated during the demolition or construction process should be removed and disposed of in accordance with the relevant Hazardous Waste Regulations.
- xxxiv) Prior notification of demolition is not required. Where demolition of an existing building is planned, all redundant drains shall be grubbed up or sealed to prevent rodents gaining access to the public sewers.
- xxxv) No landscaping will be permitted on the public highway verges except under licence issued in accordance with the Highways Act 1980. Any landscaping proposed on the adopted highway will be subject to the Borough council granting a licence under Section 142 of the Highway Act.
- xxxvi) An environmental guidance note is included in Appendix 3 to assist developers in curbing any potential detrimental effects upon the environment.
- xxxvii) The construction details of access to an adopted highway, or highway that the developer proposes for adoption, should be in accordance with standard details current at the time of development provided by the Head of Highways. No work should be undertaken on the public highway without his or her permission.
- xxxviii) All development should take account of the provisions contained within Circular 01/03 with regard to the height restrictions on tall buildings within aircraft flight paths.

- xxxvix) The Environment Agency (or the relevant waste regulation authority) should be contacted by the developer with regards to all development which falls within the provisions included within Schedule 5(y) of the Town and Country Planning (Development Management Procedure) (England) Order (2010) which deals with development on or within 250m of landfill sites.
- xxxx) All development is expected to take into account the provisions of Section 17 of the Crime and Disorder Act 1998 regarding surveillance, structure, ownership, access and movement, physical protection, activity, adaptability, and management and maintenance, as well as current Government policy on these matters.
- xxxxi) All new development permitted by the SPZ must comply with Building Regulations including the requirements of Part L, which set out the requirements with respect to the conservation of fuel and power.
- xxxii) The contact addresses listed were correct at the time of adoption. These may be subject to change during the period of operation of the SPZ and consequently it is the responsibility of the developer to check that the addresses are still correct and if not, obtain the new contact details for the relevant body.
- xxxiii) All adopted roads and junction alterations to adopted roads require Road Safety Audits (Stages 1, 2, and 3) to be carried out in accordance with the Highways Authority's requirements.
- xxxiv) If a previously permitted SPZ building is lost through an insured risk, meaning:
- fire, lightning, earthquake, subsidence, heave, landslip, explosion, terrorism, aircraft, riot, storm, tempest, flood, burst pipes, malicious damage and impact damage;
- it can be re-built to its pre-existing height, notwithstanding the heights specified elsewhere in this SPZ.
- xxxv) SEGRO commissioned an assessment of the potential for finding archaeological remains across the Trading Estate; that concluded (i) the areas in Plan 4 would require further investigation prior to their redevelopment, as per condition 48, and (ii) outside of these areas SPZ developments will not require further investigation due to historic severe and widespread below ground disturbance.
- The assessment was carried out in 2013 and 2014 to support the renewal of the SPZ and considered past development and redevelopment in order to inform a model of archaeological survival. It included information from previous programmes of archaeological trenching at 260-266 Bath Road and the Leigh Road Commercial Core Area (LRCC2), and further archaeological trenching elsewhere on the estate in March and April 2014.

# Plan 1

Slough Trading Estate SPZ - regional and local context

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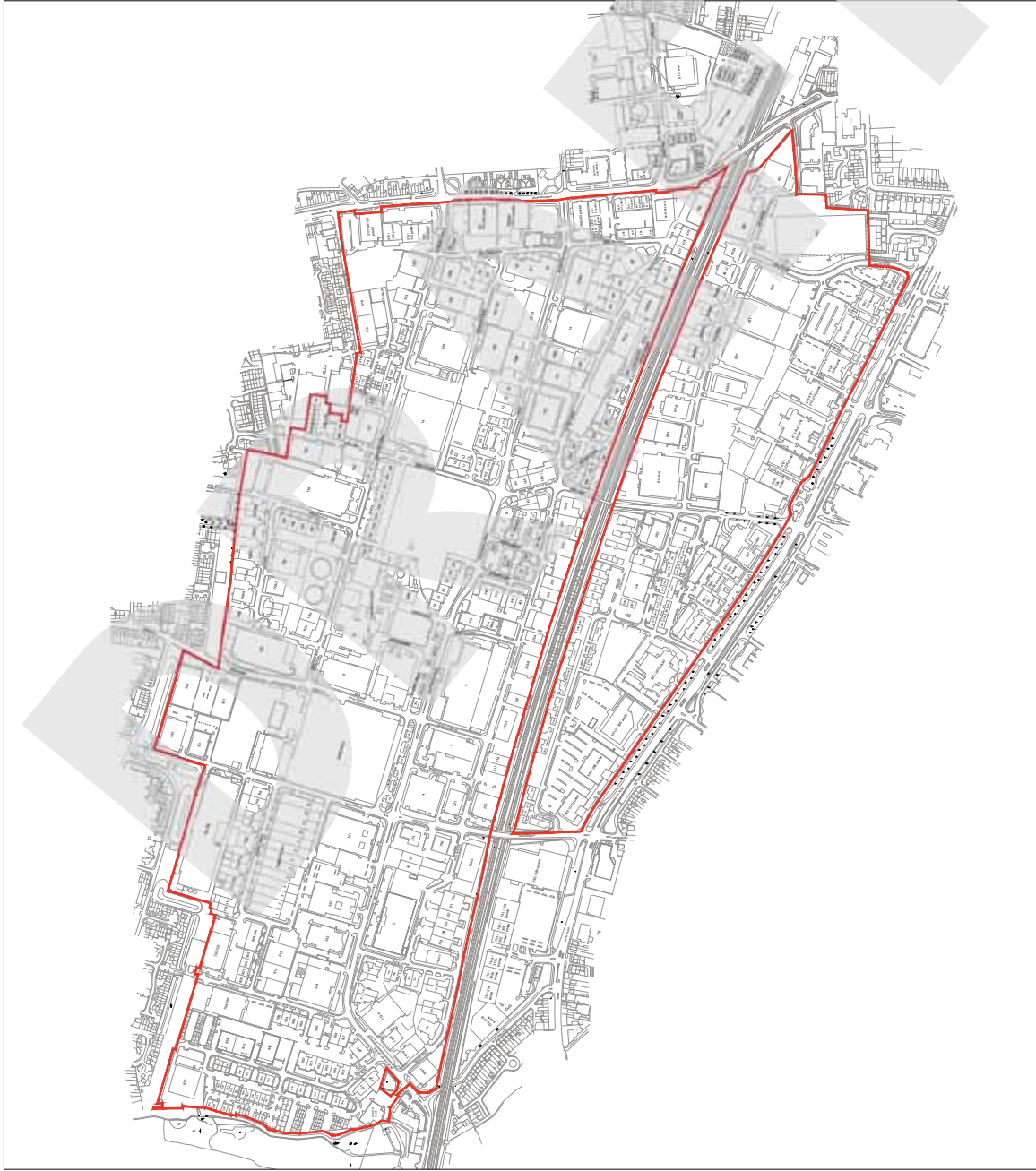


