

## BERKSHIRE LOCAL TRANSPORT BODY (BLTB)

REPORT TO: BLTB

DATE: 16 November 2017

CONTACT OFFICER: Roger Parkin, Chief Executive Slough Borough Council,  
lead Chief Executive to the BLTB

### PART I

#### Item 5: Financial Approval 2.16 Maidenhead Station

##### *Purpose of Report*

1. To consider giving financial approval to scheme 2.16 Maidenhead Station.
2. The scheme has four elements:
  - Improvements to transport interchange at Maidenhead Station for connections between journeys made on foot, bicycle, train, taxi, motorcycle and car.
  - Improved links between the rail station and the town centre, with environmental enhancements for the station forecourt and adjacent road crossing.
  - Construction of replacement and increased parking for rail commuters, shoppers, visitors and employees.
  - Traffic management improvements (converting Broadway to two-way operation).

##### *Recommendation*

3. You are recommended to give schemes 2.16 Maidenhead Station full financial approval in the sum of £3,750,000 over two years (2018/19-2019/20) on the terms of the funding agreement set out at paragraph 14 step 5 below.

##### *Other Implications*

##### Financial

4. Scheme 2.16 Maidenhead Station was a named scheme in the first [Thames Valley Berkshire Local Growth Deal](#) announced on 7 July 2014.
5. This report recommends that the Royal Borough of Windsor and Maidenhead be authorised to draw down the capital sum £3,750,000 from the Local Transport Body funding for this scheme.
6. The funding agreement set out at paragraph 14 step 5 sets out the roles and responsibilities, reporting and auditing arrangements, timing and triggers for payments, contributions from other funders, consequences of delay, consequences of failure, claw back, and evaluation requirements at one and five years on.

## Risk Management

7. The risk management arrangements already put in place by the Local Transport Body are as follows:
  - The [Assurance Framework](#)<sup>ii</sup> has been drafted following DfT guidance and has been approved by the DfT for use in allocating capital funds for transport schemes
  - White Young Green (WYG) have been appointed as Independent Assessors and have provided a full written report (see Appendix 1) on the full business case for the scheme
  - The funding agreement set out at paragraph 14, step 5 makes clear that the financial risk associated with implementation of the scheme rests with the scheme promoter.

## Human Rights Act and Other Legal Implications

8. The scheme promoter is a local authority and they have to act within the law. Slough Borough Council will provide legal support for the BLTB, should any questions arise.

## **Supporting Information**

9. The scheme will be carried out by the Royal Borough of Windsor and Maidenhead.
10. The scheme proposed is a reduced version of the original proposal, and is brought forward on the basis that the “do nothing” option is not realistic given the existing capacity constraints and the projected growth in rail passenger numbers with the arrival of the Crossrail/Elizabeth Line trains.
11. Extensive efforts have been made, without success, to secure the cooperation of adjoining landowners to in order to promote a more ambitious scheme that would create a larger station building, provide bus interchange and expanded taxi facilities.
12. The Council’s chosen strategy is to proceed with the reduced scheme now, but to continue to explore more ambitious development options with adjoining landowners and railway industry representatives in the medium term.
13. The full details of the scheme are available from the [Royal Borough of Windsor and Maidenhead’s website](#)<sup>iii</sup>. A summary of the key points is given below:

Task	Timescale
Procurement	December 2018
Construction start	January 2019
Construction finish	March 2020

Activity	Funder	Cost (approx)
Scheme development	The Royal Borough of Windsor and Maidenhead	
Major scheme funding	Berkshire Local Transport Body	£3.75m
Private sector funding	s.106 and other sources	£0.75m
<b>Total</b>		<b>£4.50m</b>

14. The table below sets out the details of this scheme's compliance with steps 1-5 of paragraph 14 of [the full Assurance Framework<sup>iv</sup>](#).