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Revision	Date	Drn	Ckd

Legend

	SPZ Site Boundary
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**Draft**  
Project  
Slough SPZ

Drawing Title  
SPZ Site Boundary

Date	Scale	Drawn by	Check by
02.06.14	M75	M.S.	J.P.
Project No.	Drawing No.	Revision	
20712	20	-	

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# Plan 2

Adopted SPZ boundary and zonings

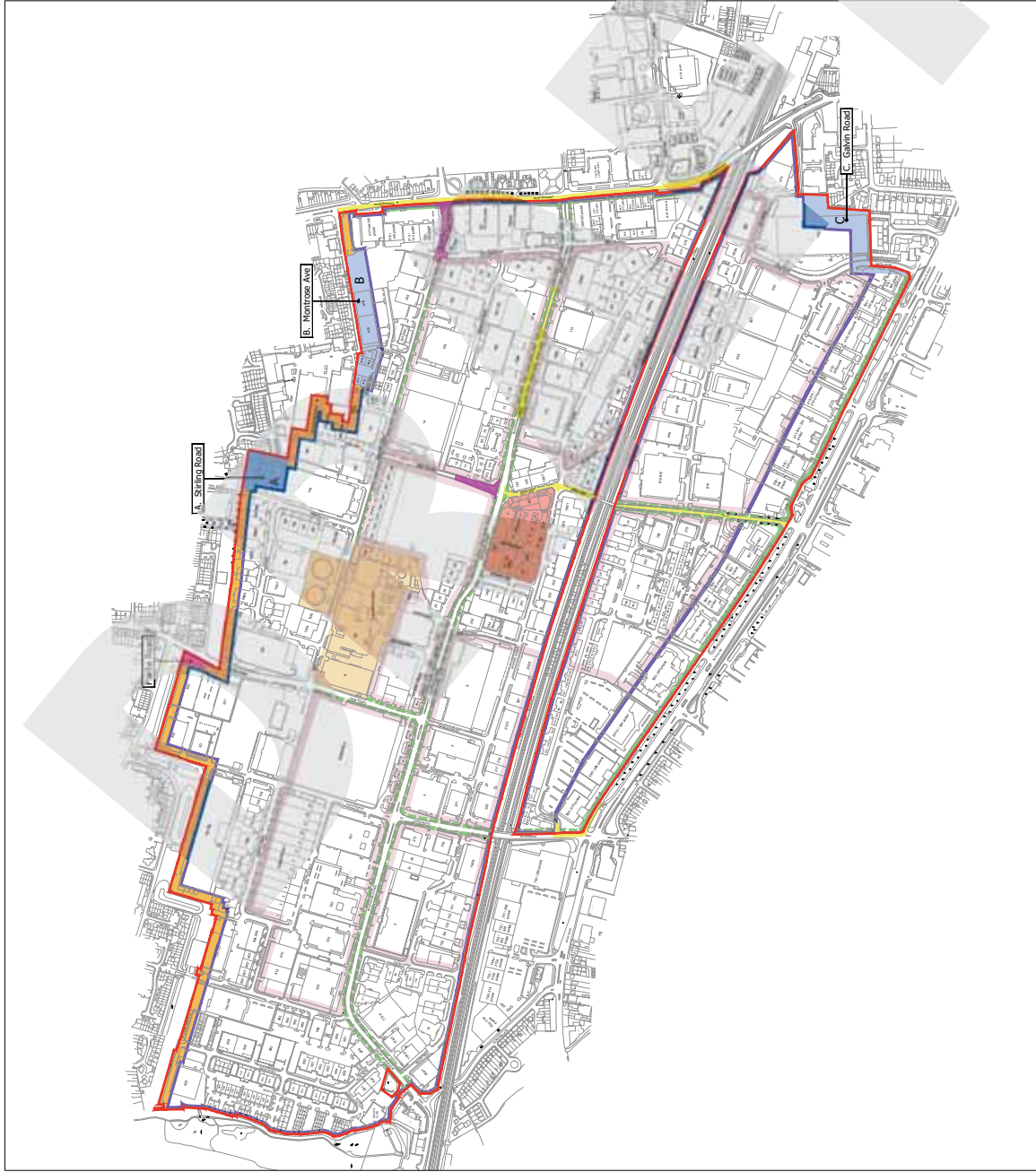
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Revision	Date	Drn	Ckd

- Legend**
- Proposed SPZ Boundary
  - All SPZ Uses Permitted
  - Service Use Sub-Zone
  - Power Station Sub-Zone
  - Strategic Landscape Sub-Zones
  - Sensitive Boundary Sub-Zones
    - A. Stirling Road
    - B. Montrose Ave
    - C. Galvin Road
  - Fairlie Road Sub-Zone
  - Height Controlled Zone
  - Warehouse and Distribution Uses on Sites Over 1 Hectare
  - R & D and Colocation Sub-Zone
  - Arterial Road Landscape Sub-Zones
  - Highway Safeguarding Sub-Zones
  - Areas of Land for Liverpool Road / Buckingham Avenue and Edinburgh Avenue / Fairlie Road Junction Improvements



**Draft**  
Project  
Slough SPZ

Existing Site  
SPZ Plan

Date	Scale	Drawn by	Check by
12.05.14	MTS	M.S.	J.P.
Project No.	Drawing No.	Revision	
20712	12	E	

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# Plan 3

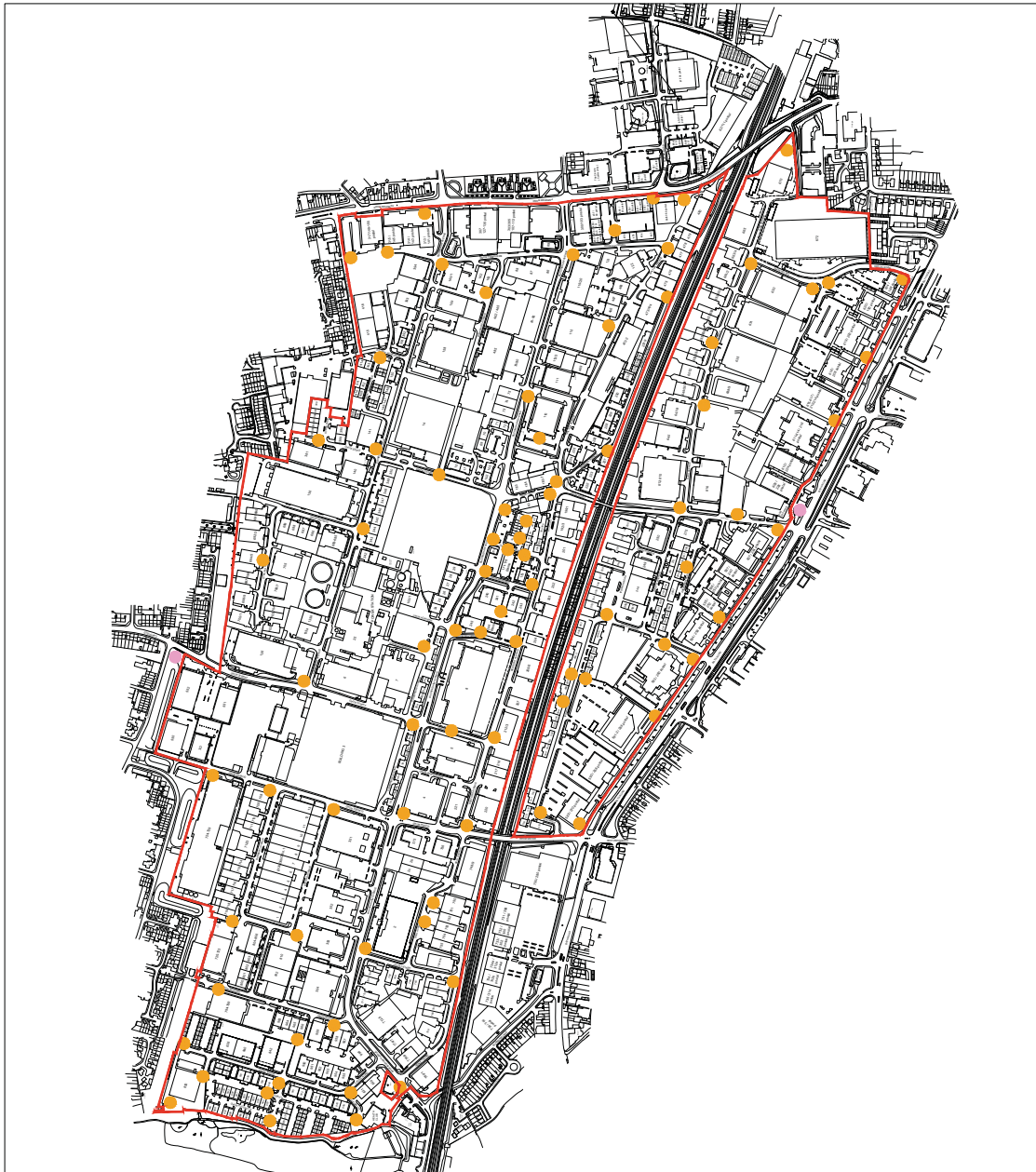
Location of CCTV cameras

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Revision \_\_\_\_\_  
Date \_\_\_\_\_  
Dm \_\_\_\_\_  
Ckd \_\_\_\_\_

- Legend**
-  Proposed SPZ Boundary
  -  Permitted Locations for CCTV
  -  Outside SPZ Boundary and would Require Planning Permission

The scaling of this drawing cannot be assured



Project  
**Slough SPZ**

Drawing Title  
**Permitted Locations for CCTV**

Date	Scale	Drawn by	Check by
22.05.14	NTS	M.S.	J.P.
Project No	Drawing No	Revision	
20712	02	F	

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# Plan 4

Archaeology (WSI locations)

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Revision	Date	Drn	Ckd

Legend

- Proposed SPZ Boundary
- Areas where further archaeological investigation is required

**Draft**  
Project  
Slough SPZ

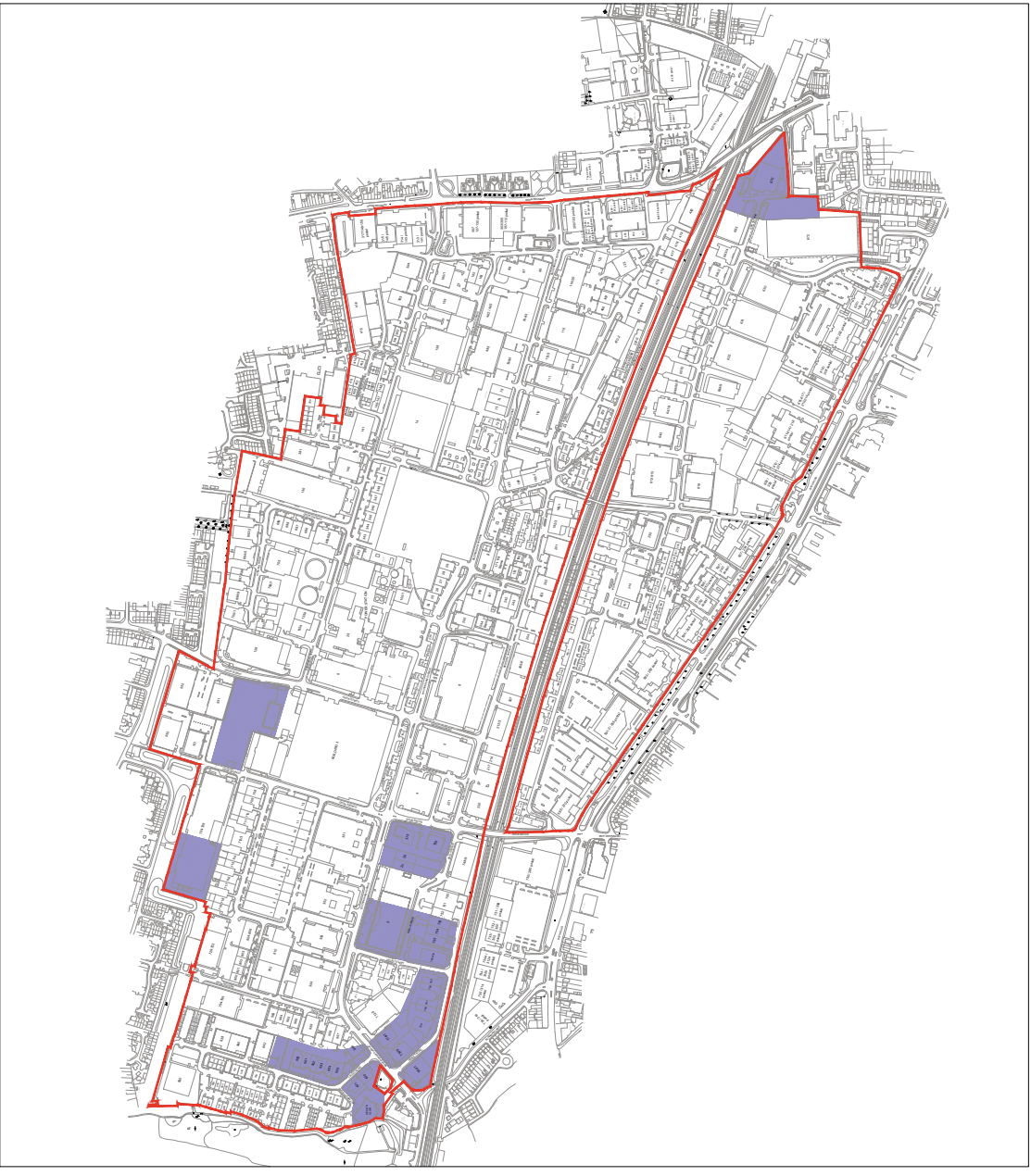
Drawing Title  
Archaeology Plan

Date	Scale	Drawn by	Check by
12.05.14	MTS	M.S.	J.P.
Project No	Drawing No	Revision	
20712	18		

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# Appendix 1

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## Guidance note on Landscaping matters

### Introduction

The importance of green or soft landscaping for the setting and screening of buildings and streetscape amenity are well understood. Careful planting can help define public and private areas, bring interest throughout the seasons and give distinctive character to an area. Well designed and maintained green space can soften the impact of urban buildings, encourage people to walk or cycle, and provide natural drainage to reduce short term surface water flooding.