Assurance Framework Check list	2.16 Maidenhead Station				
Step 1: Development of Scheme proposal; initial sifting, scoring and prioritisation leading to award of Programme Entry Status. (See paragraphs 11-13)	The scheme was originally developed by the Royal Borough of Windsor and Maidenhead in 2013 jointly with Crossrail incorporating a transport interchange at Maidenhead Station to improve connections between rail and other forms of transport. Unfortunately, the scheme was ultimately found to be unviable, but it provided a useful starting point.				
	A scheme with reduced scope and cost has now been submitted in order to ensure that capacity improvements are secured to cope with the introduction of Crossrail/Elizabeth Line services.				
	In 2014, the Maidenhead Station improvement scheme was assessed in accordance with paragraphs 11 and 12 of the Assurance Framework and was given 28 points and ranked 5th of the schemes originally submitted.				
		<b>Factor</b>	<b>Raw score</b>	<b>Weighting</b>	<b>Weighted score</b>
		Strategy	3	1.5	4.5
		Deliverability	3	2	6.0
		Economic Impact	3	4	12.0
		TVB area coverage	2	1.5	3.0
	Environment	2	0.5	1.0	
	Social	3	0.5	1.5	
			<b>Total</b>	<b>28.0</b>	
Step 2: Programme Entry: evolution of the scheme from outline proposal to full business case, external view on the business case, and independent assessment (See paragraphs 15 and 16)	Programme Entry status was given by the BLTB on <a href="#">24 July 2014<sup>v</sup></a> (Minute 6b refers). Progress of the scheme was reported to the BLTB meetings held on <a href="#">20 November 2014<sup>vi</sup></a> , <a href="#">19 March 2015<sup>vii</sup></a> , <a href="#">16 July 2015<sup>viii</sup></a> , <a href="#">19 November 2015<sup>ix</sup></a> , <a href="#">17 March 2016<sup>x</sup></a> , <a href="#">21 July 2016<sup>xi</sup></a> , <a href="#">17 November 2016<sup>xii</sup></a> , <a href="#">16 March 2017<sup>xiii</sup></a> and <a href="#">20 July 2017<sup>xiv</sup></a> .				
	A description of the original, larger scheme has been available in the <a href="#">SEP Implementation Plan Annex<sup>xv</sup></a> (scheme 2.16 page 116) since March 2014.				
	<a href="#">The Royal Borough of Windsor and Maidenhead's website<sup>xvi</sup></a> holds the latest details of the full business case, including the VfM statement certified by the senior responsible officer.				
	Any comments or observations on the scheme received by either TVB				

Assurance Framework Check list	2.16 Maidenhead Station
	<p>LEP or the Royal Borough of Windsor and Maidenhead have been fully considered during the development of the scheme.</p> <p>The report of the Independent Assessor is attached at Appendix 1. The Independent Assessor was asked to report as follows:</p> <ul style="list-style-type: none"> <li>• Completeness – has the promoter prepared a complete Full Business Case submission, when judged against the prevailing advice from the DfT</li> <li>• Accuracy – has the promoter performed the relevant calculations and assessments accurately and without error</li> <li>• Relevance – has the Full Business Case considered all relevant matters, including use of appropriate forecasting models and planning assumptions, and has it included any irrelevant considerations such unduly-optimistic assumptions or out of date modelling data</li> <li>• Value for Money – does the scheme promoter’s Value for Money assessment comply with the prevailing DfT guidance</li> <li>• Evaluation arrangements – has the scheme promoter made provision for appropriate post-implementation evaluation of the scheme.</li> <li>• Remedies – where the independent assessment reveals a gap between the FBC supplied and the standard anticipated by the DfT guidance, then the advice for the LTB should include recommendations for remedial actions required – e.g., collection of further data, sensitivity tests on particular assumptions etc.</li> </ul>
Step 3: Conditional Approval	The Independent Assessor has recommended that in this case a Full Approval is appropriate.
<p>Step 4: Recommendation of Financial Approval</p> <ul style="list-style-type: none"> <li>- High Value for Money</li> <li>- Support of the Independent assessor</li> </ul>	<p>The scheme has negative costs due to the revenue generation and so it is not possible to present the BCR. The alternative NPV/k has correctly been used instead. The scheme has an NPV/k of 2.35. The scheme value for money is classed as Very High (and Financially Positive).</p> <p>In conclusion, it is possible to fully recommend the business case for the Maidenhead Station Access scheme.</p>
<p>Step 5: Formal Agreement</p> <ul style="list-style-type: none"> <li>- roles</li> <li>- responsibilities</li> <li>- reporting</li> <li>- auditing</li> <li>- timing and triggers for payments,</li> <li>- contributions from other funders,</li> <li>- consequences of delay,</li> <li>- consequences of</li> </ul>	<p>Roles: The BLTB is a part funder of the scheme. The Royal Borough of Windsor and Maidenhead is the relevant highway and planning authority.</p> <p>Responsibilities: The BLTB is responsible for allocating the capital finance in accordance with the Assurance Framework. The Royal Borough of Windsor and Maidenhead is responsible for all aspects of the design, procurement, construction and implementation of the scheme, including its responsibilities as highway and planning authority, and any other statutory duties.</p> <p>Reporting: In addition to any reporting requirements within the Royal Borough of Windsor and Maidenhead, the scheme promoter will also make summary reports on progress to each meeting of the BLTB until the scheme reaches practical completion. In particular, the Royal</p>