Green landscaping can add economic value, because it adds quality to a development, and improves the local environment for its users. Shrubs and hedges add interest and depth, and can act as a natural security barrier. Trees provide shade in summer and deciduous varieties allow light in winter. They help clean the air and identify important spaces, for example when planted in boulevards.

This note is intended to provide more detail on landscaping across the SPZ, but avoids being over prescriptive as per the principle of the SPZ scheme as a planning tool. This is because for example (i) best practice will reasonably evolve over the lifetime of the SPZ (ii) developments built out under it need to deliver land and cost - effective layouts and (iii) each site will have its own constraints and client requirements.

### Planning considerations

The benefits of appropriate landscaping are recognized in the NPPF as part of good design, and Slough Core Strategy Policy 8, which requires that all development provides appropriate landscaping as an integral part of design. Local Plan Saved Policy EN3 establishes the detailed approach in Slough against which planning applications are assessed. SPZ developments should therefore consider the NPPF and be guided by Slough's policies in the design and provision of comprehensive landscaping.

The conditions in the SPZ (no. 29 to 34) require a minimum of 6% landscaping on each site and establish a hierarchy of landscaping provisions. These focus on 'signposting' different areas in the estate, and/ or addressing the impact on the street scene of varying building heights by overlaying the location on the estate (in one of three zones) and the height of buildings (ranging from under 12m to up to 23m).

### Building Heights

The SPZ permits a default maximum height of 16m with increased heights (up to 20 and up to 23m) in the central area on larger plots away from residential areas, and adjoining residential areas reduced building heights (of 7 and 12m).

It is considered that in townscape terms it is possible to accommodate taller buildings in parts of the Trading Estate. As the SPZ is unable to control their detailed design, appearance or spacing however it is important that, along with being set back from the footway, they are set within consistent and effective landscaping to mitigate the impact on the street scene.

Landscaping contributing to the 6% minimum should therefore be in sizeable areas appropriate to the height of the building it screens (and not a collection of small ad hoc areas). Some soft landscaping should be provided in front of any security fencing or walls to improve the street level environment for pedestrians and cyclists. Corner plots and return frontages should also give attention to provision of quality landscaping to give a sense of space fitting the trading estate's location out of the town centre. On taller buildings, landscaping fronting the highway must include semi-mature trees, and site layouts aim to set these in deeper landscaping strips that are as continuous as possible along the main road frontage.

### Landscaping Sub-Zones

There are three Landscape Sub-Zones in the SPZ to which the following advice applies. These are described below and delineated by their road frontages:

- A) Strategic Landscape Sub-Zones
- i) Bath Road (A4) north side
  - ii) Farnham Road (A355) west side

These roads are at the boundary of the SPZ: the Farnham Road fronts the district centre, and the Bath Road is characterized by large detached offices set within their own areas of landscaping including open grass, and fronted by the tree lined boulevard. The landscaping style here should be delivered in future developments.

- B) Arterial Road Landscape Sub-Zones
- i) Buckingham Avenue
  - ii) Dover Road
  - iii) Edinburgh Road
  - iv) Fairlie Road
  - v) Leigh Road
  - vi) Liverpool Road

These are characterized as the main roads through the estate, and are the areas where taller buildings up to 23m are likely to be located. They are also the areas identified in the Master Plan for boulevard planting, providing the opportunity for a strong linear feature.

High quality landscaping, including semi mature trees and a mix of at least two elements of shrubs, hedges and grass will be provided on all plots redeveloped under the SPZ, independent of height. This will deliver a consistency in the appearance of the landscaping and help to soften oblique views of adjoining sites which may contain tall buildings.

- C) Non-Arterial Roads
- All remaining development areas which have a frontage onto an estate road

These form the majority of the estate, providing a range of buildings and settings that is evolving as the trading estate is being modernized. Landscaping here can relate to the height of buildings and adjoining industrial character. Shorter buildings will not require such a depth or height element but should still seek to continue the landscaping themes elsewhere on the estate.

### Highways considerations

The Highways Act 1980 stipulates that tree, hedge and shrub planting adjacent to any highway must be adequately managed.

Where trees etc. overhang the highway causing danger or obstruct the passage of vehicles or pedestrians or interfere with the view of drivers, the Council may by notice require the danger be removed. The following general conditions relate to the Highway frontages:-

- a) Sight lines advised by the Borough Highways Engineer at junctions which allow for the event of traffic signal failure as well as possible interim junction improvements shall not have any form of landscape planting in front of the site lines exceeding 800mm in height.



b) Landscaping shall not obscure direction signs or obstruct street lighting, bearing in mind that the lighting of many of the service roads relies upon overspill lighting from main road lights.

c) No trees or large shrub planting (with aggressive root growth) shall be planted within one metre of the back edge of footpaths.

d) No trees or aggressive rooting shrubs shall be planted over existing statutory undertaker's plant.

### **Landscape Design Considerations**

The services of a qualified landscape designer are to be encouraged with regard to the landscape element of any redevelopment within the SPZ scheme. Designers are encouraged to look at their site as part of a wider area and adopt a style of design which is compatible with the surroundings and reflects an understanding of the character of the area. New landscaping should contribute to improving not only the site itself but enhance the wider environment.

It is necessary to ensure at the outset that landscaping is a fundamental part of the overall cost plan, and that it should not be seen as a softening cosmetic to be added at the end if there are sufficient funds left or, as happens more often, to be cut back if the planned budget is exceeded.

The landscape proposals should be designed in accordance with current best landscape practice and should reflect the buildings use, form, architectural features and local environment to provide a developing and sustainable landscape. Each development site should set aside a minimum of 6 per cent for landscape treatment.

Landscape designs should provide a balance of four distinctive planting elements:-

- Shrubs, be they groundcover or specimens
- Hedges, formal or informal
- Trees
- Grass

The balance and relationship between these elements must reflect the 'areas' available to be landscaped - size, proximity to buildings, hard surfaces and the functions the elements are required and desired to perform. Additionally, consideration of the adjoining schemes, as applicable, form and layout should be reflected to provide a structured consistent Landscape Zone road frontage.

Landscape proposals should seek to create a contribution to amenity value throughout the year, and provide interest but avoid creating a security conscious design for pedestrians and cyclists. Design proposals should provide bold structured and maintainable landscape that signpost the main routes and reflects the hierarchy and character of the different areas in the Trading Estate. An example of these is set out in the Master Plan supporting the adopted Site Allocation SSA4 for the trading estate, including the regeneration of the central area around the Leigh Road.

Native indigenous stock is to be encouraged where appropriate and as part of the design process environmental and wildlife benefits for inclusion into the scheme are to be considered.

### **Statutory Undertakers Services and Plant**

Planting in the proximity to services and within service margins is to be limited to grass or inexpensive and non-aggressive rooting ground cover planting. This is to avoid damage to the service plant and to take account that the statutory undertakers may excavate and expose their services at any time.

New service trenches should take care not to sever the roots of trees. Where possible all services should be placed outside the root spread of existing trees. Where the excavation of trenches close to trees is unavoidable, excavation should be by hand and all major roots greater than 40mm (1.5") in diameter are to be left undamaged.

Placement of services by boring beneath tree roots from pits dug on either side of the tree is to be encouraged to minimise route disturbance.

Planting works within the vicinity of the various statutory services including British Gas, British Telecom and Scottish and Southern Electricity is, unless otherwise agreed with the appropriate Companies, to be carried out in accordance with the respective company's advice notes such as British Gas Advice Document, PSB 481 10/86 or current legislation such as the Electricity at Works Regulations 1989. The advice contained in the Joint Utilities group publication entitled "Recommendations on the Avoidance of Danger from Underground Electricity Cables" is also to be recommended.

### **Retention of Existing Trees**

Retained trees give an immediate maturity to a new scheme and semi-mature trees are a poor substitute for existing trees as they may not mature for several years after they have been planted.

As part of the design process a review of all existing mature trees should be undertaken in order to retain those where possible and incorporate them into new design. Conditions must be provided in order to ensure that the existing trees being retained not only survive but continue to thrive. This includes preventing damage to roots and over pruning the crown.

It is essential to record the ground levels at the base of every important tree to be retained to ensure that these levels are maintained in the new layout. Where changes in levels are unavoidable, it may be possible to maintain the original levels and water table by the careful use of revetments or retaining walls/structures.

### **Replacing Mature Trees**

In addition to new landscaping initiated by redevelopment, a programme of planned replacement of mature trees over a gradual period of a number of years is to be encouraged and seen as an overall improvement of the Slough Trading Estate.

Careful thought must be given to the tree species to be used for replacement bearing in mind disease resistance, maintenance, changes in surrounding design layout, locality, space to grow etc.

### **New Trees**

New tree planting should be appropriate to the design and height of the building and Sub-zone. Ample room should be allowed for trees to grow and spread naturally.

The selection of trees species to be planted within an area should be considered in light of proximity of buildings, hard surfaces, services and any other feature or aspect that would detrimentally effect the long-term establishment and development of the tree.

Planting centres should be such that a balance is maintained in providing initial presence and the trees eventual maturity. Densities of the group, avenue, single specimen should be such that they reflect with the overall schemes intent and requirement, noting the Zones frontage and the adoption and agreement of particular species along the roads and avenues of the estate.

Native trees are preferred on strategic and all arterial frontages. In general, it is advisable not to plant large growing species such as Oak, Ash, Poplar or similar within 5m of any building and greater distances will usually be advisable. However, trees such as certain species of Lime and Sycamore which drop a resinous gum on to the roofs of cars must be avoided. Variegated or purple leaved trees should be avoided on arterial frontages and have only limited use within the design on non-strategic or arterial areas of a scheme, and should be used sparingly.

Consideration should be given to loss of sight to major windows in adjacent buildings when positioning new trees within the landscaping scheme. Trees of moderate growth rate and ultimate size such as Birch, Rowan and Whitebeam can be grown close to buildings with little risk of damage to modern foundations.

Incorporation of trees within car parking areas where appropriate is to be encouraged to visually soften the impact of large expanses of parked cars on the general amenity of development sites. Trees are to be planted within lines or groups in borders to divide up rows of car parking. The species chosen must be vigorous, tolerant of fumes and dry conditions and ideally have a spreading habit which gives good shade.

### **Maintenance**

The landscape planting must be maintained free of competing weed growth until there is adequate cover from both the trees and shrubs/groundcover plants.

As an aid to good management, it is recommended that after completion of planting operations, all tree pits in grass areas and planted borders are mulched with a good quality pulverised bark mulch to an average depth of 40 - 50mm.

The maintenance of new tree planting should include the adequate staking and support of the trees during the establishment period and regular inspection to diagnose possible problems and carry out appropriate remedial works.

Any planting elements of the scheme that fail due to vandalism, poor maintenance or natural causes, must be replaced ideally with the same plant species or that more suited to the evolving site conditions. Such works should be programmed for the next available autumn/spring planting season.

### **Design Standards**

It is recommended that all landscape materials and works to be undertaken shall be to the reasonable satisfaction of a qualified landscape designer appointed for each redevelopment site. It is considered reasonable to expect that good Horticultural Practice will be adopted and that all relevant British Standards, European Standards and Codes of Practice are adhered to. These include the following recommendations:

- British Standard No. EN ISO 11091:1999  
Construction drawings; Landscape drawing practice
- British Standard No 3882:2007  
Specification for topsoil and requirements for use
- British Standard No. 3936 Part 1: 1992  
Specification for Trees and Shrubs
- British Standard No. 3936 Part 2: 1990  
Specification for Roses
- British Standard No. 3936 Part 7: 1989  
Specification for Bedding Plants

- British Standard No. 3936 part 9:1998  
Specification for Bulbs, Corms and Tubers
- British Standard No 3936 part 10:1990  
Specification for Ground Cover Plants
- British Standard No 3969:1998  
Recommendations for Turf for General Purposes
- British Standard No 3998:2010  
Recommendations for Tree Works
- British Standard No. 4043: 1989  
Recommendations for Transplanting Root-Balled Trees
- British Standard No. 4428: 1989  
Code of Practice for General Landscape Operations (excluding hard surfaces)
- British Standard No 5837:2012  
Trees in relation to design, demolition and construction.

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## Appendix 2

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## Environmental Health Considerations

These are the Environmental Health issues the Local Planning Authority would expect developers to consider when drawing up individual schemes. It is within the best interests of developers to confer with the Borough Council's Environmental Health Division over environmental matters, if in doubt. This may avoid the need for remedial action at a later stage.

### **Class A1 (such as shops) and Class A3 (Food and Drink)**

Environmental Issues to consider:-

Noise from plant/machinery, eg. ventilation systems, refrigeration plant etc.

Odours from cooking, food preparation, chemicals and solvents, products, materials, refuse.

Refuse storage and collection arrangements.

Food safety and hygiene issues, particularly where food is prepared.