Assurance Framework Check list	2.16 Maidenhead Station
<p>failure,</p> <ul style="list-style-type: none"> <li>- claw back,</li> <li>- evaluation one and five years on</li> </ul>	<p>Borough of Windsor and Maidenhead will report on any change in the size, scope or specification of the scheme; and on any substantial savings against the scheme budget whether achieved by such changes to the size, scope or specification of the scheme, or through procurement, or through the efficient implementation of the scheme.</p> <p>Auditing: If and when the DfT or the Royal Borough of Windsor and Maidenhead (acting as accountable body for the LEP) requests access to financial or other records for the purposes of an audit of the accounts, the Royal Borough of Windsor and Maidenhead will cooperate fully.</p> <p>Timing and Triggers for payments: the Royal Borough of Windsor and Maidenhead will submit an annual invoice for each financial year together with a certificate of work completed. The Royal Borough of Windsor and Maidenhead (acting as accountable body for the LEP) will satisfy itself of the correctness of the certificate before paying the invoice.</p> <p>Contributions from Other Funders: there will be £125,000 of s.106 contributions secured by the Royal Borough of Windsor and Maidenhead in 2017/18, and a further £625,000 in 2019/20.</p> <p>Consequences of Delay: In the event that the scheme experiences minor delays to its programme (no more than 10 weeks), the Royal Borough of Windsor and Maidenhead will report these delays and the reasons for them, and the proposed remedial action to the next available meeting of the BLTB. In the event that the scheme experiences major delays to its programme (11 weeks or longer) the Royal Borough of Windsor and Maidenhead will be required to seek permission from BLTB to reschedule any payments that are due, or may be delayed in falling due because of the delay to the programme.</p> <p>Consequences of Failure: As soon as it becomes apparent to the Royal Borough of Windsor and Maidenhead that it will not be possible to deliver the scheme at all, written notice shall be given to the Royal Borough of Windsor and Maidenhead (acting as accountable body for the LEP). No further monies will be paid to the Royal Borough of Windsor and Maidenhead after this point. In addition, consideration will be given to recovering any monies paid to the Royal Borough of Windsor and Maidenhead in respect of this scheme.</p> <p>Claw back: If the overall scheme achieves savings against budget, these savings will be shared by the BLTB and the other funders noted above in proportion to the amounts committed to the original budget. The Royal Borough of Windsor and Maidenhead (acting as accountable body for the LEP) reserves the right to claw back any such savings amounts, and any repayments due as a consequence of scheme failure.</p> <p>Other Conditions of Local Growth Funds: the Royal Borough of Windsor and Maidenhead will acknowledge the financial contribution</p>

<b>Assurance Framework Check list</b>	<b>2.16 Maidenhead Station</b>
	<p>made to this scheme through Local Growth Funds and follow the “<a href="#">Growth Deal Identity Guidelines</a>”<sup>xvii</sup> issued by government. It will also give due regard to the <a href="#">Public Services (Social Value) Act</a><sup>xviii</sup>, particularly through the employment of apprentices across the scheme supply chain.</p> <p>Evaluation One and Five years on: the Royal Borough of Windsor and Maidenhead will work with WYG to produce scheme evaluations One and Five years after practical completion.</p>

### **Conclusion**

15. This reduced scale scheme is a practical response to the complexity of the site and the requirement for an intervention to alleviate pedestrian congestion. The LEP will continue to support the Council, land owners and rail industry partners in the development of a more ambitious scheme for the medium term.