Health and safety issues. (Generally only if obvious, such as lack of sanitary provision).

**Recommendation for referral to the Borough Council's Environmental Health Division in all cases.**

Hot food takeaways and restaurants.

### **Class A2 Financial and Professional Services**

No specific considerations.

### **Class B1(b) (Research and Development) and Class B1(c) (Light Industry)**

Environmental Issues to consider:-

Noise from plant/machinery, eg. ventilation systems, refrigeration plant, etc.

Refuse storage and collection arrangements.

Health and safety issues. (Generally only if obvious, such as lack of sanitary provision).

### **Class B2 (General Industry)**

Environmental Issues to consider:-

Noise from plant & machinery, internal and external.

Insulation/layout/positioning of building from noise/fumes viewpoint.

Noise & air pollution emissions from ventilation and arrestment plant, eg. position, height of chimneys & flues.

Emissions from products, materials, storage and handling including noise from fork-lift trucks.

Food safety and hygiene issues, eg. canteens and food preparation.

Impact of the Development on the environment.

Concern if there is an adjacent, significant "bad neighbour" use, eg. existing foundry next to proposed food manufacturing.

**Recommendations for referral to the Borough Council's Environmental Health Division in all cases**

Developments near housing or other sensitive uses.

**Class B8 (Storage & Distribution)**

Generally, comments as relevant for General Industry (Class B2) as above.

**Sui Generis - Colocation**

The electronic storage receipt and transmission of data and information including (but not exclusively) Internet Service Provision, web hosting, disaster recovery and other server farm operations.

**Recommendation for referral to the Borough Council's Environmental Health Division in all cases**

Development adjacent to housing or other sensitive uses.

# Appendix 3

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### Appendix 3: Closed Circuit Television Cameras (CCTV)

The SPZ permits the installation of CCTV in accordance with condition x. Plan 3 identifies [insert number] permitted locations for free standing CCTV within the curtilage of the SPZ; of which at June 2014 [insert number] were installed.

CCTV serves an important function for security and reducing the fear of crime, but they can also impinge on residential amenity or people's sense of privacy.

The installation, alteration or replacement on a building of CCTV to be used for security purposes is permitted development (subject to limitations) under Part 33 of the General Permitted Development Order 1995. Those installed meeting this requirement are therefore permitted across the Estate including beyond the SPZ area.

All other forms of installation, such as CCTV cameras on freestanding columns would therefore normally require planning permission in order that issues of amenity and crime could be addressed.

SEGRO as landowner are responsible for the maintenance and operation of their CCTV, and where public areas are under surveillance SEGRO will apply the 'Surveillance Camera Code of Practice' (published by the Home Office in June 2013), or its successor.

The Code of Practice was issued by the Secretary of State under Section 30 of the Protection of Freedoms Act 2012, and provides guidance on the appropriate and effective use of surveillance camera systems (paragraph 1.2) to ensure that individuals and wider communities have confidence that surveillance cameras are deployed to protect and support them (paragraph 1.5) and ensure there is no infringement of privacy. It includes the following guiding principles (paragraph 2.6).

### Guiding Principles

System operators should adopt the following 12 guiding principles:

1. Use of a surveillance camera system must always be for a specified purpose which is in pursuit of a legitimate aim and necessary to meet an identified pressing need.
2. The use of a surveillance camera system must take into account its effect on individuals and their privacy, with regular reviews to ensure its use remains justified.
3. There must be as much transparency in the use of a surveillance camera system as possible, including a published contact point for access to information and complaints.
4. There must be clear responsibility and accountability for all surveillance camera system activities including images and information collected, held and used.
5. Clear rules, policies and procedures must be in place before a surveillance camera system is used, and these must be communicated to all who need to comply with them.
6. No more images and information should be stored than that which is strictly required for the stated purpose of a surveillance camera system, and such images and information should be deleted once their purposes have been discharged.
7. Access to retained images and information should be restricted and there must be clearly defined rules on who can gain access and for what purpose such access is granted; the disclosure of images and information should only take place when it is necessary for such a purpose or for law enforcement purposes.
8. Surveillance camera system operators should consider any approved operational, technical and competency standards relevant to a system and its purpose and work to meet and maintain those standards.
9. Surveillance camera system images and information should be subject to appropriate security measures to safeguard against unauthorised access and use.<sup>11</sup>

10. There should be effective review and audit mechanisms to ensure legal requirements, policies and standards are complied with in practice, and regular reports should be published.
11. When the use of a surveillance camera system is in pursuit of a legitimate aim, and there is a pressing need for its use, it should then be used in the most effective way to support public safety and law enforcement with the aim of processing images and information of evidential value.
12. Any information used to support a surveillance camera system which compares against a reference database for matching purposes should be accurate and kept up to date.

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# Appendix 4

## Planning Obligations (S106)

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# Appendix 5

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# Appendix 6

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## **Simplified Planning Zone Scheme - Slough Trading Estate, 2014-2024**

**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Cabinet **DATE:** 14<sup>th</sup> July 2014

**CONTACT OFFICER:** Catherine Meek, Head of Democratic Services  
**(For all enquiries)** 01753 875011

**WARD(S):** All

**PORTFOLIO:** Leader, Finance and Strategy – Councillor Anderson

**PART I**  
**NON-KEY DECISION**

**NOTIFICATION OF DECISIONS****1. Purpose of Report**

To seek Cabinet endorsement of the published Notification of Decisions, which has replaced the Executive Forward Plan.

**2. Recommendation**

The Cabinet is requested to resolve that the Notification of Decisions be approved.

**3. Slough Joint Wellbeing Strategy Priorities**

The Notification of Decisions sets out when key decisions are expected to be taken and a short overview of the matters to be considered. The decisions taken will contribute to all of the following Slough Joint Wellbeing Strategy Priorities:

- Health
- Economy and Skills
- Housing
- Regeneration and Environment
- Safer Slough

**4. Other Implications****(a) Financial**

There are no financial implications.

**(b) Human Rights Act and Other Legal Implications**

There are no Human Rights Act implications. The Local Authorities (Executive Arrangements) (Meetings and Access to Information)(England) Regulations 2012 require the executive to publish a notice of the key decisions, and those to be taken in private under Part II of the agenda, at least 28 clear days before the decision can be taken. This notice replaced the legal requirement for a 4-month rolling Forward Plan.

## **5. Supporting Information**

5.1 The Notification of Decisions replaces the Forward Plan. The Notice is updated each month on a rolling basis, and sets out:

- A short description of matters under consideration and when key decisions are expected to be taken over the following three months;
- Who is responsible for taking the decisions and how they can be contacted;
- What relevant reports and background papers are available; and
- Whether it is likely the report will include exempt information which would need to be considered in private in Part II of the agenda.

5.2 The Notice contains matters which the Leader considers will be the subject of a key decision to be taken by the Cabinet, a Committee of the Cabinet, officers, or under joint arrangements in the course of the discharge of an executive function during the period covered by the Plan.

5.3 Key Decisions are defined in Article 14 of the Constitution, as an Executive decision which is likely either:

- to result in the Council incurring expenditure which is, or the making of savings which are, significant, having regard to the Council's budget for the service or function to which the decision relates; or
- to be significant in terms of its effects on communities living or working in an area comprising two or more wards within the Borough.

The Council has decided that any expenditure or savings of £250,000 or more shall be significant for the purposes of a key decision.

5.4 There are provisions for exceptions to the requirement for a key decision to be included in the Notice and these provisions and necessary actions are detailed in paragraphs 15 and 16 of Section 4.2 of the Constitution.

5.5 To avoid duplication of paperwork the Member Panel on the Constitution agreed that the Authority's Notification of Decisions would include both key and non key decisions – and as such the document would form a comprehensive programme of work for the Cabinet. Key decisions are highlighted in bold.

## **6. Appendices Attached**

'A' - Notification of Decisions

## **7. Background Papers**

None.

# NOTIFICATION OF DECISIONS

1 JULY 2014 TO 30 SEPTEMBER 2014

## **SLOUGH BOROUGH COUNCIL**

### **NOTIFICATION OF DECISIONS**

Slough Borough Council has a decision making process involving an Executive (Cabinet) and a Scrutiny Function.

As part of the process, the Council will publish a Notification of Decisions which sets out the decisions which the Cabinet intends to take over the following 3 months. The Notice includes both Key and non Key decisions. Key decisions are those which are financially significant or have a significant impact on 2 or more Wards in the Town. This Notice supersedes all previous editions.

Whilst the majority of the Cabinet's business at the meetings listed in this document will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information.

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of the Cabinet meetings listed in this Notice will/may be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

Page 148  
This document provides a summary of the reason why a matter is likely to be considered in private / Part II. The full reasons are listed alongside the report on the Council's website.

If you have any queries, or wish to make any representations in relation to the meeting being held in private for the consideration of the Part II items, please email [catherine.meek@slough.gov.uk](mailto:catherine.meek@slough.gov.uk) (no later than 15 calendar days before the meeting date listed).

#### **What will you find in the Notice?**

For each decision, the plan will give:

- The subject of the report.
- Who will make the decision.
- The date on which or the period in which the decision will be made.
- Contact details of the officer preparing the report.
- A list of those documents considered in the preparation of the report (if not published elsewhere).
- The likelihood the report would contain confidential or exempt information.



## **What is a Key Decision?**

An executive decision which is likely either:

- To result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- To be significant in terms of its effects on communities living or working in an area comprising two or more wards within the borough.

## **Who will make the Decision?**

Decisions set out in this Notice will be taken by the Cabinet, unless otherwise specified. All decisions (unless otherwise stated) included in this Notice will be taken on the basis of a written report and will be published on the Council's website before the meeting.

The members of the Cabinet are as follows:

- |   |                         |
|---|-------------------------|
| • Leader of the Council – Finance & Strategy                  | Councillor Anderson     |
| • Commissioner for Community & Leisure                        | Councillor Carter       |
| • Commissioner for Education & Children                       | Councillor Mann         |
| • Commissioner for Environment & Open Spaces                  | Councillor Parmar       |
| • Commissioner for Health & Wellbeing                         | Councillor Hussain      |
| • Commissioner for Neighbourhoods & Renewal (& Deputy Leader) | Councillor Swindlehurst |
| • Commissioner for Performance & Accountability               | Councillor Sharif       |
| • Commissioner for Social & Economic Inclusion                | Councillor Munawar      |

## **Where can you find a copy of the Notification of Decisions?**

The Plan will be updated and republished monthly. A copy can be obtained from Democratic Services at St Martin's Place, 51 Bath Road on weekdays between 9.00 a.m. and 4.45 p.m., from MyCouncil, Landmark Place, High Street, or Tel: (01753) 875120, email: [catherine.meek@slough.gov.uk](mailto:catherine.meek@slough.gov.uk). Copies will be available in the Borough's libraries and a copy will be published on Slough Borough Council's Website.

### **How can you have your say on Cabinet reports?**

Each Report has a contact officer. If you want to comment or make representations, notify the contact officer before the deadline given.

### **What about the Papers considered when the decision is made?**

Reports relied on to make key decisions will be available before the meeting on the Council's website or are available from Democratic Services.

### **Can you attend the meeting at which the decision will be taken?**

Where decisions are made by the Cabinet, the majority of these will be made in open meetings. Some decisions have to be taken in private, where they are exempt or confidential as detailed in the Local Government Act 1972. You will be able to attend the discussions on all other decisions.

### **When will the decision come into force?**

Implementation of decisions will be delayed for 5 working days after Members are notified of the decisions to allow Members to refer the decisions to the Overview and Scrutiny Committee, unless the decision is urgent, in which case it may be implemented immediately.

### **What about key decisions taken by officers?**

Many of the Council's decisions are taken by officers under delegated authority. Key decisions will be listed with those to be taken by the Cabinet. Key and Significant Decisions taken under delegated authority are reported monthly and published on the Council's website.

### **Are there exceptions to the above arrangements?**

There will be occasions when it will not be possible to include a decision/report in this Notice. If a key decision is not in this Notice but cannot be delayed until the next Notice is published, it can still be taken if:

- The Head of Democratic Services has informed the Chair of the Overview and Scrutiny Committee or relevant Scrutiny Panel in writing, of the proposed decision/action. (In the absence of the above, the Mayor and Deputy Mayor will be consulted);
- Copies of the Notice have been made available to the Public; and at least 5 working days have passed since public notice was given.
- If the decision is too urgent to comply with the above requirement, the agreement of the Chair of the Overview and Scrutiny Committee has been obtained that the decision cannot be reasonably deferred.
- If the decision needs to be taken in the private part of a meeting (Part II) and Notice of this has not been published, the Head of Democratic Services will seek permission from the Chair of Overview & Scrutiny, and publish a Notice setting out how representations can be made in relation to the intention to consider the matter in Part II of the agenda.

For further information, contact Democratic Services as detailed above.