### **Background Papers**

16. The LTB and SEP scoring exercise papers are available on request

<sup>i</sup>[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/327587/35\\_Thames\\_Valley\\_Berkshire\\_Growth\\_Deal.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/327587/35_Thames_Valley_Berkshire_Growth_Deal.pdf)

<sup>ii</sup><http://www.thamesvalleyberkshire.co.uk/getfile/Public%20Documents/Programmes/Infrastructure/BLTB/Assurance%20Framework%20for%20Berkshire%20Local%20Transport%20Body%2014%20November%202013.pdf?inline-view=true>

<sup>iii</sup>

<sup>iv</sup>[https://www3.rbwm.gov.uk/info/200133/strategies\\_plans\\_and\\_policies/229/strategic\\_economic\\_plan/2](https://www3.rbwm.gov.uk/info/200133/strategies_plans_and_policies/229/strategic_economic_plan/2)

<sup>v</sup><http://www.thamesvalleyberkshire.co.uk/getfile/Public%20Documents/Programmes/Infrastructure/BLTB/Assurance%20Framework%20for%20Berkshire%20Local%20Transport%20Body%2014%20November%202013.pdf?inline-view=true>

<sup>vi</sup> <http://www.slough.gov.uk/moderngov/ieListDocuments.aspx?CId=601&MId=5148&Ver=4>

<sup>vii</sup> <http://www.slough.gov.uk/moderngov/ieListDocuments.aspx?CId=601&MId=5181&Ver=4>

<sup>viii</sup> <http://www.slough.gov.uk/moderngov/ieListDocuments.aspx?CId=601&MId=5473&Ver=4>

<sup>ix</sup> <http://www.slough.gov.uk/moderngov/ieListDocuments.aspx?CId=601&MId=5459&Ver=4>

<sup>x</sup> <http://www.slough.gov.uk/moderngov/ieListDocuments.aspx?CId=601&MId=5460&Ver=4>

<sup>xi</sup> <http://www.slough.gov.uk/moderngov/ieListDocuments.aspx?CId=601&MId=5461&Ver=4>

<sup>xii</sup> <http://www.slough.gov.uk/moderngov/ieListDocuments.aspx?CId=601&MId=5602&Ver=4>

<sup>xiii</sup> <http://www.slough.gov.uk/moderngov/ieListDocuments.aspx?CId=601&MId=5636&Ver=4>

<sup>xiv</sup> <http://www.slough.gov.uk/moderngov/ieListDocuments.aspx?CId=601&MId=5677&Ver=4>

<sup>xv</sup> <http://www.slough.gov.uk/moderngov/ieListDocuments.aspx?CId=601&MId=5719&Ver=4>

<sup>xvi</sup><http://www.thamesvalleyberkshire.co.uk/getfile/Public%20Documents/Strategic%20Economic%20Plan/TVB%20SEP%20-%20Annexes%20to%20Implementation%20Plan.pdf?inline-view=true>

<sup>xvii</sup>

<sup>xviii</sup>[https://www3.rbwm.gov.uk/info/200133/strategies\\_plans\\_and\\_policies/229/strategic\\_economic\\_plan/2](https://www3.rbwm.gov.uk/info/200133/strategies_plans_and_policies/229/strategic_economic_plan/2)

<sup>xix</sup> <https://www.gov.uk/government/publications/regional-growth-fund-identity-guidelines>

<sup>xx</sup> <https://www.gov.uk/government/publications/social-value-act-information-and-resources/social-value-act-information-and-resources>