## Cabinet - 14th July 2014

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<b><u>Medium Term Financial Strategy update</u></b> To receive an update on the current position in relation in the Council's Medium Term Financial Strategy.	F&S	All	All	Joseph Holmes, Assistant Director, Finance & Audit Tel: 01753 875358	-	None	√	
<b><u>Leisure Strategy</u></b> To consider a report on the next stage of the Leisure Strategy, including any recommendations from the Member/Officer Task & Finish Group.	C&L	All	All	Sarah Richards, Strategic Director, Regeneration, Housing and Resources Tel: 01753 875301	-	None	√	
<b><u>Children's Service Improvement</u></b>	E&C	All	All	Ruth Bagley, Chief Executive, Slough Borough Council	-	None	√	Yes, p3 LGA
<b><u>Options Appraisal - Subsidiary Housing Company</u></b> To consider a report on the progress of the Options Appraisal for a Subsidiary Housing Company.	N&R	All	All	Neil Aves, Assistant Director of Housing Tel: (01753) 875527	-	None		
<b><u>School Places Strategy</u></b> To agree further steps to progress the School Places Strategy.	E&C	All	All	Ruth Bagley, Chief Executive, Slough Borough Council	-	None		

**Portfolio Key** – F&S = Finance and Strategy, P & A = Performance and Accountability, C & L = Community and Leisure, E & C = Education and Children, S & E = Social and Economic Inclusion, E & O = Environment and Open Spaces, H & W = Health and Wellbeing, N & R = Neighbourhoods and Renewal

**Bold** – Key Decision      Non-Bold – Non-Key Decision      *Italics* – Performance/Monitoring Report

<p><b><u>Simplified Planning Zone 2014-24</u></b></p> <p>Approval for adoption of the Simplified Planning Zone for Slough Trading Estate. This grants planning permission in advance for a range of uses including data centres, warehouses and industrial units. This excludes offices, major retail development and the Power Station on the Trading Estate. This will run for a 10 year period from 2014-2024. This is an important tool for attracting inward investment.</p>	N&R	Baylis & Stoke; Farnham; Haymill and Lynch Hill	Economy & Skills	Paul Stimpson, Strategic Lead Planning Policy & Projects Tel: (01753) 875820	Planning Committee, 19/6/14	Simplified Planning Zone 2004-14 The Core Strategy DPD 2008 Site Allocations DPD (SSA4)		
<p><b><u>Salt Hill Park Pedestrian and Cycle Route</u></b></p> <p>To consider a report on the proposal to update the existing path through Salt Hill Park to a 3 metre wide path with lighting, provision of a new section of 3 metre wide path through Salt Hill Park and improvements to access through Salt Hill Way. Approval of the Trustees (The Council) is need for the implementation of the path in the park and the Cabinet will be asked to recommend the proposals.</p>	S&E, E&O	Chalvey	Regeneration & Environment; Safer Communities	Lynsey Brookfield, Team Leader (Road Safety and Integrated Transport), Viv Vallance, Senior Consultant Tel: 01753 875622, Tel: 01753 474046	None (but to be recommended to Council on 22nd July if approved)	East to West walking and cycling route Salt Hill Park - Consultation leaflet, distributed June 2014	√	
<p><b><u>Permit Scheme for Streetworks in Slough</u></b></p> <p>Proposal to operate a permit scheme for road works, to commence in March 2015, using the common scheme adopted by neighbouring local authorities. Formal application to be submitted to the Department for Transport before 1<sup>st</sup> August 2014.</p>	S&E	All	All	Eddie Hewitt, Network Management Engineer Tel: 01753 474101	-	Correspondence with DfT, Traffic Management Act (2004), SBC consultation documents	√	Yes p3 LGA

**Portfolio Key** – F&S = Finance and Strategy, P & A = Performance and Accountability, C & L = Community and Leisure, E & C = Education and Children, S & E = Social and Economic Inclusion, E & O = Environment and Open Spaces, H & W = Health and Wellbeing, N & R = Neighbourhoods and Renewal

**Bold** – Key Decision      Non-Bold – Non-Key Decision      *Italics* – Performance/Monitoring Report

<u>References from Overview &amp; Scrutiny</u> To consider any recommendations from the Overview & Scrutiny Committee and Scrutiny Panels.	P&A	All	-	Shabana Kauser, Senior Democratic Services Officer Tel: 01753 787503	-	None		
<u>Notification of Forthcoming Decisions</u> To present to Cabinet the latest published Notification of Decisions.	F&S	All	-	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None		

## Cabinet - 15th September 2014

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<b>Quarterly Finance &amp; Performance Report to June 2014</b>	F&S	All	All	Joseph Holmes, Assistant Director, Finance & Audit Tel: 01753 875358	Overview & Scrutiny	None	√	
<b>Changes to Anti-Social Behaviour Tools &amp; Powers</b> The Anti-Social Behaviour, Crime and Policing Act 2014 brings a number of changes to the tools and powers available to the Council, Thames Valley Police and other agencies. There will no be available 6 key tools which will come into effect from October 2014. This report outlines the new powers, details our partnership preparations for their delivery and seeks Cabinet endorsement.	E&C, H&W, C&L, E&O, S&E, N&R	All	Health & Wellbeing; Housing; Regeneration & Environment; Safer Communities	Louise Asby, Community Safety Manager, Ginny de Haan, Head of Consumer Protection & Business Compliance Tel: 01753 875146, Tel: 01753 477912	Safer Slough Partnership	Final Guidance on the new powers will be available from end June 2014	√	

**Portfolio Key** – F&S = Finance and Strategy, P & A = Performance and Accountability, C & L = Community and Leisure, E & C = Education and Children, S & E = Social and Economic Inclusion, E & O = Environment and Open Spaces, H & W = Health and Wellbeing, N & R = Neighbourhoods and Renewal

**Bold** – Key Decision      Non-Bold – Non-Key Decision      *Italics* – Performance/Monitoring Report

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<p><b><u>Trelawney Avenue Redevelopment Plan</u></b></p> <p>Further to the Cabinet report of 14<sup>th</sup> April 2014, to consider a report detailing the progress of the Trelawney Avenue Redevelopment Plan.</p>	N&R	Langley Kedermister	All	Stephen Gibson, Interim Head of Asset Management Tel: 01753 875852	Cabinet, 14/4/14	None	√	
<p><b><u>Future use of Gurney House site</u></b></p> <p>To consider a further report on the redevelopment of the Gurney House site, including planning and delivery issues.</p>	N&R	Upton	All	Stephen Gibson, Interim Head of Asset Management Tel: 01753 875852	Cabinet, 14/4/14	None	√	
<p><b><u>Windsor Road Regeneration Scheme</u></b></p> <p>To consider a further report on the Windsor Road Regeneration scheme including the preferred option for the housing development site.</p>	N&R	Central	All	Stephen Gibson, Interim Head of Asset Management Tel: 01753 875852	Cabinet, 14/4/14	None	√	
<p><b><u>Chalvey Regeneration Strategy</u></b></p> <p>To consider a report on the progress made in relation to the Chalvey Regeneration Strategy.</p>	N&R	Chalvey	All	Stephen Gibson, Interim Head of Asset Management Tel: 01753 875852	Cabinet, 10/3/14	None	√	
<p><b><u>References from Overview &amp; Scrutiny</u></b></p> <p>To consider any recommendations from the Overview &amp; Scrutiny Committee and Scrutiny Panels.</p>	P&A	All	All	Shabana Kauser, Senior Democratic Services Officer Tel: 01753 787503	-	None	√	

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Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<u>Notification of Forthcoming Decisions</u> To endorse the published Notification of Decisions.	F&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None	√	

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